Key Largo Wastewater Treatment District
Board of Commissioner's Meeting
Tuesday, May 3, 2022
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/KLWTDClerkboard-meeting

(Toll Free): 1 866 899 4679
(571) 317-3116

Access Code: 850-581-045

BOARD MEMBERS:

Nicolas Rodriguez	Chairman
Susan Heim	Vice Chairman
Kay Cullen	Secretary-Treasurer
Timothy Maloney	Commissioner
Andrew Tobin	Commissioner

DISTRICT STAFF:

Peter Rosasco	General Manager
Nicholas Mulick	General Counsel
Shannon McCully	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.

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

D. AGENDA ADDITIONS, CORRECTIONS, OR DELETIONS

E. PUBLIC COMMENT

F. APPROVAL OF MINUTES OF PREVIOUS MEETING
1. Minutes of April 19, 2022 3

G. GENERAL MANAGER

H. ADMIN AND CUSTOMER SERVICE

I. IT

J. BUDGET AND FINANCE
1. 2nd Quarter FY22 Financial Reports 11

K. FIELD

L. PLANT/FACILITIES
1. Update on the Florida Water Resource Convention 20

M. CAPITAL PROJECTS
1. Collection System Monitoring Proposal 21

N. ENGINEERING

O. LEGAL

P. COMMISSIONER'S ITEMS
1. Removal of Motion to Extend 85

Q. ROUNDTABLE

R. ADJOURNMENT

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

Meeting Date: May 3, 2022

Agenda Item Number: F-1

Action Required:
Yes

Department:
Legal

Sponsor:
Nicholas Mulick

Subject:
Minutes of April 19, 2022

Summary of Discussion:

Staff to present the minutes from the April 19, 2022 board meeting for approval.

Reviewed / Approved		Financial Impact	Attachments
Operations:	_____	$	1. Minutes
Administration:	_____		
Finance:	_____	Funding Source:	
District Counsel:	_____	N/A	
District Clerk:	_____	Budgeted:	
Engineering:	_____	N/A	

Approved By: _____ **Date:** 4-28-22
General Manager

Key Largo Wastewater Treatment District
103355 Overseas Hwy, Key Largo, FL
Tuesday, April 19, 2022

MINUTES

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

PLEDGE OF ALLEGIANCE (B)
Jerry Baker led the Pledge of Allegiance.

ROLL CALL (C)
Present were: Chairman Nicolas Rodriguez; Commissioners, Tim Maloney, Susan Heim, Kay Cullen, and Andrew Tobin.

Also present; General Manager Peter Rosasco; General Counsel Nicholas Mulick; District Clerk Shannon McCully; Field Manager, Mike Dempsey, Plant/Facilities Manager, Ryan Dempsey; District Engineer, Ed Castle and Steve Suggs; Plant Operations Manager, Jerry Baker; IT Support, Manny Santana

Appeared virtually: Finance Manager, Connie Fazio; Project Administration & HR Coordinator, Laura Weinstock; Customer Account Specialist, Alex Irizarry; IT Consultant, David Soper.

Guests: District Lobbyist Cynthia Henderson; Flovac Director of Operations, Michael Pringle.

AGENDA ADDITIONS, CORRECTIONS, OR DELETIONS (D)
Approval of Agenda (D-1)
Item G-1 Laydown (attached)
Item N-1 was discussed before Item J-1
Mr. Rosasco requested the addition of Item G-1, *Tallahassee Update*
Commissioner Heim requested the addition of Item P-1, *Staff Meeting Agenda Update*
Commissioner Heim requested the addition of Item P-2, *FL Rural Water Association Discussion*

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

PUBLIC COMMENT (E)
No speakers.

APPROVAL OF MINUTES OF PREVIOUS MEETINGS (F)

Minutes of April 5, 2022 (F-1)

Motion: Commissioner Cullen made a motion to approve the minutes of the April 5, 2022 meeting. Commissioner Maloney seconded the motion. Motion passed without objection.

GENERAL MANAGER (G)

Legislative Update from Cynthia Henderson (G-1)

District Lobbyist, Ms. Henderson, updated the Board on the Florida Keys Stewardship Act and Funding.

ADMIN AND CUSTOMER SERVICE (H)

March 2022 Customer Service Report (H-1)

Mr. Irizarry presented the March 2022 Customer Service Report.

IT (I)

March 2022 IT Report (I-1)

Mr. Soper presented the March 2022 IT Report.

BUDGET AND FINANCE (J)

March 2022 Budget and Finance Report (J-1)

Ms. Fazio presented the March 2022 Budget and Finance Report

Fiscal Year 2023 Budget Calendar (J-2)

Ms. Fazio presented the 2023 Budget Calendar

FIELD (K)

March 2022 Field Report (K-1)

Mr. Mike Dempsey presented the March 2022 Field Report

PLANT (L)

March 2022 Plant Report (L-1)

Mr. Ryan Dempsey presented the March 2022 Plant Report

CAPITAL PROJECTS (M)

March 2022 Capital Projects Report (M-1)

Mr. Castle presented the March 2022 Capital Projects Report

EXTENSION 6:00 PM

Motion: Commissioner Cullen made a motion to extend the meeting. Commissioner Maloney seconded the motion. Motion passed without objection.

ENGINEERING (N)

Collection Monitoring System Discussion (N-1)

Flovac's Director of Operations, Mike Pringle, gave a presentation on Flovac's Wireless Monitoring System.

LEGAL REPORT (O)

No Report.

COMMISSIONER ITEMS (P)

Staff Meeting Agenda Update (P-1)

Commissioner Heim asked the Board if they would like to be included in an issue about marinas.

Florida Rural Water Association (P-2)

Commissioner Heim updated the Board on a meeting that was held with Florida Rural Water Association at the Admin Building.

ROUNDTABLE DISCUSSION (Q)

No Report.

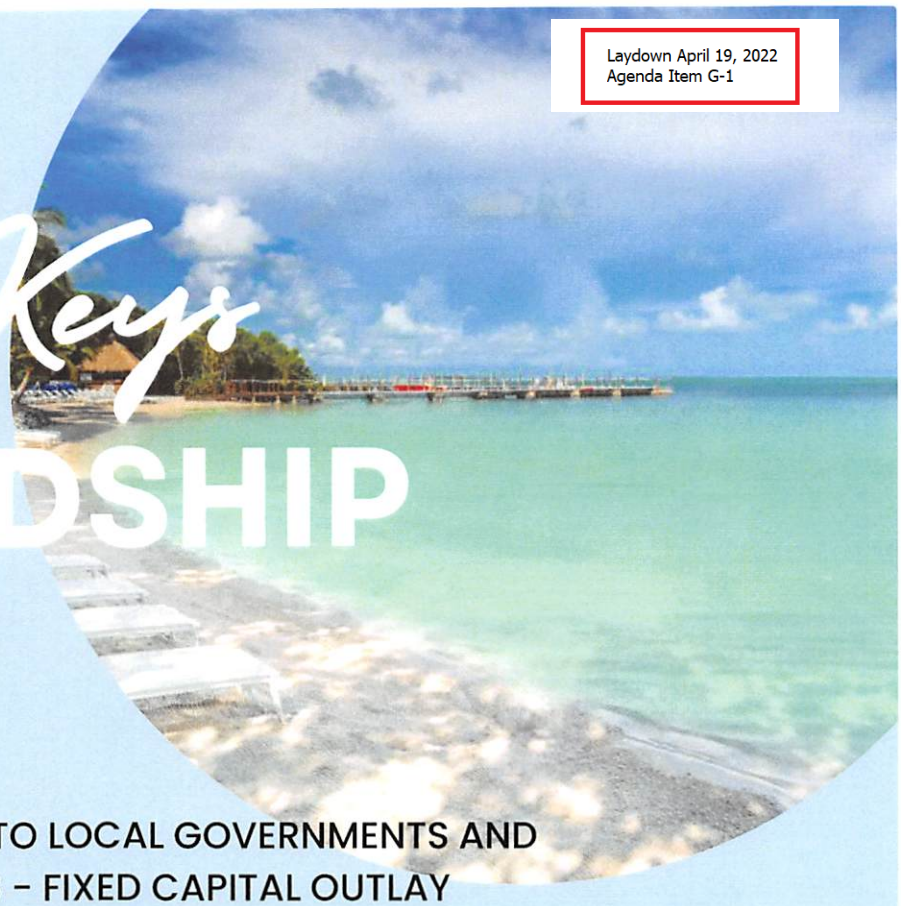
ADJOURNMENT (R)

The meeting was adjourned at 6:25 pm.

_____ _____

Nicolas Rodriquez, Chairman Shannon McCully, Clerk

Seal_____



florida Keys STEWARDSHIP

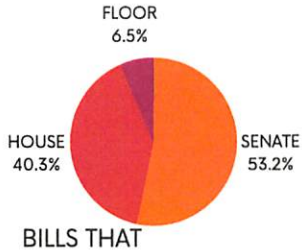
1669 GRANTS AND AIDS TO LOCAL GOVERNMENTS AND NONSTATE ENTITIES - FIXED CAPITAL OUTLAY
GRANTS AND AIDS - FLORIDA KEYS AREA OF CRITICAL STATE CONCERN
FROM GENERAL REVENUE FUND 20,000,000

The nonrecurring funds in Specific Appropriation 1669 are provided to the Department of Environmental Protection for the purpose of entering into financial assistance agreements with local governments located in the Florida Keys Area of Critical State Concern or the City of Key West Area of Critical State Concern, to be distributed in accordance with the existing interlocal agreement among the Village of Islamorada, the Key Largo Wastewater Treatment District, the City of Marathon, the Monroe County/Florida Keys Aqueduct Authority, the City of Key West, and Key Colony Beach, to finance or refinance the cost of constructing sewage collection, treatment, and disposal facilities, building projects that protect, restore, or enhance nearshore water quality and fisheries, such as stormwater or canal restoration projects and projects to protect water resources available to the Florida Keys, or for the purpose of land acquisition within the Florida Keys Area of Critical Concern as authorized pursuant to section 259.045, Florida Statutes, with increased priority given these acquisitions that achieve a combination of conservation goals, including protecting Florida's water resources and natural groundwater recharge.

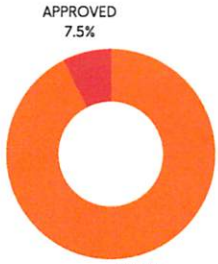
LEGISLATIVE SESSION

BY CYNERGY CONSULTING

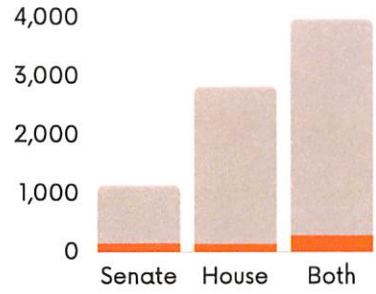
DATA 2



BILLS THAT DIED



BILLS THAT PASSED



Senate & House Filed Bills

ALL TYPES:

Filed 3685
Passed First Chamber 418
Passed Both Chambers 285

POLICY:

Filed: 1753
Passed First Chamber: 300
Passed Both Chambers: 238

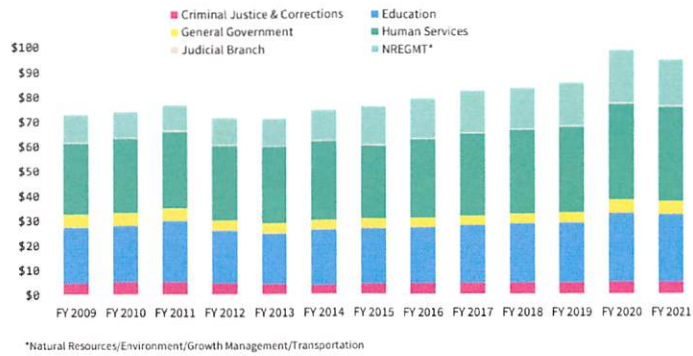
DATA 3

Executive Summary

The Florida Senate passed its fiscal year (FY) 2022-23 budget proposal (SB 2500) on February 9, 2022. The proposal, which totals $108.6 billion, represents a 7 percent increase over the current year budget. One week later, the Florida House of Representatives passed a $105.3 billion proposal (HB 5001), which represents a 3.7 percent increase over the current year funding level.

Figure 1. ANNUAL FLORIDA OPERATING BUDGET BY YEAR AND SERVICE AREA

Total includes general appropriations, vetoes, budget amendments, and reversions. Inflation adjusted, in billions



*Natural Resources/Environment/Growth Management/Transportation

REFERENCES
Lobbytools, Florida Policy Institute

Key West International Airport Terminal Concourse A	Aviation Development/Grants	Monroe	6,157,371
SR 5/US 1 Long Key Bridge over Long Key Channel Bridge 900094	Bridge Construction	Monroe	1,510,823
Monroe County Habitat for Humanity Affordable Housing (HB 2607) (Senate Form 1183)	Community Services	Monroe	1,956,500
Mote Marine Coral Restoration (HB 2409) (Senate Form 1079)	Coral Reef Protection & Restoration	Monroe	1,000,000
Bahama Village Music Program, Inc.	Cultural & Museum Grants	Monroe	35,000
Florida Keys History and Discovery Foundation, Inc.	Cultural & Museum Grants	Monroe	63,198
Key West Art and Historical Society, Inc.	Cultural & Museum Grants	Monroe	128,631
Key West Film Festival Corporation	Cultural & Museum Grants	Monroe	25,000
Key West Literary Seminar, Inc.	Cultural & Museum Grants	Monroe	52,361
Key West Players, Inc.	Cultural & Museum Grants	Monroe	90,000
Marathon Community Theatre, Inc.	Cultural & Museum Grants	Monroe	40,000
Mel Fisher Maritime Heritage Society, Inc.	Cultural & Museum Grants	Monroe	150,000
Monroe Council of the Arts Corporation - Connecting the Keys with Culture 2023	Cultural & Museum Grants	Monroe	47,443
Red Barn Actor's Studio, Inc.	Cultural & Museum Grants	Monroe	65,321
The Studios of Key West, Inc.	Cultural & Museum Grants	Monroe	150,000
School Readiness Services	Early Learning Services	Monroe	1,885,590
Voluntary Prekindergarten Program	Early Learning Services	Monroe	1,191,065
College of the Florida Keys - Academy Classroom Facility and Emergency Operations Center (HB 4429) (Senate Form 1829)	Education Fixed Capital Outlay	Monroe	3,000,000
College of the Florida Keys - Deferred Maintenance **CONTINGENT*****	Education Fixed Capital Outlay	Monroe	3,890,596
Monroe County Mobile Vessel Pumpout Program (HB 2897) (Senate Form 1589)	Environmental Project	Monroe	300,000
College of the Florida Keys	Florida College System - Grants and Aids - Nursing Education	Monroe	381,155
College of the Florida Keys	Florida College System - Lottery	Monroe	1,462,858
College of the Florida Keys	Florida College System - Program Fund	Monroe	7,222,491
College of the Florida Keys	Florida College System - Student Success Incentives	Monroe	62,605
City of Key Colony Beach 8th Street Park	Florida Recreation Development Assistance Program (FRDAP)	Monroe	50,000
Village of Islands Islamorada Green Turtle Hammock Improvements	Florida Recreation Development Assistance Program (FRDAP)	Monroe	200,000
Mel Fisher Maritime Heritage Society, Inc. - Pop Up Museums for Florida Schools: Found at Sea, Florida's Early History	Historic Preservation Grants	Monroe	50,000
The Key West Harry S Truman Foundation Catalogue & Collection Plan	Historic Preservation Grants	Monroe	25,000

Laydown April 19, 2022
Agenda Item G-1

Elizabeth Bishop House Restoration — Phase 3	Historic Properties Restoration	Monroe	139,911
Harry S. Truman Little White House Exterior Hardening and Interior Restoration (HB 2489) (Senate Form 1182)	Historic Properties Restoration	Monroe	250,000
Historic Florida Keys Foundation - Restoration and Protection of Old City Hall Phase III Final	Historic Properties Restoration	Monroe	157,000
Historic Monroe County Courthouse Exterior Masonry Restoration	Historic Properties Restoration	Monroe	482,825
Key West Art Center Exterior Rehabilitation Project	Historic Properties Restoration	Monroe	20,000
Traffic Operations Pushbutton Construction in Monroe County	Intrastate Highway Construction	Monroe	1,000,000
First Responder Behavioral Intervention Telehealth Pilot Project (HB 3725) (Senate Form 2520)	Local Law Enforcement Project	Monroe	750,000
SR 5/US 1 Long Key Bridge over Long Key Channel - Bridge 900094	Preliminary Engineering Consultants	Monroe	10,400,000
SR 5/US 1 Overseas Highway over Bahia Honda Channel - Bridge 900016 and 900045	Preliminary Engineering Consultants	Monroe	1,200,000
SR 5/US 1 Overseas Highway Seven Mile Bridge over Moser Channel - Bridge No. 900101	Preliminary Engineering Consultants	Monroe	1,200,000
SR 5/Overseas Highway Northbound from Mile Marker 97.0 to Mile Marker 100.0	Resurfacing	Monroe	4,171,450
Card Sound Road Mill and Resurface	Small County Outreach Program	Monroe	2,419,722
Bahia Honda State Park	State Park Repairs & Maintenance	Monroe	8,827,295
Curry Hammock State Park	State Park Repairs & Maintenance	Monroe	177,000
Dagny Johnson Key Largo Hammock Botanical State Park	State Park Repairs & Maintenance	Monroe	449,300
Florida Keys Overseas Heritage Trail	State Park Repairs & Maintenance	Monroe	25,889,170
Fort Zachary Taylor Historic State Park	State Park Repairs & Maintenance	Monroe	291,800
Indian Key Historic State Park	State Park Repairs & Maintenance	Monroe	435,000
John Pennekamp Coral Reef State Park	State Park Repairs & Maintenance	Monroe	3,379,467
Lignumvitae Key Botanical State Park	State Park Repairs & Maintenance	Monroe	375,946
Long Key State Park	State Park Repairs & Maintenance	Monroe	1,929,240
San Pedro Underwater Archaeological Preserve State Park	State Park Repairs & Maintenance	Monroe	2,500
Windley Key Fossil Reef Geological State Park	State Park Repairs & Maintenance	Monroe	170,550
Bahia Honda State Park	State Parks New Development	Monroe	2,272,000
Curry Hammock State Park	State Parks New Development	Monroe	541,500
Dagny Johnson Key Largo Hammock Botanical State Park	State Parks New Development	Monroe	599,600
Florida Keys Overseas Heritage Trail	State Parks New Development	Monroe	9,378,000
Fort Zachary Taylor Historic State Park	State Parks New Development	Monroe	4,517,500
Indian Key Historic State Park	State Parks New Development	Monroe	1,026,500
John Pennekamp Coral Reef State Park	State Parks New Development	Monroe	2,296,460
Lignumvitae Key Botanical State Park	State Parks New Development	Monroe	300,000
Long Key State Park	State Parks New Development	Monroe	844,613
Windley Key Fossil Reef Geological State Park	State Parks New Development	Monroe	285,000
Key Colony Beach Stormwater (HB 2057) (Senate Form 1068)	Water Project	Monroe	2,600,000
Pigeon Key Wastewater & Irrigation Upgrades (HB 3849) (Senate Form 1617)	Water Project	Monroe	795,001
Florida Keys Aqueduct Authority Critical Water Transmission Main Replacement (HB 3227) (Senate Form 1618)	Water Supply	Monroe	20,000,000
Public Schools Workforce Education Program Funds	Workforce Education - Workforce Development	Monroe	623,913

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

Meeting Date: May 3, 2022

Agenda Item Number: J-1

Action Required:
No

Department:
Budget and Finance

Sponsor:
Connie Fazio

Subject:
2nd Quarter FY22 Financial Reports

Summary of Discussion:

Ms. Fazio to present the 2nd Quarter FY22 Financial Reports.

Reviewed / Approved		Financial Impact	Attachments
Operations:	_____	$	1. Statement of Net Position - Balance Sheet 2. Revenue & Expenditure Report at 3/31/22 - Budget to Actual
Administration:	_____		
Finance:	_____	Funding Source:	
District Counsel:	_____	N/A	
District Clerk:	_____	Budgeted:	
Engineering:	_____	N/A	

Approved By: _____ **Date:** 4-28-22
General Manager

KLWTD STATEMENT OF NET POSITION / BALANCE SHEET
PERIOD ENDING 3/31/2022

	GL Number	Description	Balance
	Fund 401 - GENERAL FUND		
	***** Assets *****		
	Cash		
1	401-0000-101.000.11	First State Bank Acct-3292	2,431,980.70
2	401-0000-101.000.14	Centennial Gen Op 1084	13,760,140.72
3	401-0000-101.000.15	Centennial Payroll 1092	279,710.95
4	401-0000-101.000.16	Centennial Debt Svc 1108	948,432.44
5	401-0000-101.000.17	Centennial R&R 1116	9,021,112.13
		Cash	**26,441,376.94**
	Accounts Receivable		
6	401-0000-115.000.01	Accounts Receivable	234,452.91
7	401-0000-131.000.00	Due From Other Governments	1,246,943.70
8	401-0000-131.000.02	Due From Monroe County ILA	7,513,848.80
		Accounts Receivable	**8,995,245.41**
	Fixed Assets		
9	401-0000-162.900.00	Buildings	1,123,057.26
10	401-0000-166.900.00	Equipment & Furniture - Office & Field	99,166.94
11	401-0000-166.900.01	Equipment & Furniture - Computer	243,883.37
12	401-0000-166.900.02	Equipment & Furniture - Tools	185,781.53
13	401-0000-166.900.03	Equipment & Furniture - Plant Office/Lab	13,014.20
14	401-0000-166.900.04	Equipment & Furniture - Main Office	46,227.30
15	401-0000-166.900.05	Equipment & Furniture - Plant Equipment	820,479.07
16	401-0000-170.900.00	Collection Facilities	114,158,762.05
17	401-0000-170.900.01	Treatment Facilities	41,995,921.42
18	401-0000-170.900.03	Vehicles	556,284.76
19	401-0000-170.950.00	Accumulated Depreciation	(47,667,001.00)
		Fixed Assets	**111,575,576.90**
	Other Assets		
20	401-0000-155.000.00	Prepaid Insurance	10,416.54
21	401-0000-155.000.01	Prepaid Assets	27,563.01
22	401-0000-156.000.00	Deposits	58,295.00
23	401-0000-161.900.00	Land	2,012,494.19
24	401-0000-169.900.00	Construction In Progress	3,465,417.33
		Other Assets	**5,574,186.07**

	GL Number	Description	Balance
		Total Assets	**152,586,385.32**
	***** Liabilities *****		
	Accounts Payable		
25	401-0000-202.000.00	Accounts Payable	231,977.97
		Accounts Payable	**231,977.97**
	Liabilities-ST		
26	401-0000-205.000.00	Retainage Payable	232,414.88
27	401-0000-215.000.00	Accrued Interest Payable	65,086.95
28	401-0000-216.000.00	Accrued Payroll	50,064.37
29	401-0000-217.000.01	Accrued Taxes Payable	18,942.39
30	401-0000-229.000.00	Health & Optional Withholdings	6,082.51
31	401-0000-231.000.00	Workers Compensation Insurance	(30,421.30)
		Liabilities-ST	**342,169.80**
	Liabilities-LT (over 1 year)		
32	401-0000-203.900.00	SRF Loan - KLNC 01P	10,564,814.48
		Liabilities-LT (over 1 year)	**10,564,814.48**
	Other Liabilities		
33	401-0000-210.900.00	Accrued Compensated Absences	106,729.64
34	401-0000-237.000.00	Other Post Empl Benefit (OPEB) Liability	77,726.00
35	401-0000-237.000.01	Deferred Inflows of Resources-OPEB	48,864.00
		Other Liabilities	**233,319.64**
		Total Liabilities	**11,372,281.89**
		Ending Fund Balance	**141,214,103.43**

KLWTD UNAUDITED REVENUE AND EXPENDITURE REPORT
PERIOD ENDING 3/31/2022
2nd Quarter FY2022

	GL NUMBER	DESCRIPTION	YTD BALANCE 03/31/2022	2021-22 ADOPTED BUDGET	% BDGT USED
	Fund 401 - GENERAL FUND				
	Revenues				
	Dept 0000 - Non-Departmental				
1	401-0000-325.100.00	Non Ad Valorem Assessments	3,325,246.77	3,540,865.00	93.91
2	401-0000-343.500.00	Wastewater Service Revenue	3,839,418.84	7,800,000.00	49.22
3	401-0000-343.550.01	Islamorada Wastewater Flow Revenue	654,241.05	1,329,302.00	49.22
4	401-0000-343.550.03	Islamorada Insurance Surcharge	0.00	36,000.00	0.00
5	401-0000-343.600.00	Monroe County ILA	2,125,000.00	2,125,000.00	100.00
6	401-0000-361.100.00	Interest Income	15,300.73	36,000.00	42.50
7	401-0000-369.900.00	Miscellaneous Revenues	28,678.94	0.00	100.00
	Total Dept 0000 - Non-Departmental		**9,987,886.33**	**14,867,167.00**	**67.18**
	Dept 5900 - CAPITAL IMPROVEMENTS				
8	401-5900-325.100.01	SDC Prepayments	97,933.62	100,000.00	97.93
9	401-5900-334.350.02	Stewardship Grant	700,489.34	3,406,300.00	20.56
	Total Dept 5900 - CAPITAL IMPROVEMENTS		**798,422.96**	**3,506,300.00**	**22.77**
	TOTAL REVENUES		**10,786,309.29**	**18,373,467.00**	**58.71**
	Expenditures				
	Dept 0000 - Non-Departmental				
10	401-0000-581.000.01	Transfer to Repair & Replacement Fund	600,000.00	1,200,000.00	50.00
11	401-0000-581.000.04	Insurance Reserves - Self Insurance	530,000.00	1,060,000.00	50.00
12	401-0000-720.000.00	Debt Service	2,233,998.93	4,283,686.00	52.15
	Total Dept 0000 - Non-Departmental		**3,363,998.93**	**6,543,686.00**	**51.41**
	Dept 5130 - ADMINISTRATIVE				
13	401-5130-110.000.00	Payroll-Board Meeting Compensation	28,110.45	56,449.00	49.80
14	401-5130-120.000.00	Payroll-Administration	211,764.17	450,500.00	47.01
15	401-5130-210.000.00	Payroll Taxes	17,445.07	38,782.00	44.98
16	401-5130-220.000.00	Retirement Contributions	9,964.16	30,416.00	32.76
17	401-5130-230.000.00	Group Health Premiums	23,718.52	75,977.00	31.22
18	401-5130-230.001.00	Employee Benefit Administration Fees	0.00	500.00	0.00
19	401-5130-230.002.00	Group Life Insurance	0.00	1,142.00	0.00
20	401-5130-240.000.00	Workers Compensation Insurance	561.19	2,200.00	25.51
21	401-5130-250.000.00	Unemployment Compensation	550.00	10,000.00	5.50
22	401-5130-311.000.00	Professional Services-Misc.	4,800.60	6,000.00	80.01
23	401-5130-311.000.01	Prof. Svcs: Alarm & Fire Monitoring	735.56	1,500.00	49.04
24	401-5130-311.000.02	Prof Svcs: Fire Systems Maintenance Svcs	0.00	2,987.00	0.00
25	401-5130-311.000.03	Professional Svcs: Computer Support	47,080.00	92,400.00	50.95
26	401-5130-311.000.05	Professional Svcs: CDM 457(b) Admin Fee	1,375.00	3,500.00	39.29
27	401-5130-311.000.07	Professional Svcs: IT Security Svcs	0.00	18,252.00	0.00
28	401-5130-311.002.00	Professional Svcs: FKAA Billing Services	72,575.09	171,600.00	42.29
29	401-5130-311.003.00	Professional Svcs: Tax Collector Fees	0.00	11,000.00	0.00
30	401-5130-311.005.00	Professional Svcs: Tax Roll Svc	0.00	1,350.00	0.00

	GL NUMBER	DESCRIPTION	YTD BALANCE 03/31/2022	2021-22 ADOPTED BUDGET	% BDGT USED
31	401-5130-311.006.00	Professional Svcs: Engineering	1,241.25	20,000.00	6.21
32	401-5130-312.000.01	Professional Svcs: Lobbyists-Henderson	24,100.00	50,400.00	47.82
33	401-5130-312.000.02	Professional Svcs: Lobbyists-Hicks	20,280.00	42,000.00	48.29
34	401-5130-313.001.13	Professional Svcs: Legal-General Counsel	39,000.00	90,000.00	43.33
35	401-5130-313.001.14	Professional Svcs: Legal-Outside Counsel	0.00	15,000.00	0.00
36	401-5130-320.000.01	Professional Svcs: Accounting/Audit Svcs	500.00	33,000.00	1.52
37	401-5130-320.000.02	Professional Svcs: Finance Director	37,500.00	75,000.00	50.00
38	401-5130-320.000.03	Professional Svcs: General Manager Svcs.	66,000.00	132,000.00	50.00
39	401-5130-341.000.02	BSA Software	19,649.00	19,500.00	100.76
40	401-5130-341.000.04	ESRI	10,000.00	10,200.00	98.04
41	401-5130-341.000.05	Google Apps	2,908.13	5,500.00	52.88
42	401-5130-341.000.11	M-Files	0.00	2,000.00	0.00
43	401-5130-400.000.01	General Manager Travel & Training	3,561.86	12,000.00	29.68
44	401-5130-400.000.02	Clerk Travel & Training	0.00	2,500.00	0.00
45	401-5130-400.000.03	Other Travel & Training	5,056.94	18,000.00	28.09
46	401-5130-410.000.02	Advanced Cellular Svc / AT&T FirstNet	2,716.74	6,737.00	40.33
47	401-5130-410.000.04	Internet (Comcast & AT&T)	2,585.12	6,240.00	41.43
48	401-5130-410.000.05	Telephones (AT&T)	2,776.63	5,000.00	55.53
49	401-5130-410.000.07	VOIP	1,445.88	3,000.00	48.20
50	401-5130-410.000.08	GPS / Fleet Services	117.00	275.00	42.55
51	401-5130-411.000.02	IT:HARDWARE REPAIR-PARTS&MAINT UPGRADE	3,308.10	2,000.00	165.41
52	401-5130-411.000.03	IT: Software and Software Upgrades	2,239.72	20,170.00	11.10
53	401-5130-411.000.05	Bus. Cont. & IT Disaster Rcvry & Backup	6,714.09	16,800.00	39.96
54	401-5130-420.000.00	Postage & Delivery Expense	731.40	3,000.00	24.38
55	401-5130-430.000.00	Water (Utility)-District Office	149.33	500.00	29.87
56	401-5130-432.000.00	Facility Cleaning	9,360.00	19,000.00	49.26
57	401-5130-432.001.00	Solid Waste	504.18	1,500.00	33.61
58	401-5130-435.000.00	Electricity	2,445.94	5,000.00	48.92
59	401-5130-440.000.00	Rents & Leases	0.00	1,000.00	0.00
60	401-5130-450.000.00	Insurance (excluding W-Comp & Health)	243,785.75	270,000.00	90.29
61	401-5130-460.000.01	Repairs & Maintenance: Grounds Keeping	1,200.00	2,400.00	50.00
62	401-5130-460.000.02	Repairs & Maintenance: Vehicles	0.00	1,500.00	0.00
63	401-5130-460.000.04	Repairs & Maintenance: Bldgs & Equip	1,898.95	6,000.00	31.65
64	401-5130-470.000.00	Copier	3,035.90	6,600.00	46.00
65	401-5130-480.000.00	Advertisements	724.20	5,000.00	14.48
66	401-5130-491.000.01	Storm Supplies & Preparation	0.00	2,000.00	0.00
67	401-5130-492.000.00	Bank Fees	0.00	500.00	0.00
68	401-5130-510.000.01	Office Supplies	5,241.68	10,000.00	52.42
69	401-5130-510.000.02	Printings	1,348.78	2,500.00	53.95
70	401-5130-510.000.03	Office Furnishings	169.99	2,500.00	6.80
71	401-5130-520.000.01	Employee Clothing/Uniforms	893.02	1,200.00	74.42
72	401-5130-520.007.00	Regulatory, Permit & Recording Fees	27.00	1,000.00	2.70
73	401-5130-520.010.02	Fuel: Vehicles	180.60	1,200.00	15.05
74	401-5130-521.000.00	Board: Travel, Admin, Office Supplies	447.29	6,000.00	7.45
75	401-5130-540.000.02	Clerk Dues	0.00	300.00	0.00
76	401-5130-540.000.03	Other Dues and Subscriptions	1,854.02	3,500.00	52.97
77	401-5130-640.000.03	Capital: Equipment	9,619.79	0.00	100.00
78	401-5130-640.000.04-2022-007	Capital Outlay: Admin Parking Lot & Side	0.00	18,000.00	0.00
79	401-5130-645.000.00	Capital Outlay: IT Equipment	10,579.48	34,000.00	31.12
	Total Dept 5130 - ADMINISTRATIVE		**964,577.57**	**1,966,077.00**	**49.06**

	GL NUMBER	DESCRIPTION	YTD BALANCE 03/31/2022	2021-22 ADOPTED BUDGET	% BDGT USED
	Dept 5351 - PLANT				
80	401-5351-120.000.00	Payroll-Plant	185,570.42	381,166.00	48.68
81	401-5351-210.000.00	Payroll Taxes	13,987.66	29,159.00	47.97
82	401-5351-220.000.00	Retirement Contributions	3,569.52	22,870.00	15.61
83	401-5351-230.000.00	Group Health Premiums	31,582.96	75,977.00	41.57
84	401-5351-230.002.00	Group Life Insurance	0.00	623.00	0.00
85	401-5351-240.000.00	Workers Compensation Insurance	1,451.35	10,000.00	14.51
86	401-5351-311.000.01	Prof. Svcs: Alarm & Fire Monitoring	1,533.60	800.00	191.70
87	401-5351-311.000.02	Prof Svcs: Fire Systems Maintenance Svcs	0.00	7,293.00	0.00
88	401-5351-311.000.11	Professional Services: Safety Training	360.00	720.00	50.00
89	401-5351-311.006.00	Professional Services: Engineering	25,761.25	91,400.00	28.19
90	401-5351-311.006.01	Engineering: Islamorada Plan Review	156.25	7,500.00	2.08
91	401-5351-400.000.00	Training, Education & Travel	997.92	10,000.00	9.98
92	401-5351-410.000.02	Advanced Cellular Svc / AT&T FirstNet	660.57	5,000.00	13.21
93	401-5351-410.000.04	Internet (Comcast & AT&T)	4,338.82	6,240.00	69.53
94	401-5351-410.000.05	Telephones (AT&T)	6,268.12	15,000.00	41.79
95	401-5351-410.000.08	GPS / Fleet Services	117.00	275.00	42.55
96	401-5351-410.000.09	Radios / P25 MCSO Agreement	0.00	750.00	0.00
97	401-5351-410.000.10	Plant Gate Data Service	347.70	750.00	46.36
98	401-5351-411.000.02	IT:HARDWARE REPAIR-PARTS&MAINT UPGRADE	2,988.54	2,000.00	149.43
99	401-5351-411.000.05	Bus. Cont. & IT Disaster Rcvry & Backup	5,647.90	14,236.00	39.67
100	401-5351-420.000.00	Postage & Delivery Expense	9,620.00	23,000.00	41.83
101	401-5351-430.000.00	Water- Plant	2,779.47	9,000.00	30.88
102	401-5351-432.000.00	Facility Cleaning	2,040.00	4,500.00	45.33
103	401-5351-432.001.00	Solid Waste	3,815.32	7,500.00	50.87
104	401-5351-435.000.00	Electricity - Plant	227,026.16	434,000.00	52.31
105	401-5351-440.000.00	Rents & Leases	0.00	5,000.00	0.00
106	401-5351-440.000.01	Rents & Leases: Mobile Filter Rental	0.00	100,000.00	0.00
107	401-5351-460.000.01	Repairs & Maintenance: Grounds Keeping	1,218.30	0.00	100.00
108	401-5351-460.000.02	Repairs & Maintenance: Vehicles	0.00	1,000.00	0.00
109	401-5351-460.000.03	Repairs & Maintenance: Equipment	98,664.45	125,000.00	78.93
110	401-5351-460.000.04	Repairs & Maintenance: Buildings	2,309.10	40,000.00	5.77
111	401-5351-491.000.01	Storm Supplies & Preparation	0.00	2,000.00	0.00
112	401-5351-510.000.01	Office Supplies	794.84	2,500.00	31.79
113	401-5351-510.000.03	Office Furnishings	0.00	1,500.00	0.00
114	401-5351-511.000.00	Safety Supplies	1,519.98	2,500.00	60.80
115	401-5351-520.000.00	Employee Uniforms / Clothing	81.00	2,000.00	4.05
116	401-5351-520.001.00	Lab Services (sample analysis)	20,050.00	50,000.00	40.10
117	401-5351-520.002.00	Sludge Handling	191,666.18	620,000.00	30.91
118	401-5351-520.003.00	Chemicals	298,420.53	680,000.00	43.89
119	401-5351-520.004.00	Lab Supplies	15,909.52	28,000.00	56.82
120	401-5351-520.005.00	Supplies & Tools (plant operations)	4,338.19	10,000.00	43.38
121	401-5351-520.006.00	Immunizations	0.00	1,200.00	0.00
122	401-5351-520.007.00	Regulatory/ Permit Fees	0.00	3,400.00	0.00
123	401-5351-520.010.01	Fuel: Equipment	328.29	1,000.00	32.83
124	401-5351-520.010.02	Fuel: Vehicles	163.65	1,500.00	10.91
125	401-5351-520.010.03	Fuel: Generators	84.76	1,500.00	5.65
126	401-5351-540.000.00	Dues & Subscriptions	0.00	400.00	0.00
127	401-5351-620.000.00	Capital Outlay: Buildings	7,610.00	7,500.00	101.47
128	401-5351-645.000.00	Capital Outlay - Computer Equipment	7,025.00	47,360.00	14.83
	Total Dept 5351 - PLANT		**1,180,804.32**	**2,893,119.00**	**40.81**

	GL NUMBER	DESCRIPTION	YTD BALANCE 03/31/2022	2021-22 ADOPTED BUDGET	% BDGT USED
	Dept 5352 - FIELD				
129	401-5352-120.000.00	Payroll-Field	440,812.98	873,329.00	50.48
130	401-5352-210.000.00	Payroll Taxes	33,094.93	66,810.00	49.54
131	401-5352-220.000.00	Retirement Contributions	21,001.17	52,400.00	40.08
132	401-5352-230.000.00	Group Health Premiums	81,558.82	164,616.00	49.54
133	401-5352-230.002.00	Group Life Insurance	0.00	1,349.00	0.00
134	401-5352-240.000.00	Workers Compensation Insurance	5,050.40	17,836.00	28.32
135	401-5352-311.000.01	Prof. Svcs: Alarm & Fire Monitoring	2,250.00	800.00	281.25
136	401-5352-311.000.02	Prof Svcs: Fire Systems Maintenance Svcs	0.00	19,240.00	0.00
137	401-5352-311.000.11	Professional Services: Safety Training	780.00	2,000.00	39.00
138	401-5352-311.006.00	Professional Services: Engineering	36,157.64	118,400.00	30.54
139	401-5352-341.000.06	GPServ/Trimble	0.00	1,900.00	0.00
140	401-5352-400.000.00	Training, Education & Travel	1,734.33	11,000.00	15.77
141	401-5352-410.000.02	Advanced Cellular Svc / AT&T FirstNet	3,210.72	10,912.00	29.42
142	401-5352-410.000.04	Internet (Comcast & AT&T)	5,010.27	10,722.00	46.73
143	401-5352-410.000.05	Telephones (AT&T)	17,283.97	32,000.00	54.01
144	401-5352-410.000.08	GPS / Fleet Services	1,294.80	2,808.00	46.11
145	401-5352-410.000.09	Radios / P25 MCSO Agreement	0.00	3,750.00	0.00
146	401-5352-411.000.02	IT:HARDWARE REPAIR-PARTS&MAINT UPGRADE	3,551.42	2,000.00	177.57
147	401-5352-411.000.05	Bus. Cont. & IT Disaster Rcvry & Backup	7,152.75	16,866.00	42.41
148	401-5352-430.000.01	Water- Vac Station A	139.50	350.00	39.86
149	401-5352-430.000.02	Water- Vac Station D	116.70	450.00	25.93
150	401-5352-430.000.03	Water- Vac Station F	103.81	300.00	34.60
151	401-5352-430.000.04	Water- Vac Station G	106.75	350.00	30.50
152	401-5352-430.000.05	Water- Vac Station I - house	153.64	350.00	43.90
153	401-5352-430.000.06	Water- Vac Station I - office	244.64	550.00	44.48
154	401-5352-430.000.07	Water- Vac Station JK	139.89	350.00	39.97
155	401-5352-430.000.09	Water- Humpty Dumpty	102.49	300.00	34.16
156	401-5352-430.000.10	Water- Harborage	102.29	300.00	34.10
157	401-5352-430.000.12	Water- Peter Pan	104.55	300.00	34.85
158	401-5352-432.000.00	Facility Cleaning	4,760.00	14,000.00	34.00
159	401-5352-432.001.00	Solid Waste	1,524.49	2,000.00	76.22
160	401-5352-435.000.01	Electricity- Vac Station A	30,044.65	57,778.00	52.00
161	401-5352-435.000.02	Electricity- Vac Station D	28,013.44	53,554.00	52.31
162	401-5352-435.000.03	Electricity- Vac Station E	19,349.90	43,000.00	45.00
163	401-5352-435.000.04	Electricity- Vac Station F	785.12	1,567.00	50.10
164	401-5352-435.000.05	Electricity- Vac Station G	18,256.75	23,762.00	76.83
165	401-5352-435.000.06	Electricity- Vac Station I	8,421.70	19,828.00	42.47
166	401-5352-435.000.07	Electricity- Vac Station I - house	742.81	1,445.00	51.41
167	401-5352-435.000.08	Electricity- Vac Station I - office	686.84	1,468.00	46.79
168	401-5352-435.000.09	Electricity- Vac Station JK	26,100.67	44,888.00	58.15
169	401-5352-435.000.11	Electricity- Humpty Dumpty	347.14	750.00	46.29
170	401-5352-435.000.12	Electricity- Harborage	439.95	1,000.00	44.00
171	401-5352-435.000.13	Electricity-Coastal WW/Largo Pk Lift Sta	466.92	900.00	51.88
172	401-5352-435.000.14	Electricity-Peter Pan/Tweedy Pie	302.57	700.00	43.22
173	401-5352-440.000.00	Rents & Leases	0.00	5,000.00	0.00
174	401-5352-460.000.01	Repairs & Maintenance: Grounds Keeping	5,733.00	13,000.00	44.10
175	401-5352-460.000.02	Repairs & Maintenance: Vehicles	2,590.93	13,000.00	19.93
176	401-5352-460.000.03	Repairs & Maintenance: Equipment	74,139.06	120,000.00	61.78
177	401-5352-460.000.04	Repairs & Maintenance: Buildings	8,706.98	10,000.00	87.07
178	401-5352-460.000.05	Repairs & Maintenance: Vac System	83,395.86	150,000.00	55.60
179	401-5352-460.000.05-CS SEWER	Repairs & Maintenance: Vac System	980.00	0.00	100.00
180	401-5352-460.000.08	Grinder Pump Monitoring	2,080.00	10,000.00	20.80

	GL NUMBER	DESCRIPTION	YTD BALANCE 03/31/2022	2021-22 ADOPTED BUDGET	% BDGT USED
181	401-5352-470.000.00	Copier	741.51	1,800.00	41.20
182	401-5352-491.000.01	Storm Supplies & Preparation	0.00	2,000.00	0.00
183	401-5352-510.000.01	Office Supplies	1,359.96	3,200.00	42.50
184	401-5352-510.000.03	Office Furnishings	0.00	1,000.00	0.00
185	401-5352-511.000.00	Safety Supplies	4,468.94	5,000.00	89.38
186	401-5352-520.000.00	Employee Uniforms / Clothing	134.50	2,500.00	5.38
187	401-5352-520.005.00	Supplies and Tools (field operations)	13,294.25	20,000.00	66.47
188	401-5352-520.006.00	Immunizations	0.00	1,500.00	0.00
189	401-5352-520.010.01	Fuel: Equipment	950.79	1,000.00	95.08
190	401-5352-520.010.02	Fuel: Vehicles	14,248.24	25,000.00	56.99
191	401-5352-520.010.03	Fuel: Generators	0.00	6,500.00	0.00
192	401-5352-540.000.00	Dues & Subscriptions	30.00	100.00	30.00
193	401-5352-641.000.00	Capital Outlay: Vehicles	48,324.00	96,648.00	50.00
194	401-5352-643.000.01	Capital Outlay: Pump Rebuild and Spares	0.00	30,000.00	0.00
195	401-5352-645.000.00	Capital Outlay - Computer Equipment	10,730.00	20,885.00	51.38
	Total Dept 5352 - FIELD		**1,073,409.43**	**2,217,111.00**	**48.41**
	Dept 5354 - MAINTENANCE				
196	401-5354-120.000.00	Payroll-Maintenance	208,080.39	412,165.00	50.48
197	401-5354-210.000.00	Payroll Taxes	15,615.94	31,531.00	49.53
198	401-5354-220.000.00	Retirement Contributions	12,485.01	24,730.00	50.49
199	401-5354-230.000.00	Group Health Premiums	36,801.67	75,977.00	48.44
200	401-5354-230.002.00	Group Life Insurance	0.00	623.00	0.00
201	401-5354-240.000.00	Workers Compensation Insurance	4,251.76	7,250.00	58.64
202	401-5354-311.000.11	Professional Services: Safety Training	360.00	720.00	50.00
203	401-5354-400.000.00	Training, Education & Travel	538.75	10,000.00	5.39
204	401-5354-410.000.02	Advanced Cellular Svc / AT&T FirstNet	532.87	1,400.00	38.06
205	401-5354-410.000.08	GPS / Fleet Services	585.00	1,403.00	41.70
206	401-5354-410.000.09	Radios / P25 MCSO Agreement	0.00	1,875.00	0.00
207	401-5354-411.000.02	IT:HARDWARE REPAIR-PARTS&MAINT UPGRADE	0.00	2,000.00	0.00
208	401-5354-432.000.00	Facility Cleaning	2,040.00	4,500.00	45.33
209	401-5354-460.000.02	Repairs & Maintenance: Vehicles	932.61	2,500.00	37.30
210	401-5354-460.000.03	Repairs & Maintenance: Equipment	0.00	1,000.00	0.00
211	401-5354-510.000.01	Office Supplies	394.19	1,200.00	32.85
212	401-5354-510.000.03	Office Furnishings	0.00	800.00	0.00
213	401-5354-511.000.00	Safety Supplies	0.00	1,500.00	0.00
214	401-5354-520.000.00	Employee Uniforms/ Clothing	45.00	1,500.00	3.00
215	401-5354-520.005.00	Supplies & Tools	7,306.47	20,000.00	36.53
216	401-5354-520.006.00	Immunizations	0.00	1,500.00	0.00
217	401-5354-520.010.02	Fuel: Vehicles	2,383.35	3,500.00	68.10
218	401-5354-641.000.00	Capital Outlay - Vehicles	0.00	26,000.00	0.00
	Total Dept 5354 - MAINTENANCE		**292,353.01**	**633,674.00**	**46.14**
	Dept 5900 - CAPITAL IMPROVEMENTS				
219	401-5900-311.006.00-2018-001	Engineering: Solar	29,708.75	15,400.00	192.91
220	401-5900-311.006.00-2018-005	Engineering: Vac Sta Fire Suppression	4,357.50	0.00	100.00
221	401-5900-311.006.00-2018-007	Engineering: Vac Trailer&VPS Piping Mod	13,838.75	15,000.00	92.26
222	401-5900-311.006.00-2019-002	Engineering: Fire Suppression @ WWTP	4,795.00	0.00	100.00
223	401-5900-311.006.00-2020-001	Engineering: Solar Vacuum Stations	5,436.25	2,000.00	271.81
224	401-5900-311.006.00-2020-002	Engineering: Fire Suppression Admin	1,240.00	0.00	100.00
225	401-5900-311.006.00-2021-002	Engineering: Odor Control at Vac A	12,750.00	0.00	100.00
226	401-5900-311.006.00-2021-003	Engineering: Tanks Coating	33,815.00	46,800.00	72.25
227	401-5900-311.006.00-2022-000	Engineering: Capital Prelim Design & Bgt	9,972.50	25,000.00	39.89

	GL NUMBER	DESCRIPTION	YTD BALANCE 03/31/2022	2021-22 ADOPTED BUDGET	% BDGT USED
228	401-5900-311.006.00-2022-001	Engineering: Effluent Filtration Upgrade	1,790.00	75,400.00	2.37
229	401-5900-311.006.00-2022-002	Engineering: Reclaimed Water Fill Sta	3,807.50	29,025.00	13.12
230	401-5900-311.006.00-2022-003	Engineering: Lift Sta at KL Trailer Park	1,315.00	32,000.00	4.11
231	401-5900-311.006.00-2022-004	Engineering: Vac System Monitoring	24,823.75	30,000.00	82.75
232	401-5900-311.006.00-2022-005	Engineering: Plant Combined Record Draw	0.00	35,000.00	0.00
233	401-5900-311.006.00-2022-006	Engineering: Sewage Pump Replacements	11,813.75	18,000.00	65.63
234	401-5900-311.006.00-2022-008	Engineering: Power Conditioning Vac Stns	1,647.50	0.00	100.00
235	401-5900-311.006.00-2022-009	Engineering -Power Conditioning @ WWTP	3,931.25	0.00	100.00
236	401-5900-311.006.00-2022-010	Engineering: Influent EQ Tank	3,000.00	0.00	100.00
237	401-5900-311.006.00-SvcConRv	Engineering: Service Connection Revision	0.00	70,000.00	0.00
238	401-5900-630.000.00-2018-001	Capital Outlay: Solar Ph 2 WWTP & Admin	161,861.77	225,000.00	71.94
239	401-5900-630.000.00-2018-005	Capital Outlay: Fire Supp. @ Vac Sta	3,312.41	0.00	100.00
240	401-5900-630.000.00-2018-007	Capital Outlay:Vac Trailer/VPS PipingMod	0.00	465,000.00	0.00
241	401-5900-630.000.00-2019-002	Capital Outlay: Fire Suppression @ WWTP	2,745.50	0.00	100.00
242	401-5900-630.000.00-2020-001	Capital Outlay: Phase 3 Solar Vac Stns	19,196.84	42,175.00	45.52
243	401-5900-630.000.00-2020-002	Capital Outlay: Fire Suppression Admin	575.94	0.00	100.00
244	401-5900-630.000.00-2021-003	Capital Outlay:Tanks Coating	239,595.46	632,500.00	37.88
245	401-5900-630.000.00-2021-004	Capital Outlay: Spare Inj Well Pump&VFD	0.00	8,500.00	0.00
246	401-5900-630.000.00-2021-005	Capital Outlay: Effluent Inj Pump Repair	0.00	73,000.00	0.00
247	401-5900-630.000.00-2022-001	Capital Outlay: Effluent Filtration Upg	0.00	825,000.00	0.00
248	401-5900-630.000.00-2022-002	Cap Outlay: Reclaimed Water Fill Tank	0.00	85,000.00	0.00
249	401-5900-630.000.00-2022-003	Cap Outlay: Replace Lift Sta KL Trl Pk	0.00	225,000.00	0.00
250	401-5900-630.000.00-2022-004	Capital Outlay: Vac System Monitoring	0.00	200,000.00	0.00
251	401-5900-630.000.00-2022-006	Cap Outlay: Sewage Pump Repl/Piping Mod	79,893.53	700,000.00	11.41
252	401-5900-650.003.00-SvcConRv	Service Connection Construction Revision	58,676.20	245,000.00	23.95
	Total Dept 5900 - CAPITAL IMPROVEMENTS		**733,900.15**	**4,119,800.00**	**17.81**
	TOTAL EXPENDITURES		**7,609,043.41**	**18,373,467.00**	**41.41**
	Fund 401 - GENERAL FUND:				
	TOTAL REVENUES		**10,786,309.29**	**18,373,467.00**	**58.71**
	TOTAL EXPENDITURES		**7,609,043.41**	**18,373,467.00**	**41.41**
	NET OF REVENUES & EXPENDITURES		**3,177,265.88**	**0.00**	

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

Meeting Date: May 3, 2022

Agenda Item Number: L-1

Action Required:
No

Department:
Plant/Facilities

Sponsor:
Ryan Dempsey

Subject:
Update on the Florida Water Resource Convention

Summary of Discussion:
Mr. Dempsey will update the board on the Florida Water Resource Convention.

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

Approved By: _____ **Date:** 4-28-22
General Manager

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

Meeting Date: May 3, 2022

Agenda Item Number: M-1

Action Required:
Yes

Department:
Capital Projects

Sponsor:
Ed Castle

Subject:

Collection System Monitoring Project

Summary of Discussion:

The District wishes to install a system to monitor its vacuum, grinder pump, and force main collection systems. Flovac has been selected as the vendor for this system. WEC has been working with Flovac to define the scope of work and to determine unit pricing for the contract. WEC has also put together the Contract Documents, which include a summary of the scope of work, the Agreement, various forms and the general and supplementary conditions (which can be found at the links provided). The Base bid for the project is $6,845,677.36 and the total with add alternates is $7,575,677.36

Reviewed / Approved		Financial Impact	Attachments
Operations:	_____	$ 7,575,677.36	1. Memo from WEC
Administration:	_____	Expense	2. Schedule of Values
Finance:	_____	Funding Source:	3. FloVac Proposal
District Counsel:	_____	Grant(s)	4. Contract Documents
District Clerk:	_____	Budgeted:	
Engineering:	_____	Partially	

Approved By: _____ **Date:** 4-28-22
General Manager

WEILER ENGINEERING CORPORATION
WEC Excellence 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: KLWTD Board

From: Ed Castle, PE

Date: April 27, 2022

Re: Collection System Monitoring Project

WEC has been working with Flovac to finalize the proposal for the Collection System Monitoring Project. The project will include the following components.

- FMS Monitoring Gateways. These are base radio antennas located throughout the District to collect and transmit signals from the individual vacuum and pressure monitors.
- Standard vacuum pit monitoring packages that provide valve position monitoring, valve firing counts and a high-level float in the lower sump. These are the type that was deployed for the Flovac demonstration project in Key Largo.
- Buffer tank monitoring packages with valve position monitoring, valve firing counts and a high-level float in the sump.
- Vacuum pit monitoring packages that include the standard package plus a vacuum sensor. These units will be deployed at selected locations to provide information on the performance of the vacuum mains.
- Automatic air injection controllers. These will be installed in certain vacuum pits to allow either automatic or manual injections of air into the vacuum mains. This will allow staff to remotely purge the vacuum mains when problems occur. Currently, this must be done manually in the field.
- Vacuum station monitoring packages.
- Grinder pump monitoring packages.
- Force main pressure monitoring at selected locations.
- Standard duplex pump station monitoring packages.
- Additive Alternate item to move in-sump controllers into the air intake pedestals for easier maintenance and access.
- Additive Alternate item for annual O&M services by Flovac, one year with two one-year renewals at the District's discretion.

The general schedule of work includes the initial installation of the Gateway radio transmitters. These will form the communications backbone of the monitoring system. After installation of the Gateways, Flovac will begin installing the remaining monitoring system components. The schedule for installation of monitoring equipment is set up in a basin by basin format. Mike Dempsey will prioritize areas for order of installation.

Flovac is to provide training on the operation and maintenance of the system, with the training to consist of both classroom training and field training. The initial training is set up to coincide with the completion of the first basin. Additional training will take place every 6 months thereafter until completion of the project. Both the classroom training and the field training will be recorded for future reference by District staff.

The project duration is expected to be approximately two years from Notice to Proceed to Substantial Completion of the entire project. Phased Substantial Completion will be certified basin by basin or task by task. The warranty period will start for each phase or task on the date of the Certificate of Substantial Completion of that phase or task.

The O&M proposal is for a period of one year. Two annual renewals are allowed by the proposal at the District's discretion. The scope for the O&M proposal is to operate and maintain the monitoring system and assist the District staff in optimizing performance and trouble-shooting of issues revealed by the monitoring system. District staff will perform any needed repairs that are not covered under warranty.

The Schedule of Values is attached to this memo. It lists each general item of work, set up in either basin by basin format or as general pay items. The unit costs and the quantities are shown on the Schedule of Values with the subtotals calculated by the spreadsheet. The Schedule of Values will be used as the basis for Flovac's pay applications. Mike Dempsey will prioritize basins and tasks for installation of the monitoring system.

PROJECT: KLWTD Vacuum Monitoring System

OWNER: KLWTD

PAGE 2 of 3

PAYMENT ESTIMATE NO. 1

FOR PERIOD BEGINNING -

AND ENDING -

ITEM NO.	DESCRIPTION OF ITEM	CONTRACT				PREVIOUS ESTIMATES		THIS ESTIMATE		TOTAL TO DATE	
		QUAN.	UNIT	UNIT COST	TOTAL AMT.	QUAN.	AMOUNT	QUAN.	AMOUNT	QUAN.	AMOUNT
General Conditions											
1.01	Mobilization (not to Exceed 5%)	1	LS	$150,000.00	$150,000.00	0%	$0.00	0%		0%	$0.00
1.01	Bonds and Insurance (Estimated at 3%)	1	LS	$195,000.00	$195,000.00	0%	$0.00	0%		0%	$0.00
Gateway System											
2.01	Installtion of Gateway System	10	EA	$21,500.00	$215,000.00	0%	$0.00	0%	$0.00	0%	$0.00
Basin A											
3.01	Supply & Installtion of monitoring system in Standard Pit	297	EA	$1,728.13	$513,254.61	0%	$0.00	0%	$0.00	0%	$0.00
3.02	Vacuum Station Monitoring	1	EA	$10,000.00	$10,000.00	0%	$0.00	0%	$0.00	0%	$0.00
Basin B											
4.01	Supply & Installtion of monitoring system in Standard Pit	380	EA	$1,728.13	$656,689.40	0%	$0.00	0%	$0.00	0%	$0.00
4.02	Supply & Installtion of monitoring system in Buffer Tank	5	EA	$1,220.60	$6,103.00	0%	$0.00	0%	$0.00	0%	$0.00
Basin C											
5.01	Supply & Installtion of monitoring system in Standard Pit	411	EA	$1,728.13	$710,261.43	0%	$0.00	0%	$0.00	0%	$0.00
5.02	Supply & Installtion of monitoring system in Buffer Tank	5	EA	$1,220.60	$6,103.00	0%	$0.00	0%	$0.00	0%	$0.00
Basin D											
6.01	Supply & Installtion of monitoring system in Standard Pit	232	EA	$1,728.13	$400,926.16	0%	$0.00	0%	$0.00	0%	$0.00
6.02	Supply & Installtion of monitoring system in Buffer Tank	8	EA	$1,220.60	$9,764.80	0%	$0.00	0%	$0.00	0%	$0.00
6.03	Vacuum Station Monitoring	1	EA	$10,000.00	$10,000.00	0%	$0.00	0%	$0.00	0%	$0.00
Basin E											
7.01	Supply & Installtion of monitoring system in Standard Pit	287	EA	$1,728.13	$495,973.31	0%	$0.00	0%	$0.00	0%	$0.00
7.02	Vacuum Station Monitoring	1	EA	$10,000.00	$10,000.00	0%	$0.00	0%	$0.00	0%	$0.00
7.03	Install District Supplied Air Intake Pedestal In phase 0 locations	225	EA	$225.00	$50,625.00	0%	$0.00	0%	$0.00	0%	$0.00
Basin F											
8.01	Supply & Installtion of monitoring system in Standard Pit	340	EA	$1,728.13	$587,564.20	0%	$0.00	0%	$0.00	0%	$0.00
8.02	Supply & Installtion of monitoring system in Buffer Tank	10	EA	$1,220.60	$12,206.00	0%	$0.00	0%	$0.00	0%	$0.00
8.03	Vacuum Station Monitoring	1	EA	$10,000.00	$10,000.00	0%	$0.00	0%	$0.00	0%	$0.00
Basin G											
9.01	Supply & Installtion of monitoring system in Standard Pit	222	EA	$1,728.13	$383,644.86	0%	$0.00	0%	$0.00	0%	$0.00
9.02	Supply & Installtion of monitoring system in Buffer Tank	13	EA	$1,220.60	$15,867.80	0%	$0.00	0%	$0.00	0%	$0.00
9.03	Vacuum Station Monitoring	1	EA	$10,000.00	$10,000.00	0%	$0.00	0%	$0.00	0%	$0.00
Basin H											
10.01	Supply & Installtion of monitoring system in Standard Pit	47	EA	$1,728.13	$81,222.11	0%	$0.00	0%	$0.00	0%	$0.00
10.02	Supply & Installtion of monitoring system in Buffer Tank	9	EA	$1,220.60	$10,985.40	0%	$0.00	0%	$0.00	0%	$0.00
Basin I											
11.01	Supply & Installtion of monitoring system in Standard Pit	240	EA	$1,728.13	$414,751.20	0%	$0.00	0%	$0.00	0%	$0.00
11.02	Supply & Installtion of monitoring system in Buffer Tank	3	EA	$1,220.60	$3,661.80	0%	$0.00	0%	$0.00	0%	$0.00
11.03	Vacuum Station Monitoring	1	EA	$10,000.00	$10,000.00	0%	$0.00	0%	$0.00	0%	$0.00
Basin JK											
12.01	Supply & Installtion of monitoring system in Standard Pit	444	EA	$1,728.13	$767,289.72	0%	$0.00	0%	$0.00	0%	$0.00
12.02	Supply & Installtion of monitoring system in Buffer Tank	16	EA	$1,220.60	$19,529.60	0%	$0.00	0%	$0.00	0%	$0.00
12.03	Vacuum Station Monitoring	1	EA	$10,000.00	$10,000.00	0%	$0.00	0%	$0.00	0%	$0.00
Additional Sensors Throughout System (Placment Pending Design Layout)											
13.01	Pit Vacuum Sensor (additional sensor for pit)	311	EA	$462.94	$143,974.34	0%	$0.00	0%	$0.00	0%	$0.00
13.02	Air Injection Controller	40	EA	$950.00	$38,000.00	0%	$0.00	0%	$0.00	0%	$0.00
Grinder Pump. Pump Station & Forciemain Monitoring											
14.01	Grinder Pump/ Pumpstation Monitoring	146	EA	$1,718.32	$250,874.72	0%	$0.00	0%	$0.00	0%	$0.00
14.02	Forcemain Pressure Sensor	30	EA	$1,718.32	$51,549.60	0%	$0.00	0%	$0.00	0%	$0.00
Site Restoration											
15.01	Asphalt Restoration around pit where required	44165	SF	$7.06	$311,804.90	0%	$0.00	0%	$0.00	0%	$0.00
15.02	Sod Restoration around pit as required	6240	SF	$3.78	$23,587.20	0%	$0.00	0%	$0.00	0%	$0.00
15.03	Gravel Restoration around pit as required	52080	SF	$4.79	$249,463.20	0%	$0.00	0%	$0.00	0%	$0.00
Additive Alternate-Optional Items											
16.01	Relocate controllers into air pedestals, provide all necessary connections	2900	EA	$200.00	$580,000.00	0%	$0.00	0%	$0.00	0%	$0.00
16.02	Annual Service Agreement for System Maintence & Support	2	YR	$75,000.00	$150,000.00	0%	$0.00	0%	$0.00	0%	$0.00
Totals											
1.00	General Conditions Sub-total	1	LS	$345,000.00	$345,000.00	0%	$0.00	0%	$0.00	0%	$0.00
2.00	Gateway System Sub-Total	1	LS	$215,000.00	$215,000.00	0%	$0.00	0%	$0.00	0%	$0.00
3.00	Basin A Sub-Total	1	LS	$523,254.61	$523,254.61	0%	$0.00	0%	$0.00	0%	$0.00
4.00	Basin B Sub-Total	1	LS	$662,792.40	$662,792.40	0%	$0.00	0%	$0.00	0%	$0.00
5.00	Basin C Sub-Total	1	LS	$716,364.43	$716,364.43	0%	$0.00	0%	$0.00	0%	$0.00
6.00	Basin D Sub-Total	1	LS	$420,690.96	$420,690.96	0%	$0.00	0%	$0.00	0%	$0.00
7.00	Basin E Sub-Total	1	LS	$556,598.31	$556,598.31	0%	$0.00	0%	$0.00	0%	$0.00
8.00	Basin F Sub-Total	1	LS	$609,770.20	$609,770.20	0%	$0.00	0%	$0.00	0%	$0.00
9.00	Basin G Sub-Total	1	LS	$409,512.66	$409,512.66	0%	$0.00	0%	$0.00	0%	$0.00
10.00	Basin H Sub-Total	1	LS	$92,207.51	$92,207.51	0%	$0.00	0%	$0.00	0%	$0.00
11.00	Basin I Sub-Total	1	LS	$428,413.00	$428,413.00	0%	$0.00	0%	$0.00	0%	$0.00
12.00	Basin JK Sub-Total	1	LS	$796,819.32	$796,819.32	0%	$0.00	0%	$0.00	0%	$0.00
13.00	Additional Sensors Sub-Total	1	LS	$181,974.34	$181,974.34	0%	$0.00	0%	$0.00	0%	$0.00
14.00	Grinder Pump, Pump Station & FM Monitoring Sub-Total	1	LS	$302,424.32	$302,424.32	0%	$0.00	0%	$0.00	0%	$0.00
15.00	Site Restoration Sub-Total	1	LS	$584,855.30	$584,855.30	0%	$0.00	0%	$0.00	0%	$0.00
				Base Bid Total	**$6,845,677.36**						
16.00	Addivtive Alternates Sub-Total	1	LS	$730,000.00	$730,000.00	0%	$0.00	0%	$0.00	0%	$0.00
		Project Total Including Add Alternates			**$7,575,677.36**						

Wireless Monitoring System

Monitoring Proposal

Key Largo

Florida

Clients: Key Largo Wastewater Treatment District

Date: April 2022

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1) Executive Summary

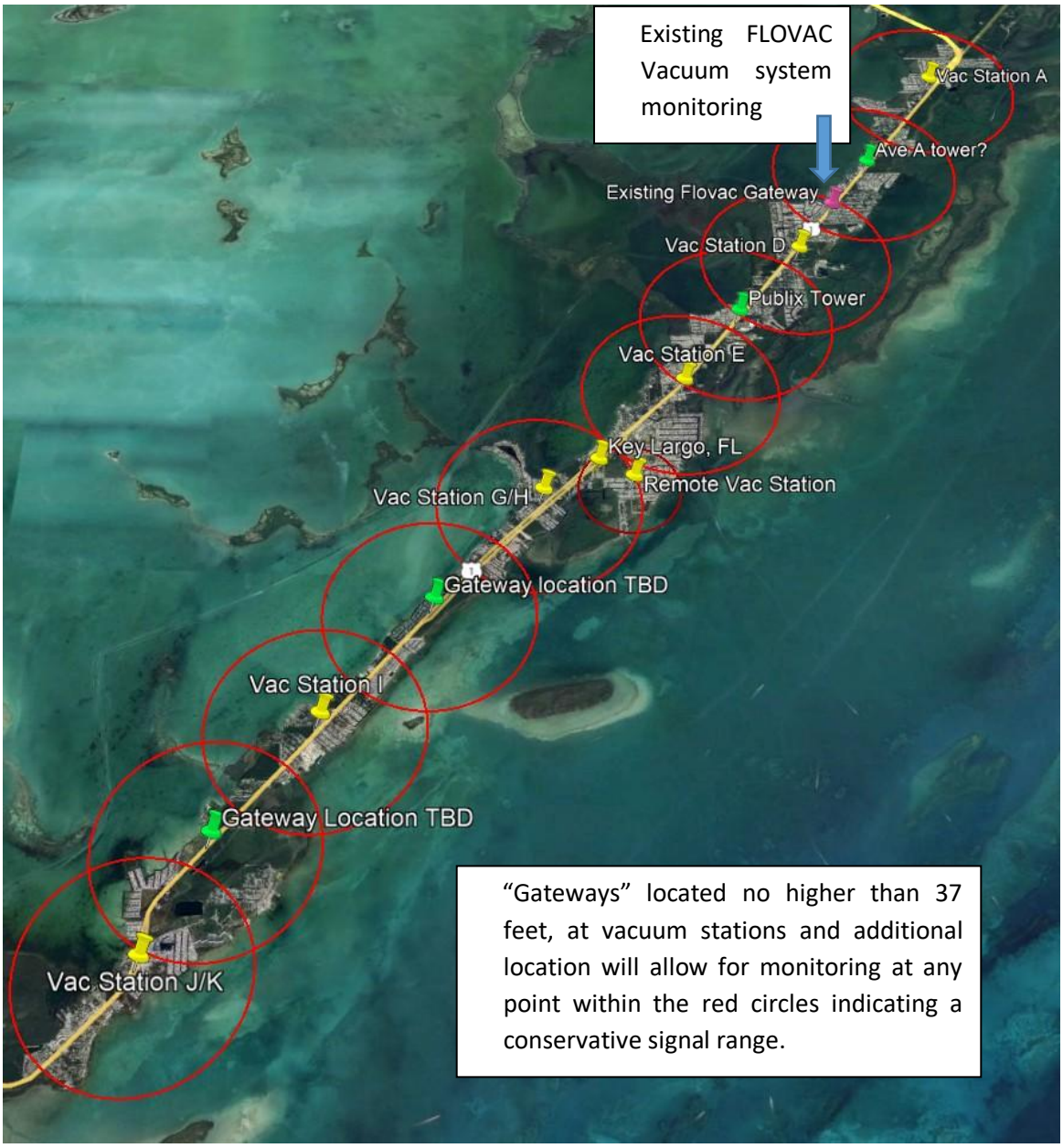
The Key Largo Wastewater Treatment District serves more than 14,000 people in Key Largo and Tavernier. KLWTD service areas are established by its permits from state regulatory authorities. The district's service area includes the territory consisting of the island of Key Largo, including all lands east of Tavernier Creek, including Tavernier, Key Largo, and Cross Key, with the exception of Ocean Reef, all in Monroe County, Florida.

FLOVAC has been operating a successful monitoring system operating with KLWTD since April 2019 showcasing the benefits of a wireless monitoring system for its vacuum sewer network. Such system allows for a 24/7 status report of the vacuum valves and collection pits, including: (i) detection of abnormal conditions in the vacuum valves; (ii) record of valves open/close cycles; (iii) alarm for valves stuck open; (iv) alarm for wastewater high-level in the tanks; and (v) reading of vacuum level at valves, allowing operators to respond quickly to any callouts and have a proactive approach to system maintenance. The system also offers an automatic air inlet system, which automatically reads the pressure differential between the end of vacuum mains and the vacuum tank and injects air at key locations of the vacuum network to clear the lines.

FLOVAC's Smart Monitoring System uses a LoRa WAN communication protocol, which allows for much greater range of its wireless signal, virtually eliminating the need for repeaters. FLOVAC also uses a cloud-based software, which allows for visualization and control of the system anywhere with an internet connection on desktops, laptops, tablets, and smartphones.

In a recent presentation of its Smart Monitoring System, FLOVAC and the KLWTD team have discussed the adaptation of the existing FLOVAC monitoring system to begin monitoring the entire KLWTD service area. This, to allow for the monitoring and collection of vacuum and pressure data at any point within the Key Largo Service Area. To that effect, FLOVAC has visited the area intended for the installation of its Smart Monitoring System and based on information provided by KLWTD and obtained onsite has prepared the following proposal.

2) Proposed Monitoring Gateway Layout



Overview of the FLOVAC vacuum monitoring pilot area completed in April 2019

Success story: The valve sensor at "End of line Island Drive" identified a broken lateral within 48hours of pilot install. Excess valve activations were identified and corelated with high tide data. This was contributing to salinity issues within the system.

Wireless Monitoring System Overview

FLOVAC's Wireless Monitoring System provides a 24/7 status report of the vacuum sewer system, detecting abnormal conditions in the vacuum valves, sewer collection network and vacuum stations, allowing the operators to respond quickly to any call-outs and have a proactive approach to system maintenance.

One of the most important features of FLOVAC's System is its two-way or bi-directional radio network, allowing for seamless communication interaction between all devices in the system.

FLOVAC's System is capable of monitoring the following items:

- Valve stuck open
- Valve open/close cycles (allowing detection of unwanted storm or ground water infiltration)
- Last opening time log for potential valve not opening signal
- Vacuum pressure in vacuum lines
- Automatic air injection with remote valve control (open/closed)
- Alarms
- Alerts via SMS / e-mail (optional)
- Battery or solar operated
- Integration with existing SCADA systems
- Pressure in force mains lines and differential between points

FLOVAC's System also features the following benefits:

- No need for external power supply (batteries included)
- Battery life up to 5 years
- Wireless operating range up to 4 miles (6 km)
- LoRaWan protocol allows for many different modules to operate within the same system
- Universal module for many different sensors
- Dedicated network with unlimited number of devices in a single network

FLOVAC's Wireless Monitoring System is compatible with most vacuum sewer systems provided by other major suppliers, allowing it to be integrated into existing and new systems. Since the system is battery powered and communication between all devices is made through a wireless protocol, there is no need for expensive infrastructure. The system is developed in different layers, making it easily customizable according to the client's preferences.

3) Network Layout

4.1) Network LoRaWan

LoRaWan is a new, private and spread-spectrum modulation technique which allows data transmission at extremely low data-rates to very long ranges. LoRaWan is a Low Power Wide Area Network (LPWAN) specification intended for wireless battery-operated Things in a regional, national or global network. LoRaWan targets key requirements of Internet of Things such as secure bi-directional communication, mobility and localization services. The LoRaWan specification provides seamless interoperability among smart Things without the need of complex local installations and gives back the freedom to the user, developer, businesses enabling the roll out of Internet of Things.

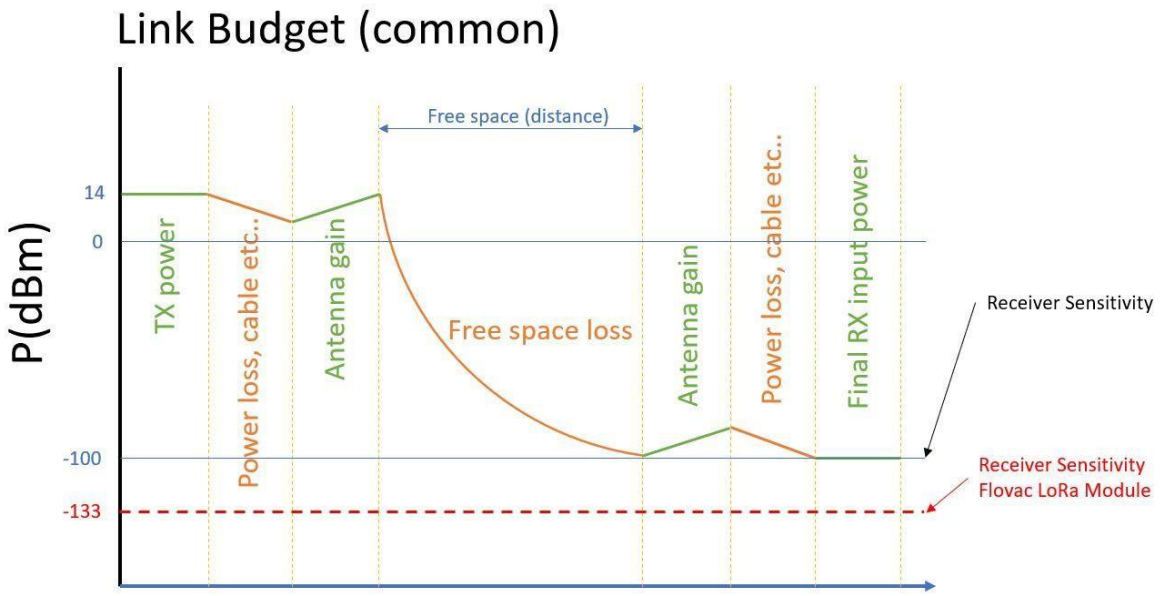


Figure 1 Sensitivity of the Flovac LoRaWan Module

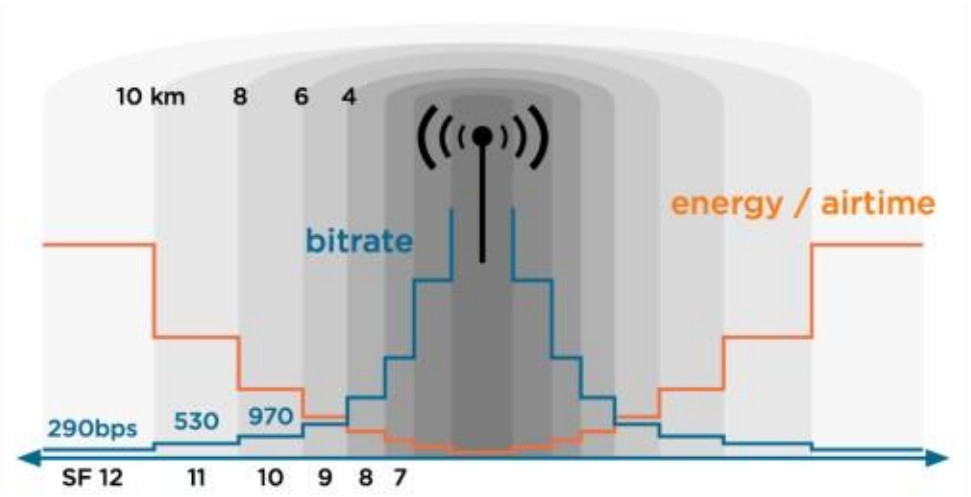


Figure 2 Distance vs Energy vs Bitrate

FLOVAC's LoRaWan supports different frequencies for each country where the system is to be installed. Modules automatically connect to the closest gateway, which can cover an area of up to 4 miles (6 km). In larger areas, multiple gateways could be installed to increase the coverage area. The gateway is connected to the WAN by default, through a GPRS/GSM connection or a local ethernet connection. The gateway only communicates through a secure server, which collects and sorts all data collected from the modules into databases.

4.2) WAN / LAN Network Connections

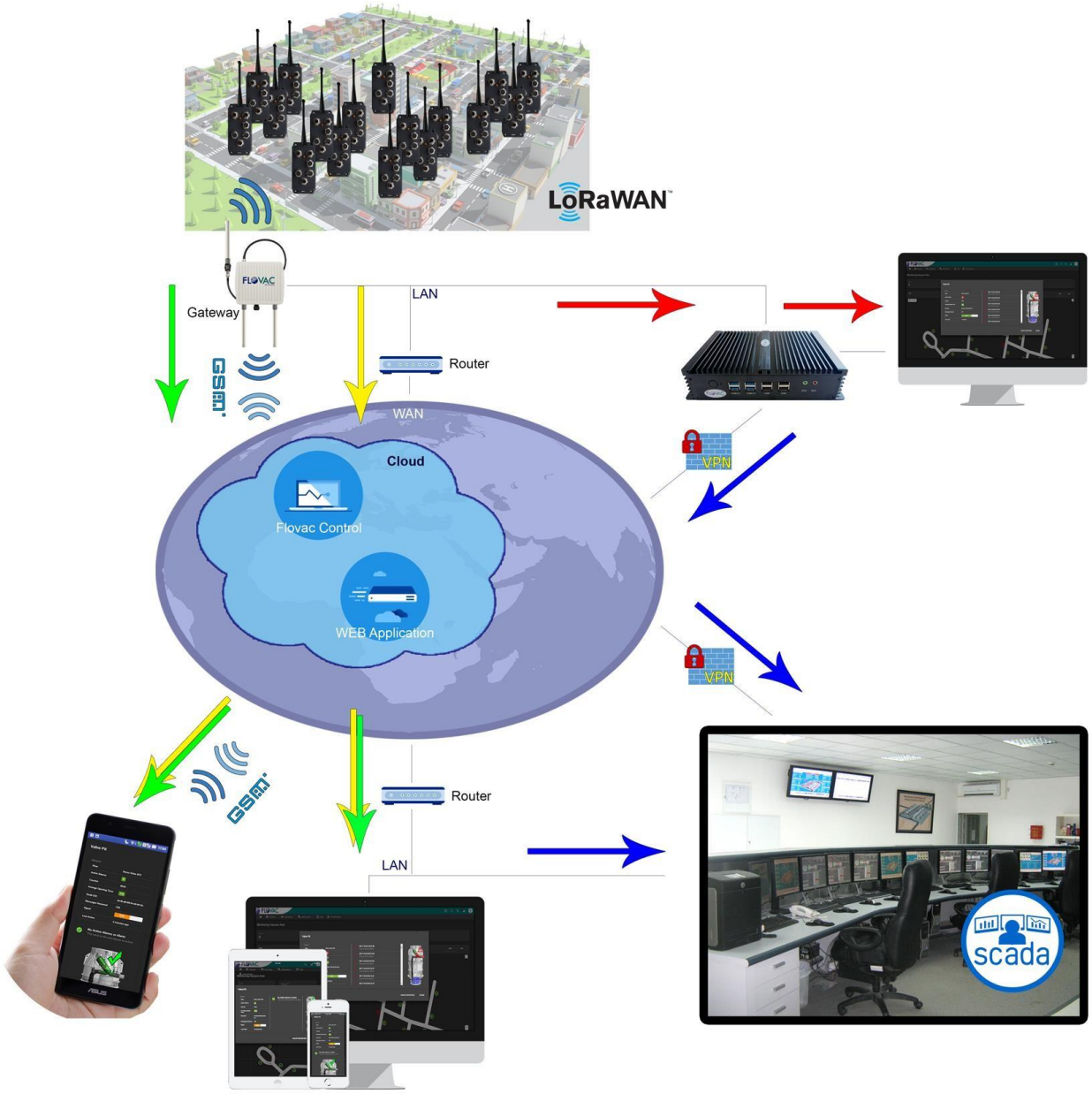


Figure 3 Network Examples

Green Routing: Most flexible. Gateway only needs power and can be placed anywhere in the area, with the best LoRaWan network performance.

Yellow Routing: Less flexibility. Gateway needs power and wired ethernet connection to internet for cloud hosting. Placement of the gateway at the best spot could be impacted by power and wired internet connection requirements, sometimes requiring the installation of a second gateway to cover the entire monitoring area.

Red Routing: Less flexibility. Gateway requirements are the same as the Yellow Routing. Cloud hosting will not be used, requiring an IPC computer and screen to be installed at the same location as the gateway to host the monitoring software and data on a local network.

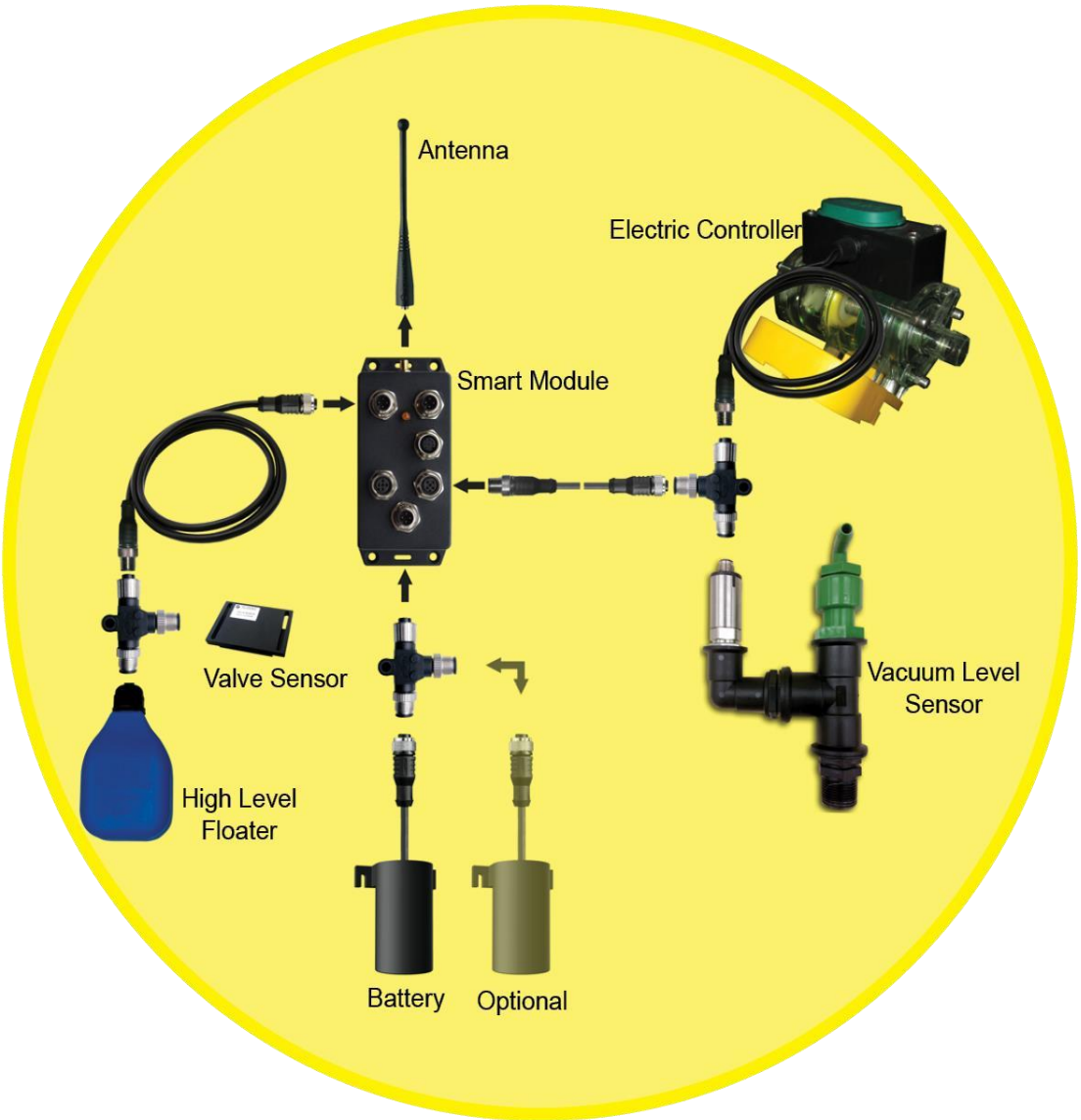
Blue Routing: Optional. Custom made depending on the local network condition.

4.3) Gateway

The FLOVAC gateway communicates wirelessly with the monitoring modules in the field. All information received from the modules is transferred to the FLOVAC control server through GPRS/GSM or by wired LAN (figure 3). The best spot to install a gateway is in the center of the coverage area. The gateway needs power 100-240VAC-1A and ethernet connection when the GSM function is not utilized. Large coverage areas may require multiple gateways.

4.4) Smart Modules

FLOVAC has developed a smart LoRaWan module specifically for vacuum sewage monitoring. Our module is powered by 3.6 volt batteries and can be custom programmed to handle many different I/O's. The module is IP68 weatherproof rated and can be installed outside or inside the valve pit (installation inside the valve pit may require a shorter distance between the module and the gateway).



Flovac Valve Module Configuration Table

Configuration Parameter	Default value	Description
Heartbeat Time	3600 seconds	Time the module will send a message with current openings, average opening time.
Vacuum Time	900 seconds	Time the module will measure the vacuum.
Vacuum Setpoint	30	If vacuum is below setpoint, module will enable low vacuum alarm.
Vacuum Delay	180 seconds	Delay before module will enable low vacuum alarm.
Floater Delay	10 seconds	Delay before module will enable high level alarm
Valve Alarm Delay	60 seconds	Delay before module will enable valve error alarm.
Maximum Open Time	15 seconds	If the valve opens longer then this value, the module will send an alert.
Minimum Open Time	3 seconds	If the valve opens less then this value, the module will send an alert.
Transfer Retries	5 times	Times the module will retry a transfer when no acknowledge was received from gateway.
Join Retries	5 times	Times the module will retry to join a gateway.

Valve Module Message Table

Message Name	Format
Heartbeat	0,(Current Counter),(Average Open Time)
Vacuum Level	1,(Vacuum Level)
Alarm	2,(Alarm Type), (Enabled/Disabled)
Alert	3,(Alert Type),(Value 1)

Valve Module Alarm Types

Alarm Name	Alarm Description
Low Vacuum Alarm	When vacuum is below setpoint for x time.
High Level Alarm	When floater is high for x time.
Valve not closing Alarm	Valve is not closing for x time.

Valve Module Alert Types

Alert Name	Alert Description
Openings time to long	Opening time exceeded the configurated maximum open time.
Openings time to short	Opening time exceeded the configurated minimum open time.
Failed Transfers	Times the module failed to transfer a message when first message was successful.

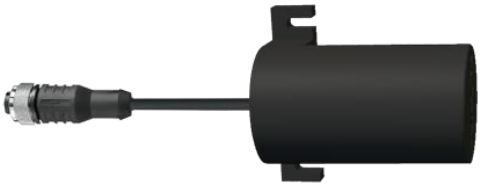
FLOVAC Smart Module

4) Components/Sensors

5.1) Battery

Every module is powered by battery by default. Where possible modules will also incorporate a solar panel to increase battery life. The battery life depends on the transmit rate, and in a default configuration the battery can power the module for up to 5 years. When additional sensors are installed such as vacuum sensors or electrical controllers requiring greater power consumption, the use of additional battery packages is recommended.

Battery is completely sealed and IP68 weatherproof rated.

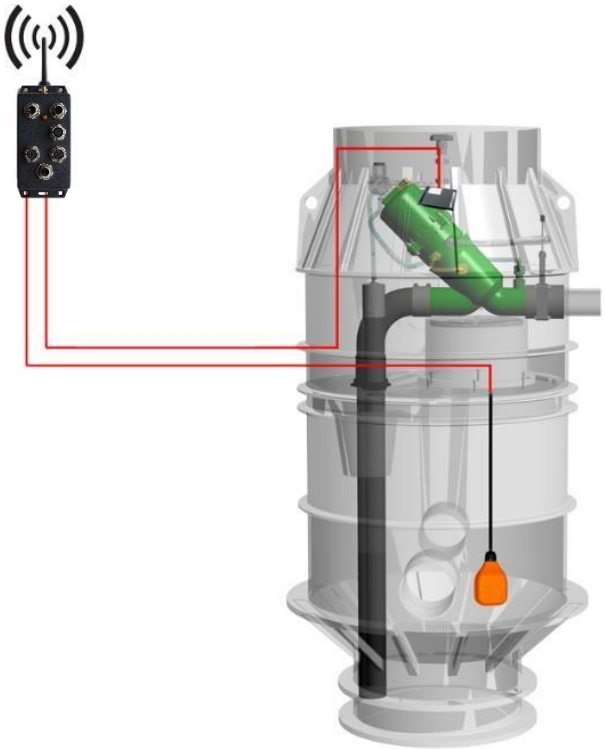


5.2) Valve Sensor

The valve sensor is mounted on the vacuum valve inside the collection pit. Every change of state of the valve (open/close) will awake the module to start monitoring the status of the valve.

5.3) High Level Sensor

The high-level sensor floating switch generates an early warning alarm every time that the sewer level in the collection pit exceeds a preset condition, so the operators can take the appropriate action.

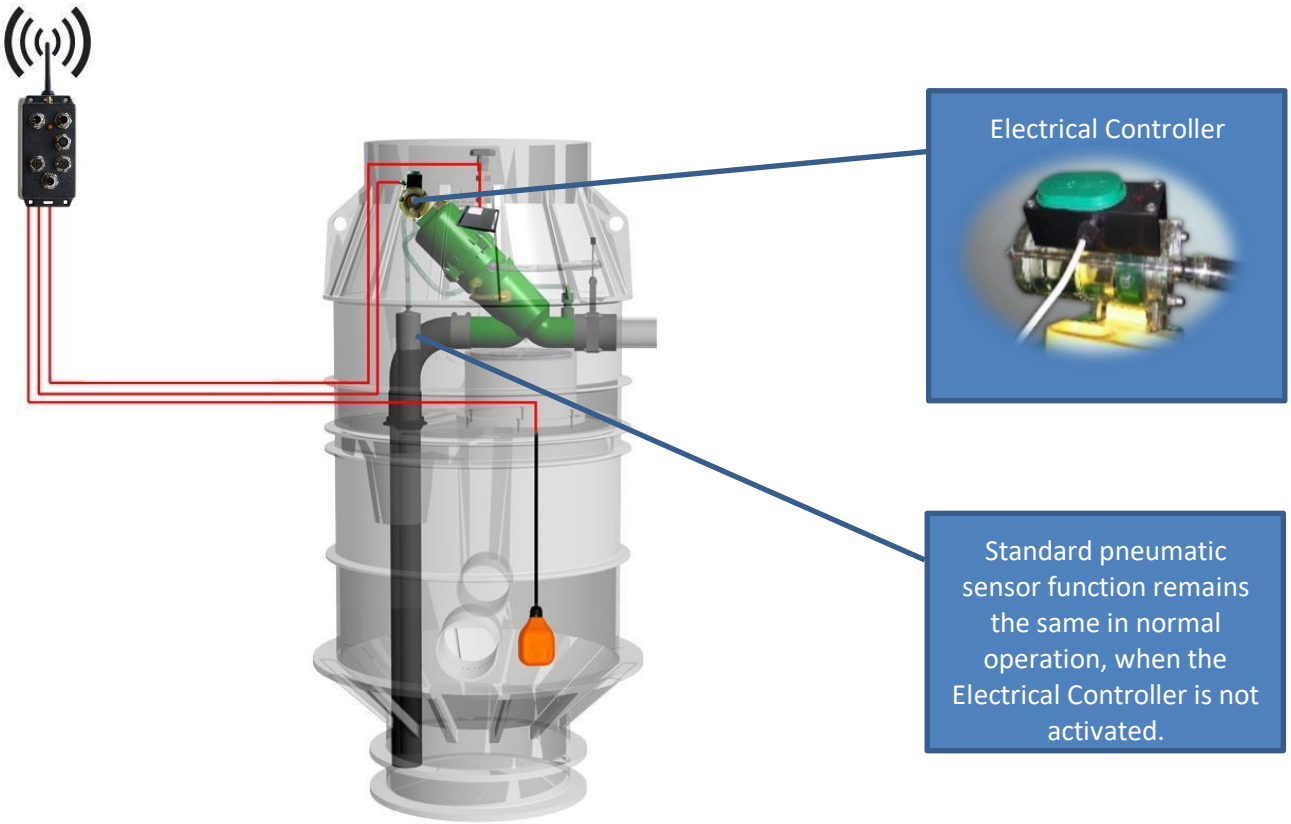


5.4) Pressure Sensor

The pressure sensor measures the pressure at the collection pit or force main at predetermined intervals (intervals could be configured according to client's requirements). In addition to showing the pressure level on the visualization screen, the system could also be configured to generate an alarm when the pressure level deviates from a user defined set point.
The pressure level sensor is required for the Vacuum Automatic Air Injection System (AAIS).

5.5) Electrical Controller

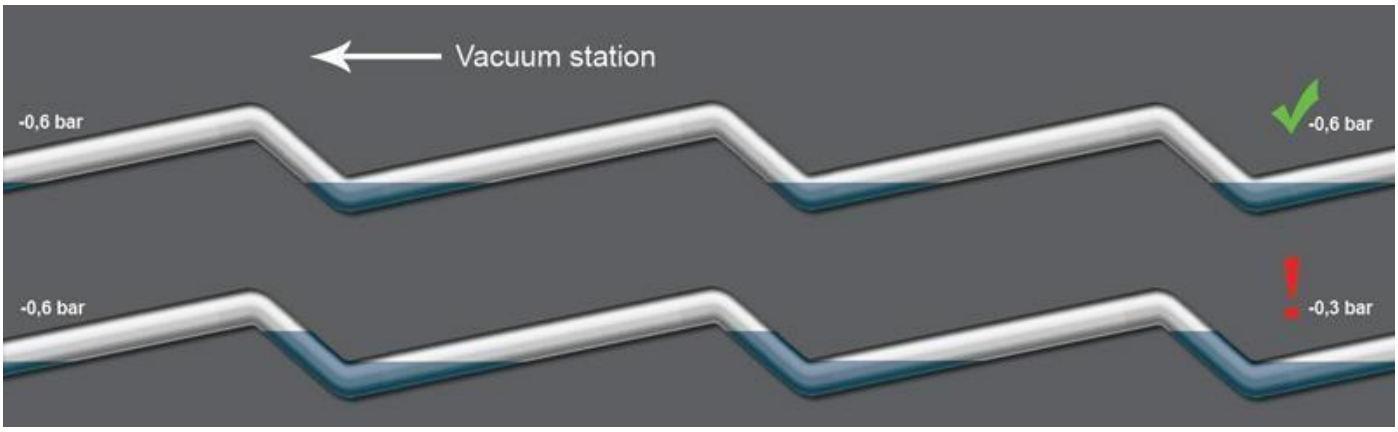
The electrical controller allows the vacuum valve to be opened by a remote command. The valve open command can be send manually or automatically by the FLOVAC control system. The electrical controller is required for the Automatic Air Injection System (AAIS), which generates an automatic valve open command through the AAIS algorithm.



5) Automatic Air Injection System (AAIS)

In some areas of the vacuum sewer network, vacuum levels can drop below their optimal operation condition, adversely affecting the proper function of the valves.

Low vacuum levels can be caused by a variety of factors, including wrong valve time settings, excessive external infiltration into the system, extensive line stretches without any connections, design and construction flaws, etc.



Vacuum valves need a minimum of -5 inHg to open, however this minimum pressure might not be enough to allow sufficient air to enter the system to avoid water logging.

To solve this problem FLOVAC has developed an Automatic Air Injection System (AAIS). The AAIS can prevent vacuum levels dropping below the minimum -5 inHg, as it will let in air automatically when vacuum level drops below -8 inHg or any other pressure level setup by operations.

In a conventional standalone system, the vacuum level is checked only at a specific point in the sewer collection network and does not consider the vacuum level at the vacuum station. The disadvantage of ignoring the vacuum level at the vacuum station is the possibility to inject air into the system even when there is not enough vacuum level at the vacuum station, which will further deplete the vacuum level in the system.

FLOVAC's AAIS was developed to, in addition to the vacuum level at a specific point in the sewer collection network, consider the vacuum level at the vacuum station, taking advantage of its two-way or bi-directional communication capability to evaluate all available parameters and fine tune the amount of air required for optimal operation of the system. Furthermore, the AAIS is installed by simply replacing the valve controller with FLOVAC's electrical controller, thus not requiring any additional valves and/or valve pits.

6) Wireless Monitoring System Proposal

7.1) Proposed System Description and Features

This proposal includes the supply and installation of the following Equipment in areas:

See schedule of values

7.2) Price

FLOVAC's price for the implementation of the Wireless Monitoring System is: See schedule of values which includes the supply and installation of all wireless monitoring equipment described in appendix 1, testing, training, and commissioning of the monitoring system.

The gateways installed during work outlined in this proposal are intended to provide signals for all future connections of monitoring modules within the "gateways Radius" illustrated above. Thus, making future monitoring "plug and play".

FLOVAC's monthly fee for the Cloud Hosting is $ 500.00 (Five hundred dollars), which includes the features described above.

7.3) Payment Terms

Per KLWTD Standard Contract Documents

7.4) Special Conditions

KLWTD preparatory scope of work:

This is a turnkey project, as such Flovac Inc, will coordinate all work to be completed to install and commission the monitoring system.
However, the Valve pits (vacuum valves, controllers, and in-sump breathers) need to be in good working and serviceable condition.
Additionally, all vacuum buffer tanks or pits have existing dedicated air terminals to run communication cables.
Any issues with the existing components mentioned during the project will be recorded and information will be passed along to KLWTD.

FLOVAC installation scope of work:

- Provide detailed information for KLWTD's use of the monitoring system.
- Supply valve sensors, high level sensors (floating switches), modules and antennas for standard PE pit monitoring.
- Install the monitoring devices (including supplying and installing the required cables).
- Install the gateway on the pole (including supplying and installing the ethernet power cable).
- Start-up and test the system.
- Provide ongoing training to KLWTD's operators.

8) Summary

We at FLOVAC are very pleased to have the opportunity to assist the KLWTD in the pursuit of continuously improving the operation and reliability of its sewerage collection system. We are confident that the proposed Smart Monitoring System will allow KLWTD's managers, supervisors and operators to have real time information from each Collection Pit/ and Vacuum Valves being monitored, allowing for immediate identification of any faults, abnormalities and alarms, indicating the precise location where preventive and/or corrective measures must be taken.

C.C. John Ranonoff

Michael Pringle

Director of Operations

www.flovac.com

CONTRACT DOCUMENTS

FOR

KLWTD COLLECTION SYSTEM MONITORING PROJECT

OWNER:

KEY LARGO WASTEWATER TREATMENT DISTRICT

103355 OVERSEAS HWY
KEY LARGO, FL 33037

WEC Job No: 03105.034

Prepared by

WEILER ENGINEERING CORPORATION
WEC xcellence in engineering

6805 OVERSEAS HIGHWAY
MARATHON, FLORIDA

April 2022

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Summary of Work

The general scope of the Work for the KLWTD Collection System Monitoring Project consists of the following. All Work must comply with the requirements of these Contract Documents and with the requirements of all agencies regulating any aspects of the Work.

The Key Largo Wastewater Treatment District (hereafter referred to as Owner) is hiring Flovac Americas to provide, install and start up a radio-telemetry monitoring system to monitor specific performance parameters in its vacuum collection systems, its grinder pump collection systems, its gravity collection systems, and its force main systems.

Gateways

The backbone of the monitoring system will be the radio communications antennas, called Gateways, that will be installed to provide radio coverage throughout the KLWTD service area. 10 Gateways are needed for full coverage. 7 of these will be installed at the KLWTD vacuum stations. The remaining 3 will be installed either on other property owned by KWLTD or in Monroe County rights of way. Gateways located where the Owner does not have existing electrical services will be provided with a solar panel and battery to provide continuous powe4r. Testing of signal strengths will dictate exactly where the gateways will be installed.

Vacuum Collection System

The Owner's vacuum collection system consists of approximately 2,900 vacuum pits, 60 buffer tanks and 7 vacuum pump stations. Each of the 2,900 vacuum pits and the 60 buffer tanks will be fitted with a Valve Position Sensor and will have a High-Level Float installed in the sump. This package is known as the "standard" pit package. 311 of the vacuum pits, located throughout the vacuum collection system, will also have Vacuum Sensors installed in the vacuum pits or buffer tanks. Approximately 40 vacuum pits will also have an Air Injection Controllers installed. The Radio Transmitters for each installation shall be housed in the existing Air Intake Pedestals. For Key Largo Trailer Village, Key Largo Park and Sunset Waterways, Air Intake Pedestals will be installed for each vacuum pit and buffer tank.

Electrical conduit will be run from the existing vacuum pits and buffer tanks to the existing or newly-installed Air Intake Pedestals. The conduit will be sized to accommodate all needed wiring plus tubing needed to relocate the Vacuum Pit Controllers into the Air Intake Pedestals. At the Owner's direction, Flovac may be required to relocate the controllers from inside the vacuum pits and buffer tanks to the Air Intake Pedestals under the Additive Alternate item in the Schedule of Values.

Each of the Owner's 7 vacuum pump stations will have a Gateway installed and connected to utility power. At Vacuum Stations A, D, E, G, I and J/K, the Gateways will also be connected to the standby generator power. Vacuum Station F does not have a generator. The Gateway for Vacuum Station F will be connected to utility power and will be provided with a standby battery and charger system that will be capable of powering the Gateway for at least 72 hours.

Grinder Pump Collection System

The Owner's collection system includes two areas where grinder pumps were installed for each house rather than installation of vacuum pits. These areas include the C-905 area and Coral Drive in the Coral Coast subdivision. The Owner also installed grinder pumps at the buildings on the properties included in the Unique Properties Program. The Owner owns and operates a total of approximately 142 grinder pumps. Each grinder pump station currently has a High-Level float and controls monitored by the Grinder Pump Guardian system. Flovac will replace the existing control panels for all of the existing grinder pump stations and will install the radio transmitters in the new control panels. This monitoring system will be connected to the existing utility power disconnects and will have a battery backup for a minimum of 72 hours. The grinder pump monitoring systems will have signals for High Level, Power Outage and Pump Fail and will be integrated into the Flovac monitoring system.

Gravity Collection System

There are 4 KLWTD-owned conventional submersible pump stations that serve areas with gravity collection systems. These include The Harborage, Winken Blinken & Nod, Tweety Pie and Keys Holdings LLC. These submersible pump stations are all duplex pump stations with standard float controls. Flovac will install monitoring for High Level, Power Outage and Pump Failure into the existing control panels and will add battery backup capable of running the monitoring system for 72 hours during power outages. The signals from these pump stations will be integrated into the Flovac monitoring system.

Force Main System

The Owner owns and operates a system of force mains including grinder pump force mains and the North and South Transmission Mains. The grinder pump force mains are located in the C-905 area and the Coral Coast area. Select grinder pump control panels will include a pressure sensor that will reflect the operating pressure whenever the grinder pump is operating. These grinder pumps with pressure sensors will be used to monitor the pressure in the grinder pump systems trunk mains to detect clogging.

The North and South Transmission Mains will have pressure sensors with transmitters generally installed at approximately 2,000 feet intervals. Two additional sensors and transmitters will be installed on the North Transmission Main upstream and downstream of the 6" X 4" reducer where the C-905 grinder pump force main connects to the North Transmission Main.

All pressure sensors for the grinder pump force mains and for the Transmission Mains will be integrated into the Flovac monitoring system.

Flovac has included pricing for relocation of the in-sump controllers in all vacuum pits and buffer tanks to the Air Intake Pedestals as an Additive Alternate proposal. The Key Largo Wastewater Treatment District Board of Commissioners may authorize this Additive Alternate scope of work and expenditure at their sole discretion.

Flovac has included start-up of the monitoring system and integration of the radio-telemetry signals from all monitoring devices into the Flovac Collection System Monitoring Project system. Start-up may occur in stages as the scope of work is completed in the defined areas of the Collection System. Flovac will prepare and provide detailed training for the KLWTD staff. The training will be performed in two parts. One part will be field trainings using the installed monitoring system components. The second part will be classroom trainings with handouts and support materials. The classroom trainings will include review of the Operation and Maintenance Manual. Each training session will be video and audio recorded. A minimum of one set of training sessions will be performed at the first startup of a portion of the monitoring system and subsequently each 6 months until Final Acceptance of the Work by the Owner. Flovac will provide technical assistance to the KLWTD operators throughout the Project until Final Acceptance. The training and technical assistance will be performed at no additional cost to the Owner.

Flovac will prepare a proposal to operate the Collection System Monitoring Project starting at the date of Final Acceptance. The Operations Agreement will be set up for one year, with two one-year renewals at the Owner's discretion. Flovac will monitor the system and will coordinate with KLWTD staff to trouble-shoot the collection systems and to fine-tune performance of the collection systems. The Operations Agreement fees will be paid annually in advance.

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SECTION 00520
AGREEMENT FORM

PART 1 GENERAL

1.01 THIS AGREEMENT, made this ____ day of _____, _____ _____, by and between 1) Key Largo Wastewater Treatment District, hereinafter called the Owner, and 2) Flovac Americas, doing business as a 3) Corporation, and hereinafter called the Contractor.

1) Name of Owner
2) Name of Contractor
3) Corporation, Partnership, Sole Proprietor

1.02 The Owner and Contractor agree as follows:

A. Contract Documents

The Contract Documents include the Agreement, Addenda (which pertain to the Contract Documents), Instructions to Respondents, Contractor's Proposal, Notice to Proceed, the Bonds, the General Conditions, the Supplementary Conditions, the Specifications listed in the Index to the Project Manual, any technical specifications as incorporated by the Project Manual; the Drawings as listed in the Project Manual, all Written Amendments, Change Orders, Work Change Directives, Field Orders, and Engineer's written interpretations and clarifications issued on or after the Effective Date of this Agreement. These form the Contract and all are as fully a part of the Contract as if attached to this Agreement or repeated herein.

B. Scope of Work

The Contractor shall perform all work required by the Contract Documents for the construction of the KLWTD Collection System Monitoring Project

C. Contract Time

The Contractor shall begin work within **30** days after the issuance of a written Notice to Proceed and shall achieve substantial completion of the work within **730** calendar days from the date of the Notice to Proceed. The work shall be finally complete, ready for Final Payment in accordance with the General Conditions, within **90** calendar days from the actual date of substantial completion. See also Supplementary Condition, Appendix 2 & 3, SC-12.02.C-E.

D. Liquidated Damages

OWNER and CONTRACTOR recognize that time is of the essence of this Agreement and that OWNER will suffer financial loss if the Work is not substantially complete within the time specified in Paragraph C above, plus any extensions thereof allowed in accordance with the General Conditions. They also recognize the delays, expense and difficulties involved in proving in a legal arbitration

proceeding the actual loss suffered by OWNER if the Work is not substantially complete on time. Accordingly, instead of requiring any such proof, OWNER and CONTRACTOR agree that as liquidated damages for delay (but not as a penalty) CONTRACTOR shall pay OWNER $1000 for each calendar day that expires after the time specified in Paragraph C for substantial completion until the work is substantially complete. It is agreed that if this Work is not Finally completed in accordance with the Contract Documents, the CONTRACTOR shall pay the OWNER as liquidated damages for delay, and not as penalty, one-fourth (¼) of the rate set forth above.

E. Contract Price

Lump Sum Price Contract

The Owner will pay the Contractor in current funds for the performance of the work, subject to additions and deductions by Change Order and subject to the Measurement and Payment Provisions, and subject to actual constructed quantities; the Total Contract Price of Seven million five hundred seventy-five thousand six hundred seventy-seven dollars and thirty-six cents. Dollars ($7,575,677.36). Payments will be made to the Contractor on the basis of the Schedule of Unit Prices included as a part of his Proposal, which shall be as fully a part of the Contract as if attached or repeated herein.

F. Payments

The Owner will make payments as provided in the General Conditions and Supplementary Conditions (Appendices 1, 2, and 3).

G. Retainage

The value of each application for payment shall be equal to the total value of the Work performed to date, less an amount retained, and less payments previously made and amounts withheld in accordance with the General Conditions and Supplementary Conditions. Retainage for this project is 5%, to be held by Owner as collateral security for the duration of the Work. Retainage will be released upon Final Acceptance of the Work by the Owner.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year first above written.

CONTRACTOR:

Flovac Americas
Name of Firm

By (Signature)

Printed Name and Title

ATTEST:

By (Signature)

Printed Name and Title

OWNER:

Key Largo Wastewater Treatment District
Name of Owner

By (Signature)

Peter Rosasco, General Manager
Printed Name and Title

ATTEST:

By (Signature)

Printed Name and Title

END OF FORM

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SECTION 00530
NOTICE TO PROCEED FORM

TO: Flovac Americas
15 Utility Drive, Suite A
Melbourne, Florida 32137

DATE: _____

PROJECT: KLWTD Collection System Monitoring Project

You are hereby notified to commence WORK in accordance with the Agreement dated _____ _____. This Notice authorizes the CONTRACTOR to commence construction, and, in accordance with the Agreement, all work shall be substantially complete within 730 calendar days of the date of this Notice to Proceed. Therefore, the date of substantial completion is _____. The date of Final completion is (subst. date + 90 days).

ISSUED BY: Key Largo Wastewater Treatment District
(Name of OWNER)

_____
By (Signature)

Peter Rosasco, General Manager
(Printed Name and Title)

ACCEPTANCE OF NOTICE

Receipt and acceptance of the above NOTICE TO PROCEED is hereby acknowledged by _____ _____ this _____ day of _____, _____.

_____
By

_____
Printed Name and Title

END OF FORM

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SECTION 00605

PUBLIC CONSTRUCTION BOND FORM

BOND NUMBER:

KEY LARGO WASTEWATER TREATMENT DISTRICT
COLLECTION SYSTEM MONITORING PROJECT
KEY LARGO, FLORIDA

KNOW ALL MEN BY THESE PRESENTS: that

Flovac Americas
(Name of CONTRACTOR)

(Address of CONTRACTOR)

(Phone Number of CONTRACTOR)

a _____, hereinafter called
(Corporation, Partnership or Individual)

Principal, and _____
(Name of Surety)

(Address of Surety)

(Phone number of Surety)

hereinafter called Surety, shall be firmly bound unto the Key Largo Wastewater Treatment District upon execution of the contract, whose address is 98880 Overseas Highway, Key Largo, Florida, 33037, and whose telephone number is 305-**451-4019**, hereinafter called OWNER, in the full and just Sum of _____ DOLLARS ($ _____) in lawful money of the United States, for the payment of which sum well and truly to be made, we shall bind ourselves, successors, and assigns, jointly and severally, firmly by these presents. The sum shall not be less than one hundred percent (100%) of the Contract Price.

THE CONDITION OF THIS OBLIGATION is such that if the Principal:

1. Performs the contract between Principal and Owner upon award, for construction of the Collection System Monitoring Project, the contract being made a part of this bond by reference, at the times and in the manner prescribed in the contract; and

2. Promptly makes payments to all claimants, as defined in Section 255.05(1), Florida Statutes, supplying Principal with labor, materials, or supplies, used directly or indirectly by Principal in the prosecution of the work provided for in the contract; and
3. Pays Owner all losses, damages, expenses, costs, and attorney's fees, including appellate proceedings, that Owner sustains because of a default by Principal under the contract; and
4. Performs the guarantee of all work and materials furnished under the contract for the time specified in the contract

Then this bond is void; otherwise, it remains in full force.

Any action instituted by a claimant under this bond for payment must be in accordance with the notice and time limitation provisions in Section 255.05(2), Florida Statutes.

Any changes in or under the contract documents and compliance or noncompliance with an formalities connected with the contract for the changes does not affect Surety's obligation under this bond.

IN WITNESS WHEREOF, this instrument is executed this the _____ day of _____ _____, _____.

ATTEST:	_____ Principal (Contractor)
_____ Secretary (Principal)	_____ By (Signature)
_____ Typed Name	_____ Typed Name and Title
(CORPORATE SEAL)	_____ Address
	_____ City, State, Zip
_____ (Witness to Principal)	_____ Telephone No. Facsimile No.
_____ Typed Name	
ATTEST:	
_____ (Surety) Secretary	_____ Surety

Typed Name	Telephone No. Facsimile No.
(CORPORATE SEAL)	
Witness as to Surety	By: Attorney-in-Fact
Typed Name	Typed Name
Witness as to Surety	Address
Typed Name	City, State, Zip
	Telephone No. Facsimile No.

NOTE: Date of the Bond must not be prior to date of Agreement. Bond shall be issued after award of contract. If CONTRACTOR is a joint venture, all ventures shall execute the Bond. If CONTRACTOR is partnership, all partners shall execute the Bond.

IMPORTANT: Surety companies executing Bonds must appear on the Treasury Department's most current list (Circular 570 as amended) and be authorized to transact business in the State of Florida, unless otherwise specifically approved in writing by OWNER.

ATTACH a certified Power-of-Attorney appointing individual Attorney-in-Fact for execution of Performance Bond on behalf of Surety.

END OF FORM

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SECTION 00617
CONSENT OF SURETY TO FINAL PAYMENT

WE, the _____, having heretofore executed Performance and Payment Bonds for the Project known as KLWTD Collection System Monitoring Project, in the amount of $ _____ * hereby agree that the OWNER may make full payment of the final estimate, including the retained percentage, to said CONTRACTOR. The Surety concurs that full payment to the CONTRACTOR is appropriate and the Surety expressly releases the OWNER from all liability to Surety resulting from full payment to CONTRACTOR. It is fully understood that the granting of the right to the OWNER to make payment of the final estimate to said CONTRACTOR and/or his assigns, shall in no way relieve this surety company of its obligations under its bond, as set forth in the specifications, contract and bond pertaining to the above project.

** = Dollar Value of Issued Performance and Payment Bonds*

IN WITNESS WHEREOF, the _____ has caused this instrument to be executed on its behalf by its _____ _____ and its duly authorized attorney in fact, and its corporate seal to be hereunto affixed, all on this _____ day of _____, _____.

_____ _____
Surety Attorney-in-Fact

(Power of Attorney must be attached if executed by Attorney in Fact)

STATE OF _____

COUNTY OF _____

The foregoing instrument was acknowledged before me this _____ day of _____ ____, _____ by _____ of _____ _____ (corporation), on behalf of the corporation, who is personally known to me or has produced _____ (Type of Identification) as identification and who did (did not) take an oath.

Sworn to and subscribed to before me this _____ day of _____, _____

_____
(Signature)

_____
(Print name) Notary Public in and for the County and State Aforementioned

My Commission Expires: _____

END OF FORM

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SECTION 00620

INSURANCE CERTIFICATION FORM

Name of Project: KLWTD Collection System Monitoring Project

Additional Insureds:

Owner: Key Largo Wastewater Treatment District
103355 Overseas Highway
Key Largo, Florida 33037

Engineer(s): Weiler Engineering
6805 Overseas Hwy
Marathon, Florida 33050

THIS IS TO CERTIFY that the numbered policies identified by the attached Certificates of Insurance have been issued by the below stated company in conformance with the limits and requirements as set forth in the General Conditions and Supplementary Conditions.

The insurance company hereby waives its rights of subrogation against the additional insured.

The insurance company hereby agrees to provide to the additional insured, promptly upon request, a true, full, and correct copy of the insurance policies identified in the attached Certificates of Insurance.

_____
Named Insured

_____
Insurance Company

_____
Address City State Zip

By: _____
Signature of Authorized Representative

_____
Printed or Typed Name of Authorized Representative (Attach Acknowledgment)

(Make additional copies of this form if more than one insurance company provides contract required insurance).

END OF FORM

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SECTION 00626

CERTIFICATE OF SUBSTANTIAL COMPLETION

Project Title KLWTD Collection System Monitoring Project

Proposal No. N/A

Owner: Key Largo Wastewater Treatment District

Contractor: Flovac Americas

Agreement Date: _____

This Certificate of Substantial Completion applies to all work under the Contract Documents or the following specified parts thereof if construction is phased by contract: _____

_____

_____

ISSUED TO:

Contractor:

Flovac Americas

The work to which this Certificate applies has been inspected by authorized representatives of Contractor, Engineer, and Owner and that Work is hereby declared to be substantially completed in accordance with the Contract Documents on:

_____
Date of Substantial Completion

A list of items to be completed or corrected is attached hereto. This list may not be all-inclusive, and the failure to include an item in it does not alter the responsibility of Contractor to complete and warrant all the Work in accordance with the Contact Documents. All items on the list shall be completed or corrected by Contractor within 30 days of the above date of Substantial Completion.

This Certificate does not constitute an acceptance of Work not in accordance with the Contract Documents nor is it a release of Contractor's obligations to complete the Work in accordance with the Contract Documents.

Executed by Engineer on _____
Date

Engineer: Weiler Engineering Corporation

By: _____
(Signature)

_____
(Printed Name and Title)

Executed by Owner on _____
Date

Owner: Key Largo Wastewater Treatment District

By: _____
(Signature)

Peter Rosasco, General Manager
(Printed Name and Title)

Contractor accepts this Certificate of Substantial Completion on _____
Date

Contractor: Flovac Americas

By: _____
(Signature)

_____
(Printed Name and Title)

END OF FORM

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CERTIFICATE OF FINAL COMPLETION

Project Title KLWTD Collection System Monitoring Project

Proposal No. N/A

Owner: Key Largo Wastewater Treatment District

Contractor: Flovac Americas

Agreement Date: _____

This Certificate of Final Completion applies to all work under the Contract Documents or the following specified parts thereof if construction is phased by contract: _____

_____

ISSUED TO:

Contractor:

Flovac Americas

The work to which this Certificate applies has been inspected by authorized representatives of Contractor, Engineer, and Owner and that Work is hereby declared to be finally complete in accordance with the Contract Documents on:

_____
Date of Final Completion

This Certificate constitutes an acceptance of Work except any and all latent defects, warranty work, maintenance, and other post Final Completion obligations of the Contractor under the Contract Documents.

Executed by Engineer on _____
Date

Engineer : Weiler Engineering Corporation

By: _____
(Signature)

_____
(Printed Name and Title)

Contractor accepts this Certificate of Final Completion on _____
Date

Contractor: _____

By: _____
(Signature)

_____
(Printed Name and Title)

Accepted by Owner on _____
Date

Owner: Key Largo Wastewater Treatment District

By: _____
(Signature)

Peter Rosasco, General Manager
(Printed Name and Title)

END OF FORM

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SECTION 00640
CONTRACTOR'S PARTIAL RELEASE OF LIEN FORM
AND WAIVER OF RIGHT TO CLAIM AGAINST THE PAYMENT BOND
(PROGRESS PAYMENT)

KNOW ALL MEN BY THESE PRESENTS**,** that the undersigned, 1) Flovac Americas _____, in consideration of the sum of 2) _____, and other valuable considerations and benefits to the undersigned accruing, do hereby waive, release and quit claim all liens, lien rights, claims or demands of every kind whatsoever which the undersigned now has, or may hereafter have, against that certain real estate and the improvements thereof, situated in Monroe County, State of Florida, and described as 3) KLWTD Collection System Monitoring Project on account of work and labor performed, and/or materials furnished in, to, or about the construction of any building or buildings situated thereon, or in improving said property above described, or any part thereof.

1) *CONTRACTOR*
2) *Amount of Work Completed through Previous Application for Payment*
3) *Name of Project*

It being the understanding of the undersigned that this is a Partial Waiver and Release of Lien which the undersigned has against the premises described herein, only to the extent of the payments specified and only for labor, services, or materials furnished or work done up until 4) _____, (but not releasing or waiving charges for changes, additions, or extras), the undersigned warrants that no assignment of said liens or claims, nor the right to perfect a lien against said real estate, by virtue of the accrual of said payment, has or will be made, and that the undersigned has the right to execute this Partial Waiver and Release, and that all laborers employed by the undersigned, and all bills for materials and supplies furnished by others to the undersigned in connection with the construction of improvements upon the aforesaid premises, to the extent of the payment herein referred to, have been fully paid.

4) *Date of Previous Application for Payment*

The undersigned, in consideration of the amount first mentioned above, hereby waives it right to claim against the payment bond for labor, services, or materials furnished through the date first mentioned above, to 5) _____, for improvements to the project described above. This waiver does not cover any retention or any labor, services, or materials furnished after the date specified.

5) *Name of customer of the undersigned*

[INTENTIONALLY LEFT BLANK]

IN WITNESS WHEREOF, I/we have executed this instrument under seal this _____ day of _____, _____.

_____
Authorized Representative (Signature)

_____ (SEAL)
Printed Name and Title

STATE OF _____

COUNTY OF _____

The foregoing instrument was acknowledged before me this _____ day of _____ _____, _____ by _____ _____ of _____ (corporation), on behalf of the corporation, who is personally known to me or has produced _____ _____ (Type of Identification) as identification and who did (did not) take an oath.

Sworn to and subscribed to before me this _____ day of _____, _____ _____

_____
(Signature)

_____
(Print name) Notary Public in and for the County and State Aforementioned

My Commission Expires: _____

END OF FORM

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SECTION 00645
CONTRACTOR'S RELEASE OF LIEN (FINAL AND COMPLETE)
AND WAIVER OF RIGHT TO CLAIM AGAINST THE PAYMENT BOND
(FINAL PAYMENT)

Before me, the undersigned authority in said County and State, appeared _____ _____, who, being first duly sworn, deposes and says that he is _____ of _____ _____, a company and/or corporation authorized to do business under the laws of the State of _____, and is the CONTRACTOR on the Project known as KLWTD Collection System Monitoring Project, located in Monroe County, State of Florida, under an Agreement with the OWNER, Key Largo Wastewater Treatment District, the date of said Agreement which is _____.

Let it be known that the said deponent is duly authorized to make this affidavit by resolution of the Board of Directors of said company and/or corporation; that deponent knows of his own knowledge that said contract has been complied with in every particular by said contractor and that all parts of the work have been approved by the Owner's Engineers; that there are no bills remaining unpaid for labor, material, or otherwise, in connection with said contract and work, and that there are no suits pending against the undersigned as contractor or anyone in connection with the work done and materials furnished or otherwise under said contract. Deponent further says that the final estimate which has been submitted to the Owner simultaneously with the making of this affidavit constitutes all claims and demands against the Owner on account of said contract or otherwise, and the acceptance of the sum specified in said final estimate will operate as a full and final release and discharge of the Owner from any further claims, demands or compensation by contractor under the above contract. Deponent further agrees that all guarantees under this contract shall and be in full force from the date of this release as spelled out in the Contract Documents.

The undersigned, in consideration of the final payment in the amount first mentioned above, hereby waives it right to claim against the payment bond for labor, services, or materials furnished through the date first mentioned above, to 4) _____, for improvements to the project described above. This waiver does not cover any retention or any labor, services, or materials furnished after the date specified.

6) Name of customer of the undersigned

IN WITNESS WHEREOF, I/we have executed this instrument under seal this _____ day of _____, _____.

_____
Authorized Representative (Signature)

_____ (SEAL)
Printed Name and Title

STATE OF _____

COUNTY OF _____

The foregoing instrument was acknowledged before me this _____ day of _____ _____, _____ by _____ _____ of _____ (corporation), on behalf of the corporation, who is personally known to me or has produced _____ _____ (Type of Identification) as identification and who did (did not) take an oath.

Sworn to and subscribed to before me this _____ day of _____, _____ _____

_____
(Signature)

_____
(Print name) Notary Public in and for the County and State Aforementioned

My Commission Expires: _____

END OF FORM

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SECTION 00950
CHANGE ORDER FORM

CONTRACTOR ("Contractor"):	CHANGE ORDER No. PROJECT TITLE: KLWTD Collection System Monitoring PROJECT No.
OWNER: Key Largo Wastewater Treatment District ("Owner" or "District")	ENGINEER`: Weiler Engineering 6805 Overseas Hwy Marathon, Florida 33050
DATE OF ISSUE:	EFFECTIVE DATE: _____, 2022, contingent upon approval by the District's Board of Commissioners. Contractor shall commence work only after receipt of notification to proceed by the District's Contract Manager.

Description of Work to be Performed: The Contractor is hereby authorized and directed to perform the following Work,
generally described as:

Reason for Change:

Work to be Performed is more specifically described as (add additional sheets if necessary):

Attachments: (*List documents supporting change and justifying cost and time)*

Total Proposed Increase (decrease) in Contract Price and Contract Time for this Change Order

Increase (decrease) in Contract Price:	**Increase (decrease) in Contract Time (Calendar days):**

Acknowledgments:

The aforementioned change, and work affected thereby, is subject to and governed by all provisions of the original Agreement and RFP. It is expressly understood and agreed that the approval of this Change Order shall have no effect on the original Agreement, including all GENERAL CONDITIONS, SUPPLEMENTARY CONDITIONS, and STANDARD SPECIFICATIONS, other than matters expressly provided herein.

This Change Order constitutes full and mutual accord and satisfaction for the adjustment of the Contract Price and Contract Time as a result of increases or decreases in cost and time of performance caused directly and indirectly from the change. Acceptance of this Change Order constitutes an agreement between OWNER and CONTRACTOR that the Change Order represents an equitable adjustment to the Agreement and that CONTRACTOR shall waive all rights to file a Contract Claim or claim of any nature on this Change Order. Execution of this Change Order shall constitute CONTRACTOR's complete acceptance and satisfaction that it is entitled to no more costs or time (direct, indirect, impact, etc.) pursuant to this Change Order. Owner may require consent of the Contractor's surety, if any, to the terms of this Change Order.

Original Contract Price:	**Original Contract Time: (calendar days or dates)**

SUMMARY OF PRIOR CHANGE ORDERS

C-O No.	Description of Change	Change in Contract Price	Change in Contract Time
1		$	Days
2		$	Days
3		$	Days
4		$	Days
5		$	Days
6		$	Days
TOTAL OF ALL PRIOR CHANGES		**$**	**Days**
CURRENT CONTRACT PRICE AND TIME (Adjusted by Prior Change Orders BUT before adjusting for this Change Order)		**$**	**Days**
NEW CONTRACT PRICE AND TIME (Adjusted by Prior Change Orders AND this Change Order)		**$**	**Days**

Original Contract Substantial Completion Date:	**New Contract Substantial Completion Date:**

APPROVAL AND CHANGE ORDER AUTHORIZATION

Contractor:_____ _____ By (Signature) _____ (Printed Name and Title of Officer)	Owner: **Key Largo Wastewater Treatment District** _____ By (Signature) Peter Rosasco, General Manager (Printed Name and Title of Officer)

(Date)_____ ATTEST: _____ (Secretary) (Corporate Seal)	(Date)_____ ATTEST: _____ District Clerk (Seal)

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1 STANDARD GENERAL CONDITIONS – (APPENDIX – 1)

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2 KLWTD SUPPLMENTARY CONDITIONS (APPENDIX 2)

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3 FDEP SRF SUPPLEMENTARY CONDITIONS (APPENDIX 3)

Will be avaible on KLWTD.com document center

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4 PROJECT PLANS– (APPENDIX – 4)

NOT USED

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5 PROJECT TECHNICAL SPECIFICATIONS – (APPENDIX – 5)

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

Meeting Date: May 3, 2022

Agenda Item Number: P-1

Action Required:
Yes

Department:
Commissioner's Item

Sponsor:
Kay Cullen

Subject:
Removal of Motion to Extend

Summary of Discussion:
Commissioner Cullen is requesting a motion to abolish "Motion to Extend".

Reviewed / Approved		Financial Impact	Attachments
Operations:	_____	$	1. Memo
Administration:	_____		
Finance:	_____	Funding Source:	
District Counsel:	_____	N/A	
District Clerk:	_____	Budgeted:	
Engineering:	_____	N/A	

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

MEMO IN SUPPORT OF MOTION TO ABOLISH "MOTION TO EXTEND"

In our Rules and Procedures, *Length of Meetings*, Rule 32 states: "The board should ***endeavor*** to complete business within two (2) hours."

Rule 33 states: "A meeting ***can*** be extended by a motion duly made and adopted."

RATIONALE FOR ABOLISHIING THIS PRACTICE

1. The words **endeavor** and **can** as contained in the Rules are not verbs that **demand action** such as **will or must.**

2. Our duty as Commissioners is to complete the District's business with due diligence, no matter how long it takes.

3. Historically, a Motion to Extend is interjected at 6:00 PM, with another motion interjected every thirty minutes thereafter until the meeting is complete.

4. In order for a Motion to Extend to be made, someone has to watch the clock. Additionally, the mover must rudely interrupt a speaking presenter, staff member or other commissioner to make the motion. These motions are rarely seconded and never voted upon or adopted.

5. There is no negative result to the District by adopting this motion to abolish the practice of a Motion to Extend.

Therefore, my motion is:

Move to permanently abolish the practice of making Motions to Extend during Commission meetings.