AGENDA

Tuesday October 21, 2008 4:00 PM
98880 Overseas Hwy
Key Largo, FL 33037

Gary Bauman
Andrew Tobin
Claude Bullock
Susan Hammaker
Norman Higgins

Chairman
Vice Chairman
Secretary-Treasurer
Commissioner
Commissioner

Charles F. Fishburn
Thomas Dillon
Carol Walker

General Manager
District Counsel
District Clerk

PLEASE TAKE NOTICE AND BE ADVISED, that if any interested person desires to appeal any decision of the KLWTD Board, with respect to any matter considered at this meeting, such interested person will need a record of the proceedings, and for such purpose, may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. Persons with disabilities requiring accommodations in order to participate in the meeting should contact the District Clerk at 305-4453-5804 at least 48 hours in advance to request accommodations.

4:00
A. CALL TO ORDER

4:01
B. PLEDGE OF ALLEGIANCE

4:02
C. ROLL CALL

4:03
D. APPROVAL OF AGENDA WITH ANY ADDITIONS OR DELETIONS

4:10
E. PUBLIC COMMENT

4:25
F. COMMISSIONER'S ITEMS
1. Resolution to require the Manager to obtain Board Action TAB 1
   approval before increasing individual salaries above a certain limit.
   (Commissioner Tobin)
2. Resolution that allows the Manager to increase individual Action TAB 2
   salaries without any Board approval. (Commissioner Tobin)
3. Report on Washington Trip (Commissioner’s Bullock & Hammaker) TAB 3

G. BULK ITEMS Action TAB 4
4. Minutes of September 16, 2008 TAB 5
5. Pending Payments

H. ENGINEER’S REPORT TAB 6
6. Monthly Status Report TAB 7
7. Process Tank Change Order No. 1 Action TAB 8
8. WWTP Pre-Trenching

I. FINANCIAL REPORT

J. LEGAL COUNSEL REPORT

K. GENERAL MANAGER’S REPORT Action TAB 9
9. Deep Well Oversight Change Order TAB 10
11. Contract for Vacuum Station “D” Action TAB 12
12. Operation Manager Position

L. ADJOURNMENT
KEY LARGO WASTEWATER TREATMENT DISTRICT

Agenda Request Form

Meeting Date: October 21, 2008
Agenda Item No. /

[ ] PUBLIC HEARING
[ ] RESOLUTION
[ ] DISCUSSION
[ ] BID/RFP AWARD
[X] GENERAL APPROVAL OF ITEM
[ ] CONSENT AGENDA

[ ] Other:

SUBJECT: Resolution that allows the Manager to increase individual salaries without any Board approval.

RECOMMENDED MOTION/ACTION: Discussion

Approved by General Manager
Date: 10-15-08

<table>
<thead>
<tr>
<th>Originating Department: Commissioner Tobin</th>
<th>Costs:</th>
<th>Attachments:</th>
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<tbody>
<tr>
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<td>Engineering</td>
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<td>[ ] District Counsel</td>
<td>Clerk</td>
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<td>[X] General Manager</td>
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<td>[ ] Finance</td>
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All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.

Yes I have notified everyone___________
or
Not applicable in this case___________:
Please initial one.

Summary Explanation/Background: The General Manager currently has the ability to award salary increases as he sees fit, as long as the increases are contained within the approved budget.

Resulting Board Action:
☐ Approved  ☐ Tabled  ☐ Disapproved  ☐ Recommendation Revised6
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<td><strong>TAB 2</strong></td>
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KEY LARGO WASTEWATER TREATMENT DISTRICT

Agenda Request Form

Meeting Date: October 21, 2008  
Agenda Item No. 2

[ ] PUBLIC HEARING  [ ] RESOLUTION

[ ] DISCUSSION  [ ] BID/RFP AWARD

[X] GENERAL APPROVAL OF ITEM  [ ] CONSENT AGENDA

[ ] Other:

SUBJECT: Resolution to require the Manager to obtain Board approval before increasing individual salaries above a certain limit.

RECOMMENDED MOTION/ACTION: Discussion

Approved by General Manager

Date: 10-15-08

 Originating Department: Commissioner Tobin

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Department Review:

[ ] District Counsel
[ ] General Manager
[ ] Finance

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Yes I have notified everyone

or

Not applicable in this case

Summary Explanation/Background: The General Manager currently has the ability to award salary increases as he sees fit, as long as the increases are contained within the approved budget.

This resolution would limit the salary increases above a set limit to individual employees. To award a salary increase above the preset limit would require Board approval,

Resulting Board Action:

☐ Approved  ☐ Tabled  ☐ Disapproved  ☐ Recommendation Revised6
RESOLUTION 17-10-08

A RESOLUTION OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT, ESTABLISHING THE POLICY OF THE BOARD TO IMPOSE LIMITS ON THE AUTHORITY OF THE DISTRICT GENERAL MANAGER TO MAKE COMPENSATION DECISIONS AND DIRECTING THE MANAGER TO PREPARE RECOMMENDATIONS; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Key Largo Wastewater Treatment District ("District") has delegated to the District General Manager general responsibility for supervision of District employees, including decisions regarding employment, discharge, and compensation; and

WHEREAS, the District desires to adopt limits on the General Manager's authority to increase the rates of employee compensation without Board approval;

NOW, THEREFORE, the Key Largo Wastewater Treatment District resolves:

The District hereby directs the Manager to prepare recommendations on the implementation of the Board's Policy of imposing limits on the General Manager's authority to increase the rate of employee compensation without Board approval.

The foregoing RESOLUTION NO. 17-10-08 was offered by Commissioner ____________ who moved its approval. The motion was seconded by Commissioner ____________ and being put to a vote the result was as follows:

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<thead>
<tr>
<th>Chairman Gary Bauman</th>
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<tr>
<td>Commissioner Claude Bullock</td>
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<td>Commissioner Susan Hammaker</td>
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<td>Commissioner Norman Higgins</td>
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<tr>
<td>Commissioner Andrew Tobin</td>
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The Chairman thereupon declared Resolution No. 17-10-08 duly passed and adopted the 21st day of October, 2008.

KEY LARGO WASTEWATER TREATMENT
DISTRICT BOARD OF COMMISSIONERS

By

Chairman, Gary Bauman

Attest:

Approved as to form and content:

By

Carol Walker, Board Clerk

District Counsel Thomas Dillon
October 15, 2008

TO: Commissioner Bullock and Commissioner Hammaker

FROM: Hicks-Richardson Associates

SUBJECT: Washington Itinerary, Thursday, October 16

8:30 AM
Sarah Gamarino, Legislative Director
Office of Congresswoman Ileana Ros-Lehtinen
EuroMarket/Café
2201 Wilson Blvd. Arlington, VA

10:00 AM
Roger Cockrell, Majority Staff
Senate Appropriations Subcommittee on Energy and Water
186 Dirksen Senate Office Building
Tel: 202-224-8119

11:00 AM
Taunja Berquam, Majority Professional Staff
House Appropriations Subcommittee on Energy and Water
2362 Rayburn House Office Building
Tel: 202-225-3421

12:00 Noon
Lunch with Larry Prather, Corps of Engineers

1:00 PM
Steve Kopecke
South Atlantic Division
Corps of Engineers
Tel: 202-761-4241

2:30 PM
Katie Platt, Appropriations Legislative Assistant
Susie Quinn, Water Resources Legislative Assistant
Office of Senator Bill Nelson
716 Hart Senate Office Building
Tel: 202-224-5274
3:30 PM
Spencer Wayne, Appropriations Legislative Assistant
Brydon Ross, Water Resources Legislative Assistant
Office of Senator Mel Martinez
356 Russell Senate Office Building
Tel: 202-224-3041
TAB 3
KEY LARGO WASTEWATER TREATMENT DISTRICT

Agenda Request Form

Meeting Date: October 21, 2007

[ ] PUBLIC HEARING [ ] RESOLUTION
[X] DISCUSSION [ ] BID/RFP AWARD
[ ] GENERAL APPROVAL OF ITEM [ ] CONSENT AGENDA

[ ] Other:

SUBJECT: Report on Washington DC trip

RECOMMENDED MOTION/ACTION:

Approved by General Manager
Date: 10-2-07

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Summary Explanation/Background: Commissioner Bullock and Commissioner Hammaker had seven meetings in Washington D.C. last week to update Congressional Staff and ACOE on the progress of wastewater projects in Monroe County.

Resulting Board Action:
☐ Approved  ☐ Tabled  ☐ Disapproved  ☐ Recommendation Revised
October 15, 2008

TO: Commissioner Bullock and Commissioner Hammaker

FROM: Hicks-Richardson Associates

SUBJECT: Washington Itinerary, Thursday, October 16

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Spencer Wayne, Appropriations Legislative Assistant
Brydon Ross, Water Resources Legislative Assistant
Office of Senator Mel Martinez
356 Russell Senate Office Building
Tel: 202-224-3041
TAB 4
KEY LARGO WASTEWATER TREATMENT DISTRICT
Agenda Request Form

Meeting Date: October 21, 2008
Agenda Item No. 4

[ ] PUBLIC HEARING
[ ] RESOLUTION
[ ] DISCUSSION
[ ] BID/RFP AWARD
[X] GENERAL APPROVAL OF ITEM
[ ] CONSENT AGENDA

[ ] Other:


RECOMMENDED MOTION/ACTION: Approval of minutes with any needed additions, deletions, or corrections.

Approved by General Manager
Date: ________/________/_____

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<th>Originating Department: District Clerk</th>
<th>Costs: Funding Source: Acct. #</th>
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<td>Department Review:</td>
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<td>[X] General Manager</td>
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Yes I have notified everyone
or
Not applicable in this case

Please initial one.

Summary Explanation/Background:

Resulting Board Action:
☐ Approved  ☐ Tabled  ☐ Disapproved  ☐ Recommendation Revised
MINUTES
Key Largo Wastewater Treatment District (KLWTD) Board of Commissioners Meeting

October 7, 2008
98880 OVERSEAS HWY, KEY LARGO, FL 33037

The Key Largo Wastewater Treatment District Board of Commissioners met for a regular meeting at 4:03 PM. Present were Commissioners Susan Hammaker, Norman Higgins, Claude Bullock, Andrew Tobin, and Chairman Gary Bauman. Also present the General Manager Charles F. Fishburn, District Counsel Thomas Dillon, Acting District Clerk Synthia Trakul, and other appropriate District Staff.

The Pledge of Allegiance was led by Chairman Bauman.

APPROVAL OF AGENDA
Commissioner Tobin requested that Item 10 (Cold Spot Report) and Item 12 (Deep Well Oversight Change Order) be moved to the front of the agenda.

Motion: Commissioner Higgins made a motion to approve the agenda as amended. Commissioner Tobin seconded the motion.

Vote on Motion

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<th>Member</th>
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Motion passed 5 to 0

PUBLIC COMMENT
The following persons addressed the Commission: Dr. Wells, Key Largo, stated he is not sure the District did an independent study for alternate systems. He would like a second opinion.

GENERAL MANAGER’S REPORT
Deep Well Oversight Change Order
District Counsel, Tom Dillon, explained that Arcadis would like a lump sum contract. He pointed out under what circumstances they would be able to increase the compensation.
Chairman Bauman, and Commissioners Tobin and Higgins do not like the contract as presented.

David Smith, from Arcadis, explained what the contract covered.

Ed Castle, Weiler Engineering, reviewed his memo about the contract. He recommended going out for proposals but he is not recommending against the Arcadis contract due to the need to expedite the well.

Chairman Bauman would like the time changed to 300 days, and the inclusion of a time sheet.

**Motion:** Commissioner Hammaker made a motion to approve the Arcadis Work Authorization No. 2 with the changing of the days from 280 to 300 and striking “if the time and expense allows if used” and the inclusion of the requirement of time sheets. Commissioner Bauman seconded the motion.

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Motion failed 2 to 3

**ENGINEER’S REPORT**

*Cold Spot Report*

Ed Castle went over his written report. Please see Exhibit “A”. He will report on the package plants at a later date.

**COMMISSIONER’S COMMENTS**

*Part Time Office Help*

Commissioner Higgins stated that he has been in the office many times and it is very hectic and there is a need for administrative support.

Chairman Bauman explained that Commissioner Higgins should go through the proper channels.

*Future Purchase of Property*

Commissioner Higgins said that the District should purchase property on US 1 for an administration office. Commissioner Hammaker stated that the plant should be considered. Charles Fishburn stated that the current rental is a great deal. He also stated the top floor of the plant could be used as a conference room.

The Board directed staff to check on space at the Murray Nelson Center.
Whether to require Manager to obtain Board approval to increase compensation above a certain amount/percent.
Commissioner Tobin asked that this item be brought back as an action item.

Chairman Bauman and Commissioner Hammaker would like to wait until after the elections to decide this issue.

Commissioner Tobin would like an experienced Board to decide the issue.

Fl. Keys Water Quality Improvements Program Representative
Chairman Bauman reported that the purpose of the meeting is to be updated on how the Coral Reef is doing. The representative has to do a lot of homework. He will brief the new representative.

Certified Letters to Condo Owners
Commissioner Bullock asked why the Condominium Owners and not just the Condominium Association were sent certified letters.

Thomas Dillon, District Counsel explained that the owners are the ones that are assessed, not the association. It is a District policy to send out the letters certified to have a record of service.

BULK ITEMS
Minutes of September 16, 2008
Pending Payments

Motion: Commissioner Higgins made a motion to approve Bulk Items, contingent upon the availability of funds for the pending payments. Commissioner Tobin seconded the motion.

Vote on Motion

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Motion passed 5 to 0

Assessment Appeal Key Largo Fisheries

Motion: Commissioner Higgins made a motion to approve the Assessment Appeal for Key Largo Fisheries. Commissioner Bullock seconded the motion.

Vote on Motion

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</table>
Commissioner Higgins     X
Commissioner Tobin      X
Commissioner Bullock    X

Motion passed 5 to 0

ENGINEER'S REPORT
Mr. Castle reviewed his submitted written report. Sunset Waterways had two pits that failed but have been repaired.

FINANCIAL REPORT
Public Funds Deposit Accounts
Mr. Waits reviewed the security of the Districts funds deposited in Public Funds Accounts. He explained if the bank fails other public funds banks would cover us. Please see Exhibit “B”, a letter from the Chief Financial Officer of the State of Florida.

LEGAL COUNSEL REPORT
N/A

GENERAL MANAGER’S REPORT
Basin I, J, & K Engineering Selection
Charles Fishburn told the Board that staff will bring back a recommendation for the Basins I, J, and K Engineer.

Medical Insurance Update
Mr. Fishburn explained the delay in finding new insurance coverage. He asked for a three month extension on insurance payments for staff.

Motion: Commissioner Higgins made a motion to approve covering three months of insurance at the new rate. Commissioner Bullock seconded the motion.

Vote on Motion

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Motion passed 5 to 0

ADJOURNMENT
The KLWTD Board adjourned the Board Meeting at 6:22 PM.
The KLWTD meeting minutes of Oct. 7, 2008 were approved on October 21, 2008.

Chairman Gary Bauman

Carol Walker, CMC
District Clerk
Key Largo Wastewater Treatment District
Engineering Status Report
Cold Spots
Period Ending 9/25/08

Atlantic Boulevard

A single residence exists on Atlantic Boulevard. There is a drainage ditch and pipe that separates it from the central sewer system. It will require an individual system.

Loquat Drive

A single residence exists on Loquat Drive. Due to the distance from it to the Atlantic Boulevard residence and the central sewer system, an individual system will be required.

Gulfstream Shores & Knowlson Colony

Gulfstream Shores and Knowlson Colony are adjoining subdivisions on County Road 905 approximately 1½ miles northeast of the central sewer system. They are located in Ocean Isle Estates. Knowlson Colony consists mostly of Hammock vegetation with 14 single-family residences mixed in. Gulfstream Shores has 30 single-family residences and has more cleared areas. These two subdivisions are mostly privately owned. Currently 10 of these are 2010 compliant. Of the remaining 34, 21 will require individual systems and the remaining 13 can be tied into 3 separate cluster systems.

Ocean Reef Shores

Ocean Reef Shores is a sparsely populated neighborhood, located approximately 2 miles northeast of the central sewer system on County Road 905. The subdivision consists of 18 privately owned and 6 State owned residences. None of the residences are known to have 2010 compliance systems. 10 will require individual systems and the remaining 14 can be tied into 4 separate cluster systems.

Elbow Light Club & JHT Subdivision

Elbow Light Club and JHT Subdivision, located approximately 3.2 miles northeast of the central sewer system on County Road 905, consist of three single-family residences. Only one is 2010 compliant. Due to the distance between the other two, each will require an individual system.
11175 County Road 905

11175 County Road 905, located approximately 4.7 miles northeast of the central sewer system, is a single-family residence that is not currently 2010 compliant. It will require an individual system.

Waste Management Transfer Station

Waste Management Transfer Station, located approximately 4.4 miles northeast of the central sewer system on County Road 905, has an existing BioMicrobes FAST system which will require some modification to bring it into compliance with 2010 standards.

Sea Critters

Sea Critters, located approximately 6.2 miles northeast of the central sewer system on County Road 905, has two existing office trailers that will require an individual system.

Madeira Village

Madeira Village, located approximately 6.9 miles northeast of the central sewer system on County Road 905, consists of four single-family residences. Due to the distance between residences each will require an individual system.

Manatee Bay/Cross Key

Manatee Bay/Cross Key is located approximately 6.1 miles northwest of the central sewer system on the Overseas Highway. There are three existing treatment facilities including two FDEP plants and one DOH system. At Cross Key Marina there is an existing .005 MGD permitted extended aeration treatment plant that appears to be in poor condition and does not have the room for expansion to a BAT facility. An RV park has an existing DOH compliant system that we were unable to locate during the site visit. This system when located will likely prove to be too small to accomplish the goal of serving this entire area. At the Manatee Bay Club there is an existing .0095 MGD permitted treatment facility that has 45,000 gallons of aeration capacity. This facility has some leakage issues that need to be investigated. If this facility is structurally sound and the leaks are sealed I believe that this facility could be upgraded to BAT and provide 2010 compliant treatment for this entire area. Flow data has been requested from the FKAA by the K LWTD.

Gilberts/Anchorage

Gilberts/Anchorage is located approximately 1.5 miles northwest of the central sewer system at Jewfish Creek on the Overseas Highway. There are three FDEP treatment plants located in this area. Gilberts is located just north of the Jewfish creek drawbridge which effectively cuts it off from the other two facilities. This is a .010 MGD extended aeration facility, located directly on the water front, with minimal aeration capacity and an add-on chlorine contact basin. The concrete tanks have been leaking and a repair “skirt” of concrete has been added around the perimeter of the tanks. The concrete on top

Prepared for the KLWTD Board by:
Michael W. Hatfield, PE, Vice President, Director of Civil Engineering
of the tanks is cracking and spalling and is generally in poor condition. We would recommend design and permitting of a new BAT facility for Gilberts that could be located away from the waterfront. The old plant could treat the sewage while the new system is constructed. The Anchorage Resort is located on the south side of the bridge directly adjacent to Marlys restaurant. The Anchorage's treatment facility is a .010 MGD extended aeration treatment facility located in the corner of the parking lot. Buildings have been built right up to the edge of the concrete plant. This facility is in fair to poor condition and has absolutely no room for expansion. Marly's restaurant has a .008 extended aeration facility with 15,900 gallons of aeration capacity. It is a steel plant that appears to be in fair to good condition and has a small amount of room around it for expansion. This facility could be converted to BAT and possibly serve this property as well as the Anchorage property.

In Summary, the existing treatment facilities at Manatee Bay and Marlys Restaurant need to be further evaluated for structural integrity and leakage. If the outcome of this investigation is positive and the review of the FKAA water flow data shows that the wastewater needs can be met, these two facilities could be redesigned as BAT facilities and serve their respective areas. Gilbert's plant should be replaced with a 2010 compliant system to serve that area because there is no economical way to transport the sewage across the Waterway to treat it in conjunction with Marly's and the Anchorage Resort.

Other Technical Issues

The above summaries and their associated costs outlined below are dependent on several factors.

The individual systems will require a perpetual easement that allows the District to build and maintain the system. Individual homeowners will be required to provide electricity unless the District installs a separate District-owned electric service and meter for the on-site system. Due to lot size and/or the lack of sufficient pervious area to place the drainage field, approximately half of the systems will require an injection well for effluent disposal. Some savings could be realized by combining the effluent from two close systems into one well. While the wells are more expensive initially, the O&M costs for well systems are significantly lower.

In the areas where cluster systems are proposed, either one home will have to let the system be placed on their property or a vacant parcel of land will be required. Most of the vacant land is owned by the State of Florida. All the homes within the area designated for a cluster system will have to participate in the program. Again a perpetual easement will be required. It is recommended that a separate electrical meter be installed at these locations to operate the systems. Some piping will be required to connect each home. In some instances an individual pump may be required if a gravity connection cannot occur. In some instances it would be best to place the cluster system within the existing road R-O-W. As DOH does not permit facilities in R-O-W, it would require a variance for the DOH.

Prepared for the K LWTD Board by:
Michael W. Hatfield, PE, Vice President, Director of Civil Engineering
**Estimated Costs**

Individual Systems (37) – The anticipated average cost per unit is $29,700. This includes the purchase and installation of each system.

2-Unit cluster system (2) – The anticipated cost per system is $56,092. This includes the purchase and installation of each system including necessary piping.

3-Unit cluster system (1) – The anticipated cost per system is $56,092. This includes the purchase and installation of each system including necessary piping.

4-Unit cluster system (2) – The anticipated cost per system is $121,848. This includes the purchase and installation of each system including necessary piping.

5-Unit cluster system (1) – The anticipated cost per system is $107,529. This includes the purchase and installation of each system including necessary piping.

7-Unit cluster system (2) – The anticipated cost per system is $158,285. This includes the purchase and installation of each system including necessary piping.

Waste Management Upgrade (1) – The anticipated cost to upgrade the existing system is approximately $15,775.

Engineering Cost for CR 905 design, permitting and construction phases is $97,537

Weiler is currently evaluating the costs for the WWTP upgrades for Cross Key and Jew Fish Creek areas.

Total CR 905 cost $2,048,283

Total initial cost per EDU $28,448

Anticipated O&M cost per EDU $114/month
Glossary of Terms

- **AWT** – Advanced Wastewater Treatment. This is the level of treatment required by the year 2010 for all WWTPs in the Keys with capacities of 0.100 MGD or greater. This corresponds to levels of 5 mg/l CBOD, 5 mg/l TSS, 3 mg/l TN and 1 mg/l TP.
- **BAT** – Best Achievable Treatment. This is the level of treatment required by the year 2010 for all wastewater treatment systems in the Keys with capacities of less than 0.100 MGD, including on-site treatment units. This corresponds to levels of 10 mg/l CBOD, 10 mg/l TSS, 10 mg/l TN and 1 mg/l TP.
- **CBOD** – Carbonaceous Biochemical Oxygen Demand. This is a measurement of the level of organic pollutants (food) in wastewater.
- **DOH** – Monroe County Department of Health.
- **EDU** – Equivalent Dwelling Unit. The amount of flow associated with one residential unit.
- **FDEP** – Florida Department of Environmental Protection.
- **FKAA** – Florida Keys Aqueduct Authority.
- **GPD** – Gallons Per Day.
- **I&I** – Inflow & Infiltration. Inflow is non-sewage water, typically rain water, that enters a sanitary sewer system through lids on structures such as manholes. Infiltration is non-sewage water, typically groundwater or rain water that has soaked into the ground, that enters a sanitary sewer system through cracks and joints in buried pipes and structures.
- **MGD** – Million Gallons per Day.
- **mg/l** – milligrams per liter (same as parts per million). This is the unit of measurement typically used to report the concentration of pollutants in wastewater.
- **RO/W** – Right-of-Way.
- **SSOCOF** – Sunshine State One Call of Florida, the state agency that coordinates underground utility construction. Anyone who intends to dig must call SSOCOF to request locates. SSOCOF then relays the construction information to all members in the construction area with instructions to mark the location of their underground utilities in the work area prior to the start of construction.
- **SRF** – State Revolving Fund. A source of low-interest loans for utility planning and construction.
- **TN** – Total Nitrogen. This is a measurement of the level of nitrogenous pollutants in wastewater.
- **TP** – Total Phosphorus. This is a measurement of the level of phosphate and organic phosphorus pollutants in wastewater.
- **TSS** – Total Suspended Solids. This is a measurement of the level of particulate matters in suspension in wastewater.
- **WWTP** – Wastewater Treatment Plant.

Prepared for the KLWTD Board by:
Michael W. Hatfield, PE, Vice President. Director of Civil Engineering
ATLANTIC BOULEVARD IS A SINGLE FAMILY RESIDENCE. A SINGLE SYSTEM WILL BE REQUIRED FOR 2010 COMPLIANCE.

LOQUAT DRIVE IS A SINGLE FAMILY RESIDENCE. A SINGLE SYSTEM WILL BE REQUIRED FOR 2010 COMPLIANCE.
GULFSTREAM SHORES CONSISTS OF 32 SINGLE FAMILY RESIDENCES. AREA 1 CONSISTS OF 12 RESIDENCES THAT CAN SHARE 2 CLUSTER SYSTEMS. AREA 2 CONSISTS OF 20 RESIDENCES, 8 OF THESE RESIDENCES ARE CURRENTLY 2010 COMPLIANT. OF THE REMAINING 12 RESIDENCES, 4 APPEAR TO BE CLOSE ENOUGH TO SHARE 1 CLUSTER SYSTEM. THE REMAINING 8 RESIDENCES WOULD APPEAR TO BE SINGLE SYSTEMS. SEE THE FOLLOWING 2 SHEETS FOR MORE DETAIL OF AREA'S 1 AND 2.
KEY LARGO WASTEWATER TREATMENT DISTRICT
COLD SPOT COMPLIANCE-GULFSTREAM SHORES AREA 1

AREA 1 CONSISTS OF 12 RESIDENCES THAT CAN SHARE 2 CLUSTER SYSTEMS
RESIDENCES NUMBER 1-5 COULD BE CLUSTERED INTO ONE SYSTEM ON LOT A. (5)
RESIDENCES NUMBER 6-12 COULD BE CLUSTERED INTO ONE SYSTEM ON LOT B. (7)
KEY LARGO WASTEWATER TREATMENT DISTRICT
COLD SPOT COMPLIANCE-GULFSTREAM SHORES AREA 2

AREA 2 CONSISTS OF 20 RESIDENCES. RESIDENCES NUMBER 1,2,7 & 8 COULD CLUSTER INTO ONE SYSTEM ON LOT C. (4) RESIDENCES NUMBER 6,9,10,12,13,15,17 & 18 ARE CURRENTLY 2010 COMPLIANT. (8) RESIDENCES NUMBER 3,4,5,11,14,16,19 & 20 WOULD APPEAR TO BE SINGLE SYSTEMS. IF SOME CASES, 2 RESIDENCES COULD SHARE ONE INJECTION WELL FOR EFFLUENT DISPOSAL INSTEAD OF 2 DRAINFIELDS. (8)
KNOWLSON COLONY CONSISTS OF 15 SINGLE FAMILY RESIDENCES
RESIDENCES NUMBER 6 AND 13 ARE CURRENTLY 2010 COMPLIANT (2)
RESIDENCES NUMBER 1-5, 10-12 & 15 WILL REQUIRE SINGLE SYSTEMS (9)
RESIDENCES NUMBER 7-9 & 14 COULD BE CLUSTERED INTO ONE SYSTEM (4)
OCEAN REEF SHORES CONSISTS OF 24 SINGLE FAMILY RESIDENCES. AREA 1 CONSISTS OF 12 RESIDENCES. 7 RESIDENCES COULD BE GROUPED INTO 3 CLUSTERS OF 3, 2 & 2 RESIDENCES. THE REMAINING 5 RESIDENCES IN AREA 1 WOULD BE SINGLE SYSTEMS WITH THE POSSIBILITY OF 3 SHARING ONE INJECTION WELL FOR EFFLUENT DISPOSAL INSTEAD OF 3 SEPARATE DRAINFIELD'S. AREA 2 CONSISTS OF 12 RESIDENCES. 7 RESIDENCES COULD BE CLUSTERED INTO ONE SYSTEM. THE REMAINING 5 RESIDENCES IN AREA 2 WOULD BE SINGLE SYSTEMS WITH THE POSSIBILITY OF 4 SHARING ONE INJECTION WELL FOR EFFLUENT DISPOSAL INSTEAD OF 4 SEPARATE DRAINFIELD'S. SEE THE FOLLOWING 2 SHEETS FOR MORE DETAIL OF AREA'S 1 AND 2.
KEY LARGO WASTEWATER TREATMENT DISTRICT
COLD SPOT COMPLIANCE-OCEAN REEF SHORES AREA 1

AREA 1 CONSISTS OF 12 RESIDENCES.
RESIDENCES NUMBER 1, 2 & 3 COULD CLUSTER INTO ONE SYSTEM ON LOT A. (3)
RESIDENCES NUMBER 4 & 5 COULD SHARE ONE SYSTEM BETWEEN THE TWO LOTS. (2)
RESIDENCES NUMBER 10 & 11 COULD SHARE ONE SYSTEM BETWEEN THE TWO LOTS. (2)
RESIDENCES NUMBER 6, 7, 8, 9, & 12 WOULD BE SINGLE SYSTEMS WITH THE POSSIBILITY
OF RESIDENCES 7, 8 & 9 SHARING ONE INJECTION WELL FOR EFFLUENT DISPOSAL. (5)
AREA 2 CONSISTS OF 12 RESIDENCES.
RESIDENCES NUMBER 6-12 COULD CLUSTER INTO ONE SYSTEM ON LOT B. (7)
RESIDENCES NUMBER 1-5 WOULD BE SINGLE SYSTEMS WITH THE POSSIBILITY OF
LOTS 1-4 SHARING ONE INJECTION WELL FOR EFFLUENT DISPOSAL. (5)
KEY LARGO WASTEWATER TREATMENT DISTRICT
COLD SPOT COMPLIANCE-ELBOW LIGHT CLUB AREA &
JHT SUBDIVISION AREA

BOW LIGHT CLUB & JHT SUBDIVISION CONSISTS OF 3 SINGLE FAMILY RESIDENCES
RESIDENCE NUMBER 2 IS CURRENTLY 2010 COMPLIANT. (1)
RESIDENCES NUMBER 1 & 3 WOULD BE SINGLE SYSTEMS. (2)
DEIRA VILLAGE CONSISTS OF 4 SINGLE FAMILY RESIDENCES. ALL 4 RESIDENCES WILL HAVE SINGLE SYSTEMS DUE TO DISTANCE BETWEEN RESIDENCES AND LACK OF CLEAR PROPERTY. RESIDENCES 2 & 3 WILL PROBABLY NEED TO USE INJECTION WELLS FOR EFFLUENT DISPOSAL DUE TO GROUND MATERIAL AROUND PROPERTY.
KEY LARGO WASTEWATER TREATMENT DISTRICT
COLD SPOT COMPLIANCE-WASTE MANAGEMENT
TRANSFER STATION & SEA CRITTERS

WASTE MANAGEMENT TRANSFER STATION HAS AN EXISTING FAST AEROBIC SYSTEM WHICH WILL REQUIRE MODIFICATION TO ACHIEVE 2010 COMPLIANCE.

SEA CRITTERS HAS TWO EXISTING OFFICE TRAILERS THAT WILL REQUIRE A SINGLE SYSTEM TO ACHIEVE 2010 COMPLIANCE.
January 14, 2008

To whom it may concern,

The Bureau of Collateral Management (BCM) has received inquiries from several Florida governmental units about the protection of their funds under the state's public deposits program. We want to provide information to all interested parties about the program and how Florida public deposits are protected from loss. Please review the following information and then feel free to contact our office if you have questions or need any clarification.

Chapter 280, Florida Statutes (F.S.) governs Florida public deposits. Section 280.17, F.S. details the specific responsibilities of a public depositor. If these statutory responsibilities are met then the deposits placed in any qualified public depository (QPD) are protected from loss, without limit. These responsibilities are noted below.

- Use a QPD for any funds placed on deposit. This would include, but not be limited to, checking, savings, and money market deposit accounts as well as certificates of deposit.
- For each deposit account established at a QPD, complete and retain as a record the Public Deposit Identification and Acknowledgement form.
- File the Public Depository Annual Report to the Chief Financial Officer each year.

BCM wants Florida’s public depositors to understand that the protection of their deposits at QPDs is predicated on meeting their statutory responsibilities and is not based on either the amount or type of collateral pledged to our office by QPDs participating in the public deposits program. Should a QPD fail and be subject to liquidation, any public depositor that has met its statutory responsibilities would be protected from loss in the following manner.

- The applicable amount of deposit insurance would be paid by the FDIC.
- If a public depositor suffered a loss due to uninsured public deposits, our office would then liquidate the collateral pledged to our office by the failed QPD in order to provide funds for the payment of such losses. BCM has a perfected security interest in a QPD’s collateral via the Collateral Control Agreement that each QPD’s board of directors has adopted as a condition of joining the program.
- If the liquidation of the failed QPD’s collateral was not sufficient to pay all public depositor claims, then all QPDs participating in the public deposits program would be assessed an amount of money, proportional to the amount of public deposits they have on deposit, in order to cover any remaining loss to public depositors. Our authority in this area derives from the Contingent Liability Agreement that each QPD’s board of directors has adopted as a condition of joining the program. Each QPD is potentially liable for any losses to public depositors that may occur as the result of another QPD’s failure.

Section 280.13, F.S. establishes the type of securities that are eligible to be pledged to the BCM. As previously mentioned, these assets are a part of the overall security for the public deposits program.
Additionally, each QPD has a vested interest in BCM administering the public deposits program as effectively as possible. BCM does so through the assignment of required collateral pledge levels, the required and regular reporting of public deposits, and of course the required pledge or deposit of eligible collateral. BCM has the authority to limit a QPD’s permitted public deposits, to increase collateral pledge levels, to limit the type of collateral BCM will accept, and to request a QPD’s withdrawal from the program if necessary. We make such decisions each quarter of the year based on independent bank rating services, on the financial analysis we conduct on a QPD’s financial statements, on information gathered from state and federal banking regulators, and on such other information that might be available to us.
TAB 5
KEY LARGO WASTEWATER TREATMENT DISTRICT
Agenda Request Form

Meeting Date: October 21, 2008  Agenda Item No. 5

[ ] PUBLIC HEARING  [ ] RESOLUTION
[ ] DISCUSSION  [ ] BID/RFP AWARD
[X] GENERAL APPROVAL OF ITEM  [ ] CONSENT AGENDA

[ ] Other:

SUBJECT: Pending Payments Schedule

RECOMMENDED MOTION/ACTION: Approve Pending Payments schedule contingent upon availability of funds.

Approved by General Manager  
Date: 10-22-08

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All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.

Yes I have notified everyone or
Not applicable in this case

Summary Explanation/Background:

Pending Payments schedule for Board review and approval contingent upon availability of funds.

Resulting Board Action:
☐ Approved  ☐ Tabled  ☐ Disapproved  ☐ Recommendation Revised
Key Largo Wastewater Treatment District

Payments Pending 10/21/2008
Prepared by: S. Trakul  Date: 10/19/2008

CONSOLIDATED CASH BALANCE FORWARD $ 1,217,295.35

Administration & Operations
Cash Balance A&O Account Forward $ (193,921.76)

Plus:  Service Charges
Wastewater Revenue 9,886.23

Less: Administration
Franco Postalia - Postage Meter 104.85
America General Service - Cleaning Service - Aug/Sept 585.00
Carol Walker - Travel Expense - Clark's Certification Course 589.77
Renaissance Resort - Lodging Clerk's Certification Course 417.00
Paychex - 401K Administration 170.00
Weiler Engineering - Engineering and Consulting Services 5,592.50
Hicks - Richardson Associates - Lobbyist 3,212.40
Dept. of Community Affairs - Annual Special District fee 175.00
Florida Dept. of Revenue - Unemployment Comp 102.25
Cooke Communications - Legal Advertisements 687.68

Less: Shared Expenses
State of Florida - Phones 282.78
McCullough Water - Water delivery service 82.00
Office Depot - Cabinets, Clamps, Shelves, supplies 3,186.81
Federal Express - Shipping costs 117.12
Sprint/Sprint - Nextel - Cellular Service 751.54
P.K.A.A. - Water 161.90
Keys Sanitary Service - Solid Waste pick up 151.50

Less: Operations
All Southern Trucking - Remove and replace sump - 2 units 8,700.00
U. S. Water - Sludge Hauling 2,000.00
Florida Keys Aqueduct Authority - Billing services 1,346.85
Sunshine State One Call - Location tickets 74.48
T. Rongey - Hotel reimbursement - Operations Mgr. interview 100.30
KSA Environmental Lab - Lab testing 89.75
USA Bluebook - Charting Supplies 187.20
NAPA Auto Parts - Supplies 27.62
Sanders Lab - Lab testing 474.00
Bryant Answering Service - After hours service 73.00

Sub-total Invoices 29,443.30

Cash Balance A&O Account If All Paid $ (18,825.50)

MSTU Draw #31  Submitted 08/13/08  $106,620
MSTU Draw #32  Submitted 10/13/08  $103,843
### South Components

- **Cash Balance KLSC Account Forward**: $ (474,305.47)
- **Plus**: No Receipts
- **Less**: Weiler Engineering - Engineering Services 600.00
  - Eckler Engineering - Basin E/F - Application #2 57,184.25
  - Sub-total Invoices 57,784.25
  - Cash Balance KLSC If All Paid $ (532,069.72)

### North Components

- **Cash Balance KLNC Account Forward**: $ 1,885,522.58
- **Plus**: ACOE Funding - Draw #1 45,742.00
  - State $6 M Grant - Draw #7 426,604.00
  - SRF Loan - Draw #10 639,906.00
  - Sub-total Receipts 1,112,252.00
- **Less**: J. A. Larocco - Basin D-3, Application #9 126,342.50
  - Wade Trim - Basin C - Application #4 6,938.00
  - Hugh Grubb - Expense Report - Mileage 374.40
  - Clark Equipment dba Bobcat - Bobcat Skid Steer 23,572.00
  - Key West Golf Club - Sludge digester demo @ KWRU 1,000.00
  - Waller Engineering - Engineering Services 14,222.50
  - David Massay Land Surveying - Boundary Survey RTP 3,500.00
  - Pre Con Corp - Tank Contractor - Application #1 216,900.00
  - Ric Man International Inc. - Basin B-1 - Application #2 204,956.80
  - AirVac - Pit packs and accessories 330,101.96
  - Mark Weis - Expense Report - Mileage 200.15
  - Sub-total Invoices 923,108.31
  - Cash Balance KLNC Account If All Paid $ 2,069,666.27

### CONSOLIDATED CASH BALANCE IF ALL PAID

- **$ 1,324,829.29**

**NOTE:** A TOTAL OF $1,297,458 REQUESTED FOR REIMBURSEMENT IS OUTSTANDING

---

Approved for payment:

---

Gary Bauman, Chairman
Claude Bullock, Treasurer
KEY LARGO WASTEWATER TREATMENT DISTRICT

Agenda Request Form

Meeting Date: Oct. 21, 2008

[ ] PUBLIC HEARING [ ] RESOLUTION

[x] DISCUSSION [ ] BID/RFP AWARD

[ ] GENERAL APPROVAL OF ITEM [ ] CONSENT AGENDA

[ ] Other:

SUBJECT: Monthly Projects Status Report

RECOMMENDED MOTION/ACTION: Discussion

Approved by General Manager

Date: 10/21/08

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All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.

Yes I have notified everyone___________

or

Not applicable in this case___________.

Please initial one.

Summary Explanation/Background: A representative from Weiler Engineering will give a verbal monthly status report.

Resulting Board Action:

☐ Approved            ☐ Tabled            ☐ Disapproved           ☐ Recommendation Revised
TAB 7
KEY LARGO WASTEWATER TREATMENT DISTRICT

Agenda Request Form

Meeting Date: October 21, 2008
Agenda Item No. 7

[ ] PUBLIC HEARING
[ ] RESOLUTION
[ ] DISCUSSION
[ ] BID/RFP AWARD
[X] GENERAL APPROVAL OF ITEM
[ ] CONSENT AGENDA

[ ] Other:

SUBJECT: Shrinkage reducing admixture to prevent cracking of 5000 psi concrete tank floors

RECOMMENDED MOTION/ACTION:

Approved by General Manager

Date: __/__/___

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| Attachments: See product data sheet |

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Yes I have notified everyone ________
Or
Not applicable in this case ________
Please initial one.

Summary Explanation/Background: The building code requires use of 5000 psi concrete for the floor of the wastewater tanks. Due to the high heat of reaction in the high-strength concrete and the large expanse of these monolithic pours, cracking of the slab may occur due to shrinkage caused by heat. The proposed admixture, in conjunction with retardants already included, will greatly reduce the possibility of cracking.

Resulting Board Action:
☐ Approved  ☐ Tabled  ☐ Disapproved  ☐ Recommendation Revised
**ECLIPSE® PLUS**
Shrinkage reducing admixture

**Product Description**

Eclipse® Plus is a liquid admixture for concrete (or virtually any Portland cement based material) which dramatically reduces the materials shrinkage due to drying. Eclipse Plus contains no expansive material, but instead acts chemically to attack the primary mechanism causing shrinkage. Concrete containing Eclipse Plus at dosage rate of 1.5 gal/yd³ (7.5 L/m³) has shown to reduce shrinkage, as measured per ASTM C157, by as much as 80% at 28 days, and up to 50% at one year or beyond. This level of shrinkage reduction, in well proportioned concrete mixtures utilizing quality materials has demonstrated to eliminate cracking due to drying shrinkage in fully restrained concrete. Eclipse Plus weighs approximately 8.0 lbs/gal (0.96 kg/L).

**Uses**

Eclipse Plus Shrinkage Reducing Admixture may be used in any concrete, but will provide the most value in structures and environments where cracks due to drying shrinkage are prevalent and the repercussions are most severe. Some examples of applications where this is true are bridge decks, parking garages, marine structures, high performance floors, and containment structures.

**Freeze-Thaw Durability**

Eclipse Plus is specially formulated for use in air-entrained concrete where freeze-thaw durability is required. The graph shows ASTM C666-97 test results.

**Air Management Guidelines**

The following guidelines are recommended for Eclipse Plus in concrete that will be subject to freeze-thaw cycles. Testing should be done on your own mixes to determine your own results.

**Product Advantages**

- Reduces shrinkage up to 80% at 28 days and up to 50% at 1 year or beyond
- Eliminates cracking due to dry shrinkage in fully restrained concrete
- Reduces surface tension
- Saves time and costly repairs
- Enhanced durability with longer usable life

- Minimum specified concrete compressive strength of 4,500 psi (31 MPa) at 28 days and maximum water-cementitious materials ratio of 0.45.
- Minimum plastic air content of 6%, measured in accordance to ASTM C94.

For more information consult your local Grace sales professional.

**Performance**

Drying shrinkage of concrete is a complicated phenomenon which is widely acknowledged to be the function of several mechanisms. The primary driver in the predominant mechanism causing shrinkage for internal relative humidity in excess of 40% is the surface tension of water. As water-filled pores in the size ranges of 2.5 to 50 nm (nm = nanometers = one billionth of a meter) lose moisture, curved menisci are formed, and the surface tension of water pulls the walls of the pores. (In pores greater than 50 nm, the magnitude of the tensile force, relative to the size of the pore, becomes negligible; pores smaller than approximately 2.5 nm will not support the formation of a meniscus.)
Eclipse Plus reduces the surface tension of water. With reduced surface tension, the force pulling in on the walls of the pores is reduced. With Eclipse Plus at a dosage rate of 1.5 gal/yd³ (7.5 L/m³), this effect results in ultimate shrinkage reductions up to 50%.

Impact on Fresh Concrete Properties
When substituted in a mixture design for an equivalent volume of water, Eclipse Plus has little or no effect on concrete slump. It does however have a slight retarding effect (typically less than one hour extension of set time, see section on compatibility), and will aid in extending slump life. Where tested to date, mixtures containing Eclipse Plus will require increased amounts of air entrainer to achieve a specified level of air.

Impact on Hardened Concrete Properties
The primary impact of Eclipse Plus is the reduction in drying shrinkage as previously detailed, but other hardened concrete properties are affected as well. The addition of Eclipse Plus may cause a reduction in concrete compressive strengths. These reductions in compressive strengths vary from 0 to 15% depending on the mixture and materials used. The typical reduction is 10% or less. In mixtures proportioned for durability, this level of strength reduction is typically not an issue. For established concrete mixtures where strength must be maintained, superplasticizers such as ADVA® Flow may be used to cut water to offset the strength reduction of Eclipse Plus, without compromising its shrinkage reduction capabilities. For more information on this topic, consult your local Grace sales professional.

Addition Rates
In standard mixtures, the recommended addition rate to maximize the effectiveness of Eclipse Plus is 1.5 gal/yd³ (7.5 L/m³) and in other mixtures, 5% by weight of mix water. For the range of addition rates between 0.5 gal/yd³ (2.5 L/m³) and 2.0 gal/yd³ (9.9 L/m³), shrinkage reduction as a function of dosage is relatively linear and any dosage within this range may be selected to obtain a desired level of shrinkage performance. Addition rates outside this range are not recommended unless adequately tested.

Eclipse Plus is added at high dosages and should be accounted for in the mixture design. For a conventional concrete mix with 1.5 gal/yd³ (7.5 L/m³) of Eclipse Plus, this liquid volume will contribute to the overall porosity of the concrete in the same fashion as 1.5 gal/yd³ (7.5 L/m³) of added water. In addition, the effect on concrete slump will be virtually the same as the equivalent volume of water. It is therefore recommended, when incorporating Eclipse Plus into an established mixture design, that it should replace an equal volume of water.

Compatibility with Other Admixtures and Batch Sequencing
Eclipse Plus is compatible with most Grace admixtures as long as they are added separately to the concrete mix, usually through the water holding tank discharge line. In general, Eclipse Plus may be added to the concrete batch sequencing at any time, however preferably after the dry materials and most of the water. Different sequencing may be used if local testing shows better performance. Please see Grace Technical Bulletin TB-0110, Admixture Dispenser Discharge Line Location and Sequencing for Concrete Batching Operations for further recommendations. Eclipse Plus should not come in contact with any other admixture before or during the batching process, even if diluted in mix water.

Pretesting of the concrete mix should be performed before use, and as conditions and materials change in order to assure compatibility, and to optimize dosage rates, addition times in the batch sequencing and concrete performance. For concrete that requires air entrainment, the use of an ASTM C260 air-entraining agent Durex® II is preferred. However, any Darvarin® or Durex product may be used to provide suitable air void parameters for freeze-thaw resistance. Please consult your Grace representative for guidance.

Packaging & Handling
Eclipse Plus is currently available in bulk quantities by Grace metered systems, in 275 gal (1,041 L) totes, or in 55 gal (208 L) drums.

Dispensing Equipment
A complete line of automatic dispensing equipment is available through W. R. Grace & Co.–Conn. Eclipse Plus may be introduced at any time in the batching cycle.

Flammability
Eclipse Plus has a flash point of 209°F (98°C). This is substantially above the upper limit of 140°F (60°C) for classification as a flammable material, and above the limit of 200°F (93°C) where DOT requirements would classify this as a combustible material. Nonetheless, this product must be treated with care and protected from excessive heat, open flame or sparks. For more information, consult the MSDS.

www.graceconstruction.com


Eclipse, the Eclipse logo, ADVA, Durex and Darvarin are registered trademarks of W. R. Grace & Co.–Conn.

We hope the information here will be helpful. It is based on data and knowledge considered to be true and accurate and is offered for the users’ consideration, investigation and verification, but we do not warrant the results to be obtained. Please read all statements, recommendations or suggestions in conjunction with our conditions of sale, which apply to all goods supplied by us. No statement, recommendation or suggestion is intended for any use which would infringe any patent or copyright, W. R. Grace & Co.–Conn., 62 Whittier Avenue, Cambridge, MA 02149.

In Canada, Grace Canada Inc., 294 Clemments Road, West, Ajax, Ontario, Canada L1S 3C6.

This product may be covered by patents or patents pending. EC-13C Printed in U.S.A. 11/07


FAUL/1M
KEY LARGO WASTEWATER TREATMENT DISTRICT
Agenda Request Form

Meeting Date: October 21, 2008

[ ] PUBLIC HEARING
[ ] DISCUSSION
[X] GENERAL APPROVAL OF ITEM
[ ] Other:

SUBJECT: WWTP Pre Trenching

RECOMMENDED MOTION/ACTION: Approval

Approved by General Manager

Date: ________________

<table>
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<th>Originating Department: Engineering</th>
<th>Costs: $35,000</th>
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<td>[X] District Counsel</td>
<td>[ ] Clerk</td>
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<td>[X] General Manager</td>
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</tr>
<tr>
<td>Date: ______</td>
</tr>
<tr>
<td>Paper: ______</td>
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<tr>
<td>[X] Not Required</td>
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<th>All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes I have notified everyone___________ or Not applicable in this case___________:</td>
</tr>
<tr>
<td>Please initial one.</td>
</tr>
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</table>

Summary Explanation/Background: After the process tanks are completed it will be very difficult or impossible to excavate the storm water retention ponds around the process tanks. This change order will provide pre-trenching of the retention ponds before the process tanks are completed. Staff will either procure this directly or use a change order with Precon to accomplish the pre-trenching.

Resulting Board Action:
☐ Approved    ☐ Tabled    ☐ Disapproved    ☐ Recommendation Revised
KEY LARGO WASTEWATER TREATMENT DISTRICT

Agenda Request Form

Meeting Date: October 21, 2008  Agenda Item No. 9

[ ] PUBLIC HEARING  [ ] RESOLUTION

[ ] DISCUSSION  [ ] BID/RFP AWARD

[X] GENERAL APPROVAL OF ITEM  [ ] CONSENT AGENDA

[ ] Other:

SUBJECT: Deep Well Oversight Change Order

RECOMMENDED MOTION/ACTION:

Approved by General Manager

Date: 10-16-08

Originating Department: General Manager

Costs $324,142

Funding Source:

Department Review:

[X] District Counsel

[X] General Manager

[ ] Finance

[ ] Engineering

[ ] Clerk

Attachments: WO No. 2

Feb. Backup

Advertised:

Date: 

Paper: 

[X] Not Required

All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.

Yes I have notified everyone ________________

Or

Not applicable in this case ________________:

Please initial one.

Summary Explanation/Background: Work Authorization No. 2 is recommend by staff for Arcadis to provide construction management and inspection services for the Deep Well Project. Clarification of KLWTD support and comparison with the original proposal for this work in Feb. of this year is provided as backup for this decision.

Resulting Board Action:

☑ Approved  ☐ Tabled  ☐ Disapproved  ☐ Recommendation Revised
Mr. Charles F. Fishbum, General Manager  
Key Largo Wastewater Treatment District  
98880 Overseas Highway  
Key Largo  
Florida FL 33037  

Subject:  
Construction Management and Inspection Services  
Deep Injection Well Project  
Proposed ARCADIS Work Authorization No. 2  

Dear Mr. Fishburn:  

Please find attached ARCADIS revised work authorization No. 2 for construction management and inspection services for your deep injection well project.  

Our revision reflects your request to increase the duration of our services, at no additional fee, to a period of 300 days, i.e. an increase of 20 days beyond the Contractors allowed construction period of 280 days. Our agreement to your request we hope reflects our desire to work cooperatively with your District on this important project.  

We understand there has been some concern that our proposed work authorization is predicated on your staff geologist, Jeff Hine's ability to perform. Please be assured that although it has been assumed that during the construction of the deep injection well and dual zone monitor well an average of 50 hours per week will be provided by your geologist, ARCADIS will assume all responsibility for ensuring the correct level of supervision occurs during all construction, and will ensure all FDEP construction permit requirements are met. We accept that this may mean a second ARCADIS geologist is present on site at times when your geologist is unavailable due to absence or illness to ensure the required level of supervision occurs.  

To ensure we all work as a team, which we are confident we will, we do propose to circulate an anticipated staffing schedule on a minimum bi-weekly basis. This schedule will clearly show anticipated construction activities and the proposed staff roster planned. We are confident this will assist all of us with scheduling anticipated absences and will also highlight construction activities such as reaming that could
should be supervised by other District staff with the appropriate level of guidance and training provided by ARCADIS staff.

Finally, as requested, we have included a copy of our original draft work authorization dated February 26, 2008 in order to facilitate comparison. You will note, as discussed, that our proposed revised Work Authorization for $324,142 is significantly less than the earliest draft work authorization submitted which proposed a fee of $423,083 and a contingency sum of $120,000. This reduction results from the increased use of District staff, clarification of the scope and schedule, and lastly the removal of the contingency sum as we are now more confident that the selected drilling contractor will complete construction within the allowed time.

We hope this addresses any concerns you may have. We appreciate the opportunity to submit this revised proposal and we look forward to working with the District.

Sincerely,

ARCADIS

David K. Smith
Principal Hydrogeologist

Copies:
Bill Lynch, ARCADIS
WORK AUTHORIZATION No. 2

For

CONSTRUCTION MANAGEMENT AND PERMITTING SERVICES

KEY LARGO WASTEWATER TREATMENT DISTRICT

DEEP INJECTION WELL PROJECT

Under

Key Largo Wastewater Treatment District Consulting Agreement

With

ARCADIS G&M, Inc.

(now doing business as ARCADIS US, Inc.)

THIS WORK AUTHORIZATION No. 2 is issued under and pursuant to that certain consulting agreement by and between the Key Largo Wastewater Treatment District ("District") and ARCADIS G&M, Inc. ("ARCADIS"), dated December 16, 2003.

WHEREAS, the District and ARCADIS entered into a master consulting agreement dated December 9, 2003 ("Consulting Agreement"), and

WHEREAS, in accordance with the Consultants’ Competitive Negotiation Act, Section 287.055, Fla. Stat. ("CCNA"), the District in 2005 issued requests for Statements of Qualifications of interested consultants with respect to the design of a new wastewater treatment plant and associated facilities ("the Project"), and

WHEREAS, after consideration of the statements of qualifications received from interested consultants, the District selected ARCADIS as the highest ranked firm for the Project, and

WHEREAS, the District and ARCADIS have negotiated a contract at compensation that the District believes to be fair, competitive, and reasonable after analysis of the cost of the professional services required as well as their scope and complexity;

NOW THEREFORE, in consideration of the premises and in further consideration of the premises below, the District does hereby authorize ARCADIS to proceed with the work described in Attachment 1, dated October 16, 2008 ("Proposal"), subject to the following terms and conditions:

1. The work shall be conducted under and in accordance with the consulting agreement dated December 9, 2003, as the same has been amended, except as expressly provided herein.

2. The basis of compensation for the work shall be a lump sum amount of $324,142. The parties acknowledge and agree that the prices of the various tasks and subtasks in Proposal Attachment 1, are based on a total construction period of up to 300 days. Further, construction progress may be affected by the efficiency of ARCADIS in performing the services described in this work authorization. The District’s agreement to a lump sum amount of compensation for these services is based in part upon the desire of ARCADIS to receive an incentive to perform the services in a timely and efficient manner. As an
inducement to the District to provide the incentive ARCADIS has requested, the parties agree to the following compensation terms.

a. ARCADIS accepts that if the construction period exceeds 300 days (i.e. more than 20 days beyond the construction contract duration of 280 days), any and all additional services required as a result of delay beyond 300 days shall be noncompensable to ARCADIS, UNLESS the delay beyond 300 days is due either to:
   
i. subsurface conditions that were not actually anticipated and that could not, with the exercise of reasonable care, have been anticipated as of the date of this work authorization, or to
   
   ii. contractor delay.

b. Delays of the types described in Paragraphs 2.a.i and 2.a.ii above shall be conditionally compensable to ARCADIS as provided herein.

   i. In the event of a conditionally compensable delay, ARCADIS shall prepare and submit to the District for review and approval a proposed work authorization covering the services required as a result of the conditionally compensable delay.

   ii. If the delay is the type described in Paragraph 2.a.i above, upon District approval of the proposed work order, ARCADIS shall be entitled to payment for the services described therein.

   iii. If the delay is the type described in Paragraph 2.a.ii above, upon District approval of the proposed work order, ARCADIS shall be entitled to payment for the services described therein only if and to the extent the District recovers liquidated damages from Youngquist covering the period of delay.

3. To the extent that any provision of the Consulting Agreement is inconsistent with this Work Authorization, such provision shall not apply to this Project.

4. ARCADIS shall invoice the District on a monthly basis for work performed during the preceding month. All invoices will be supported by narrative. If the time-and-expense allowance is used, ARCADIS will provide time sheets listing, with respect to each block of time: the name of the person providing the services; a brief description of the services provided; if the services consist of a meeting or phone call, the names of the other participants; the time spent, rounded up to the nearest 0.1 hour. The District shall review and pay all invoices in accordance with applicable provisions of the Florida Prompt Payment Act (Section 218.70, et seq. Fla. Stat.).
IN WITNESS WHEREOF, the parties have executed this Work Authorization No. 2 on the dates opposite their names.

ARCADIS US, Inc.

By: ______________________  Date: ______________________

Name: William H. Lynch, PE
Its:  Vice President

Key Largo Wastewater Treatment District

By: ______________________  Date: ______________________

Name: Gary Bauman
Its:  Chairman

By: ______________________

Name: Andrew Tobin
Its:  Secretary

Attest

By: ______________________  By: ______________________

Name: Carol Walker  Name: Thomas M. Dillon
Its:  District Clerk  Its:  District Counsel

District Counsel Endorsement
ATTACHMENT 1 - ARCADIS US, INC. PROPOSAL FOR CONSTRUCTION MANAGEMENT AND PERMITTING SERVICES
KEY LARGO WASTEWATER TREATMENT DISTRICT DEEP INJECTION WELL PROJECT
October 16, 2008

The Engineer will perform the following tasks.

Construction Management and Inspection Services

Construction management (services during construction) and inspection services will be provided for the deep injection well construction contract. It is expected that construction and testing of the deep injection well and dual zone monitor well will take approximately 280 days. During this period construction is likely to be 24/7, thereby requiring periods of around the clock supervision. It is assumed full-time site inspection services will be undertaken by K LWTD staff to supplement the services provided by ARCADIS.

Task 1 - Construction Management

ARCADIS will be responsible for construction management (services during construction) and will provide the following services:

Pre-construction Conference. ARCADIS will attend and participate in one pre-construction conference with the awarded contractor. ARCADIS will be responsible for preparing the agenda, chairing and preparing minutes from the meeting.

Monthly Progress Meetings. ARCADIS will conduct monthly progress meetings with the awarded contractor, and the District’s Project Manager. ARCADIS will be responsible for preparing the agenda, chairing and preparing minutes from the meetings.

Submittal Review. ARCADIS will review submittals from the contractor including shop drawings, product data, schedules, progress payments and will provide up to one additional review per submittal. ARCADIS will be responsible for receiving and distributing the submittals and corresponding directly with the CONTRACTOR.

Pay Request Review. ARCADIS will receive, review, and provide recommendations for payment to the K LWTD for work completed. Pay request disputes requiring additional meetings will be considered additional services.

Requests for Information. ARCADIS will review and respond to Requests for Information (RFI) and Clarification submitted by the Contractor.

Field and Change Orders. ARCADIS will issue field change orders, requests for quotation, work change directives, and change orders as needed throughout the project. If Change Orders financially impact the project, ARCADIS will request a meeting with the District to review contract modification.
**Project Close Out.** ARCADIS shall conduct project close out services including:
- Conducting substantial completion and final completion inspection and issuing punch lists following each inspection.
- Incorporation of as-built information provided by the Contractor into a final set of Record Drawings.
- Reviewing final close out change orders and payment requests from the Contractor for processing by KLWTD.
- Conduct one walk through inspection with District staff prior to final acceptance by the District.

**Task 2 – Construction Inspection Services**

ARCADIS will provide full time resident observation services during drilling and testing of the deep injection well and dual zone monitor well. Part time observation services will be provided during contractor mobilization and demobilization, construction of the well headworks and during final testing. Specific services to be provided during each phase of construction are summarized within the following sub tasks.

**Task 2a – Construction Inspection Services – Mobilization and Demobilization**

ARCADIS staff will ensure all contract mobilization and demobilization requirements are met by the Contractor. This includes ensuring all FDEP permit requirements are met such as containment pad construction and sampling of pad monitor wells prior to commencement of drilling and appropriate abandonment of these monitors once construction is complete. It is anticipated that total duration for this phase of construction will be 50 calendar days and will require part-time services only.

**Task 2b – Construction Inspection Services – Deep Injection Well**

Drilling will start at the end of the site preparation and mobilization period and is assumed to proceed 24 hours per day, 5 days per week (or 7 days per week), until the well is completed. It is estimated that construction duration will be 132 calendar days. A total of 1,148 hours of supervision are assumed, the majority of which will be performed by on-site geologists. The balance of hours required for supervision will be provided by the KLWTD geologist. Local accommodation will be provided for these staff to ensure 24 hour construction oversight may be provided.

During this period, ARCADIS personnel will act as resident observers to provide quality control for the installation of the Class I injection well and to ensure all FDEP permit requirements are complied with. ARCADIS staff will collect geologic and water-quality data, collect weekly water-quality samples, evaluate the cuttings and cores, and logs required by FDEP, and perform or oversee the various tests called for in the program. At the same time, the data will be evaluated on a continuing basis by the project senior staff that will be responsible for analysis of the geophysical logs, selection of casing points, and review and evaluation of test data.

**Task 2c – Construction Inspection Services – Dual Zone Monitor Well**

Drilling will commence following completion of the deep injection well, and is assumed to proceed 24 hours per day, 5 days per week (or 7 days per week), until the well is completed. It is estimated that construction duration will be 53 calendar days. A total of 480 hours of
supervision are assumed. During this period, ARCADIS personnel will perform the same tasks as completed for the deep injection well. The balance of hours required for supervision will be provided by the KLWTD geologist.

**Task 2d – Construction Inspection Services – Well Headworks and Final Testing**

Following completion of both the deep injection well and dual zone monitor well it is expected that the Contractor will construct the final headworks, including permanent well pads and protection bollards, for both wells. It is assumed that this construction will proceed during regular working hours. Following completion of the headworks the Contractor will be required to test the well and demonstrate the maximum injection rate.

It is estimated that construction duration for this task will occur over a period of approximately 45 calendar days. A total of 152 hours part time supervision is assumed.

**Task 2e – Construction Inspection Services – FDEP Compliance Reporting**

During the entire construction period, FDEP requires a weekly construction summary report to be prepared and submitted by a Florida registered PG. It is required that the report includes the results from all construction and testing performed during the week. The report also requires the results from weekly sampling of the pad monitor wells. ARCADIS will prepare and submit this report on behalf of KLWTD.

There are also several key construction recommendations which need to be made during construction, e.g. final casing depths and monitoring intervals. These recommendations need to be submitted by a Florida registered PG. ARCADIS will prepare and submit these recommendations on behalf of KLWTD and will undertake all necessary communications with FDEP staff leading up to the recommendations.

Upon completion of construction and testing, a final construction report will be prepared and submitted to FDEP. Four bound hard copy construction reports will be provided (two copies for FDEP and two copies for the owner).

**Construction Permit Services**

A FDEP construction permit application will be submitted on behalf of KLWTD for a proposed second deep injection well.

**Task 3 – IW-2 Construction Permit Application**

Several activities are required to successfully complete the permitting task. These activities are described in detail below:

**Task 3a - Pre-Application Discussion**

The first work item in the formal permitting program will be to schedule a brief pre-application conference call with the FDEP and the Underground Injection Control Technical Advisory Committee (UIC-TAC) members. This pre-application discussion will be held shortly after the start of the permitting program. The purpose of the discussion will be to confirm the acceptability of the design currently permitted for IW-1 and our assumption that all supporting information used during the permitting of IW-1 may be used in support of an application for proposed IW-2. All documents submitted to FDEP/TAC on behalf of the applicant must be
signed by an authorized representative of the District on a certification page as required by Section 62-528.340, FAC.

**Task 3b - Application Submittal**

A construction permit application will be submitted within 30 days of the pre-application discussion with FDEP. In addition to the application, supporting data will be provided in the form of an updated Area Of Review (AOR) and hydrogeologic study, 90-percent-complete plans and technical specifications for the drilling and testing program, and engineering details of the injection well facilities. It is assumed that the already approved IW-1 injection well system design will be used as the basis for the IW-2 design, and any change to the AOR required by FDEP will be limited to an update of the information already provided.

A $12,500 permit fee is required with a UIC Class I Injection Well Construction and Testing Permit Application. Application fees are not included in ARCADIS’ proposal.

**Task 3c - Application Support Services**

We will work with FDEP/TAC to ensure all comments and responses are kept to a minimum. We will respond to their queries via email where possible to try and avoid a request for information (RFI). It is assumed however that one RFI may be received from FDEP/TAC, and therefore our services include responding to up to one RFI.

During the formal permitting process, public notification of the draft and intent to issue a permit will be required. Our services include review of these public notices and attendance at one public meeting if required. Our services do not include the costs of public notifications in appropriate local publications.

**Task 3d - Record Documents and Certification**

After the construction permit has been issued, but before the contractors have been selected/contracted, ARCADIS will prepare, and submit for TAC review, revised (100-percent-complete) plans and technical specifications showing proposed subsurface details of the injection and deep monitor well construction, and the well head facilities. All changes made necessary during the permit application process will be incorporated and completed. All permit application documents prepared by ARCADIS will be signed and sealed by a Florida-licensed Professional Geologist and/or a Florida-registered Professional Engineer, as applicable.

**Assumptions**

Construction inspection services provided by ARCADIS will be supplemented by the full-time services of the KLWTD geologist. It has been assumed that during the construction of the deep injection well and dual zone monitor well an average of 50 hours per week will be provided by the KLWTD geologist, who will also be available to the extent possible on a 24/7 basis.

ARCADIS will be responsible for total coordination of services and will ensure all FDEP construction permit requirements are met.
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Expenses include but are not limited to local accommodation, per diem, travel and local mileage, office expenses and field equipment.
### ATTACHMENT 2 - LABOR AND EXPENSE RATES

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<td><strong>Project Director</strong> - responsible for Quality Control Reviews, scope definition and proposal negotiations</td>
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<td><strong>Principal Hydrogeologist</strong> - Professional responsible in charge for the oversight of planning, design and construction of projects and staff supervision</td>
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<td><strong>Senior Engineer</strong> - professional responsible for design, plan preparation, specifications and permitting</td>
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WORK AUTHORIZATION No. 2

Under

Key Largo Wastewater Treatment District Consulting Agreement

With

ARCADIS G&M, Inc.

(now doing business as ARCADIS US, Inc.)

THIS WORK AUTHORIZATION No. 2 is issued under and pursuant to that certain consulting agreement by and between the Key Largo Wastewater Treatment District ("District") and ARCADIS G&M, Inc. ("ARCADIS"), dated December 9, 2003.

WHEREAS, the District and ARCADIS entered into a master consulting agreement dated December 9, 2003 ("Consulting Agreement"), and

WHEREAS, in accordance with the Consultants' Competitive Negotiation Act, Section 287.055, Fla. Stat. ("CCNA"), the District in 2005 issued requests for Statements of Qualifications of interested consultants with respect to the design of a new wastewater treatment plant and associated facilities ("the Project"), and

WHEREAS, after consideration of the statements of qualifications received from interested consultants, the District selected ARCADIS as the highest ranked firm for the Project, and

WHEREAS, the District and ARCADIS have negotiated a contract at compensation that the District believes to be fair, competitive, and reasonable after analysis of the cost of the professional services required as well as their scope and complexity;

NOW THEREFORE, in consideration of the premises and in further consideration of the promises below, the District does hereby authorize ARCADIS to proceed with the work described in Attachment 1, dated February 26, 2008 ("Proposal"), subject to the following terms and conditions:

1. The work shall be conducted under and in accordance with the consulting agreement dated December 9, 2003, as the same has been amended, except as expressly provided herein.

2. The basis of compensation for the work shall be the unit rates provided in the Proposal, subject to a lump sum amount of $423,083 with an additional time-and-expense allowance of $120,000 for a total Work Authorization fee of $543,083 for the Project. The parties acknowledge and agree that the time to complete the various tasks and subtasks in Proposal Attachment 1, are estimates only, and that actual time spent on the various tasks and subtasks will likely vary from the amounts shown. However, in no event will that total compensation to ARCADIS exceed $543,083. ARCADIS shall not use any of the $120,000 the allowance without the District's prior written authorization.

3. To the extent that any provision of the Consulting Agreement is inconsistent with this Work Authorization, such provision shall not apply to this Project.

4. ARCADIS shall invoice the District on a monthly basis for work performed during the preceding month. All invoices will be supported by narrative. If the time-and-expense allowance is used, ARCADIS will provide time sheets listing, with respect to each block of
time: the name of the person providing the services; a brief description of the services
provided; if the services consist of a meeting or phone call, the names of the other
participants; the time spent, rounded up to the nearest 0.1 hour. The District shall review and
pay all invoices in accordance with applicable provisions of the Florida Prompt Payment Act
(Section 218.70, et seq. Fla. Stat.).

IN WITNESS WHEREOF, the parties have executed this Work Authorization No. 2 on the dates
opposite their names.

ARCADIS US, Inc.

By: ___________________________ Date: __________________

Name: William H. Lynch, PE
Lts: Vice President

Key Largo Wastewater Treatment District

By: ___________________________ Date: __________________

Name: Gary Bauman
Lts: Chairman

By: ___________________________

Name: Andrew Tobin
Lts: Secretary

Attest

District Counsel Endorsement

By: ___________________________

Name: Carol Walker
Lts: District Clerk

By: ___________________________

Name: Thomas M. Dillon
Lts: District Counsel
The Engineer will perform the following tasks.

Construction Management and Inspection Services

Construction management (services during construction) and inspection services will be provided for the injection well construction contract. It is expected that construction and testing of the deep injection well and dual zone monitor well will take approximately 40 weeks. During this period construction is likely to be 24/7, thereby requiring periods of around the clock supervision. It is assumed part time site inspection services will be undertaken by KLWTD staff to supplement the services provided by ARCADIS.

Task 1 - Construction Management

ARCADIS will be responsible for construction management (services during construction) and will provide the following services:

Pre-construction Conference. ARCADIS will attend and participate in one pre-construction conference with the awarded contractor. ARCADIS will be responsible for preparing the agenda, chairing and preparing minutes from the meeting.

Monthly Progress Meetings. ARCADIS will conduct monthly progress meetings with the awarded contractor, and the District’s Project Manager. ARCADIS will be responsible for preparing the agenda, chairing and preparing minutes from the meetings.

Submittal Review. ARCADIS will review submittals from the contractor including shop drawings, product data, schedules, progress payments and will provide up to one additional review per submittal. ARCADIS will be responsible for receiving and distributing the submittals and corresponding directly with the CONTRACTOR.

Pay Request Review. ARCADIS will receive, review, and provide recommendations for payment to the KLWTD for work completed. Pay request disputes requiring additional meetings will be considered additional services.

Requests for Information. ARCADIS will review and respond to Requests for Information (RFI) and Clarification submitted by the Contractor.

Field and Change Orders. ARCADIS will issue field change orders, requests for quotation, work change directives, and change orders as needed throughout the project. If Change Orders financially impact the project, ARCADIS will request a meeting with the District to review contract modification.

Project Close Out. ARCADIS shall conduct project close out services including:
- Conducting substantial completion and final completion inspection and issuing punch lists following each inspection.
- Incorporation of as-built information provided by the Contractor into a final set of Record Drawings.
- Reviewing final close out change orders and payment requests from the Contractor for processing by KLWTD.
- Conduct one walk through inspection with District staff prior to final acceptance by the District.

Task 2 – Construction Inspection Services

ARCADIS will provide full time resident observation services during drilling and testing of the deep injection well and dual zone monitor well. Part time observation services will be provided during contractor mobilization and demobilization, construction of the well headworks and during final testing. Specific services to be provided during each phase of construction are summarized within the following sub tasks.

Task 2a – Construction Inspection Services – Mobilization and Demobilization

ARCADIS staff will ensure all contract mobilization and demobilization requirements are met by the Contractor. This includes ensuring all FDEP permit requirements are met such as containment pad construction and sampling of pad monitor wells prior to commencement of drilling and appropriate abandonment of these monitors once construction is complete. It is anticipated that total duration for this phase of construction will be 50 calendar days and will require part-time services only.

Task 2b – Construction Inspection Services – Deep Injection Well

Drilling will start at the end of the site preparation and mobilization period and is assumed to proceed 24 hours per day, 5 days per week (or 7 days per week), until the well is completed. It is estimated that construction duration will be 132 calendar days. A total of 1796 hours of supervision are assumed, the majority of which will be performed by on-site geologists. Local accommodation will be provided for these staff to ensure 24 hour construction oversight may be provided.

During this period, ARCADIS personnel will act as resident observers to provide quality control for the installation of the Class I injection well and to ensure all FDEP permit requirements are complied with. ARCADIS staff will collect geologic and water-quality data, collect weekly water-quality samples, evaluate the cuttings and cores, and logs required by FDEP, and perform or oversee the various tests called for in the program. At the same time, the data will be evaluated on a continuing basis by the project senior staff that will be responsible for analysis of the geophysical logs, selection of casing points, and review and evaluation of test data.

It is assumed non-critical part time construction inspection services, for example reaming in preparation for casing installations, will be provided by local KLWTD staff. Based on similar construction projects, a total of approximately 50 days part time inspection by KLWTD staff can be expected.
Task 2c – Construction Inspection Services – Dual Zone Monitor Well

Drilling will commence following completion of the deep injection well, and is assumed to proceed 24 hours per day, 5 days per week (or 7 days per week), until the well is completed. It is estimated that construction duration will be 53 calendar days. A total of 827 hours of supervision are assumed. During this period, ARCADIS personnel will perform the same tasks as completed for the deep injection well. It is further assumed non-critical part time construction inspection services will be provided by local K LWTD staff. Based on similar construction projects, a total of approximately 13 days part time inspection by KLWTD staff can be expected.

Task 2d– Construction Inspection Services – Well Headworks and Final Testing

Following completion of both the deep injection well and dual zone monitor well it is expected that the Contractor will construct the final headworks, including permanent well pads and protection bollards, for both wells. It is assumed that this construction will proceed during regular working hours. Following completion of the headworks the Contractor will be required to test the well and demonstrate the maximum injection rate.

It is estimated that construction duration for this task will occur over a period of approximately 45 calendar days. A total of 152 hours part time supervision is assumed.

Task 2e– Construction Inspection Services – FDEP Compliance Reporting

During the entire construction period, FDEP requires a weekly construction summary report to be prepared and submitted by a Florida registered PG. It is required that the report includes the results from all construction and testing performed during the week. The report also requires the results from weekly sampling of the pad monitor wells. ARCADIS will prepare and submit this report on behalf of KLWTD.

There are also several key construction recommendations which need to be made during construction, e.g. final casing depths and monitoring intervals. These recommendations need to be submitted by a Florida registered PG. ARCADIS will prepare and submit these recommendations on behalf of KLWTD and will undertake all necessary communications with FDEP staff leading up to the recommendations.

Upon completion of construction and testing, a final construction report will be prepared and submitted to FDEP. Four bound hard copy construction reports will be provided (two copies for FDEP and two copies for the owner).

Task 3 – Additional Services

Assumptions have been made that the selected Contractor will complete construction within the times specified by the contract, i.e. 280 calendar days, and for specific construction tasks, within the times assumed under tasks 2a-d. In the event that construction periods extend beyond these times, ARCADIS will provide additional construction management and construction inspection services on a time and expense basis following written approval from KLWTD.

A suggested contingency sum for these additional services has been calculated assuming a scenario whereby the construction period extends a total of 90 additional calendar days, and is provided in attachment 1.
## ATTACHMENT 1 - FEE PROPOSAL

<table>
<thead>
<tr>
<th>Task 1</th>
<th>Description</th>
<th>LS/TM</th>
<th>Labor</th>
<th>Expenses</th>
<th>TOTAL</th>
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<td>Task 3</td>
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</table>

**LS** Lump Sum  
**TM** Time and Materials  
Expenses include but are not limited to local accommodation, per diem, travel and local mileage, office expenses and field equipment.
## ATTACHMENT 1 - LABOR RATES

<table>
<thead>
<tr>
<th>Classification</th>
<th>Hourly Rate</th>
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<tbody>
<tr>
<td><strong>Project Director</strong> - responsible for Quality Control Reviews, scope definition and proposal negotiations</td>
<td>$185</td>
</tr>
<tr>
<td><strong>Principal Hydrogeologist</strong> - Professional responsible in charge for the oversight of planning, design and construction of projects and staff supervision</td>
<td>$170</td>
</tr>
<tr>
<td><strong>Senior Engineer</strong> - professional responsible for design, plan preparation, specifications and permitting</td>
<td>$125</td>
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<tr>
<td><strong>Engineer / Hydrogeologist / Scientist (Technical Specialist)</strong></td>
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<tr>
<td><strong>Senior Field Representative (Professional)</strong></td>
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<tr>
<td><strong>Administrative Support</strong></td>
<td>$53</td>
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</table>
TAB 10
KEY LARGO WASTEWATER TREATMENT DISTRICT

Agenda Request Form

Meeting Date: September 16, 2008
Agenda Item No.: 10

[ ] PUBLIC HEARING [ ] RESOLUTION
[ ] DISCUSSION [ ] BID/RFP AWARD
[X] GENERAL APPROVAL OF ITEM [ ] CONSENT AGENDA

[ ] Other:

SUBJECT: Basin I, J & K Design Engineer Selection

RECOMMENDED MOTION/ACTION:

Approved by General Manager
Date: 10/16/08

<table>
<thead>
<tr>
<th>Originating Department: General Manager</th>
<th>Costs: Approximately $900,000 Funding Source: Acct.</th>
<th>Attachments: Memo</th>
</tr>
</thead>
</table>

Department Review:
[ ] District Counsel
[X] General Manager
[ ] Finance

[ ] Engineering
[ ] Clerk

Advertised:
Date: ________________
Paper: ________________
[X] Not Required

All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.

Yes I have notified everyone ________________
or
Not applicable in this case ________________:
Please initial one.

Summary Explanation/Background: Staff recommends awarding the design of the three remaining collections systems (I, J, & K) to Weiler Engineering.

Resulting Board Action:
☐ Approved ☐ Tabled ☐ Disapproved ☐ Recommendation Revised

[Signature]
Memo

To: Chuck Fishburn
From: James R. Brush, P.E.
Date: October 8, 2008
Re: Ranking and Recommendation of Engineering Firms- Professional Design Services for Wastewater Collection System and Vacuum Stations for Basins I, J, & K.

The top seven (7) most qualified firms are ranked in order, based on qualifications, according to a cumulative point scoring system. Previously submitted Statements of Qualifications, from the KLWTD’s library of engineering firms were reviewed for relevant experience in the design and wastewater collection and transmissions systems. The firms were evaluated on the basis of:

- Existence or availability of a local office
- Success of projects in Monroe County
- Current staff workload & commitment to project
- Capabilities of staff assigned to project
- Gravity system experience
- Vacuum system experience

The evaluation ranking worksheets are attached as Exhibit A. The ranking of the firms are as follows:

<table>
<thead>
<tr>
<th>Ranking</th>
<th>Engineering Firm</th>
<th>Total Cumulative Points</th>
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<tr>
<td>1</td>
<td>Weiler Engineering</td>
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<tr>
<td>2</td>
<td>Eckler engineering</td>
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<td>3</td>
<td>WF McCain</td>
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<tr>
<td>4</td>
<td>CPH</td>
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<td>5</td>
<td>Reiss Environmental</td>
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<td>6</td>
<td>Perez Engineering</td>
<td>172</td>
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<tr>
<td>7</td>
<td>Wade-Trim</td>
<td>163</td>
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</table>
EXHIBIT A

Engineering Selection Criteria for Wastewater Collection and Vacuum Station for Basins I,J,&K -

WORKSHEETS
<table>
<thead>
<tr>
<th>Description</th>
<th>Max Points</th>
<th>Reiss Environ.</th>
<th>CPH</th>
<th>WF McCain</th>
<th>Eckler Engr.</th>
<th>Perez Engr.</th>
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### Engineering Selection Criteria for Wastewater Collection and Vacuum Station for Basins I, J, & K

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<td><strong>Totals</strong></td>
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<td>176</td>
<td>191</td>
<td>197</td>
<td>208</td>
<td>172</td>
<td>241</td>
<td>163</td>
</tr>
</tbody>
</table>

Notes:
- Reiss - Only PKC experience in MC, lots of water listed, very little vacuum
- WF McCain & E Sciences - design review for Islamorada, recent vacuum design for Calusa, reviewed and approved- Already working on Basins G & F
- Eckler - Recent MC experience with Key Largo, decent vacuum, some gravity, FM, pump station-Already working on Basins E & F.
- Perez- minimum vacuum experience;
- Weiler- Recent vacuum experience City of Marathon
- Wade Trim - Design efforts for Basin C leave room for improvement, behind schedule
- CPH already working on Basins A & D.
## Engineer Selection for Basins I, J & K Ranking
3-Oct-08

<table>
<thead>
<tr>
<th>Name</th>
<th>Score</th>
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</thead>
<tbody>
<tr>
<td>Reiss</td>
<td>176</td>
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<tr>
<td>CPH</td>
<td>191</td>
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<td>WF McCain</td>
<td>197</td>
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<tr>
<td>Eckler</td>
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<td>Perez</td>
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<td>Weiler</td>
<td>241</td>
</tr>
<tr>
<td>Wade</td>
<td>163</td>
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KEY LARGO WASTEWATER TREATMENT DISTRICT
Agenda Request Form

Meeting Date: Oct. 21, 2008
Agenda Item No. //

[ ] PUBLIC HEARING
[ ] DISCUSSION
[X] GENERAL APPROVAL OF ITEM
[ ] CONSENT AGENDA
[ ] Other:

SUBJECT: Vacuum Station D Contract

RECOMMENDED MOTION/ACTION:

Approved by General Manager
Date: 10-16-08

<table>
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<th>Originating Department: General Manager</th>
<th>Costs: Approximately $961,267</th>
<th>Attachments: Memo &amp; Letter</th>
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<td>[ ] Clerk</td>
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<tr>
<td>Finance</td>
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</tr>
</tbody>
</table>

Advertised:
Date: Date: _______________________
Paper: _______________________
[X] Not Required

All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.

Yes I have notified everyone ___________________
or
Not applicable in this case ___________________.
Please initial one.

Summary Explanation/Background: It appears that Marlin Holdings, Inc. will not be able to submit a payment and performance bond as required by the procurement documents and SRF grant. The recommendation is to declare Marlin Holdings in default and to authorize the General Manager to procure the construction by negotiation with Overholt.

Resulting Board Action:
☐ Approved
☐ Tabled
☐ Disapproved
☐ Recommendation Revised
MEMORANDUM

FROM: Thomas M. Dillon, Attorney at Law
Board Certified in Construction Law
P.O. Box 370736
Key Largo, Florida 33037-0736
Tel: 305-240-1767
Fax: 305-853-2693
E-mail lawtmd@gmail.com

To: C. F. Fishburn, General Manager
Key Largo Wastewater Treatment District

Date: October 15, 2008
Subject: Vacuum Station

Under Section 255.20 Fla.Stat., the District is required to award construction contracts over $200,000 by competitive means. However an exception applies when the District has competitively awarded a project to a private sector contractor and the contractor has abandoned the project before completion. § 255.20(c)(8). The District used competitive sealed bidding to procure construction of a vacuum station at Basin D.

The original bid opening was on June 30, 2008. Six bidders submitted bids, but three of them were found to be nonresponsive due to failure on the parts of the bidders to submit certifications required by the State Revolving Fund. The lowest responsive bidder was Wright Construction Group, at $1,234,700. Two nonresponsive bids were much lower than Wright: Marlin Holding Inc., at $822,500, and General Contracting Services, Inc., at $1,116,600. The District decided to reject all bids and to rebid the work.

The second bid opening was August 20, 2008. The lowest bidder was Overholt Construction, at $961,267.00. However, Overholt’s bid was rejected because Overholt failed to submit certifications required by the State Revolving Fund. The lowest responsive bid was Marlin Holdings, Inc., at $963,200. The District notified Marlin that it was the apparent low bidder on or about August 22.

Thereafter, unsolicited by the District, Overholt submitted the certifications required by the State Revolving Fund.

After review of additional information, the District sent a notice of award to Marlin on September 19. Marlin was required to submit a signed contract and payment and performance bond on or before October 3. Marlin failed to meet this deadline, and made an oral request for additional time. The General Manager, after consultation with the writer, allowed Marlin until October 10, to submit the required documents. On October 8, Marlin submitted a letter from its surety agent requesting a further extension until October, 17, which the General Manager granted.
As of the date of this memorandum, Marlin has not signed the contract or supplied the payment and performance bond. Based on information available to me, it is doubtful that Marlin will be able to meet the October 17 deadline.

The General Manager has requested and received a written confirmation from Overholt that it is willing to perform the work at its bid price of August 20, which is about $2,000 less than the Marlin bid.

Assuming Marlin does not meet the October 17 deadline to sign the contract and submit the payment and performance bond, I recommend that the District consider Marlin to have abandoned the contract, and to take the following steps:

1. Forfeit Marlin’s bid security in the amount of $48,063.35; and
2. Execute a contract with Overholt in the amount of $961,267.00.

As noted above, the District is not required under Florida law to follow competitive procedures to contract with Overholt in this case. However, if the District contracts with Overholt, the District will receive the lowest price submitted on August 20.
Experience in South Florida Since 1948

Mr. Charles F. Fishburn, General Manager
Key Largo Wastewater Treatment District
P.O. Box 491
Key Largo, Florida 33037

Re: Vacuum Station D

Dear Mr. Fishburn,

We confirm that our bid submitted on August 20th, 2008 is still valid and will enter into contract at the same dollar amounts as presented originally.

If you have any questions, please call me.

Sincerely,

Craig Overholt
SECTION 00510
NOTICE OF AWARD FORM

TO:

Marlin Holding, Inc.

NAME OF PROJECT: Vacuum Station Basin D

The OWNER has considered the BID submitted by you, dated Sept. 19, 2008 for the above described WORK in response to the Invitation for Bids and Information for Bidders.

You are hereby notified that your BID has been accepted for BID items in the amount of $963,200.00

You are required by the instructions to Bidder to execute the Agreement and furnish the required CONTRACTOR's Performance Bond, Payment Bond, and certificates of insurance within fourteen (14) calendar days from the date of this Notice to you. If you fail to execute said Agreement and to furnish said Bonds and insurance within fourteen (14) calendar days from receipt of this Notice, said OWNER will be entitled to consider all your rights arising out of the OWNER's acceptance of your BID as abandoned and as a forfeiture of your BID BOND. The OWNER will be entitled to such other rights as may be granted by law.

You are required to return an acknowledged copy of this NOTICE OF AWARD to the OWNER.

Dated this 19th day of September, 2008.

OWNER: Key Largo Wastewater Treatment District

(Name of OWNER)

By (Signature) [Signature]

Charles F. Fishburn, General Manager

(Printed Name and Title)

ACCEPTANCE OF NOTICE

Receipt and acceptance of the above NOTICE OF AWARD is hereby acknowledged by Jeanette Silvestri this 19 day of September, 2008.

Marlin Holding Inc.

By

Jeanette Silvestri, Secretary of Corp.

(Printed Name and Title)

END OF SECTION

March 2008

Notices of Award Form
<table>
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<th>Description</th>
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<th>LS</th>
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KEY LARGO WASTEWATER TREATMENT DISTRICT
Agenda Request Form

Meeting Date: October 21, 2008
Agenda Item No. 12

[ ] PUBLIC HEARING
[X] DISCUSSION
[ ] GENERAL APPROVAL OF ITEM
[ ] Other:

SUBJECT: Operation Manager Position

RECOMMENDED MOTION/ACTION:

Approved by General Manager
Date: 10/15/08

<table>
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<th>Originating Department: General Manager</th>
<th>Costs: Approximately $</th>
<th>Attachments:</th>
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<td>[ ] Clerk ______</td>
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</table>

| Advertised:                           |                        |             |
| Date: ______________________________ | Paper: __________________|
| [X] Not Required                      | [X] Not Required        |

All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.

Yes I have notified everyone__________
or
Not applicable in this case__________:

Please initial one.

Summary Explanation/Background: The position of Operations Manager has been open for coming upon two years. Our Construction Manager has been covering this position on a part time basis with support from Weiler Engineering. With over seventy million dollars of construction planned for next year, the ability of our Construction Manager to continue to oversee operations is not practical. With the start up of the Regional Wastewater Plant and Collections Systems, at least a half time position must be devoted to the Operations Manager function.

Resulting Board Action:
☐ Approved ☐ Tabled ☐ Disapproved ☐ Recommendation Revised
Memo

To: K LWTD Board
From: Carol Walker, CMC
Date: Oct. 21, 2008
Re: TAB 3

Please see additional back up for TAB 3
October 20, 2008

TO: Commissioners, Key Largo Wastewater Treatment District

FROM: Hicks-Richardson Associates

SUBJECT: Report on Florida Keys DC Trip, October 16, 2008

Commissioners Bullock and Hammaker joined with Vice Mayor Bull of Marathon and Washington Representatives for Key Largo Wastewater Treatment District, City of Marathon and City of Key West in a day of meetings in Washington DC. The goal of the trip was to:

- Demonstrate unity among the local sponsors of the Corps of Engineers Florida Keys Water Quality Improvement Program initiative. [FKWQIP]

- Report to staff contacts for Congresswoman Ros-Lehtinen, Senators Nelson and Martínez, and the US Army Corps of Engineers concerning progress with regard to working with the Army Corps of Engineers.

- Make these reports before the Congress returns for its “lame duck session” starting November 17th with the goal of positioning the Keys to succeed both with regard to FY09 Energy and Water Appropriations funding and also any Stimulus 11 package that may be passed by the Congress.

Who We Met With

Sarah Gamino
Legislative Director
Office of Congresswoman Ros-Lehtinen

Roger Cockrell
Majority Staff
Senate Energy and Water Appropriations Committee

Taunja Berquam
Majority Staff
House Energy and Water Appropriations Committee

Larry Prather
Chief of Planning
US Army Corps of Engineers Headquarters
Steve Kopecke
South Atlantic Division
US Army Corps of Engineers Headquarters

Katie Platt
Appropriations Legislative Assistant
Senator Bill Nelson

Spencer Wayne
Appropriations Legislative Assistant
Brydon Ross
Water Resources Legislative Assistant
Senator Mel Martinez

What We Said [please see attached briefing paper]

- All of the Keys Local Sponsors have signed their PCA’s.
- Key Largo Wastewater Treatment District has received its first check.
- Marathon and Key West are preparing to invoice the Corps.
- Three of the four entities have “shovels in the ground.”
- Commissioners Bullock and Hammaker repeatedly stressed that sewer construction was the #1 construction activity in the Keys.
- The four Local Sponsors remain united and are working together.
- “Shovels in the Ground” means that the Keys Local Sponsors are ready to put people to work immediately and help the economy.
- Photos of construction in Key Largo, Marathon, and Big Coppitt Key were provided to illustrate this fact. Commissioner Bullock also provided each of our contacts with additional and more detailed briefing documents.

What We Learned In Our Meetings

- There is a real possibility that the FY09 Energy and Water Appropriations Bill could be completed before Christmas.
- There is a real and growing possibility that there will be a second Stimulus bill and that this bill will include major funding for infrastructure, including sewers.
- We were told repeatedly by all three Congressional offices and by the Corps officials that the Keys sewer local sponsors are considered role models for regional cooperation on major water projects.
- Although we are not receiving as much money as we need, the FKWQIP is one of only four Corps Environmental Infrastructure Projects, among hundreds that have been authorized, that is not only being funded but also has a multi-year track-record of receiving appropriations.
- There will likely be an increased focus on infrastructure funding in the new Administration and the 111th Congress under the concept that this represents investment and not consumption.
- Again, this message was given to us in each of our meetings.
Conclusion

- We asked that whatever final form the FY09 Energy and Water Development Act may take, that the $2.5 million in the House version of the bill be allowed to prevail.
- That if a Stimulus 11 package is passed that all parties remember that the Keys have "shovels in the ground" and are ready to spend any additional funding immediate and put people to work.
- We asked that the Congressional delegation help us in the upcoming Water Resources Development Act reauthorization with language that will emphasize the eco-system focus of the FKWQIP.
- We promised that the Local Sponsors would be back in FY10 and would be requesting an increase in funding to help sewer the Keys.
FLORIDA KEYS WATER QUALITY IMPROVEMENT PROGRAM

PROGRESS AND STATUS OF LOCAL SPONSORS IN WORKING WITH THE CORPS OF ENGINEERS, "SHOVELS IN THE GROUND"

Key Largo Wastewater Treatment District

- Project Cooperation Agreement signed with Corps of Engineers.
- Project Cooperation Amendment signed with Corps of Engineers.
- First funding from Corps received.
- Widespread construction underway.

City of Marathon

- Project Cooperation Agreement signed with Corps of Engineers.
- Preparing to submit first invoice to Corps of Engineers.
- Widespread construction underway.

City of Key West

- Project Cooperation Agreement signed with Corps of Engineers.
- Preparing to submit first invoice to Corps of Engineers.
- Widespread construction underway.

Village of Islamorada

- Project Cooperation Agreement signed with Corps of Engineers.

PRIORITIES OF THE FLORIDA KEYS CORPS OF ENGINEERS LOCAL SPONSORS

1. $2.5 Senate Energy and Water Appropriations funding level in FY09 Energy and Water Appropriations bill.

2. Increased funding in the FY10 Energy and Water Appropriations bill so local sponsors can meet 2010 Federal deadline for sewer ing the Keys.

3. Language in WRDA 09 which helps to highlight the fact that the Florida Keys Water Quality Improvement Program is not environmental infrastructure but rather eco-system restoration.
Proposed WRDA Language:

“The Committee wishes to clarify and emphasize that the FKWQIP, authorized in Section 109 of P.L. 106-554, contributes significantly to the protection and restoration of the threatened and nationally significant coral reef ecosystem which constitutes the Florida Keys National Marine Sanctuary and the near shore waters of the Florida Keys. The Federal and State mandates requiring advanced wastewater treatment systems throughout the Keys are four times more stringent than almost anywhere in the nation and are the direct result of the need to protect and restore the sanctuary ecosystem pursuant to the requirements set forth in P.L. 101-605 establishing the National Marine Sanctuary system. The Committee also finds that in this particular case wastewater treatment operations consistent with the FKWQIP are critical to the protection of the Florida Keys National Marine Sanctuary ecosystem and as such are wholly consistent with the ecosystem restoration mission of the U.S. Army Corps of Engineers.”
FLORIDA KEYS CORAL REEF PROTECTION & NEAR SHORE WATER QUALITY

WASTEWATER LOCAL SPONSORS OF THE FLORIDA KEYS WATER QUALITY IMPROVEMENT PROGRAM

KEY LARGO
MARATHON
ISLAMORADA
KEY WEST
FLORIDA’S CORAL REEF: A NATIONAL CONCERN

- South Florida is home to the only living barrier coral reef in the continental United States and it is the world’s third largest coral reef system.

- In 1990, Congress created the Florida Keys National Marine Sanctuary with PL 101-605 requiring the EPA, NOAA and the State of FL to ensure protection of the Keys coral reef ecosystem.

- Numerous studies by USEPA, NOAA, USGS, State of Florida, South Florida Water Management District and local agencies show that **NUTRIENTS from WASTEWATER are the MAJOR CONTRIBUTORS to the CHALLENGE of ENVIRONMENTAL RESTORATION.**
FLORIDA’S CORAL REEF: A NATIONAL CONCERN

- 4 million people visit the Florida Keys annually contributing to economic development by generating over $1.3 billion per year and supporting over 21,000 jobs.

- Water related activities, including snorkeling, diving, fishing, and other activities support 70% of tourism in the Keys.

- In July 2007 the EPA released results of a 3-year study in the FL Keys indicating common fecal bacteria and human viruses from land-based sources of sewage are present in corals up to 6 miles from shore.
FLORIDA KEYS: AN AREA OF CRITICAL STATE CONCERN


- Florida’s Governor issued EO 98-309 directing State agencies to coordinate with Monroe County to implement a year 2010 comprehensive plan to “Sewer the Keys”.

- Section 6 FL Statute Chapter 99-395 specifies sewage effluent disposal standards which require advanced wastewater treatment (AWT) and best available technology (BAT) for the entire Keys region.
THERE ARE 45 CONTAMINATION "HOT SPOTS" IDENTIFIED IN THE FLORIDA KEYS ECOSYSTEM
THE KEYS CORAL REEF ECOSYSTEM WILL BE PROTECTED BY FAR STRICTER STANDARDS BY 2010

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<th>NATIONAL STANDARD</th>
<th>FLORIDA KEYS STANDARD</th>
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<tr>
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<td>• 5 mg/l BOD</td>
</tr>
<tr>
<td>• NONE FOR NITROGEN</td>
<td>• 3 mg/l NITROGEN</td>
</tr>
<tr>
<td>• NONE FOR PHOSPHORUS</td>
<td>• 1 mg/l PHOSPHORUS</td>
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For eco-restoration there are approximately 240 permitted “package plants” treating 2.5 million gallons per day meeting current standards that will have to be abandoned because they will not meet the 2010 standards.
Who Covers the Cost of Coral Reef Protection/Restoration/Enhancement for the Nation?

- **WHAT ARE THE ESTIMATED MINIMUM COSTS FOR FLORIDA RESIDENTS AND THE STATE TO PROTECT, ENHANCE, AND RESTORE THE CORAL REEF ECOSYSTEM?**

  - $10,000 to $20,000 per home for new collection system, force mains, and treatment plants

  - $2,000 to $8,000 per home to abandon current septic system and connection to new sewer system

  - $40 to $80 average monthly bill per home for system operation and maintenance expenses
A Chronology of Federal Funding to Protect the Keys Coral Reef Ecosystem

- In Section 109 of PL 106-554, Congress authorized $100M for construction of collection and treatment systems throughout the Florida Keys ecosystem.

- Congress has appropriated:

  - $420,000 in FY02
  - $2,488,000 in FY04
  - $2,250,000 in FY05
  - $2,000,000 in FY06
  - $2,017,000 in FY08
WHAT IS NEEDED TO SAVE THE CORAL REEFS OF THE FLORIDA KEYS?

- Total cost to meet the 2010 effluent mandate is estimated at $800 million to $1.0 billion.

- Absent Federal assistance, the financial burden on local residents and the State of Florida to protect, enhance, and restore the Florida Keys coral reef ecosystem will be overwhelming; and in all likelihood will fail to protect the coral reef and the National Marine Sanctuary.

- USACE Project Cooperation Agreements have been signed for the Key Largo Wastewater Treatment District and are under final review for Marathon and Islamorada.
WHAT IS NEEDED TO SAVE THE CORAL REEFs OF THE FLORIDA KEYS?

• “The use of Federal Funds to assist in the construction of the WWTF [Waste Water Treatment Facility] is the best means to reduce this nutrient source and protect the Sanctuary.”

  USACE Keys 2006 Environmental Assessment

• The FY09 House Energy and Water Appropriations Bill contains $2.5 million in the Corps of Engineers Construction Grants account. $2.25 million is provided in the Senate version of the bill.
Marathon Airport Force Main
KLDW Expanded Plant
2,300,000 gallons per day

KLDW Existing Plant
183,000 gallons per day

10.13.2008 4:04:28
## Monroe County Project Expenditure Summary 2003-2008

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<th>Utility</th>
<th>System Development or User Fees Levied</th>
<th>Private Construction Revenue</th>
<th>Local Planning Revenue (MSTUS)</th>
<th>Infrastructure Tax and Other Local Sources</th>
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<td><strong>45.5</strong></td>
<td><strong>20.3</strong></td>
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*a* System Development Fees include revenue for Service Basins in which non-ad valorem assessments have been levied.

*b* Private construction revenue is only included for service areas in compliance with the requirements of 99-395 Laws of Florida; this estimate is based on the EDUSs within a service area and an onsite cost of $3,650 for lateral installation and existing system abandonment.

'North Key Largo Utility Corporation Expenditure includes $4.1M in the last 5 years.

'Includes System Development Fee Revenue for Basins A through G.

'Includes Little Venice Demonstration Project; System Development Fees have been levied for Little Venice and Service Areas 4 & 6. Based on Nov 07 KWP.

'Includes System Development Fees for Baypoint, Conch Key, South Lower Keys (Big Coppitt), and Duck Key.

Prepared September 29, 2008
Memo

To:        KLWTB Board
From:      Carol Walker, CMC
Date:      Oct. 21, 2008
Re:        TAB 3

Please see additional back up for TAB 3
October 20, 2008

TO:     Commissioners, Key Largo Wastewater Treatment District

FROM:  Hicks-Richardson Associates

SUBJECT: Report on Florida Keys DC Trip, October 16, 2008

Commissioners Bullock and Hammaker joined with Vice Mayor Bull of Marathon and Washington Representatives for Key Largo Wastewater Treatment District, City of Marathon and City of Key West in a day of meetings in Washington DC. The goal of the trip was to:

- Demonstrate unity among the local sponsors of the Corps of Engineers Florida Keys Water Quality Improvement Program initiative. [FKWQIP]

- Report to staff contacts for Congresswoman Ros-Lehtinen, Senators Nelson and Martinez, and the US Army Corps of Engineers concerning progress with regard to working with the Army Corps of Engineers.

- Make these reports before the Congress returns for its “lame duck session” starting November 17th with the goal of positioning the Keys to succeed both with regard to FY09 Energy and Water Appropriations funding and also any Stimulus 11 package that may be passed by the Congress.

Who We Met With

Sarah Gamino
Legislative Director
Office of Congresswoman Ros-Lehtinen

Roger Cockrell
Majority Staff
Senate Energy and Water Appropriations Committee

Taunja Berquam
Majority Staff
House Energy and Water Appropriations Committee

Larry Prather
Chief of Planning
US Army Corps of Engineers Headquarters
Steve Kopecke  
South Atlantic Division  
US Army Corps of Engineers Headquarters

Katie Platt  
Appropriations Legislative Assistant  
Senator Bill Nelson

Spencer Wayne  
Appropriations Legislative Assistant  
Brydon Ross  
Water Resources Legislative Assistant  
Senator Mel Martinez

What We Said [please see attached briefing paper]

- All of the Keys Local Sponsors have signed their PCA’s.  
- Key Largo Wastewater Treatment District has received its first check.  
- Marathon and Key West are preparing to invoice the Corps.  
- Three of the four entities have “shovels in the ground.”  
- Commissioners Bullock and Hammaker repeatedly stressed that sewer construction was the #1 construction activity in the Keys.  
- The four Local Sponsors remain united and are working together.  
- “Shovels in the Ground” means that the Keys Local Sponsors are ready to put people to work immediately and help the economy.  
- Photos of construction in Key Largo, Marathon, and Big Coppitt Key were provided to illustrate this fact. Commissioner Bullock also provided each of our contacts with additional and more detailed briefing documents.

What We Learned In Our Meetings

- There is a real possibility that the FY09 Energy and Water Appropriations Bill could be completed before Christmas.  
- There is a real and growing possibility that there will be a second Stimulus bill and that this bill will include major funding for infrastructure, including sewers.  
- We were told repeatedly by all three Congressional offices and by the Corps officials that the Keys sewer local sponsors are considered role models for regional cooperation on major water projects.  
- Although we are not receiving as much money as we need, the FKWQIP is one of only four Corps Environmental Infrastructure Projects, among hundreds that have been authorized, that is not only being funded but also has a multi-year track-record of receiving appropriations.  
- There will likely be an increased focus on infrastructure funding in the new Administration and the 111th Congress under the concept that this represents investment and not consumption.  
- Again, this message was given to us in each of our meetings.
Conclusion

- We asked that whatever final form the FY09 Energy and Water Development Act may take, that the $2.5 million in the House version of the bill be allowed to prevail.
- That if a Stimulus 11 package is passed that all parties remember that the Keys have “shovels in the ground” and are ready to spend any additional funding immediate and put people to work.
- We asked that the Congressional delegation help us in the upcoming Water Resources Development Act reauthorization with language that will emphasize the eco-system focus of the FKWQIP.
- We promised that the Local Sponsors would be back in FY10 and would be requesting an increase in funding to help sewer the Keys.
FLORIDA KEYS WATER QUALITY IMPROVEMENT PROGRAM

PROGRESS AND STATUS OF LOCAL SPONSORS IN WORKING WITH THE CORPS OF ENGINEERS, "SHOVELS IN THE GROUND"

Key Largo Wastewater Treatment District

- Project Cooperation Agreement signed with Corps of Engineers.
- Project Cooperation Amendment signed with Corps of Engineers.
- First funding from Corps received.
- Widespread construction underway.

City of Marathon

- Project Cooperation Agreement signed with Corps of Engineers.
- Preparing to submit first invoice to Corps of Engineers.
- Widespread construction underway.

City of Key West

- Project Cooperation Agreement signed with Corps of Engineers.
- Preparing to submit first invoice to Corps of Engineers.
- Widespread construction underway.

Village of Islamorada

- Project Cooperation Agreement signed with Corps of Engineers.

PRIORITIES OF THE FLORIDA KEYS CORPS OF ENGINEERS LOCAL SPONSORS

1. $2.5 Senate Energy and Water Appropriations funding level in FY09 Energy and Water Appropriations Bill.

2. Increased funding in the FY10 Energy and Water Appropriations Bill so local sponsors can meet 2010 Federal deadline for sewerage in the Keys.

3. Language in WRDA 09 which helps to highlight the fact that the Florida Keys Water Quality Improvement program is not environmental infrastructure but rather eco-system restoration.
Proposed WRDA Language:

“The Committee wishes to clarify and emphasize that the FKWQIP, authorized in Section 109 of P.L. 106-554, contributes significantly to the protection and restoration of the threatened and nationally significant coral reef ecosystem which constitutes the Florida Keys National Marine Sanctuary and the near shore waters of the Florida Keys. The Federal and State mandates requiring advanced wastewater treatment systems throughout the Keys are four times more stringent than almost anywhere in the nation and are the direct result of the need to protect and restore the sanctuary ecosystem pursuant to the requirements set forth in P.L. 101-605 establishing the National Marine Sanctuary system. The Committee also finds that in this particular case wastewater treatment operations consistent with the FKWQIP are critical to the protection of the Florida Keys National Marine Sanctuary ecosystem and as such are wholly consistent with the ecosystem restoration mission of the U.S. Army Corps of Engineers.”
FLORIDA KEYS CORAL REEF PROTECTION & NEAR SHORE WATER QUALITY

WASTEWATER LOCAL SPONSORS OF THE FLORIDA KEYS WATER QUALITY IMPROVEMENT PROGRAM

KEY LARGO  ISLAMORADA
MARATHON  KEY WEST
FLORIDA’S CORAL REEF: A NATIONAL CONCERN

- South Florida is home to the only living barrier coral reef in the continental United States and it is the world’s third largest coral reef system.

- In 1990, Congress created the Florida Keys National Marine Sanctuary with PL 101-605 requiring the EPA, NOAA and the State of FL to ensure protection of the Keys coral reef ecosystem.

- Numerous studies by USEPA, NOAA, USGS, State of Florida, South Florida Water Management District and local agencies show that NUTRIENTS from WASTEWATER are the MAJOR CONTRIBUTORS to the CHALLENGE of ENVIRONMENTAL RESTORATION.
FLORIDA’S CORAL REEF: A NATIONAL CONCERN

• 4 million people visit the Florida Keys annually contributing to economic development by generating over $1.3 billion per year and supporting over 21,000 jobs.

• Water related activities, including snorkeling, diving, fishing, and other activities support 70% of tourism in the Keys.

• In July 2007 the EPA released results of a 3-year study in the FL Keys indicating common fecal bacteria and human viruses from land-based sources of sewage are present in corals up to 6 miles from shore.
FLORIDA KEYS: AN AREA OF CRITICAL STATE CONCERN


- Florida’s Governor issued EO 98-309 directing State agencies to coordinate with Monroe County to implement a year 2010 comprehensive plan to “Sewer the Keys”

- Section 6 FL Statute Chapter 99-395 specifies sewage effluent disposal standards which require advanced wastewater treatment (AWT) and best available technology (BAT) for the entire Keys region.
THERE ARE 45
CONTAMINATION
"HOT SPOTS"
IDENTIFIED IN THE
FLORIDA KEYS
ECOSYSTEM
THE KEYS CORAL REEF ECOSYSTEM WILL BE PROTECTED BY FAR STRICTER STANDARDS BY 2010

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<th>NATIONAL STANDARD</th>
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<tr>
<td>• 20 mg/l SUSPENDED SOLIDS</td>
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<tr>
<td>• NONE FOR PHOSPHORUS</td>
<td>• 1 mg/l PHOSPHORUS</td>
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For eco-restoration there are approximately 240 permitted “package plants” treating 2.5 million gallons per day meeting current standards that will have to be abandoned because they will not meet the 2010 standards.
Who Covers the Cost of Coral Reef Protection/Restoration/Enhancement for the Nation?

- WHAT ARE THE ESTIMATED MINIMUM COSTS FOR FLORIDA RESIDENTS AND THE STATE TO PROTECT, ENHANCE, AND RESTORE THE CORAL REEF ECOSYSTEM?

  - $10,000 to $20,000 per home for new collection system, force mains, and treatment plants
  - $2,000 to $8,000 per home to abandon current septic system and connection to new sewer system
  - $40 to $80 average monthly bill per home for system operation and maintenance expenses
A Chronology of Federal Funding to Protect the Keys Coral Reef Ecosystem

- In Section 109 of PL 106-554, Congress authorized $100M for construction of collection and treatment systems throughout the Florida Keys ecosystem.

- Congress has appropriated:
  - $420,000 in FY02
  - $2,488,000 in FY04
  - $2,250,000 in FY05
  - $2,000,000 in FY06
  - $2,017,000 in FY08
WHAT IS NEEDED TO SAVE THE CORAL REEFS OF THE FLORIDA KEYS?

• Total cost to meet the 2010 effluent mandate is estimated at $800 million to $1.0 billion.

• Absent Federal assistance, the financial burden on local residents and the State of Florida to protect, enhance, and restore the Florida Keys coral reef ecosystem will be overwhelming; and in all likelihood will fail to protect the coral reef and the National Marine Sanctuary.

• USACE Project Cooperation Agreements have been signed for the Key Largo Wastewater Treatment District and are under final review for Marathon and Islamorada.
WHAT IS NEEDED TO SAVE THE CORAL REEFS OF THE FLORIDA KEYS?

• "The use of Federal Funds to assist in the construction of the WWTF [Waste Water Treatment Facility] is the best means to reduce this nutrient source and protect the Sanctuary."

  USACE Keys 2006 Environmental Assessment

• The FY09 House Energy and Water Appropriations Bill contains $2.5 million in the Corps of Engineers Construction Grants account. $2.25 million is provided in the Senate version of the bill.
The Keys Are the Key

2010.5

To Florida Bay
### Monroe County Project Expenditure Summary 2003-2008

<table>
<thead>
<tr>
<th>Utility</th>
<th>System Development or User Fees Levied</th>
<th>Private Construction Revenue</th>
<th>Local Planning Revenue (MSTUs)</th>
<th>Infrastructure Tax and Other Local Sources</th>
<th>State Grants</th>
<th>Federal Grants</th>
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<td><strong>11.4</strong></td>
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* System Development Fees include revenue for Service Basins in which non-ad valorem assessments have been levied.

* Private construction revenue is only included for service areas in compliance with the requirements of 99-395 Laws of Florida; this estimate is based on the EDUSs within a service area and an onsite cost of $3,650 for lateral installation and existing system abandonment.

* North Key Largo Utility Corporation Expenditure includes $4.1M in the last 5 years.

* Includes System Development Fee Revenue for Basins A through G.

* Includes Little Venice Demonstration Project; System Development Fees have been levied for Little Venice and Service Areas 4 & 6. Based on Nov 07 KWP.

* Includes System Development Fees for Baypoint, Conch Key, South Lower Keys (Big Coppitt), and Duck Key.

Prepared September 29, 2008