



Key Largo Wastewater Treatment District
Board of Commissioners Meeting
Tuesday, October 7, 2025
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): 1 877 309 2073
(646) 749-3129**

Access Code: 578-583-005

BOARD MEMBERS:

Nicolas Rodriguez	Chairman
Timothy Maloney	Vice Chairman
Susan Heim	Secretary-Treasurer
Robert Majeska	Commissioner
Philip Schwartz	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 September 16, 2025	4
G. GENERAL MANAGER	
1. 2026 BOC Meeting Schedule and Holiday Schedule	8
2. NPK Update	11
H. IT	
I. CUSTOMER SERVICE	
J. BUDGET AND FINANCE	
K. FIELD	
1. Field Report – August 2025	14
L. PLANT/FACILITIES	
1. Plant/Facilities Report – August 2025	20
2. Vactron Tank Purchase	29
M. CAPITAL PROJECTS	

N. ENGINEERING

1. Amendment to FY2025 WWTP Work Authorization	32
2. WEC Work Authorization 26-01 - Capital Projects	35
3. WEC Work Authorization 26-02 - WWTP Engineering Services	50
4. WEC Work Authorization 26-03 - Field Operations General Consulting	56
5. WEC Work Authorization 26-04 - Admin Consulting	62
6. WEC Work Authorization 26-05 – CSAP Completion	66

O. LEGAL

P. COMMISSIONER'S ITEMS

Q. ROUNDTABLE

R. ADJOURNMENT

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

Meeting Date:
October 7, 2025

Agenda Item Number: F-1

Action Required:
Yes

Department:
Legal

Sponsor:
Nick Mulick

Subject:
Minutes of September 16, 2025

Summary:
Staff to present the minutes of September 16, 2025, for approval.

Reviewed / Approved

Operations: _____
Administration: _____
Finance: _____
District Counsel: _____
District Clerk: _____
Engineering: _____

Financial Impact

\$

Funding Source:
N/A

Budgeted:
N/A

Attachments

1. Minutes

Approved By: _____

General Manager



Date: 10/02/2025



Key Largo Wastewater Treatment District
103355 Overseas Hwy, Key Largo, FL
Tuesday, September 16, 2025

MINUTES

CALL TO ORDER (A)

Chairman Nicolas Rodriguez called the meeting to order at 4:04 p.m.

PLEDGE OF ALLEGIANCE (B)

Mr. Adam Baptiste led the Pledge of Allegiance.

ROLL CALL (C)

Present were: Chairman Nicolas Rodriguez; Commissioners Sue Heim, Timothy Maloney, and Robert Majeska

Present Virtually (non-voting): Commissioner Philip Schwartz

Also present: General Manager Peter Rosasco; General Counsel Nicholas Mulick; District Clerk Shannon McCully; Finance Manager Connie Fazio; Field Manager Rudy Perez; Plant/Facilities Manager Ryan Dempsey; WWTP Lead Operator Adam Baptiste; Weiler Engineering Lexi Connor; IT Support Manny Santana

Appeared Virtually: IT Support Randy Redmond

AGENDA ADDITIONS, CORRECTIONS, OR DELETIONS (D)

Approval of Agenda (D-1)

Mr. Rosasco requested the addition of item *G-2 MJ Wood Maintenance Contract Update*
Commissioner Heim requested the addition of item *P-1 South Cliff Update*

Motion: Commissioner Majeska made a motion to approve the Agenda as amended. Commissioner Maloney seconded the motion. Motion passed without objection.

PUBLIC COMMENT (E)

No speakers.

APPROVAL OF MINUTES (F)

Minutes of September 2, 2025 (F-1)

Motion: Commissioner Majeska made a motion to approve the Minutes of September 2, 2025. Commissioner Maloney seconded the motion. Motion passed without objection.

GENERAL MANAGER (G)

FDEP Plant Inspection (G-1)

Mr. Rosasco presented the FDEP Plant Inspection.

MJ Wood Maintenance Contract Update (G-2)

Mr. Rosasco informed the Board of the current status of KLWTD's maintenance contract with MJ Wood.

IT (H)

IT Report – August 2025 (H-1)

Mr. Santana presented the IT monthly report.

CUSTOMER SERVICE (I)

Customer Service Report – August 2025 (I-1)

Ms. Fazio presented the Customer Service monthly report.

BUDGET AND FINANCE (J)

Budget and Finance Report – August 2025 (J-1)

Ms. Fazio presented the Budget and Finance monthly report.

FIELD (K)

No report in agenda.

PLANT/FACILITIES (L)

No report in agenda.

CAPITAL PROJECTS (M)

Capital Projects Report – August 2025 (M-1)

Ms. Connor presented the Capital Projects monthly report.

ENGINEERING (N)

No report in agenda.

LEGAL REPORT (O)

Amendment to General Counsel Agreement (O-1)

Mr. Mulick presented a proposed amendment to the General Counsel Agreement.

Motion: Commissioner Heim made a motion approve item O-1.
Commissioner Maloney seconded the motion.

Vote on Motion:

Commissioner Heim – Aye
Commissioner Maloney – Aye
Commissioner Majeska – Aye
Chairman Rodriguez – Aye

Amendment to General Counsel Agreement (O-2)

Mr. Mulick presented a proposed amendment to the General Manager Agreement.

Motion: Commissioner Maloney made a motion approve item O-2.
Commissioner Heim seconded the motion.

Vote on Motion:

Commissioner Maloney – Aye
Commissioner Heim – Aye
Commissioner Majeska – Aye
Chairman Rodriguez – Aye

Amendment to Finance Director Agreement (O-3)

Mr. Mulick presented a proposed amendment to the Finance Director Agreement.

Motion: **Commissioner Majeska made a motion approve item O-3.**
 Commissioner Maloney seconded the motion.

Vote on Motion:

Commissioner Majeska – Aye
Commissioner Maloney – Aye
Commissioner Heim – Aye
Chairman Rodriguez – Aye

COMMISSIONER ITEMS (P)

South Cliff Update (P-1)

The Board directed Mr. Mulick to contact the County Attorney (in writing) to confirm the County's intention to pay the SIC balance.

ROUNDTABLE DISCUSSION (Q)

ADJOURNMENT (R)

The meeting was adjourned at 5:22 p.m.

Nicolas Rodriquez, Chairman

Shannon McCully, Clerk

Seal_____

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

Meeting Date:
October 7, 2025

Agenda Item Number: G-1

Action Required:
No

Department:
General Manager

Sponsor:
Peter Rosasco

Subject:
2026 Board Meeting Schedule and Holiday Schedule

Summary:
Mr. Rosasco will present the 2025 Board Meeting and Holiday Schedule

Reviewed / Approved

Operations: _____
Administration: _____
Finance: _____
District Counsel: _____
District Clerk: _____
Engineering: _____

Financial Impact

\$

Funding Source:
N/A

Budgeted:
N/A

Attachments

1. 2026 Board Meeting Schedule
2. 2026 Holiday Schedule

Approved By: _____

General Manager



Date: 10/02/2025



Key Largo Wastewater Treatment District

103355 Overseas Highway, Key Largo, FL 33037

Phone (305) 451-4019 • www.klwtd.com

Key Largo Wastewater Treatment District Board of Commissioners Board Meeting Dates for 2026

Meetings are held at 4:00 PM at 103355 Overseas Highway, Key Largo, Florida 33037

January

13 Board Meeting – 4:00 PM

27 Board Meeting – 4:00 PM

February

10 Board Meeting – 4:00 PM

24 Board Meeting – 4:00 PM

March

10 Board Meeting – 4:00 PM

24 Board Meeting – 4:00 PM

April

7 Board Meeting – 4:00 PM

21 Board Meeting – 4:00 PM

May

5 Board Meeting – 4:00 PM

19 Board Meeting – 4:00 PM

June

2 Board Meeting – 4:00 PM

16 Board Meeting – 4:00 PM

July

7 Board Meeting – 4:00 PM

21 Board Meeting – 4:00 PM

August

4 Board Meeting – 4:00 PM

18 Board Meeting – 4:00 PM

September

1 Board Meeting – 4:00 PM

15 Board Meeting – 4:00 PM

October

6 Board Meeting – 4:00 PM

20 Board Meeting – 4:00 PM

November

3 Board Meeting – 4:00 PM

17 Board Meeting – 4:00 PM

December

8 Board Meeting – 4:00 PM

22 Board Meeting – 4:00 PM



Key Largo Wastewater Treatment District

103355 Overseas Highway, Key Largo, FL 33037

Phone (305) 451-4019

www.klwtd.com

2026 HOLIDAYS

The District observes & is closed on the following days:

New Year's Day	Thursday, January 1 st
"Optional Day"	Friday, January 2 nd
Martin Luther King, Jr. Day	Monday, January 19
President's Day	Monday, February 16
Memorial Day	Monday, May 25
Juneteenth	Friday, June 19
Independence Day	Friday, July 3 rd (holiday falls on Saturday)
Labor Day	Monday, September 7
Columbus Day	Monday, October 12
Veterans Day	Wednesday, November 11
Thanksgiving Day	Thursday, November 26
Day after Thanksgiving	Friday, November 27
Christmas Day	Friday, December 25

Any holiday falling on a Saturday shall be observed on the preceding Friday; and any holiday falling on a Sunday shall be observed on the following Monday. The "Optional" day is designated by the General Manager before each calendar year.

9.04.2025

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

Meeting Date:
October 7, 2025

Agenda Item Number: G-2

Action Required:
No

Department:
General Manager

Sponsor:
Peter Rosasco

Subject:
NPK Upate

Summary:
Mr. Rosasco will give an update on the North Plantation Key pump station project.

Reviewed / Approved

Operations: _____
Administration: _____
Finance: _____
District Counsel: _____
District Clerk: _____
Engineering: _____

Financial Impact

\$

Funding Source:
N/A

Budgeted:
N/A

Attachments

1. KLWTD Memo to Ron Saunders

Approved By: _____

General Manager



Date: 10/02/2025



Key Largo Wastewater Treatment District

103355 Overseas Highway, Key Largo, FL 33037

Post Office Box 491, Key Largo, FL 33037

Phone (305) 451-4019 • www.klwtd.com

To: Ron Saunders, Village Manager,
Islamorada, Village of Islands
From: Peter Rosasco, General Manager
Key Largo Wastewater Treatment District
Date: September 2^{4th}, 2025
Re: Concerns Regarding North Plantation Key Pump Station – Request to Return to Previous Design

KLWTD values our partnership with the Village of Islamorada. However, after thorough review, we must formally request that the Village return to the originally permitted design for the North Plantation Key (NPK) Pump Station: a repump station with an equalization (EQ) tank and screening. Based on all available information we do not believe that our concerns have been satisfactorily addressed to give the District reasonable assurance that the In-line Booster Pump System will not adversely impact our operations. The District has significant concerns that the proposed in-line booster pump system will create new problems for both Islamorada and KLWTD, while failing to resolve the existing issues.

Industry Standards Favor Repump with EQ:

In wastewater conveyance, repump stations with equalization tanks are the standard approach when multiple upstream systems converge. Equalization tanks protect both the upstream and downstream facilities by:

- Buffering peak flows and inflow/infiltration (I&I) surges.
- Decoupling variable upstream pumping from downstream hydraulics.
- Allowing pumps to operate at stable, efficient conditions.

By contrast, in-line booster stations are more appropriate on long transmission mains with steady, predictable inflows, not at complex regional collection points like NPK which has multiple flow inputs that dynamically adjust. Removing the EQ at NPK eliminates the buffer and shifts variability and peak surges directly into KLWTD's treatment plant.

KLWTD's Concerns with the In-Line Booster Plan:

1. **Shifts Problems to KLWTD;**
The booster plan does not remove variability or control flows, it transfers those problems downstream to KLWTD's headworks and treatment systems. This increases our risk of hydraulic overloads, equipment wear and potential for permit violations.
2. **Water Hammer and Line Breaks;**
Islamorada's main has already broken multiple times near Tavernier Creek. Higher booster pressures and velocities will increase the risk of hammer and future breaks. Proper surge controls, not eliminating EQ, are the proven industry solution.
3. **Odors;**
Odors at EQ tanks are a common issue in wastewater systems nationwide, including here in the Keys. The industry standard solution is properly designed and maintained odor control units, which reliably address odors without eliminating equalization capacity.
4. **Solids and Screening;**
Without EQ and screening at NPK, finely shredded solids will be sent directly to KLWTD, where our systems are not designed to handle them. This could force costly upgrades at KLWTD to deal with a problem that originates upstream.

5. **Overflows & Backups;**

Without EQ the risk of overflows increases as you lose the buffer capacity the volume of the tank provides. With an in-line system you do not have this insurance and instead rely solely on the booster pump system functioning. If the booster pump system does not function due to mechanical failure, electrical fault, or some other factor, the only path for the water to go is to backup at the residents homes as the collection system fills up which in the opinion of the District is the worst possible outcome for our customers. Additionally when you have a line break of the transmission main which will likely occur, you will not have holding capacity to be able to haul the sewage via pump trucks to the KLWTD WWTP. This exact scenario has occurred during almost every main break and is the only reason the system did not backup into customer's homes.

Addressing the Village's Reasons for the Booster:

- **Odor Control:** EQ tanks with odor control units are standard industry practice. Odor is a maintenance issue, not a reason to remove equalization. Cost related to this system are minimal especially if a biological unit is used.
- **Overflows:** EQ tanks are specifically designed to absorb surges and prevent overflows. Eliminating EQ removes this safeguard as discussed above.
- **Hammer Issues:** Surge and hammer are best managed through proper valve maintenance, VFD ramping, and check-valve design, not by pushing higher pressures into an already vulnerable and compromised line.
- **"In = Out" Assumption:** The idea that booster flow out will always equal flow in does not hold up under storm and I&I conditions which we have historical data to show the Village sending double their ADF during these events. With no EQ, upstream surges will come straight to KLWTD potentially overwhelming our system and resulting in violations.

KLWTD's Recommendation & Request:

The KLWTD requests that the Village:

1. **Return to the repump with EQ design**—rehab/replace the existing tank, upgrade pumps, and add screening.
2. **Install and maintain odor control units** to manage odors, consistent with industry practice.
3. **Use standard surge controls** (VFD ramping, slow-close valves, ARV maintenance) to address hammer issues responsibly.

Closing:

KLWTD's role is to protect our treatment facility and ensure reliable service for both our customers and the Village. The proposed in-line booster design shifts problems downstream, increases risks to the transmission main, and places new burdens on KLWTD. We strongly recommend that Islamorada move forward with the original repump and EQ design. This approach is consistent with sound engineering practice, addresses odors and hammer responsibly, and ensures that both systems can operate reliably and cost-effectively. We stand ready to work with your team to rehabilitate and upgrade the repump station in a way that benefits both Islamorada and KLWTD.

Sincerely,

Peter Rosasco
General Manager
Key Largo Wastewater Treatment District

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

Meeting Date:
October 7, 2025

Agenda Item Number: K-1

Action Required:
No

Department:
Field Operations

Sponsor:
Rudy Perez

Subject:
Field Report - August 2025

Summary:
Mr. Perez will present the Field monthly report.

Reviewed / Approved

Operations: _____
Administration: _____
Finance: _____
District Counsel: _____
District Clerk: _____
Engineering: _____

Financial Impact

\$

Funding Source:
N/A

Budgeted:
N/A

Attachments

1. Monthly Report

Approved By: _____

General Manager



Date: 10/02/2025

Wastewater Field Operations

There were a total of 30 service calls for the month of AUGUST of these 14 were system-generated alarms, mostly by low vacuum detection at a vacuum station. The system-generated alarms were addressed quickly by the field staff 4 of those systems generated were found using the **(FVMS) Flo Vac Monitoring System**. The reports below detail the remaining 13 calls.

Date	Address	Incident	Response	KLWTD Issue
8/1/25	101740 Overseas Hwy	A customer called stating that the grinder pump alarm was going off.	Field Techs arrived on site and found that the pump was not working. Checked the AMPS and found that they were running high, while trouble shooting, they noticed that the valve was closed out in front of the property.	NO
8/4/25	136 Harry Harris Dr	A homeowner called stating that they were experiencing back up issues.	Upon Field Techs arrival they found the cleanout to be dry, they manually discharged pit and checked all components. Issue was on the Homeowner side.	NO
8/8/25	213 Atlantic Blvd	A customer called in to report a sewer back up.	Upon Field Techs arrival the cleanout was located and was found dry. Pit was simulated and found in proper working conditions.	NO
8/11/25	264 Lower Matecumbe Rd	Customers called in to report that their toilets were not flushing properly.	Upon Field Techs arrival the pit was found to be working properly. Cleanout was checked and found clear of any debris. The customer was notified. Private issue.	NO

8/12/25	5 Meridian Ave	A customer called to report a possible back up. Toilet and shower were not draining properly.	Field Techs arrived on site and found the pit to be in working order. The pit was manually discharged; the cleanout was found dry. (Homeowner issue)	NO
8/20/25	107 Hilson Ct	A homeowner called stating that there was sewer coming up through the shower.	Field Techs arrived onsite and found the pit to be working properly. Cleanout was checked and found clear of any blockage. (Homeowner issue)	NO
8/22/25	204 Canal St	A customer called in to report stand still water around the air terminal and clean out. Also, there were mosquitoes coming from this.	Field techs arrived and investigated issue; the standing water was not sewer. Water was from recent rains. House is located surrounded by wood tree hammocks.	NO
8/23/25	58 Hibiscus Ln	The customer called stating that their toilets were not draining properly.	Field Techs arrived and found the pit to be working as should. It was manually discharged, and cleanout was found dry.	NO
8/25/25	7 Center Ln	A customer called to report that they were experiencing backups throughout the house.	Upon Field Techs arrival, field techs opened the cleanout and found no signs of a backup on KLWTD's side. It was noticed that there was very minimum flow from the homeowner side. Pit was found in proper working conditions. Issue was on the homeowner's side.	NO
8/27/25	11 Old State Rd	A customer called to report water shooting out of a pipe going out into the road.	Field Techs arrived onsite and found that the issue was on private property. Apparently, maintenance from the Harborage had installed a sump pump in the drainage catch basin. The drainpipe from the sump had come apart causing the water to overflow onto the road.	NO

8/27/25	354 King Ave	Customer called to report an odor coming from around his property.	Upon Field Techs' arrival there was no odor detected in the air. They checked the cleanout for odor and the air terminal as well. All components were odor free. Homeowner was notified home is located around mangroves.	NO
8/27/25	135 Sunset Gardens Dr	Homeowner called stating that the tenants were experiencing backup issues.	Field Techs arrived onsite and manually discharged the pit with no issues. Cleanout was located and observed and found dry, so the homeowner was notified. (Homeowners issue)	NO
8/29/25	101780 Overseas Hwy	The homeowner called to report the grinder pump alarm was going off.	Upon arrival, Field Techs found that the alarm was off. When checking on the level of the sump, it was full. Field Techs opened the panel and found that the breaker was in the off position. Property manager had admitted to turning breaker off to silence alarm. He was well informed that if breaker is turned off the alarm signal to our monitoring system goes offline, we have no knowledge of a high level. Pump was tested and replaced. The original pump failed.	Yes

Area Addressed with the Flow Vac Monitoring System

Date	Address	Incident	Response	Issue Found
8/8/25	141 Second Ct	Received a low vacuum alarm call from Vac Station E	Field Tech checked on the (FVMS) Flow Vac Monitoring System and went straight to the address with issue.	Bad Valve
8/9/25	624 Island Dr	Received a low vacuum alarm call from Vac Station A	Field Tech went to the Vac Station to isolate an area. Once determining an area. The (FVMS) was used to find the issue.	Bad Valve
7/11/25	58 N Blackwater Ln	Received a low vacuum alarm from Vac Station A	Field Tech isolated the tank valves to determine an area. Once determined they used the (FVMS) to find the issue.	Bad Valve
8/16/25	6 Pigeon Dr	Received a low vacuum call from Vac Station A	Field Tech isolated the tank valves to determine an area. Once determined they used the (FVMS) to find the issue.	Pit was diagnosed with having a bad controller.
			The remaining 10 generated calls: Are not under the (FVMS) FLO VAC MONITORING SYSTEM	

ARV at Vac A



ARV at Adams Cut



ARV at C - 905



ARV at Vac E



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

Meeting Date:
October 7, 2025

Agenda Item Number: L-1

Action Required:
No

Department: Plant/Facilities
Sponsor: Ryan Dempsey

Subject:
Plant/Facilities Report - September 2025

Summary:
Mr. Dempsey will present the Plant/Facilities monthly report.

<u>Reviewed / Approved</u>	<u>Financial Impact</u>	<u>Attachments</u>
Operations: _____	\$	1. Monthly Report
Administration: _____		
Finance: _____	Funding Source:	
District Counsel: _____	N/A	
District Clerk: _____	Budgeted:	
Engineering: _____	N/A	

Approved By: _____

General Manager



Date: 10/02/2025

Wastewater Treatment Plant Operations

The wastewater treatment plant processed an average of 2.0 million gallons of influent per day (MGD). The Treatment Plant remains in compliance with the Florida Department of Environmental Protection (FDEP) guidelines.

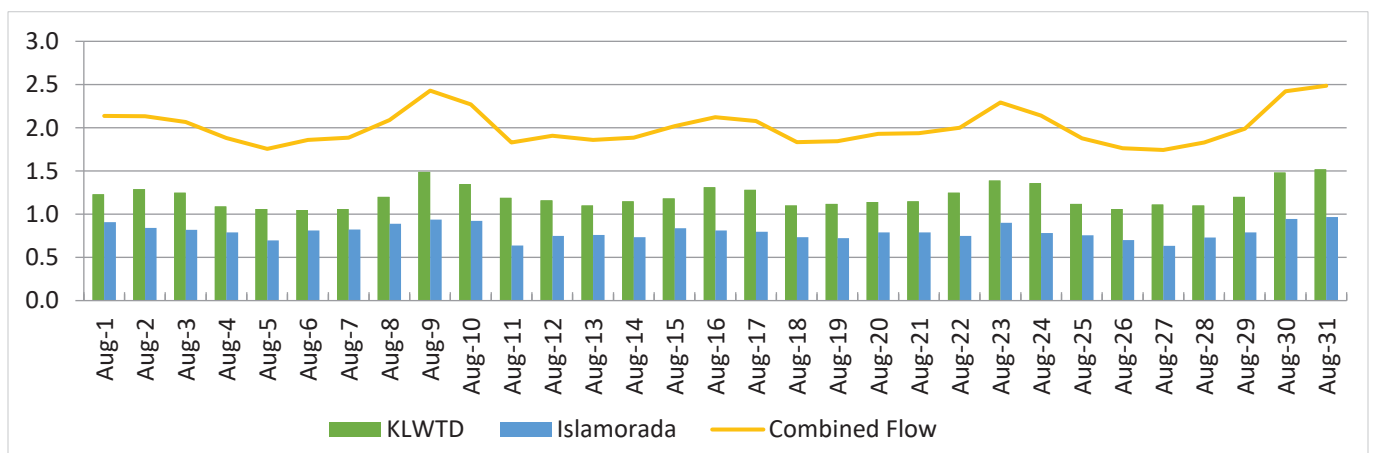
Effluent Quality Reports (mg/L)

Determines the quality of discharge from the wastewater treatment plant.

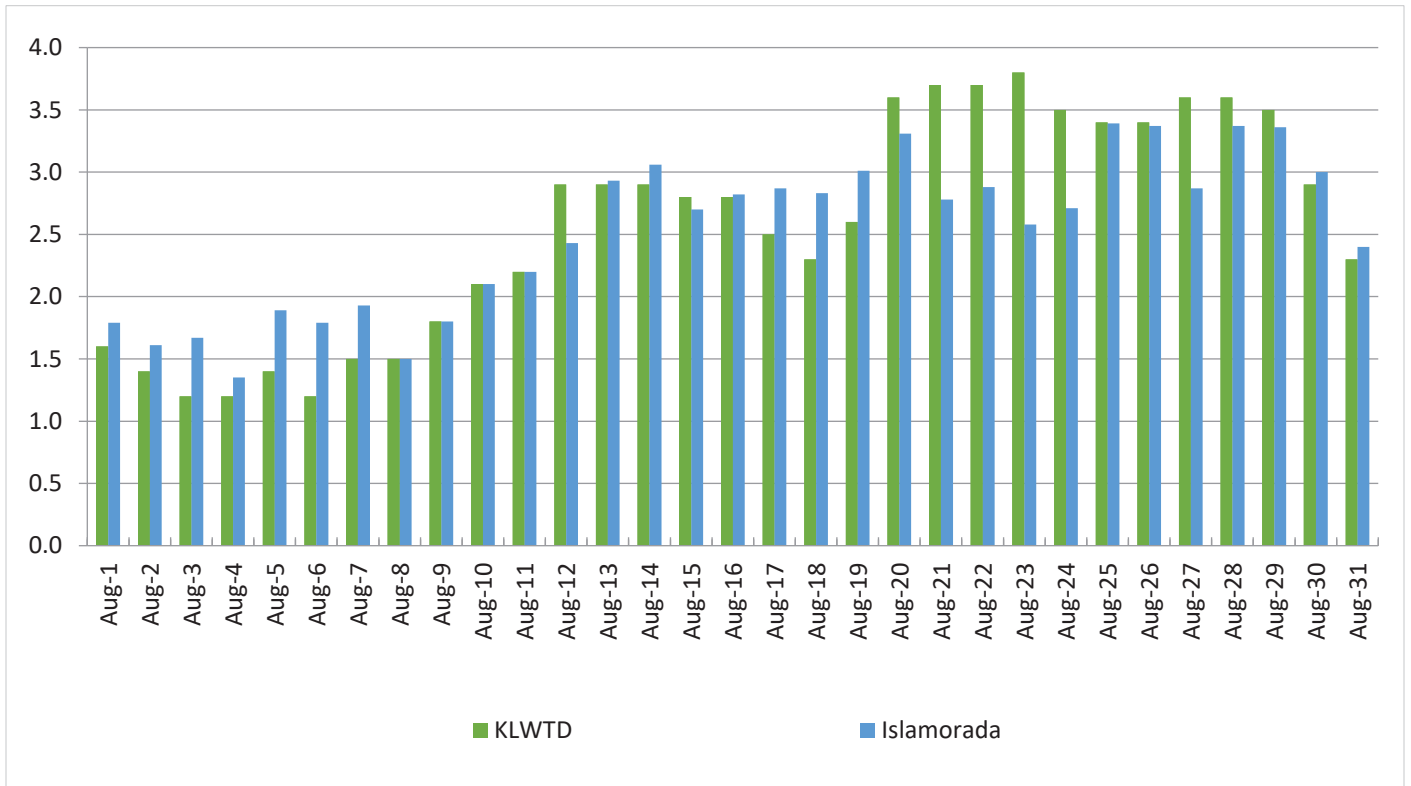
Effluent Quality Report	August 2025 Plant Performance	12 Month Average Plant Performance	Effluent Limits
CBOD5 (Carbonaceous Biochemical Oxygen Demand)	1.7	1.8	5
TSS (Total Suspended Solids)	1	1.1	5
TN (Total Nitrogen)	3.3	2.9	Report only
TP (Total Phosphorous)	1.2	.8	Report only

Daily Flow (MGD)

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



Daily Peak Salinity (PPT)
The daily peak salinity for the current month.



Islamorada

Average Daily Flow: .798 MGD

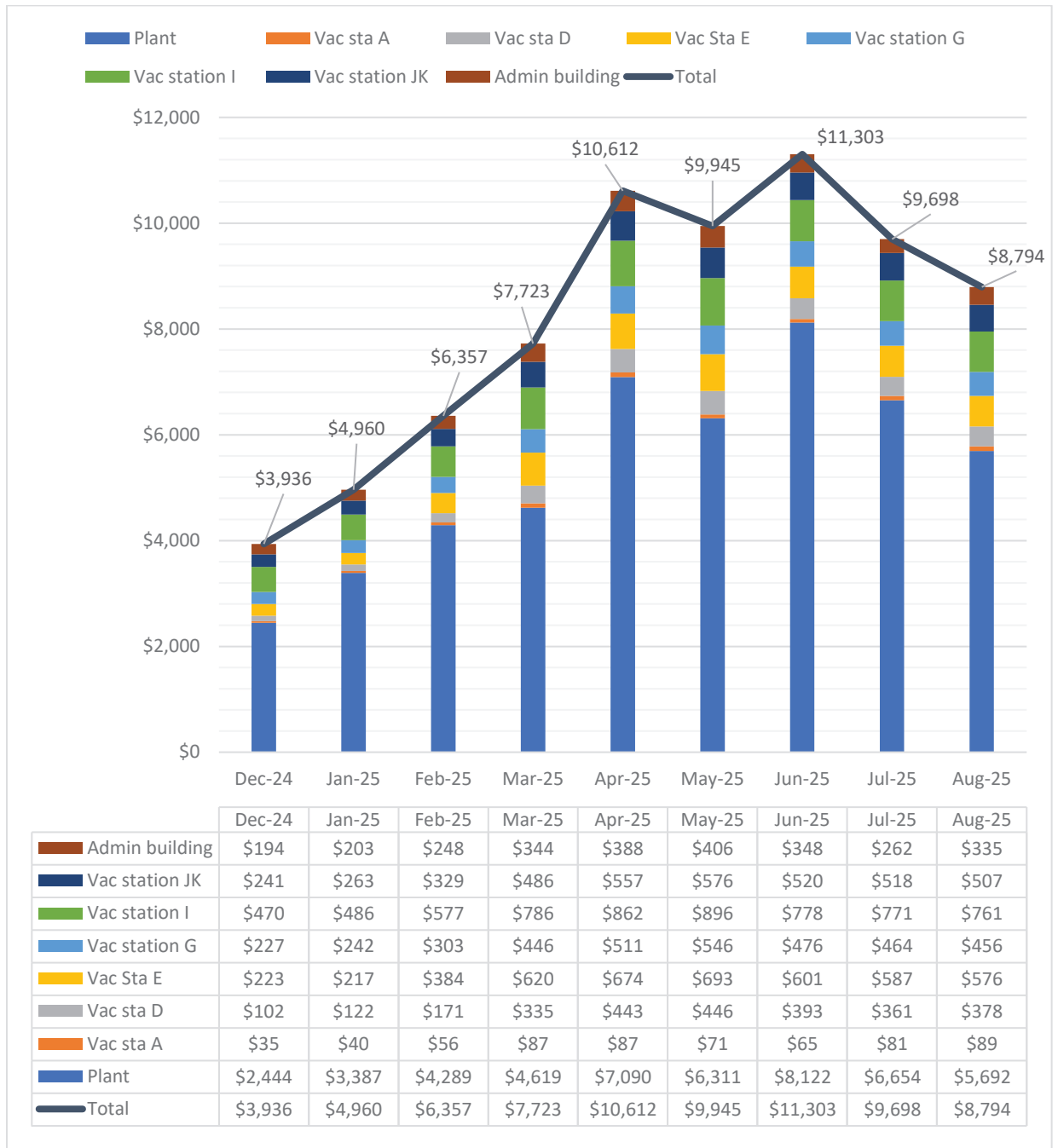
Highest Daily Flow: .966 MGD

Monthly Peak Salinity: 3.4 PPT

Days over 4.0 PPT Salinity: 0

3-month average of Islamorada flow capacity (1.104 MGD): 71%

Solar Production Report



Total YTD Production estimate for all sites: \$69,392

Backhoe loader hydraulic cylinder reseal project

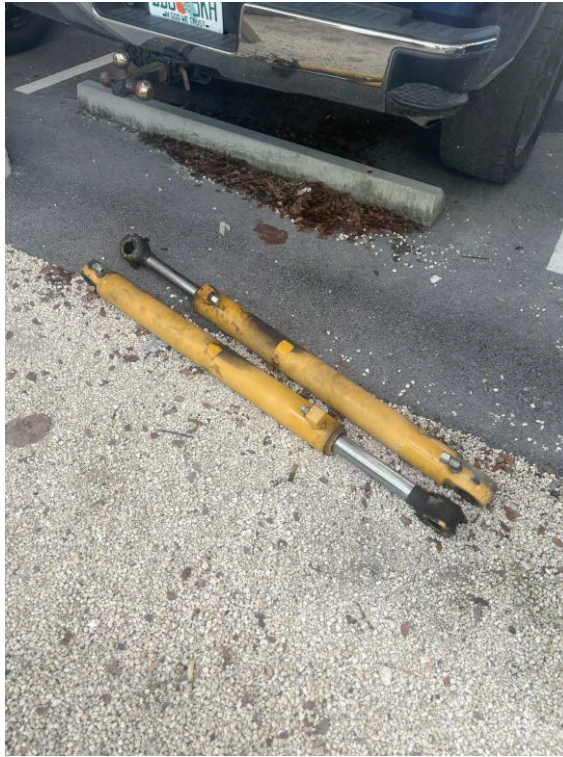


Figure 1: Loader bucket cylinders removed from machine



Figure 2: Steering cylinder disassembly and cleaning



Figure 3: Steering cylinder reassembly



Figure 4: Loader bucket cylinder dissassembly and cleaning

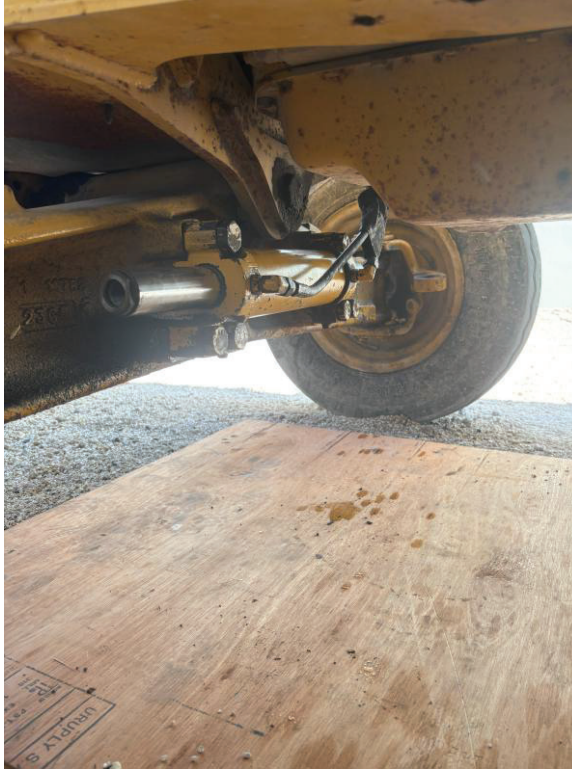


Figure 5: Rebuilt steering cylinder reinstalled



Figure 6: Rebuilt loader bucket cylinder reinstalled and tested

Treatment Plant main power transformer replacement



Figure 7: Damaged pad and settling transformer



Figure 8: Transformer removal



Figure 9: Old pad demolition

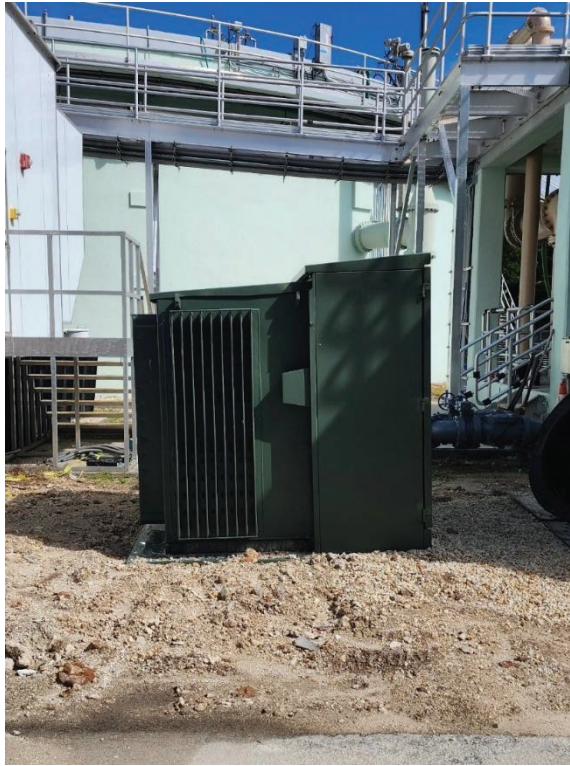


Figure 10: New pad and transformer installed

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

Meeting Date:
October 7, 2025

Agenda Item Number: L-2

Action Required:
Yes

Department:
Plant/Facilities

Sponsor:
Ryan Dempsey

Subject:
Vactron Tank Purchase

Summary:
Mr. Dempsey will request approval for a new Vactron Tank for the plant.

Reviewed / Approved

Operations: _____
Administration: _____
Finance: _____
District Counsel: _____
District Clerk: _____
Engineering: _____

Financial Impact

\$ 27,084.67
Expense
Funding Source:
District
Budgeted:
Yes

Attachments

1. Sole Source Letter from Vermeer
2. Vermeer Vactron Tank Quote

Approved By: _____

General Manager



Date: 10/02/2025



JAY SUNDERMAN
Senior Regional Manager
Vermeer Corporation
O: (641) 621-7071
C: (641) 780-4822
jsunderman@vermeer.com

September 30, 2025

Key Largo Wastewater Treatment – Key Largo, FL

To whom it may concern,

This letter serves as formal confirmation that **Vermeer Southeast**, located at **1060 W Industrial Ave, Boynton Beach FL**, is an officially authorized and approved provider of Vermeer Corporation. Vermeer Southeast is authorized to offer Vermeer equipment, parts, and service throughout the states of Florida, Georgia and Alabama. By signing this letter, we authorize Vermeer Southeast to offer Vermeer equipment, parts and service for all equipment manufactured by Vermeer Corporation.

By signing this letter, Vermeer Corporation grants Vermeer Southeast the authority to represent and support all equipment manufactured by Vermeer Corporation within the above-mentioned territory.

Additionally, please note that **Vermeer Corporation**, headquartered at **1210 E Vermeer Rd, Pella, Iowa USA**, is the **sole-source manufacturer** of Vermeer equipment and parts. These products are distributed globally through a network of dealers, each assigned exclusive territory.

Should you have any questions regarding our relationship with Vermeer Southeast, please do not hesitate to contact us.

Regards,



Jay Sunderman
Senior Regional Manager, Sales & Distribution
1210 Vermeer Road E. Pella, IA 50129
M: 641-780-4822 | O: 641-621-7071
vermeer.com



Miami
7970 NW 64th Street
Miami, FL 33166
786-410-9680
www.vermeersoutheast.com

Ship To: IN STORE PICKUP

Invoice To: KEY LARGO WASTEWATER
PO BOX 491
KEY LARGO FL 33037

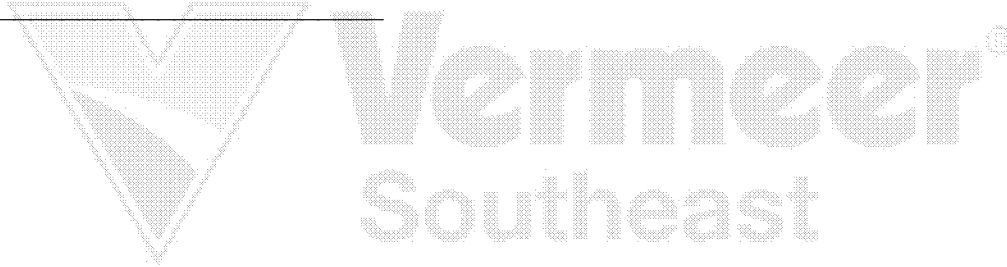
Branch 25 - MIAMI		
Date 09/30/2025	Time 10:09:40 (O)	Page 1
Account No A10841	Phone No 3054514019	Est No 02 002571
Ship Via		Purchase Order QUOTE
Tax ID No		
		Salesperson 290

QUOTE EXPIRY DATE: 10/30/2025

PARTS ESTIMATE - NOT AN INVOICE

Part#	Description	U	Qty	Price	Amount
SA-3893-500-TXX	TANK 500GAL		1	21097.53	21097.53
SA-2195	CLAW DOOR WELDM		1	5515.90	5515.90
P-1359	DOOR CYLINDER		1	471.24	471.24
				Subtotal:	27084.67
				TOTAL:	27084.67

Authorization: _____



Thank You For Your Business!

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

Meeting Date:
October 7, 2025

Agenda Item Number: N-1

Action Required:
Yes

Department:
Engineering

Sponsor:
Steve Suggs

Subject:

Amendment Request for WEC Work Authorization 25-02

Summary of Discussion:

Due to unforeseen additional work associated with the renewal of the three shallow wells for the WWTP and the additional work associated with design reviews and meetings associated with Islamorada's planned upgrade for the North Plantation Key pumping station, the WWTP work authorization amount for FY 25 has been exceeded. WEC is requesting an increase in that work authorization to complete the FY 25 work.

Reviewed / Approved

Operations: _____
Administration: _____
Finance: _____
District Counsel: _____
District Clerk: _____
Engineering: _____

Financial Impact

\$ 40,000.00
Expense
Funding Source:
District
Budgeted:
No

Attachments

1. WEC Memo

Approved By: _____

General Manager



Date: 10/02/2025



"Excellence in Engineering"

6805 Overseas Highway
Marathon, Florida 33050
(305) 289-4161 ph
(305) 289-4162 fax

MEMORANDUM

To: Peter Rosasco

From: Ed Castle

Date: September 26, 2024

Re: WEC FY 25 Work Authorization WA 25-02 Amendment

The KLWTD Board previously approved the KLWTD FY 25 budget which included four work authorizations issued to Weiler Engineering (WEC). WA 25-02, the WWTP work authorization, currently has a not-to-exceed amount of \$95,000.00 for FY 25.

As the fiscal year progressed, WEC kept track of expenses versus the WA 25-02 amount. As of the July 2025 billing, WEC has exceeded the authorized amount. We have projected expected expenses for August and September of 2025 and find that an increase in WA 25-02 in the amount of \$40,000.00 is needed to cover the funding needs through September 30, 2025. The two unanticipated expense for the WWTP are detailed below.

WWTP Permit Renewal

The WWTP operating permit renewal, which includes renewal of the three effluent shallow well operating permits, was anticipated. However, impacts of the Maui decision were not anticipated at the time and were included in the budget. The FDEP has sent two Requests for Additional Information (RAIs) related to the permit renewals for the three effluent shallow wells. We have responded to the first RAI and are preparing the response to the second RAI. We have also had several meetings with FDEP personnel in both the Southeast District and in Tallahassee. The RAIs require demonstration to FDEP's satisfaction that the discharge to the shallow wells is not the functional equivalent of a direct discharge to surface waters.

Our first RAI response depended on the fact that the discharge is into the Key Largo Limestone formation. We cited approved modeling of shallow wells at the KW Resort Utilities (on Stock Island), the Cudjoe Regional WWTP and the Marathon Area 3 WWTP, which all discharge into the same Key Largo Limestone geological formation. We used KLWTD boring logs to demonstrate that the underground strata were similar to all three approved locations and it is reasonable to expect the KLWTD shallow wells would behave similarly. FDEP rejected this contention, saying that those locations are too far away to be relevant. This rejection resulted in the second RAI. During our conversations with FDEP, we were asked to propose a tracer study, along with responding to the other comments in the second RAI.

We are currently working on the response to the second RAI and have begun preparing a tracer study, which will involve installing monitoring wells radiating outward from the KLWTD shallow wells. We are proposing to map out an elliptical area for installation of the monitoring wells, as indicated in EPA modeling of subsurface movement of injectate in wells. We will propose to use Heat Pulse Flow Meter technology to measure the speed and direction of groundwater movement in Key Largo, and to inject a specific tracer compound into the shallow wells during the test period. This study will require assistance from well drillers and from a company qualified to sample and analyze the injection wells during and after the tracer injection. It is anticipated that the testing will need to be performed over a period of three months or more.

North Plantation Key Pump Station

While the FY 25 WWTP Work Authorization included \$10,000 for review of Islamorada's plans for upgrades to its pumping station, this funding level is insufficient due to the level of effort needed to resolve the potential increase in wet weather pumping rates and other factors. Islamorada's consulting engineers provided flow estimates based on the diameter and head conditions of the force main from NPK to the KLWTD WWTP but did not include the impact of the pump stations upstream of the proposed NPK in-line booster pump station. We requested hydraulic modeling of that system so the impacts of the upstream discharge pressures could be accounted for. We have reviewed the hydraulic model and found it to be insufficient. The Islamorada engineers contend that a maximum of approximately 2,600 GPM can be transmitted through the upstream force main system, while our analysis shows that the NPK pump station may receive up to 5,000 GPM during wet weather and high tide periods.

We have drafted our responses based on our review of their hydraulic model and have asked that adjustments be made to the model. Further review will be required when we receive their response and their updated hydraulic model. We are also currently working on a recommendation for an alternative to the proposed in-line pump station and other improvements that we believe are needed for the system.

We have completed our August 2025 billing and have projected expenses for September 2025. Our calculations show that an increase of **\$40,000** is needed for the FY 25 WWTP Work Authorization.

We also anticipate that these efforts for the permit renewal and for the NPK pumping station will continue well into FY 26. When preparing the FY 26 budget earlier this year, the extent of these two matters was not fully understood. We expect that the FY 26 budget amount for WWTP engineering services may be insufficient due to these matters but we can address that if we see the funds getting low in FY 26.

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

Meeting Date:
October 7, 2025

Agenda Item Number: N-2

Action Required:
Yes

Department:
Engineering

Sponsor:
Steve Suggs

Subject:
WEC Work Authorization 26-01 - Capital Projects

Summary of Discussion:

Mr. Suggs will be presenting the work authorization for capital projects design and construction engineering services in FY 2026. The amounts for each project match the approved budget.

Reviewed / Approved

Operations: _____
Administration: _____
Finance: _____
District Counsel: _____
District Clerk: _____
Engineering: _____

Financial Impact

\$ 1,597,400.00
Expense
Funding Source:
Grant(s)
Budgeted:
Yes

Attachments

1. WA WEC 26-01 - Capital Projects
Design & Construction Engineering
Services

Approved By: _____

General Manager



Date: 10/02/2025

WORK AUTHORIZATION WEC 26-01

a

Professional Services Agreement Between the

Key Largo Wastewater Treatment District
(District) an independent special district created

by

Chapter 02-337, Laws of Florida, 2003

and

The Weiler Engineering Corporation (WEC)

SCOPE OF SERVICE:	Capital Projects & Construction Services
PROJECT COST:	Hourly (Not to Exceed \$1,597,400.00 for FY26)
PROJECT SCHEDULE:	As needed and directed by the District
PROJECT BILLING:	See EXHIBIT A

Apex Higher Level Approval
Engineering Corporation/Apex
6805 Overseas Highway
Marathon, FL 33050

Nicolas Rodriguez
Chairman KLWTD
103355 Overseas Highway
Key Largo, FL 33037

Witness:

Shannon McCully, Clerk

Date: _____

WORK AUTHORIZATION WEC 26-01

CAPITAL PROJECTS DESIGN AND CONSTRUCTION ENGINEERING SERVICES

Weiler Engineering's Scope of Services

The Key Largo Wastewater Treatment District (District) provides wastewater collection, transmission, treatment and disposal services for the District and provides treatment and disposal for the wastewater from Islamorada, Village of Islands (Village). In order to provide these services, the District must construct and maintain the infrastructure necessary to collect, treat and dispose of the wastewater. The District will be undertaking various construction projects in FY26 and future years.

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

- Provide engineering design for the funded capital projects for FY26. The design services will include design, technical specifications and bidding assistance as needed
- Review and rank proposals from Contractors for construction tasks based on qualifications, references and pricing. The ranking will be submitted to the District for review and selection of Contractor(s).
- After selection and award of contract to Contractor(s), conduct Pre-Construction Meeting(s) with the Designer, Contractor(s), Representatives of local utilities, FDOT, District Staff and other interested parties.
- Review shop drawings and submittals provided by the Contractor(s) and approve such documents after determining compliance with the Designer's drawings and specifications.
- Conduct Construction Progress Meetings throughout the entirety of the construction project.

- Interact with the Designer and the Contractor(s) in response to Requests for Clarification by the Contractor(s) regarding the design, as well as serve as the District's liaison to the Designer for other construction issues.
- Participate in start-up of the constructed infrastructure, as applicable.
- Review record drawings, and final close-out documents on completion of the projects. At the District's option, WEC may produce final record drawings based on the Contractor(s)'s record drawings as maintained in the field.

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

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

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

Basic Services

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

1. **Design.** WEC will consult with the District to define the capital projects and will produce design drawing to include Civil, Structural and Electrical engineering design as needed. Drawing will be produced in AutoCAD on 22" X 34" sheets. Final drawings will be signed and sealed and will be provided in both paper and PDF format
2. **Technical Specifications.** Technical specifications for the project will be produced to cover all aspects of the work. The technical specifications will be reviewed and will be signed and sealed by a licensed professional engineer. The technical specifications will be provided both in hard copy and in PDF format.
3. **Bidding Assistance.** WEC will prepare the RFP documents using the District's standard RFP format. The RFP will include the bid form and other forms and will include the

Standard General Conditions, Supplementary Conditions and the FDEP Supplementary conditions as well as a construction cost estimate. The RFP will be prepared in PDF format, ready for uploading to DemandStar for advertising.

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

1. General Administration of Construction Contract. Consult with District and act as the District's representative as provided in the Agreement and the Construction Contract between the District and the Contractor(s). All of District's instructions to the Contractor(s) will be issued through WEC, who shall have authority to act on behalf of District in dealings with the Contractor(s) to the extent provided in the Contract for Consulting/Professional Services except as otherwise provided in writing.
2. Resident Project Representative (RPR). Provide the services of a RPR, on an as-needed basis to supplement District inspections, at the construction sites to provide more extensive observation of the Contractor(s)'s work. Duties, responsibilities, and authority of the RPR are as outlined in Exhibit B.
3. Pre-Construction Conference. Conduct the Pre-Construction Conference prior to commencement of Work at the Site.
4. Visits to Site and Observation of Construction. Make visits to the Site at intervals appropriate to the various stages of construction, as WEC deems necessary, in order to observe as an experienced and qualified design professional the progress and quality of the Work.
5. Defective Work. Recommend to District that the Contractor(s)'s work be disapproved and rejected while it is in progress if, on the basis of such observations, WEC believes that such work will not produce a completed Project that conforms generally to the Contract Documents or that it will prejudice the integrity of the design concept of the completed Project as a functioning whole as indicated in the Contract Documents.
6. Clarifications and Interpretations-Field Orders. Provide clarifications and interpretations of the Contract Documents as appropriate to the orderly completion of the Contractor(s)'s work and make recommendations to the District.
7. Change Orders and Work Change Directives. Recommend Change Orders and Work Change Directives to the District, as appropriate.

8. Shop Drawings and Samples. Review and approve or take other appropriate action in respect to shop drawings, samples and other data which the Contractor(s) is required to submit.
9. Substitutes and "or-equal." Evaluate and determine the acceptability of substitute or "or-equal" materials and equipment proposed by the Contractor(s).
10. Inspections and Tests. Assure that the Contractor(s) has required such special inspections or tests of the Contractor(s)'s work as deemed reasonably necessary, and receive and review all certificates of inspections, tests, and approvals required by Laws and Regulations or the Contract Documents.
11. Disagreements between the District and Contractor(s). Render formal written recommendations on all claims of the District and Contractor(s) relating to the acceptability of Contractor(s)'s work or the interpretation of the requirements of the Contract Documents pertaining to the execution and progress of Contractor(s)'s work.
12. Applications for Payment. Review Contractor(s)' Applications for Payment and all required documentation.
13. Contractor(s)'s Completion Documents.
 - a. Review maintenance and operating instructions, record drawings, certifications, schedules, and guarantees received from the Contractor(s).
 - b. From the Contractor(s), receive bonds, certificates, or other evidence of insurance not previously submitted and required by the contract documents which are to be assembled by the Contractor(s) to obtain final payment.
 - c. WEC shall transmit these documents to the District.
14. Substantial Completion. Promptly after notice from the Contractor(s) that the entire work is ready for its intended use, in company with the Contractor(s), conduct an inspection to determine if the Work is Substantially Complete. If after considering any objections of the District and if WEC considers the Work Substantially Complete, WEC shall prepare a Certificate of Substantial Completion and a final punch list for execution by the District, WEC and the Contractor(s) to the District.
15. Final Notice of Acceptability. Conduct a final inspection to determine if the completed Work

16. of the Contractor(s) is acceptable so that WEC may recommend, in writing, final payment to the Contractor(s).

The fees for these services, as specifically set forth in EXHIBIT A will be charged on an hourly basis. The Construction Phase will commence with the execution of the Construction Agreement for each Project or any part thereof and will terminate upon written recommendation by WEC for final payment to the Contractor(s) and acceptance by the District. WEC will not perform services under this Work Authorization that would exceed the FY26 "Not to Exceed" amount stated above, without prior written authorization from the District.

Anticipated Capital Projects and costs may include the projects listed below, depending on Board authorization to begin the project.

Project Name	Description	Budget for FY 26
Odor Control at Vacuum Stations	Continue to provide construction inspections; attend progress meetings; respond to Contractor inquiries; review of pay applications; process grant reimbursements; prepare project close-out documents	\$160,000.00
Effluent Filtration Upgrades	This will include inspections, project close-out, etc. However, due to issues with the new filter unit it will also likely include participation in resolving disputes between the District, Evoqua and Reynolds. This budget may be exceeded.	\$50,000.00
Power Conditioning and Electrical Upgrades at WWTP	Continue to provide construction inspections; attend progress meetings; respond to Contractor inquiries; review of pay applications; process grant reimbursements; prepare project close-out documents	\$100,000.00
EQ Tank & Headworks	Complete design and FDEP permitting. Prepare bid documents, review bids and make a recommendation of award. The project will go to construction in FY 26 with services to include shop drawing reviews, provide construction inspections; attend progress meetings; respond to Contractor inquiries; review of pay applications; process grant reimbursements.	\$450,000.00
Ventilation Upgrades at Vacuum Stations	This project will include preparation of design drawings, technical specifications and bid documents, providing response to RFIs and preparing recommendation of award.	\$41,125.00

Ductile Iron Piping Corrosion Control	This will include design of cathodic protection for larger diameter pipes, lining of some pipes. WEC will Prepare bid documents, review bids and make a recommendation of award. The project will go to construction in FY 26 with services to include shop drawing reviews, provide construction inspections; attend progress meetings; respond to Contractor inquiries; review of pay applications; process grant reimbursements.	\$250,000.00
Vacuum System Monitoring	Continue to provide construction inspections; attend progress meetings; respond to Contractor inquiries; review of pay applications; process grant reimbursements; prepare project close-out documents	\$30,000.00
Capital Prelim Design & Budget	This is annual services we provide to assist with preparation of the annual budgets for the upcoming year and to assist in identifying capital projects. It also covers assistance in pursuing grant funds until projects are designated.	\$35,000.00
Power Conditioning at Vacuum Stations	This project will include preparation of design drawings, technical specifications and bid documents, providing response to RFIs and preparing recommendation of award.	\$61,275.00
Vac Station Sewage Tank Upgrades	This project will include preparation of design drawings, technical specifications and bid documents, providing response to RFIs and preparing recommendation of award. It will also include construction CEI for two vacuum stations.	\$400,000.00
Service Connection Revisions	This will include preparing plans and specifications on an as-needed basis to extend suitable sewer connections to unserved parcels.	\$20,000.00
TOTAL		\$1,597,400.00

Other capital projects that may arise during FY26 may result in additional engineering efforts. If needed, a proposal for increased engineering fees may be presented for Board approval to cover efforts for the listed conceptual projects and any other projects that may arise in FY26.

EXHIBIT A

WEILER ENGINEERING FEE SCHEDULE

<i>Title</i>	<i>Rate</i>
<i>Principal in Charge</i>	<i>\$240.00</i>
<i>Registered Professional Engineer (P.E.)</i>	<i>\$190.00</i>
<i>Environmental Scientist</i>	<i>\$185.00</i>
<i>Mining Specialist PhD (non-P.E.)</i>	<i>\$185.00</i>
<i>Project Manager</i>	<i>\$185.00</i>
<i>Structural Manager</i>	<i>\$180.00</i>
<i>Senior Planner</i>	<i>\$160.00</i>
<i>Registered Engineer Intern (E.I.)</i>	<i>\$168.00</i>
<i>Certified Floodplain Manager (CFM)</i>	<i>\$160.00</i>
<i>Plans Examiner</i>	<i>\$150.00</i>
<i>Structural Inspector</i>	<i>\$150.00</i>
<i>Code Inspector</i>	<i>\$150.00</i>
<i>Senior Construction Inspector</i>	<i>\$132.00</i>
<i>Senior Engineering Designer</i>	<i>\$132.00</i>
<i>Engineering Designer</i>	<i>\$120.00</i>
<i>Construction Inspector</i>	<i>\$115.00</i>
<i>Engineering Technician</i>	<i>\$100.00</i>
<i>Structural Technician</i>	<i>\$100.00</i>
<i>Field Technician</i>	<i>\$100.00</i>
<i>Clerical</i>	<i>\$75.00</i>

Reimbursable Expenses:

<i>Vellums</i>	<i>\$10.00 / each</i>	<i>(24 x 36)</i>
<i>Mylars</i>	<i>\$25.00 / each</i>	<i>(24 x 36)</i>
<i>Blue Prints / Sheet</i>	<i>\$2.80 / each</i>	<i>(24 x 36)</i>
<i>Copies</i>	<i>\$0.30 / each</i>	<i>(11 x 17)</i>
<i>Copies</i>	<i>\$0.20 / each</i>	<i>(8 ½ x 14)</i>
<i>Copies</i>	<i>\$0.15 / each</i>	<i>(8 ½ x 11)</i>
<i>Travel *</i>	<i>Cost plus 15%</i>	
<i>Overnight mail</i>	<i>Cost plus 15%</i>	
<i>Other Reimbursable Expenses</i>	<i>Cost plus 15%</i>	

**Outside of Monroe County*

EXHIBIT B
Resident Project Representative

- A. WEC shall furnish a Resident Project Representative ("RPR"), assistants, and other field staff to assist WEC in observing progress and quality of the Work. The District shall provide at least one staff employee to assist the RPR with inspections and other duties as directed by the RPR. The RPR, assistants, and other field staff as described within this Exhibit B may provide full time representation or may provide representation to a lesser degree, at the District's option, with deductions in billing to the District based on reduced services.
- B. Through such additional observations of the Contractor(s)'s work in progress and field checks of materials and equipment by the RPR and assistants, WEC shall endeavor to provide further protection for the District against defects and deficiencies in the Work. However, WEC shall not, during such visits or as a result of such observations of the Contractor(s)'s work in progress, supervise, direct, or have control over the Contractor(s)'s Work nor shall WEC have authority over or responsibility for the means, methods, techniques, sequences, or procedures selected by the Contractor(s), for safety precautions and programs incident to the Contractor(s)'s work in progress, for any failure of the Contractor(s) to comply with Laws and Regulations applicable to the Contractor(s)'s performing and furnishing the Work, or responsibility of construction for the Contractor(s)'s failure to furnish and perform the Work in accordance with the Contract Documents.
- C. The duties and responsibilities of the RPR are limited to those of WEC in the Scope of Services and Contract for Consulting/Professional Services with the District and in the Contract Documents, and are further limited and described as follows:
1. General: RPR is WEC's agent at the Site, will act as directed by and under the supervision of WEC, and will confer with WEC regarding RPR's actions. RPR's dealings in matters pertaining to the Contractor(s)'s work in progress shall in general be with WEC and the Contractor(s), keeping the District advised as necessary. RPR's dealings with subcontractors shall only be through or with the full knowledge and approval of the Contractor(s). RPR shall generally communicate with the District with the knowledge of and under the direction of WEC.
 2. Schedules: Review the progress schedule, schedule of Shop Drawing and Sample

submittals, and schedule of values prepared by the Contractor(s) and consult with WEC concerning acceptability.

3. Conferences and Meetings: Attend meetings with the Contractor(s), such as preconstruction conferences, progress meetings, job conferences and other project-related meetings, and prepare and circulate copies of minutes thereof.
4. Liaison: Serve as WEC's liaison with the Contractor(s), working principally through the Contractor(s)'s superintendent and assist in understanding the intent of the Contract Documents.
 - a. Assist WEC in serving as the District's liaison with the Contractor(s) when the Contractor(s)'s operations affect the District's on-Site operations.
 - b. Assist in obtaining additional details or information from the District, when required for proper execution of the Work.
5. Interpretation of Contract Documents: Report to WEC when clarifications and interpretations of the Contract Documents are needed and transmit to the Contractor(s) clarifications and interpretations as issued by WEC.
6. Shop Drawings and Samples:
 - a. Record date of receipt of Samples and approved Shop Drawings.
 - b. Receive Samples which are furnished at the Site by the Contractor(s), and notify WEC of availability of Samples for examination.
 - c. Advise WEC and the Contractor(s) of the commencement of any portion of the Work requiring a Shop Drawing or Sample submittal for which RPR believes that the submittal has not been approved by WEC.
7. Modifications: Consider and evaluate the Contractor(s)'s suggestions for modifications in Drawings or Specifications and report with RPR's recommendations to WEC. Transmit requests for modifications to the Designer as needed. Transmit to the Contractor(s) in writing decisions as issued by WEC and the Designer.
8. Review of Work and Rejection of Defective Work:
 - a. Conduct on-Site observations of the Contractor(s)'s work in progress to assist

WEC in determining if the Work is in general proceeding in accordance with the Contract Documents.

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

9. Inspections: Tests and System Startups:

- a. Consult with WEC in advance of scheduled major inspections, tests, and system startups of important phases of the Work.
- b. Verify that tests, equipment, and system start-ups and operating and maintenance training are conducted in the presence of appropriate District personnel, and that the Contractor(s) maintains adequate records thereof.
- c. Observe, record, and report to WEC appropriate details relative to the test procedures and system startups.
- d. Accompany visiting inspectors representing public or other agencies having jurisdiction over the Project, record the results of these inspections, and report to WEC.

10. Records:

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

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

- c. Record names, addresses and telephone numbers of all contractors, subcontractors, and major suppliers of materials and equipment.
- d. Maintain records for use in preparing Project documentation.
- e. Upon completion of the Work, furnish original set of all RPR Project documentation to WEC.

11. Reports:

- a. Furnish to WEC periodic reports as required of progress of the Work and of the Contractor(s)'s compliance with the progress schedule and schedule of Shop Drawing and Sample submittals.
- b. Draft and recommend to WEC and the Designer proposed Change Orders, Work Change Directives, and Field Orders. Obtain backup material from the Contractor(s).
- c. Furnish to WEC and the District copies of all inspection, test, and system startup reports.
- d. Report immediately to WEC the occurrence of any Site accidents, any Hazardous Environmental Conditions, emergencies, or Acts of God endangering the Work, and property damaged by fire or other causes.

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

13. Certificates. Operation and Maintenance Manuals: During the course of the Work, verify that materials and equipment certificates, operation and maintenance manuals

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

14. Completion:

- a. Before WEC issues a Certificate of Substantial Completion, submit to the Contractor(s) a list of observed items requiring completion or correction.
- b. Observe whether the Contractor(s) has arranged for inspections required by Laws and Regulations, including but not limited to those to be performed by public agencies having jurisdiction over the Work.
- c. Participate in a final inspection in the company of WEC, the District, and the Contractor(s) and prepare a final list of items to be completed or corrected.
- d. Observe whether all items on final list have been completed or corrected and make recommendations to WEC concerning acceptance and issuance of the Notice of Acceptability of the Work.

D. Resident Project Representative shall not:

1. Authorize any deviation from the Contract Documents or substitution of materials or equipment (including "or-equal" items).
2. Exceed limitations of WEC's authority as set forth in the Agreement or the Contract Documents.
3. Undertake any of the responsibilities of the Contractor(s), subcontractors, suppliers, or the Contractor(s)'s superintendent.
4. Advise on issue directions relative to or assume control over any aspect of the means, methods, techniques, sequences or procedures of the Contractor(s)'s work unless such advice or directions are specifically required by the Contract Documents.
5. Advise on issue directions regarding, or assume control over safety precautions and programs in connection with the activities or operations of the District or the Contractor(s).

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

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

Meeting Date:
October 7, 2025

Agenda Item Number: N-3

Action Required:
Yes

Department:
Engineering

Sponsor:
Steve Suggs

Subject:

WEC Work Authorization 26-02 - WWTP Engineering Services

Summary of Discussion:

Attached is the WEC work authorization for FY 2026 matching the amounts in the approved budget. The WWTP WA not-to-exceed fee is broken into two components: \$80,000 for miscellaneous engineering services for the WWTP and \$25,000 for engineering work associated with Islamorada as KLWTD's largest customer.

Reviewed / Approved

Operations: _____
Administration: _____
Finance: _____
District Counsel: _____
District Clerk: _____
Engineering: _____

Financial Impact

\$ 105,000.00
Expense
Funding Source:
District
Budgeted:
Yes

Attachments

1. WA WEC 26-02 - Wastewater Plant Consulting

Approved By: _____

General Manager



Date: 10/02/2025

WORK AUTHORIZATION WEC 26-02

a

Professional Services Agreement Between the

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

and

The Weiler Engineering Corporation/An Apex
Company (WEC)

SCOPE OF SERVICE: Wastewater Plant Engineering Services

PROJECT COST: Hourly (Not to Exceed \$105,000 FY26)
(\$80,000 for WWTP Engineering)
(\$25,000 Islamorada Misc. Engineering)

PROJECT SCHEDULE: As directed by the District

PROJECT BILLING SCHEDULE: See EXHIBIT A

Steve Suggs, Director of Utility Eng.
Weiler Engineering/Apex
6805 Overseas Highway
Marathon, FL 33050

Nicolas Rodriguez
Chairman KLWTD
103355 Overseas Hwy
Key Largo, FL 33037

Witness:

Shannon McCully, Clerk

Date: _____

WORK AUTHORIZATION WEC 26-02

Wastewater Plant Consulting

Weiler Engineering's Scope of Services - General Consulting

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

- Attend District Board meetings
- Participate in weekly staff meetings
- Provide professional consulting assistance to the District's staff in operation and maintenance of the wastewater treatment and disposal systems
- Assist the District in establishing policies and procedures for operation and maintenance of the WWTP and disposal wells
- Assist the District in planning for expansions, upgrades, and modifications to the WWTP

- Assist the District's staff in permitting issues and compliance issues as needed
- Prepare Construction and Engineering sections of the Monthly Status Reports and other documentation as required for the Board meetings
- Perform studies, provide reports, and provide consultation on miscellaneous topics as directed
- Coordinate with the Operations Manager to review and discuss the status of operations and compliance at the facility, including:
 - Influent flows and characteristics and any non-routine issues such as odors, grit accumulation, salinity increases and influent strength
 - SBR performance data and trending including DO trends, cycle timing, MLSS concentration and settling characteristics, chemical usage and any non-routine occurrences
 - Filtration and disinfection process performance
 - Effluent flows and disposal performance
 - General maintenance issues and any upcoming corrective maintenance or emergency maintenance needs
 - Status of FDEP reporting and compliance
 - Planning for capital upgrades
- Review and edit Standard Operating Procedures for operation and maintenance prepared by the Operations Manager and support staff
- Perform reviews and recommend approvals for FDEP construction permit application packages for Islamorada connections to Key Largo when directed.
- Perform reviews and recommend approvals for FDEP Approval for Use applications, including review of Engineer's Conditions Reports, testing records and record drawings for Islamorada connections to Key Largo when directed.

- Review of plans submitted by Islamorada, including the North Plantation Key proposed in-line booster pump station.

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

EXHIBIT A

WEILER ENGINEERING FEE SCHEDULE

Title	Rate
<i>Principal in Charge</i>	<i>\$240.00</i>
<i>Registered Professional Engineer (P.E.)</i>	<i>\$190.00</i>
<i>Environmental Scientist</i>	<i>\$185.00</i>
<i>Mining Specialist PhD (non-P.E.)</i>	<i>\$185.00</i>
<i>Project Manager</i>	<i>\$185.00</i>
<i>Structural Manager</i>	<i>\$180.00</i>
<i>Senior Planner</i>	<i>\$160.00</i>
<i>Registered Engineer Intern (E.I.)</i>	<i>\$168.00</i>
<i>Certified Floodplain Manager (CFM)</i>	<i>\$160.00</i>
<i>Plans Examiner</i>	<i>\$150.00</i>
<i>Structural Inspector</i>	<i>\$150.00</i>
<i>Code Inspector</i>	<i>\$150.00</i>
<i>Senior Construction Inspector</i>	<i>\$132.00</i>
<i>Senior Engineering Designer</i>	<i>\$132.00</i>
<i>Engineering Designer</i>	<i>\$120.00</i>
<i>Construction Inspector</i>	<i>\$115.00</i>
<i>Engineering Technician</i>	<i>\$100.00</i>
<i>Structural Technician</i>	<i>\$100.00</i>
<i>Field Technician</i>	<i>\$100.00</i>
<i>Clerical</i>	<i>\$75.00</i>

Reimbursable Expenses:

<i>Vellums</i>	<i>\$10.00 / each</i>	<i>(24 x 36)</i>
<i>Mylars</i>	<i>\$25.00 / each</i>	<i>(24 x 36)</i>
<i>Blue Prints / Sheet</i>	<i>\$2.80 / each</i>	<i>(24 x 36)</i>
<i>Copies</i>	<i>\$0.30 / each</i>	<i>(11 x 17)</i>
<i>Copies</i>	<i>\$0.20 / each</i>	<i>(8 ½ x 14)</i>
<i>Copies</i>	<i>\$0.15 / each</i>	<i>(8 ½ x 11)</i>
<i>Travel *</i>	<i>Cost plus 15%</i>	
<i>Overnight mail</i>	<i>Cost plus 15%</i>	
<i>Other Reimbursable Expenses</i>	<i>Cost plus 15%</i>	

**Outside of Monroe County*

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

Meeting Date:
October 7, 2025

Agenda Item Number: N-4

Action Required:
Yes

Department:
Engineering

Sponsor:
Steve Suggs

Subject:

WEC Work Authorization 26-03 - Field Operations General Consulting

Summary of Discussion:

Attached is the WEC work authorization for FY 2026 matching the amounts in the approved budget.

Reviewed / Approved

Operations: _____
Administration: _____
Finance: _____
District Counsel: _____
District Clerk: _____
Engineering: _____

Financial Impact

\$ 80,000.00
Expense
Funding Source:
District
Budgeted:
Yes

Attachments

1. WA WEC 26-03 - Field Operations
General Consulting

Approved By: _____

General Manager



Date: 10/02/2025

WORK AUTHORIZATION WEC 26-03

a

Professional Services Agreement Between the

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

and

The Weiler Engineering Corporation/An Apex
Company (WEC)

SCOPE OF SERVICE: Field Operations Engineering Services

PROJECT COST: Hourly (Not to Exceed \$80,000 in FY26)

PROJECT SCHEDULE: As directed by the District

PROJECT BILLING SCHEDULE: See EXHIBIT A

Steve Suggs, Director of Utility Eng
Weiler Engineering/ Apex
6805 Overseas Highway
Marathon, FL 33050

Nicolas Rodriquez Chairman
KLWTD
Post Office Box 491 Key
Largo, FL 33037

Witness:

Shannon McCully, Clerk
KLWTD

Date: _____

WORK AUTHORIZATION WEC 26-03

Field Operations General Consulting

Weiler Engineering's Scope of Services - General Consulting

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

- ❖ Provide professional consulting assistance to the District's staff in operation and maintenance of the wastewater collection and transmission systems
- ❖ Assist the District in establishing policies and procedures for operation and maintenance of the collection and transmission systems
- ❖ Assist the District in planning for expansions, upgrades, and modifications to the collection and transmission systems
- ❖ Provide reviews of plans for private or public collection systems connecting to the District's collection and transmission systems
- ❖ Assist the District in identification and correction of inflow and infiltration

- ❖ Assist the District's staff in permitting issues and compliance issues as needed
- ❖ Perform reviews and recommend approvals for FDEP construction permit application packages for connections of private collection system to Key Largo
- ❖ Perform reviews and recommend approvals for FDEP Approval for Use applications for connections of private collection system to Key Largo
- ❖ Coordinate weekly with the Field Operations Manager to review and discuss the status of operations and compliance in the collection system, including:
 - ❖ Vacuum pump stations performance, including run times of vacuum pumps and sewage pumps, changes in flow or increasing salinity, odor, noise or other nuisance issues
 - ❖ Review and make recommendations for any small projects and new connections
 - ❖ Review and edit Standard Operating Procedures for operation and maintenance prepared by the Field Operations Manager and support staff
 - ❖ Assist the Field Operations Manager with investigation of odors at Vacuum Stations and provide recommendations for upgrades to equipment and changes to operating procedures to eliminate odor complaints
 - ❖ Assist the Field Operations Manager in planning for expansions, upgrades, and modifications to the vacuum pump stations, submersible pump stations and collection and transmission systems
 - ❖ Investigate changes in pumping rates and flow rates in the District's force mains and vacuum mains to ensure that full capacity remains available
 - ❖ Assist the Field Operations Manager in planning for expansions, upgrades, and modifications to the vacuum pump stations, submersible pump stations and collection and transmission systems

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

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

EXHIBIT A

WEILER ENGINEERING FEE SCHEDULE

Title	Rate
<i>Principal in Charge</i>	\$240.00
<i>Registered Professional Engineer (P.E.)</i>	\$190.00
<i>Environmental Scientist</i>	\$185.00
<i>Mining Specialist PhD (non-P.E.)</i>	\$185.00
<i>Project Manager</i>	\$185.00
<i>Structural Manager</i>	\$180.00
<i>Senior Planner</i>	\$160.00
<i>Registered Engineer Intern (E.I.)</i>	\$168.00
<i>Certified Floodplain Manager (CFM)</i>	\$160.00
<i>Plans Examiner</i>	\$150.00
<i>Structural Inspector</i>	\$150.00
<i>Code Inspector</i>	\$150.00
<i>Senior Construction Inspector</i>	\$132.00
<i>Senior Engineering Designer</i>	\$132.00
<i>Engineering Designer</i>	\$120.00
<i>Construction Inspector</i>	\$115.00
<i>Engineering Technician</i>	\$100.00
<i>Structural Technician</i>	\$100.00
<i>Field Technician</i>	\$100.00
<i>Clerical</i>	\$75.00

Reimbursable Expenses:

<i>Vellums</i>	<i>\$10.00 / each</i>	<i>(24 x 36)</i>
<i>Mylars</i>	<i>\$25.00 / each</i>	<i>(24 x 36)</i>
<i>Blue Prints / Sheet</i>	<i>\$2.80 / each</i>	<i>(24 x 36)</i>
<i>Copies</i>	<i>\$0.30 / each</i>	<i>(11 x 17)</i>
<i>Copies</i>	<i>\$0.20 / each</i>	<i>(8 ½ x 14)</i>
<i>Copies</i>	<i>\$0.15 / each</i>	<i>(8 ½ x 11)</i>
<i>Travel *</i>	<i>Cost plus 15%</i>	
<i>Overnight mail</i>	<i>Cost plus 15%</i>	
<i>Other Reimbursable Expenses</i>	<i>Cost plus 15%</i>	

**Outside of Monroe County*

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

Meeting Date:
October 7, 2025

Agenda Item Number: N-5

Action Required:
Yes

Department:
Engineering

Sponsor:
Steve Suggs

Subject:
WEC Work Authorization 26-04 - Admin Consulting

Summary of Discussion:

Attached is the WEC work authorization for FY 2026 matching the amounts in the approved budget.

Reviewed / Approved

Operations: _____
Administration: _____
Finance: _____
District Counsel: _____
District Clerk: _____
Engineering: _____

Financial Impact

\$ 15,000.00
Expense
Funding Source:
District
Budgeted:
Yes

Attachments

1. WA WEC 26-04 - Admin General Consulting Services

Approved By: _____

General Manager



Date: 10/02/2025

WORK AUTHORIZATION WEC 26-04

a

Professional Services Agreement Between the

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

and

The Weiler Engineering Corporation/An Apex
Company (WEC)

SCOPE OF SERVICE: KLWTD Admin Engineering Services

PROJECT COST: Hourly (Not to Exceed \$15,000 FY26)

PROJECT SCHEDULE: As directed by the General Manager

PROJECT BILLING SCHEDULE: See EXHIBIT A

Steve Suggs, Director of Utility Eng
Weiler Engineering/ Apex
6805 Overseas Highway
Marathon, FL 33050

Nicolas Rodriguez Chairman
KLWTD
103355 Overseas Hwy
Key Largo, FL 33037

Witness:

Shannon McCully, Clerk

Date: _____

WORK AUTHORIZATION WEC 26-04

KLWTD Admin General Consulting

Weiler Engineering's Scope of Services - General Consulting

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

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

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

EXHIBIT A

WEILER ENGINEERING FEE SCHEDULE

Title	Rate
<i>Principal in Charge</i>	\$240.00
<i>Registered Professional Engineer (P.E.)</i>	\$190.00
<i>Environmental Scientist</i>	\$185.00
<i>Mining Specialist PhD (non-P.E.)</i>	\$185.00
<i>Project Manager</i>	\$185.00
<i>Structural Manager</i>	\$180.00
<i>Senior Planner</i>	\$160.00
<i>Registered Engineer Intern (E.I.)</i>	\$168.00
<i>Certified Floodplain Manager (CFM)</i>	\$160.00
<i>Plans Examiner</i>	\$150.00
<i>Structural Inspector</i>	\$150.00
<i>Code Inspector</i>	\$150.00
<i>Senior Construction Inspector</i>	\$132.00
<i>Senior Engineering Designer</i>	\$132.00
<i>Engineering Designer</i>	\$120.00
<i>Construction Inspector</i>	\$115.00
<i>Engineering Technician</i>	\$100.00
<i>Structural Technician</i>	\$100.00
<i>Field Technician</i>	\$100.00
<i>Clerical</i>	\$75.00

Reimbursable Expenses:

<i>Vellums</i>	<i>\$10.00 / each</i>	<i>(24 x 36)</i>
<i>Mylars</i>	<i>\$25.00 / each</i>	<i>(24 x 36)</i>
<i>Blue Prints / Sheet</i>	<i>\$2.80 / each</i>	<i>(24 x 36)</i>
<i>Copies</i>	<i>\$0.30 / each</i>	<i>(11 x 17)</i>
<i>Copies</i>	<i>\$0.20 / each</i>	<i>(8 ½ x 14)</i>
<i>Copies</i>	<i>\$0.15 / each</i>	<i>(8 ½ x 11)</i>
<i>Travel *</i>	<i>Cost plus 15%</i>	
<i>Overnight mail</i>	<i>Cost plus 15%</i>	
<i>Other Reimbursable Expenses</i>	<i>Cost plus 15%</i>	

**Outside of Monroe County*

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

Meeting Date:
October 7, 2025

Agenda Item Number: N-6

Action Required:
Yes

Department:
Engineering

Sponsor:
Steve Suggs

Subject:

WEC Work Authorization 26-05 - CSAP Completion

Summary of Discussion:

Attached is the WEC work authorization for FY 2026 matching the amounts in the approved budget.

Reviewed / Approved

Operations: _____
Administration: _____
Finance: _____
District Counsel: _____
District Clerk: _____
Engineering: _____

Financial Impact

\$ 100,000.00
Expense
Funding Source:
District
Budgeted:
Yes

Attachments

1. WA WEC 26-05 - CSAP
Completion

Approved By: _____

General Manager



Date: 10/02/2025

WORK AUTHORIZATION WEC 26-05

a

Professional Services Agreement Between the

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

and

The Weiler Engineering Corporation/An Apex
Company (WEC)

SCOPE OF SERVICE: KLWTD Collection System Action Plan
Preparation

PROJECT COST: Hourly (Not to Exceed \$100,000 FY26)

PROJECT SCHEDULE: As directed by the General Manager

PROJECT BILLING SCHEDULE: See EXHIBIT A

Steve Suggs, Director of Utility Eng
Weiler Engineering/Apex
6805 Overseas Highway
Marathon, FL 33050

Nicolas Rodriguez Chairman
KLWTD
103355 Overseas Hwy
Key Largo, FL 33037

Witness:

Shannon McCully, Clerk

Date: _____

WORK AUTHORIZATION WEC 26-05

KLWTD Collection System Action Plan Completion

Weiler Engineering's Scope of Services - General Consulting

The Key Largo Wastewater Treatment District (District) is the service provider for wastewater for the property owners within the District's service area and provide treatment and disposal for the wastewater from Islamorada, Village of Islands. Chapter 62-705 F.A.C requires preparation of a Collection System Action Plan to be submitted concurrently with the renewal of the WWTP permit. The District currently has a Contract for Consulting/Professional Service by and between the Key Largo Wastewater Treatment District and The Weiler Engineering Corporation (WEC). WEC, as the District's general consulting engineering professional, will complete the Collection System Action Plan, started in FY 25, for the District in accordance with the requirements of the rule, with assistance from the District's Field Operations Department and from its GIS personnel. The scope of work will include:

- Finalize the Power Outage Contingency Plan for all areas of the collection and transmission systems
- Finalize Sanitary Sewer Overflow Spill Response Plan
- Continue compiling the inventory of the District's collection and transmission system using data available in the Record Drawings and on the District's GIS system.
- Prepare an inventory of Satellite Collection Systems (privately owned collection systems connected to the District's WWTP)
- Continue working with FTC updating the GIS mapping of the KLWTD collection system
- Continue assisting District consultants with updating the District's CMMS system to include all assets in the collection and transmission system.

- Assist the District with preparation of the initial annual reports required by the rule.

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

EXHIBIT A

WEILER ENGINEERING FEE SCHEDULE

Title	Rate
<i>Principal in Charge</i>	\$240.00
<i>Registered Professional Engineer (P.E.)</i>	\$190.00
<i>Environmental Scientist</i>	\$185.00
<i>Mining Specialist PhD (non-P.E.)</i>	\$185.00
<i>Project Manager</i>	\$185.00
<i>Structural Manager</i>	\$180.00
<i>Senior Planner</i>	\$160.00
<i>Registered Engineer Intern (E.I.)</i>	\$168.00
<i>Certified Floodplain Manager (CFM)</i>	\$160.00
<i>Plans Examiner</i>	\$150.00
<i>Structural Inspector</i>	\$150.00
<i>Code Inspector</i>	\$150.00
<i>Senior Construction Inspector</i>	\$132.00
<i>Senior Engineering Designer</i>	\$132.00
<i>Engineering Designer</i>	\$120.00
<i>Construction Inspector</i>	\$115.00
<i>Engineering Technician</i>	\$100.00
<i>Structural Technician</i>	\$100.00
<i>Field Technician</i>	\$100.00
<i>Clerical</i>	\$75.00

Reimbursable Expenses:

<i>Vellums</i>	<i>\$10.00 / each</i>	<i>(24 x 36)</i>
<i>Mylars</i>	<i>\$25.00 / each</i>	<i>(24 x 36)</i>
<i>Blue Prints / Sheet</i>	<i>\$2.80 / each</i>	<i>(24 x 36)</i>
<i>Copies</i>	<i>\$0.30 / each</i>	<i>(11 x 17)</i>
<i>Copies</i>	<i>\$0.20 / each</i>	<i>(8 ½ x 14)</i>
<i>Copies</i>	<i>\$0.15 / each</i>	<i>(8 ½ x 11)</i>
<i>Travel *</i>	<i>Cost plus 15%</i>	
<i>Overnight mail</i>	<i>Cost plus 15%</i>	
<i>Other Reimbursable Expenses</i>	<i>Cost plus 15%</i>	

**Outside of Monroe County*