

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

Meeting Date:
September 15, 2026

Agenda Item Number: N-4

Action Required:
Yes

Department:
Engineering

Sponsor:
Robert Mather

Subject:
APEX Work Authorization 27-04 - Admin Consulting

Summary of Discussion:

The work authorization for the Administrative Engineering Services in FY 2027 will be presented in the amount matching the approved budget.

<u>Reviewed / Approved</u>		<u>Financial Impact</u>	<u>Attachments</u>
Operations:	_____	\$ 15,000.00	1. WA APEX 27-04 - Admin Engineering Services
Administration:	_____		
Finance:	_____	Funding Source:	
District Counsel:	_____	District	
District Clerk:	_____	Budgeted:	
Engineering:	_____	Yes	

Approved By: _____

General Manager



Date: 9-10-26

WORK AUTHORIZATION APEX 27-04

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

Apex Companies, LLC. (APEX)

SCOPE OF SERVICE: KLWTD Admin Engineering Services

PROJECT COST: Hourly (Not to Exceed \$15,000 FY27)

PROJECT SCHEDULE: As directed by the General Manager

PROJECT BILLING SCHEDULE: See EXHIBIT A

Steve Suggs, Principal Engineer
Apex Companies, LLC.
6805 Overseas Highway
Marathon, FL 33050

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

Witness:

Shannon McCully, Clerk

Date: _____

WORK AUTHORIZATION APEX 27-04

KLWTD Admin General Consulting

Apex Companies, LLC'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 Apex Companies, LLC. (Apex). Apex, 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

Apex will be compensated for these services according to the rates specified in Exhibit A. Apex will submit invoices monthly for Admin General Consulting Services provided in the previous period. Apex 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

APEX COMPANIES, LLC FEE SCHEDULE

Category	Hourly Rate
Principal Engineer	\$247
Principal Scientist	\$232
Sr. Engineering Manager	\$217
Sr. Lead Scientist	\$209
Sr. Project Engineer	\$196
Lead Scientist	\$196
Sr. Project Manager	\$196
Project Manager	\$191
Engineering Manager	\$185
Associate Project Manager	\$182
Project Engineer	\$179
Sr. Project Scientist	\$175
Staff Engineer	\$173
Project Scientist	\$169
Staff Scientist	\$168
Sr. Planner	\$165
Planner 3	\$165
Sr. CAD/GIS Technician	\$162
CAD/GIS Technician 2	\$136
Sr. Construction Inspector	\$136
CAD/GIS Technician 1	\$124
Construction Inspector	\$118
Project Administrator	\$118
Technician 3	\$103
Construction Technician	\$103
Administrative	\$77

Reimbursable Expenses:

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

**Outside of Monroe County*