

**Coral Springs
Improvement District**

Agenda

September 21, 2020



Coral Springs Improvement District

September 14, 2020

Board of Supervisors
Coral Springs Improvement District

Dear Board Members:

The regular meeting of the Board of Supervisors of the Coral Springs Improvement District will be conducted via video conference, pursuant to Executive Order 20-69 as extended by Executive Order 20-193, on Monday, September 21, 2020 at 4:00 p.m. Members of the public can attend the meeting by calling 415-655-0001 and entering access code 1262568621. Following is the advance agenda for the meeting.

1. Call to Order
2. Approval of the Minutes of the August 17, 2020 Meeting
3. Audience Comments
4. Approval of Financial Statements for August 2020
5. Public Hearing to Consider Adoption of Water and Sewer Budget for Fiscal Year 2021, Resolution 2020-17
6. Consideration of Purchase of Eaton RGH Breaker 2000A for \$29,568
7. Consideration of Proposals from AECOM for Services Related to Gasoline Discharge from UST, Piggybacking Off the Broward County Library Services Contract
 - A. Limited Site Assessment to Determine the Extent of the Spill and Prepare Regulatory Reports for \$8,640
 - B. Remove the Damaged Gasoline Tank, 550 Gallon Diesel Tank and Contaminated Soil for \$91,891
8. Consideration of Rostan Change Order #1
9. Consideration of Award of Disaster Debris Monitoring and Reimbursement Management Services to Rostan
10. Consideration of Award of Aquatic Chemical Bid to Low Bidder for Each Chemical
11. Consideration of Purchase of Polymer from Polydyne, Piggybacking Off the City of Palm Coast Contract
12. Consideration of Sole Source Letter to Allow for the Ongoing Purchase of SEI-Hydroflo Motor and Pump Combination from Atlantic Environmental System for the Waterplant
13. Consideration of Purchase of Breakers from Graybar Under the US Communities Contract
14. Consideration of Work Authorization #180 for Design Build Services Related to Sites 10 and 10 A Canal Bank Stabilization Design for a Total Cost of \$42,805 (Tabled Item)
15. Consideration of Work Authorization #181 for Plant F Magnetic Flow Meter Replacement for a Total Cost of \$17,100
16. Engineer's Report
17. Staff Reports
 - A. Manager – Ken Cassel
 - Consideration of Proposed Meeting Schedule for Fiscal Year 2021
 - B. Department Reports
 - Operations – Dan Daly



Coral Springs Improvement District

- Utilities Update - David McIntosh
- Water – Christian McShea
- Wastewater – Tom Kedrierski
- Stormwater – Shawn Frankenhauser
- Field – Curt Dwiggin
- Maintenance Report – Pedro Vasquez
- Human Resources – Jan Zilmer
- Motion to Accept Department Reports

C. Attorney

18. Supervisors' Requests
19. Adjournment

Any supporting documents not included in the agenda package will be distributed at the meeting. If you have any questions prior to the meeting, please contact me.

Sincerely,

Kenneth Cassel/sd
District Manager

cc: District Staff
Terry Lewis
Seth Behn
Rick Olson
Beverley Servé
Stephen Bloom

Second Order of Business

**MINUTES OF MEETING
CORAL SPRINGS
IMPROVEMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Coral Springs Improvement District was held Monday, August 17, 2020 at 4:00 p.m. at the District Office at 10300 NW 11th Manor, Coral Springs and via webinar and teleconference pursuant to Executive Order 20-69 issued on March 20, 2020 by Governor DeSantis, as extended by Executive Order 20-193 and Section 120.54(5)(b)2, Florida Statutes.

Present and constituting a quorum were:

Martin Shank	President
Len Okyn	Vice President
Chuck Sierra	Secretary

Also present were:

Ken Cassel	District Manager
Terry Lewis	District Attorney
Dan Daly	Director of Operations
David McIntosh	Director of Operations
Joe Stephens	Director of Utilities
Jan Zilmer	Human Resources
Marta Rubio	District Accountant
Rick Olson	District Engineer
Curt Dwiggin	Field Department
Christian McShea	Water Department
Tom Kedrierski	Wastewater Department
Shawn Frankenhauser	Stormwater Department
Sandra Demarco	Inframark

The following is a summary of the discussions and actions taken at the August 17, 2020 Coral Springs Improvement District's Board of Supervisors Meeting.

FIRST ORDER OF BUSINESS

Call to Order

Mr. Cassel called the meeting to order at 4:04 p.m. and called the roll.

SECOND ORDER OF BUSINESS

Approval of the Minutes of the July 20, 2020 Meeting

Each Board member received a copy of the Minutes of the July 20, 2020 Meeting, and any additions, corrections or deletions were requested.

There being none,

On MOTION by Mr. Okyn seconded by Mr. Sierra with all in favor the minutes of the July 20, 2020 meeting were approved.

THIRD ORDER OF BUSINESS

Audience Comments

There being none, the next item followed.

FOURTH ORDER OF BUSINESS

Approval of Financial Statements for July 2020

There being no questions or comments,

On MOTION by Mr. Okyn seconded by Mr. Sierra with all in favor the financial statements for July 2020 were approved.

FIFTH ORDER OF BUSINESS

Public Hearing to Consider Adoption of General Fund Budget for Fiscal Year 2021

On MOTION by Mr. Okyn seconded by Mr. Sierra with all in favor the regular meeting was suspended to open the public hearing.

Mr. Cassel opened the public hearing and called the roll. The floor was opened to public comments.

There being none,

On MOTION by Mr. Okyn seconded by Mr. Sierra with all in favor the public hearing was closed, and the regular meeting was reconvened.

A. Resolution 2020-15, Adopting the Fiscal Year 2021 General Fund Budget

There being no questions or comments,

On MOTION by Mr. Okyn seconded by Mr. Sierra with all in favor Resolution 2020-15, adopting the Fiscal Year 2021 General Fund Budget, was adopted.

B. Resolution 2020-16, Levying Non Ad Valorem Assessments for Fiscal Year 2021

There being no questions or comments,

On MOTION by Mr. Okyn seconded by Mr. Sierra with all in favor Resolution 2020-16, levying non ad valorem assessments for Fiscal Year 2021, was adopted.

SIXTH ORDER OF BUSINESS

Consideration of Work Authorization #180 for Design Build Services Related to Sites 10 and 10A Canal Bank Stabilization Design for a Total Cost of \$30,915

Mr. Cassel reported there are some last-minute changes, which will increase the scope. The area will be inspected again.

On MOTION by Mr. Okyn seconded by Mr. Sierra with all in favor this item was tabled.

SEVENTH ORDER OF BUSINESS

Motion to Rescind Suspension of Shut-Offs and Late Fees

Mr. Cassel reported the suspension was done by motion.

On MOTION by Mr. Okyn seconded by Mr. Sierra with all in favor late fees were rescinded effective September 1, 2020 and shut-offs will be addressed on a monthly basis.

EIGHTH ORDER OF BUSINESS

Consideration of Contract with Rostan

This item was previously addressed.

NINTH ORDER OF BUSINESS

Engineer's Report

Mr. Olson reviewed his report; a copy of which is attached hereto and made part of the public record.

- Work Authorization #159 – Engine startup services are scheduled for Thursday, August 20, 2020 and will be operational.
- Work Authorization #162 – Power to the well will be returned tomorrow. It will be operational manually. He hopes to have this project completed this week.
- Work Authorization #172 – They just got an update from the manufacturer regarding the DIW generator transfer switch. Delivery is anticipated for September 30, 2020. The project is still on schedule.
- Work Authorization #174 – interior painting of the clarifier is complete. Diffusers and piping will be worked on this week.
- Work Authorization #175 - all work is virtually complete. The roofer is coming to do some touch-ups. Lightning Suppression will be installed later this week. The Project is expected to be complete next week.

TENTH ORDER OF BUSINESS

Staff Reports

A. Manager – Ken Cassel

Mr. Cassel reported he is working with the City Manager on some items.

B. Department Reports

- **Operations – Dan Daly**

- **Utility Billing Work Orders**

This is for information only. Mr. Daly reported accounts receivables are in good shape. Door hangers will go up the first week of September.

- **Utilities Update – David McIntosh**

Mr. McIntosh reviewed the District’s surplus equipment and requested a motion to declare surplus equipment and to publish the notice to dispose of the equipment as required.

On MOTION by Mr. Okyn seconded Mr. Sierra with all in favor the equipment was declared as surplus equipment and staff was directed to publish a notice to dispose of the equipment.

Mr. McIntosh reported the Hurricane Irma project with FEMA is almost closed out.

- **Water – Christian McShea**

Mr. McShea reviewed the Water Department report, a copy of which is attached hereto and made part of the public record. He provided an update on the bypass and Globaltech will be on site tomorrow to review.

- **Wastewater – Tom Kedrierski**

Mr. Kedrierski reviewed his report, a copy of which is attached hereto and made part of the public record.

- **Stormwater – Shawn Frankenhauser**

Mr. Frankenhauser reviewed his report, a copy of which is attached hereto and made part of the public record.

- **Field – Curt Dwiggin**

Mr. Dwiggin reviewed his report, a copy of which is attached hereto and made part of the public record.

- **Maintenance Report – Pedro Vasquez**

A copy of the report was distributed and is attached hereto and made part of the public record.

- **Human Resources – Jan Zilmer**

Mr. Zilmer discussed the fiscal year end dinner the District usually has for staff. They are trying to figure out what to do for the new fiscal year kickoff.

- **Motion to Accept Department Reports**

On MOTION by Mr. Okyn seconded Mr. Sierra with all in favor the Department Reports were accepted.

C. Attorney

Mr. Lewis reported the following:

- The latest executive order issued by the Governor extends the ability to hold virtual meetings until the end of September.
- New legislation requires any new employees and contractors to go through the E-Verify program beginning January 1, 2021. Lewis, Longman and Walker

developed and provided language to include in new contracts. Mr. Zilmer indicated he has an account set up for new employees.

- An agreement has to be drafted with Broward County for the baffles on the Coral Ridge Drive project. The County agreed to maintain the baffles, but he needs a contact from Mr. Hanks since he spoke with the County. Mr. Cassel will follow up with Mr. Hanks.
- A wastewater pipe was breached by a contractor working on the District’s right-of-way. The contractor is denying responsibility. The repairs were approximately \$5,000. He asked if the Board wants him to send a demand letter to the contractor. There was Board consensus for Mr. Lewis send a letter. Mr. Frankenhauser and Mr. McIntosh noted the District had to report the break to the State because it was a force main and may be fined for it.

ELEVENTH ORDER OF BUSINESS

Supervisors’ Requests

The following was discussed:

- Mr. Sierra noted he received an email from Mr. Howard Finkelstein and the courthouse will be closed through September.
- Dr. Shank stated the City announced the recyclable garbage pickup is going to be cancelled and will go to regular garbage burn for energy. He read a statement into the record about the District continuing to do the safest and ecological practices. He will continue to press staff to look for the best ecological ways to service water.

TWELFTH ORDER OF BUSINESS

Adjournment

There being no further business,

On MOTION by Mr. Okyn seconded by Mr. Sierra with all in favor the meeting adjourned.

Kenneth Cassel
Assistant Secretary

Dr. Martin Shank
President

Fourth Order of Business



CORAL SPRINGS IMPROVEMENT DISTRICT

SUMMARY REPORT – MEETING SEPTEMBER 21 2020

**CORAL SPRINGS IMPROVEMENT DISTRICT
GENERAL FUND
SUMMARY REPORT**

For the Period Ending August 31, 2020

	ADOPTED BUDGET FY 2019-2020	PRORATED BUDGET THRU 8/31/2020	ACTUAL 11 MONTHS ENDING 8/31/2020	VARIANCE FAVORABLE (UNFAVORABLE)
REVENUES				
TOTAL REVENUES	\$ 3,905,868	\$ 3,480,653	\$ 4,542,299	\$ 1,061,646
EXPENDITURES & RESERVES				
TOTAL EXPENDITURES	\$ 2,294,868	\$ 2,087,508	\$ 1,674,545	\$ 412,963
TOTAL RESERVES	\$ 1,611,000	\$ 1,476,751	\$ -	\$ 1,476,751
TOTAL EXPENDITURES & RESERVES	\$ 3,905,868	\$ 3,564,259	\$ 1,674,545	\$ 1,889,714
EXCESS REVENUES OVER (UNDER) EXPENDITURES & RESERVES			\$ 2,867,754	
FUND BALANCE BEGINNING			\$ 6,737,085	
FUND BALANCE ENDING			\$ 9,604,839	

**CORAL SPRINGS IMPROVEMENT DISTRICT
WATER & SEWER FUND
SUMMARY REPORT**

For the Period Ending August 31, 2020

	ADOPTED BUDGET FY 2019-2020	PRORATED BUDGET THRU 8/31/2020	ACTUAL 11 MONTHS ENDING 8/31/2020	VARIANCE FAVORABLE (UNFAVORABLE)
REVENUES				
TOTAL REVENUES	\$ 14,572,885	\$ 11,795,345	\$ 12,406,731	\$ 611,386
EXPENDITURES				
TOTAL ADMINISTRATIVE	\$ 2,194,979	\$ 1,987,659	\$ 1,751,645	\$ 236,014
TOTAL PLANT	\$ 6,851,625	\$ 5,624,257	\$ 4,311,544	\$ 1,312,713
TOTAL FIELD	\$ 2,426,747	\$ 2,332,180	\$ 1,840,127	\$ 492,053
TOTAL EXPENDITURES	\$ 11,473,351	\$ 9,944,096	\$ 7,903,316	\$ 2,040,780
AVAILABLE FOR DEBT SERVICE			\$ 4,503,415	
Total Debt Service			\$ 2,582,951	
Excess Revenues (Expenses)			\$ 1,920,464	
Net Assets Beginning			\$ 43,705,620	
Net Assets Ending			\$ 45,626,084	

CORAL SPRINGS IMPROVEMENT DISTRICT AUGUST 2020

GENERAL FUND - CHECK REGISTERS

FUND	CHECK DATE	CHECK No.	AMOUNT
General Fund	08/01/2020 thru 08/31/2020	#5324 - #5346	\$91,009.19
Total			\$91,009.19

WATER & SEWER - CHECK REGISTERS

FUND	CHECK DATE	CHECK No.	AMOUNT
Water and Sewer	08/01/2020 thru 08/31/2020	#29669 - #29789	\$502,664.30
Total			\$502,664.30

Fifth Order of Business

RESOLUTION 2020-17

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CORAL SPRINGS IMPROVEMENT DISTRICT ADOPTING THE WATER AND SEWER BUDGET FOR FISCAL YEAR 2021

WHEREAS, Chapter 2004-469, Laws of Florida, recodifying Chapters 70-617 and 89-419, Laws of Florida, authorizes the Coral Springs Improvement District (“District”) to construct, maintain, and operate a water treatment and wastewater treatment and collection system to serve the residents of the Coral Springs Improvement District; and

WHEREAS, pursuant to said authority, the District has constructed a water and wastewater facility from the proceeds of a General Obligation, Water and Sewer Revenue Bond Issue; and

WHEREAS, pursuant to the requirements of the Bond Resolution for said issue, the Board of Supervisors caused a budget to be prepared for the operation and maintenance of said system for Fiscal Year 2021, which by reference is made a part hereof; and

WHEREAS, notice of public hearing concerning the proposed budget was duly published as required by law; and

WHEREAS, the District Board of Supervisors (“Board”) has conducted said public hearing in accordance with applicable law.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE CORAL SPRINGS IMPROVEMENT DISTRICT, THAT:

Section 1. The recitals above are true and correct and are hereby made a part of this Resolution.

Section 2. The District Water and Sewer System Operating and Maintenance Budget (“Budget”), showing expected revenues of \$_____; debt service requirement of \$_____; expected operation and maintenance expenses of \$_____; such that said Budget shows a surplus of \$_____ prior to subordinate lien debt expense of \$_____; and the operation and maintenance thereof can continue through Fiscal Year 2021; said Budget is hereby adopted and certified by the Board of Supervisors of the Coral Springs Improvement District.

Section 3. A verified copy of the Budget shall be attached to this Resolution as Exhibit A and shall be included as part of the District’s “Official Record of Proceedings.”

Section 4. This Resolution shall become effective immediately upon adoption.

PASSED AND ADOPTED by the Board of Supervisors of the Coral Springs Improvement District, this 21st day of September 2020.

Kenneth Cassel
Assistant Secretary

Martin Shank
President

Exhibit A

FY 2021 Water and Sewer Budget



CORAL SPRINGS IMPROVEMENT DISTRICT



APPROVED TENTATIVE
BUDGET 2020 | 2021

WATER & SEWER



CORAL SPRINGS IMPROVEMENT DISTRICT “PROPOSED BUDGET 2020/2021”

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BOARD OF ELECTIVE SUPERVISORS

- Dr. Martin Shank, President
- Len Okyn, Vice President
- Chuck Sierra, Secretary

MANAGEMENT

- Kenneth Cassel, District Manager
- William G. Capko, District Attorney
- Rick Olson, District Engineer
- Dan Daly, Director of Operations
- Jan Zilmer, Human Resources Director
- David McIntosh, Director of Utilities
- Marta Rubio, Director of Finance

**CORAL SPRINGS IMPROVEMENT DISTRICT
Water and Sewer Enterprise Fund**

**PROPOSED BUDGET
Fiscal Year 2020 / 2021**

DESCRIPTION	ADOPTED BUDGET FY 2019/20	ACTUAL THRU 4/30/2020	PROJECTED NEXT 5 Months	TOTAL PROJECTED 9/30/2020	PROPOSED BUDGET FY 2020/21
REVENUES					
Water Revenue	\$ 6,467,008	\$ 3,436,899	\$ 3,030,109	\$ 6,467,008	\$ 6,790,358
Sewer Revenue	5,852,977	3,090,548	2,762,429	5,852,977	6,145,626
Standby Revenue	3,120	1,820	1,300	3,120	3,120
Processing Fees	12,000	9,720	2,280	12,000	12,000
Lien Revenue Fees	9,000	9,125	-	9,125	9,000
Delinquent Fees	290,000	148,500	-	148,500	145,000
Contract Utility Billing Services	62,602	36,522	26,080	62,602	65,732
Contract HR & Payroll Services	13,289	7,527	5,762	13,289	13,688
Facility Connection Fees	-	14,400	4,175	18,575	-
Meter Fees	-	1,125	2,733	3,858	-
Line Connection Fees	-	300	6,275	6,575	-
Interest Income-Restricted	-	42,887	1,337	44,224	-
Interest Income-Operations	65,000	159,362	5,411	164,773	-
Rent Revenue	65,203	57,162	8,041	65,203	67,159
Technology Sharing Revenue	15,450	9,010	6,440	15,450	15,914
Miscellaneous Revenue	12,000	29,655	-	29,655	12,000
Carryforward Prior Yr Fund Balance	1,705,236	-	1,705,236	1,705,236	2,847,690
TOTAL REVENUES	14,572,885	7,054,562	7,567,608	14,622,170	16,127,287
EXPENDITURES					
Debt Service					
Principal 2016 Series	1,640,000	1,640,000	-	1,640,000	1,695,000
Interest 2016 Series	1,177,758	883,321	294,437	1,177,758	1,127,738
Sub-Total Debt Service	2,817,758	2,523,321	294,437	2,817,758	2,822,738

DESCRIPTION	ADOPTED BUDGET FY 2019/20	ACTUAL THRU 4/30/2020	PROJECTED NEXT 5 Months	TOTAL PROJECTED 9/30/2020	PROPOSED BUDGET FY 2020/21
ADMINISTRATIVE					
Salaries and Wages	1,011,726	618,920	392,806	1,011,726	1,161,765
Special Pay	2,534	2,447	-	2,447	2,783
FICA Taxes	77,397	44,409	32,988	77,397	88,875
Pension Expense	121,408	72,755	48,653	121,408	139,410
Health Insurance	233,182	118,663	114,519	233,182	296,392
Workers Comp. Insurance	3,423	1,111	2,312	3,423	3,833
Unemployment Compensation	4,000	-	4,000	4,000	4,000
OPEB Expense	2,862	-	2,862	2,862	2,862
Engineering Fees	33,600	1,306	32,294	33,600	33,600
Trustee Fees/Other Debt Expenses	10,720	9,159	1,561	10,720	10,720
Legal Fees	60,000	14,781	45,219	60,000	60,000
Special Consulting Services	86,000	12,781	73,219	86,000	110,000
Travel & Per Diem (Board)	4,500	-	4,500	4,500	4,500
Annual Audit	12,150	12,150	-	12,150	12,150
Actuarial Computation - OPEB	2,700	-	2,700	2,700	2,100
Management Fees	88,552	51,657	36,895	88,552	91,209
Telephone Expense	13,835	6,523	7,312	13,835	15,200
Postage	36,600	19,046	17,554	36,600	55,780
Printing & Binding	21,970	20,479	20,479	40,958	45,460
Electric Expense	12,960	5,773	7,187	12,960	13,885
Rentals and Leases	3,075	3,226	3,226	6,452	3,150
Insurance	16,520	5,751	10,769	16,520	17,850
Repair and Maintenance	26,460	10,751	15,709	26,460	27,700
Legal Advertising	4,500	145	4,355	4,500	4,500
Other Current Charges	29,910	12,842	17,068	29,910	33,395
Merchant Fees	78,520	44,130	44,130	88,260	84,800
Computer/Technology Expenses	113,835	31,924	81,911	113,835	68,245
Employment Ads	13,550	4,971	8,579	13,550	13,550
Toilet Rebate [150 x \$99 = \$14,850]	14,850	6,138	8,712	14,850	14,850
Office Supplies	4,000	715	3,285	4,000	4,000
Dues, Licenses, Schools & Permits	12,000	1,431	10,569	12,000	12,000
Promotional Expenses	14,640	5,858	8,782	14,640	16,890
Capital Outlay	23,000	9,584	13,416	23,000	19,000
Sub-Total Administrative	2,194,979	1,149,426	1,077,570	2,226,997	2,474,454

DESCRIPTION	ADOPTED BUDGET FY 2019/20	ACTUAL THRU 4/30/2020	PROJECTED NEXT 5 Months	TOTAL PROJECTED 9/30/2020	PROPOSED BUDGET FY 2020/21
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PLANT OPERATIONS

Salaries and Wages	1,700,446	941,630	758,816	1,700,446	1,814,207
Special Pay	2,703	2,546	-	2,546	2,757
FICA Taxes	130,084	72,115	57,971	130,086	138,787
Pension Expense	201,000	105,388	95,612	201,000	214,653
Health Insurance	354,297	194,372	159,925	354,297	471,634
Workers Comp. Insurance	93,877	35,585	45,416	81,001	99,325
OPEB Expense	4,437	-	1,852	1,852	4,682
Water Quality Testing	68,475	43,076	25,399	68,475	67,295
Telephone Expense	8,900	4,152	4,748	8,900	9,260
Electric	698,830	342,818	293,062	635,879	686,760
Rentals and Leases	15,500	4,755	10,745	15,500	14,250
Insurance	166,630	65,743	100,887	166,630	174,850
Repair & Maintenance	1,007,715	355,731	652,484	1,008,215	859,740
Filters for Water Plant	678,290	47,954	630,336	678,290	695,920
Sludge Management-Sewer	150,000	61,745	85,000	146,745	150,000
Chemicals	337,995	142,282	195,713	337,995	357,745
Office Supplies	3,635	907	2,728	3,635	3,635
Operating Supplies	98,675	17,376	81,299	98,675	64,275
Uniforms	9,775	6,189	3,586	9,775	10,880
Motor Fuels	99,411	2,744	96,667	99,411	101,290
Dues, Licenses & Permits	56,950	21,851	35,099	56,950	43,515
Capital Outlay	964,000	344,539	619,461	964,000	1,786,963
Sub-Total Plant Operations	6,851,625	2,813,499	3,956,805	6,770,304	7,772,423

DESCRIPTION	ADOPTED BUDGET FY 2019/20	ACTUAL THRU 4/30/2020	PROJECTED NEXT 5 Months	TOTAL PROJECTED 9/30/2020	PROPOSED BUDGET FY 2020/21
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FIELD OPERATIONS

Salaries and Wages	786,613	422,599	364,014	786,613	745,590
Special Pay	1,405	1,299	-	1,299	1,351
FICA Taxes	60,176	32,090	28,086	60,176	57,038
Pension Expense	94,394	47,028	47,366	94,394	89,473
Health Insurance	247,480	116,777	130,703	247,480	224,338
Workers Comp. Insurance	49,556	20,204	29,352	49,556	46,972
OPEB Expense	2,723	-	2,723	2,723	3,000
Water Quality Testing	1,000	100	900	1,000	1,000
Naturescape Irrigation Service	4,970	-	4,970	4,970	5,470
Telephone Expense	13,950	6,886	7,064	13,950	15,345
Electric Expense	114,480	60,968	43,017	103,985	106,890
Rentals & Leases	9,500	2,824	6,676	9,500	9,500
Rent Expense - SCADA	56,040	32,690	23,350	56,040	56,040
Insurance	24,000	8,541	15,459	24,000	25,930
Repairs and Maintenance	216,000	17,999	198,001	216,000	166,000
Lift Stations	168,850	82,812	86,038	168,850	168,850
Generators	33,080	17,793	15,287	33,080	33,080
Meters	60,680	11,139	49,541	60,680	60,680
Office Supplies	1,680	160	1,520	1,680	1,680
Operating Supplies	57,190	33,775	23,415	57,190	57,190
Uniforms	5,820	4,170	1,650	5,820	5,820
Motor Fuels	22,860	12,103	10,757	22,860	22,860
Dues, Licenses, Schools & Permits	13,300	2,321	10,979	13,300	13,300
Capital Outlay	381,000	356,340	24,660	381,000	858,000
Sub-Total Field Operations	2,426,747	1,290,618	1,125,528	2,416,146	2,775,397
TOTAL OPERATING EXPENDITURES	11,473,351	5,253,543	6,159,903	11,413,446	13,022,274
Required Reserve for R&R	-	-	-	-	-
TOTAL OPERATING EXPENDITURES & RESERVES	11,473,351	5,253,543	6,159,903	11,413,446	13,022,274
AVAILABLE FOR DEBT SERVICE	3,099,534	1,801,019	1,407,705	3,208,724	3,105,012
Debt Coverage Required	1.10	1.10		1.14	1.10
Debt Service Requirement	1.00	2,817,758		2,817,758	2,822,738
Projected Surplus	.10	281,776		281,776	282,274
TOTAL DEBT SERVICES + SURPLUS	3,099,534			3,099,534	3,105,012



CORAL SPRINGS IMPROVEMENT DISTRICT “PROPOSED BUDGET 2020/2021”

PROPOSED BUDGET

The District will use reserve funds in the amount of \$2,847,690 to help offset general operations and infrastructure projects required by Plant & Field departments.

CSID is executing the Financial Management Plan rate increases of 5% to water (including irrigation) and sewer rates as a result of the Rate Study Analysis completed during FY 2019 by Stantec, an independent consulting firm.

REVENUES

Water Revenue

The estimated amount that will be billed to users of the water system of the District is determined by the utility rate agreement. Based on prior year revenues the water revenues are projected to be \$6,790,358.

Sewer Revenue

The estimated amount that will be billed to users of the wastewater system of the District is determined by the utility rate agreement. Based on prior year revenues the sewer revenues are projected to be \$6,145,626.

Standby Revenue

The standby charge is applied to each lot, parcel or tract, which has been reserved for water and sewer capacity. The standby charges for this Fiscal Year are based on 13 units per month @ \$20 per unit. The amount projected for this Fiscal Year is \$3,120.

Processing Fees

A processing fee of \$20 is charged to each new utility account. Based on the District’s history of new accounts, the projected amount for this fiscal year is \$12,000.

Lien Revenue Fees

The Board adopted a \$25 charge for an estoppel letter. Based on the prior years’ history of estoppel letters, the estimated amount for this fiscal year is \$9,000.

**CORAL SPRINGS IMPROVEMENT DISTRICT “PROPOSED BUDGET 2020/2021”**

REVENUES (Continued)**Delinquent Fees**

The District levies a \$25 charge for each month the account is delinquent until the account is current. The projected amount for this fiscal year is \$145,000.

Contract Utility Billing Services

The District contracts out utility billing services for the benefit of cost sharing. This fiscal year the District expects to receive \$65,732.

Contract HR & Payroll Services

The District provides human resource and payroll services to other Districts based on fees established under interlocal agreements. Budgeted fees are \$13,688.

Rent Revenue

This line item represents the lease of office space to perform work on other Districts. The total revenue from this source is \$67,159.

Technology Sharing Revenue

The District owns an IBM AS-400 computer system as well as a suite of proprietary software programs. Technology sharing is the revenue associated with the performance of duties on the Districts system, phone, fax, ISP and other technology hardware, used for the benefit of the District. The amount being reimbursed by other funds is \$15,914.

Miscellaneous Revenues

Represents miscellaneous fees charged to customers for NSF, meter boxes, repairs and other services provided to customer by the District. Based on prior years' experience, this amount is projected to be \$12,000.

**CORAL SPRINGS IMPROVEMENT DISTRICT “PROPOSED BUDGET 2020/2021”**

ADMINISTRATION EXPENDITURESSalaries and Wages

The total amount of budgeted wages for this Fiscal Year is \$1,161,765.

Special Pay

Special pay is a holiday bonus based on the employee’s number of years of service. This year’s expense is \$2,783.

FICA Taxes

FICA tax is established by law and the current rate is 7.65%. Based on salaries of \$1,161,765 the amount projected for FICA tax is \$88,875.

Pension Expense

The pension plan was established whereby the District makes contributions on behalf of each employee with other funds available to match contributions made by the employee to the deferred compensation plan. Based on salaries of \$1,161,765 the amount projected for pension expense is \$139,410.

Health Insurance

The District offers each employee Health, Life, Dental and Disability Insurance. The amount budgeted is \$296,392.

Worker’s Compensation Insurance

The District Worker’s Compensation policy is currently with Florida Insurance Alliance. The projected amount for this Fiscal Year is \$3,833.

Unemployment Compensation

Unemployment compensation is expected to be \$4,000.



CORAL SPRINGS IMPROVEMENT DISTRICT “PROPOSED BUDGET 2020/2021”

ADMINISTRATION EXPENDITURES (Continued)

OPEB Expense

Other post-employment benefits (OPEB) are the benefits that an employee will begin to receive at the start of retirement. This does not include pension benefits paid to the retired employee (GASB Statements 74 and 75). The budgeted amount is estimated to be \$2,862.

Engineering Fees

The District currently has a contract with Globaltech, to provide general engineering services not related to or associated with any specific capital improvement project. The contract includes preparation for monthly meetings, monthly reporting, and responses to requests from the Board. Based on anticipated general engineering work the fees are not expected to exceed \$33,600.

Trustee Fees/Other Debt Expense

This expense includes charges associated with the currently existing outstanding bond issues. Pending bond fees & arbitrage costs are not included in this listing.

Trustee Fees (2016 Series)	\$10,120
AMTEC Report	<u>600</u>
Total Expenses	\$10,720

Legal Fees

The District currently has a contract with Lewis, Longman and Walker, PA as legal counsel for the District. This contract includes preparation for monthly board meetings, contract review, etc. In addition, the District expects to have additional expenses with changes to District codification. This year’s budget is not expected to exceed \$60,000.

**CORAL SPRINGS IMPROVEMENT DISTRICT “PROPOSED BUDGET 2020/2021”**

ADMINISTRATION EXPENDITURES (Continued)**Special Consulting Services**

The District may need to engage a consultant that specializes in legislative codification matters that would amend the current charter. Included in those matters are bidding threshold requirements, efficiencies, gains, and benefits inherent in contract administration. Other consulting services may be incurred for special projects as needed. The anticipated cost for all of these services is \$110,000.

Travel & Per Diem (Board)

This expense represents travel expenses for the Board of Supervisor 's. The budgeted amount for this fiscal year is \$4,500.

Annual Audit

The District's auditing firm is Keefe, McCullough & Co., LLP. Based on the current activity level this amount should not exceed \$12,150.

Actuarial Computation - OPEB

Florida state statutes require the employer to make health coverage available to retirees at the employer's group rate. GASB 75 requires a periodic actuarial assessment of the cost and liability associated with these benefits. The budgeted amount for this fiscal year is \$2,100.

Management Fees

This service includes management and financial advisory services provided to the District under the Management Contract with Inframark, LLC. This fiscal year the expense is \$91,209.

Telephone Expense

Telephone Service, fax machine and long-distance calls are included under this expense. Based on the prior years' experience, the amount should not exceed \$15,200.


CORAL SPRINGS IMPROVEMENT DISTRICT “PROPOSED BUDGET 2020/2021”

ADMINISTRATION EXPENDITURES (Continued)
Postage

Overnight deliveries, correspondence, utility bills, etc.

Utility Billing	49,000
Administrative	3,500
Special Mailings	<u>3,280</u>
Total	\$55,780

Printing and Binding

Stationary, utility billing forms, personnel forms, envelopes, photocopies, etc.

Utility Billing	25,000
Administrative	3,500
Accounting	2,300
Annual Water Quality Report	9,500
Personnel Department	3,000
Marketing Materials	<u>2,160</u>
Total	\$45,460

Electric Expense

This expense includes the electric service for the Administrative Building. Based on prior years' expense the projected amount for this Fiscal Year is \$13,885.


CORAL SPRINGS IMPROVEMENT DISTRICT “PROPOSED BUDGET 2020/2021”

ADMINISTRATION EXPENDITURES (Continued)
Rentals and Leases

The following charges are being budgeted in the fiscal year:

Copier Lease	\$ 2,075
Mail Machine	<u>1,075</u>
Total	\$ 3,150

Insurance

The District retains Egis Insurance & Risk Advisors as our Insurance Agent, who on a yearly basis arranges the placement of the District insurance for property, general liability, and inland marine coverage. The expected amount for this Fiscal Year should not exceed \$17,850.

Repair and Maintenance

The following expenses are anticipated for the budget year.

A/C Maintenance & Repairs	\$13,860
Carpet Cleaning	3,680
Title & Baths Cleaning	700
Building small supplies/materials	1,300
Window Cleaning	1,900
Marble Polishing	1,600
Roof Repairs	3,000
Other Repairs & Maintenance	<u>1,660</u>
Total	\$ 27,700


CORAL SPRINGS IMPROVEMENT DISTRICT “PROPOSED BUDGET 2020/2021”

ADMINISTRATION EXPENDITURES (Continued)
Legal Advertising

The District does most of its legal advertising in the Sun-Sentinel. Expenses include monthly meetings, special meetings, public hearings, request for bids, etc. The estimated amount should not exceed \$4,500.

Other Current Charges

Bank charges and any other miscellaneous expenses that occur during the year as follows:

Meeting Refreshments	\$ 144
Commercial Bank Charges	6,000
Security Signature Stamps	300
Phone System Computer Boards	5,000
Monitoring Fees	775
Employment & Drug Screening	1,800
Other Contractual Services	1,560
Cleaners/Pest Control/etc.	4,440
Miscellaneous Charges	<u>13,376</u>
TOTAL	\$ 33,395

Merchant Fees

The District is charged monthly administrative fees as well as individual transaction fees on all credit card payments we receive. Based on last years' experience the projected amount should not exceed \$84,800.

**CORAL SPRINGS IMPROVEMENT DISTRICT “PROPOSED BUDGET 2020/2021”**

ADMINISTRATION EXPENDITURES (Continued)**Computer/Technology Expenses**

This represents software, anti-virus, web hosting, tech services & additional computer project systems and support for this fiscal year which amount should not exceed \$68,245.

Employment Ads

Recruiting Expenses for qualified candidates for Plant Operators, Field and Administration Personnel. Based on prior years' experience the amount should not exceed \$13,550.

Toilet Rebates

Utility bills are credited \$99 for those customers who install a qualifying toilet under the rebate program established by the District. Budgeted rebates reflect a total of 150 toilets for \$14,850.

Office Supplies

Accounting, Utility Billing and Administrative Supplies such as printer cartridges, file cabinets, computer supplies, file folders, pens, pencils, cleaning supplies, paper products, etc. Based on historical experience the amount should not exceed \$4,000.

Dues, Licenses, Schools & Permits

This item includes professional publications such as GAAP Guide and Florida Statutes. This expense also covers the cost for continuing education requirements and license renewal, management training, and training related to human resources. The amount should not exceed \$12,000.

Promotional Expenses

The District is budgeting \$16,890 for the budget year.



CORAL SPRINGS IMPROVEMENT DISTRICT “PROPOSED BUDGET 2020/2021”

ADMINISTRATION EXPENDITURES (Continued)

Capital Outlay

The budgeted amount of \$19,000 is being provided for the purchase of office carpeting (budgeted but not completed on previous year) and equipment.

**CORAL SPRINGS IMPROVEMENT DISTRICT "PROPOSED BUDGET 2020/2021"**

EXPENDITURES - PLANT OPERATIONSSalaries and Wages

The total amount of budgeted wages for this Fiscal Year is \$1,814,207.

Special Pay

Special pay is a holiday bonus based on the employee's number of years of service. This year's expense is \$2,757.

FICA Taxes

FICA tax is established by law and the current rate is 7.65%. Based on salaries of \$1,814,207 the amount projected for FICA tax is \$138,787

Pension Expense

The pension plan was established whereby the District makes contributions on behalf of each employee with other funds available to match contributions made by the employee to the deferred compensation plan. Based on salaries of \$1,814,207 the amount projected for pension expense is \$214,653.

Health Insurance

The District offers each employee Health, Life, Dental and Disability Insurance. The amount budgeted is \$471,634.

Worker's Compensation Insurance

Worker's compensation insurance is being budgeted for \$99,325.

**CORAL SPRINGS IMPROVEMENT DISTRICT “PROPOSED BUDGET 2020/2021”**

EXPENDITURES - PLANT OPERATIONS (Continued)**OPEB Expense**

Other post-employment benefits (OPEB) calculation budgeted amount is based on previous year calculation and estimated to be \$4,682.

Water Quality Testing

Water Quality Testing is provided by Florida Spectrum Environmental Services, Inc. This Fiscal Year the projected amount for water quality testing is \$67,295.

Telephone Expense

Telephone charges for this Fiscal Year include Bellsouth phone service for Water and Wastewater offices and Sprint phone services. The projected amount for this fiscal year is \$9,260.

Electric Expense

The electric requirements for the plant facility and wells are based upon the operating history. Based on prior year's expense the projected amount for this Fiscal Year is \$686,760.

Rentals and Leases

The District is budgeting \$14,250 for miscellaneous equipment rentals.

Insurance

The District retains Egis Insurance & Risk Advisors as our Insurance Agent, who on a yearly basis arranges the placement of the District insurance for property, general liability, and inland marine coverage. The expense should not exceed \$174,850.

Repairs & Maintenance

Repair and maintenance expenses anticipated to be spent in the fiscal year are as follows:



CORAL SPRINGS IMPROVEMENT DISTRICT “PROPOSED BUDGET 2020/2021”

EXPENDITURES - PLANT OPERATIONS (Continued)

Water Department

Flow meters	\$15,000
Equipment	14,000
Interconnect usage	10,000
R&M general	7,000
Air conditioning	6,590
Vehicle maintenance	4,000
Generator maintenance & repairs	27,000
Vibration Analysis Program	36,800
Well – Rehab	95,000
Pumps	20,000
Annual Welfield Program	62,400
R&M Wells	50,000
Instrument and Control Repairs/Calibration	47,000
Facility Maintenance	<u>34,300</u>
Total Water	\$ 429,090


CORAL SPRINGS IMPROVEMENT DISTRICT “PROPOSED BUDGET 2020/2021”

EXPENDITURES - PLANT OPERATIONS (Continued)
Wastewater Department

Rebuild Blowers	\$ 55,000
Annual certification	2,500
R&M General	3,400
Air conditioning	10,690
Vehicle Maintenance	2,500
Vibration Analysis Program	9,000
Lift Stations	2,500
Generator Maintenance & Repair	26,680
Deep Well Maintenance	38,000
Instruments & Controls/ Meter Calibration	43,480
Tank Cleaning - Plant E	55,000
Paint interior Plant E	66,000
Electrical breaker, blower parts & repairs	30,000
Other Facility Maintenance	5,000
Mechanical injection well	<u>1,000</u>
Total Wastewater	\$ 350,750


CORAL SPRINGS IMPROVEMENT DISTRICT “PROPOSED BUDGET 2020/2021”

EXPENDITURES - PLANT OPERATIONS (Continued)
Maintenance

R&M general	\$6,080
Vehicle Maintenance	4,500
R&M trash pick up	5,720
Lawn Maintenance Contract	52,000
Other Facility Maintenance	<u>11,600</u>
Total Maintenance	\$79,900

TOTAL REPAIRS & MAINTENANCE - PLANT \$859,740

Filters for Water Plant

Budgeted replacement costs for filters, membranes and interconnectors for the Water Plant are \$695,920.

Sludge Management - Sewer

Sludge removal costs are budgeted for \$150,000.

Chemicals

Products used in the process of Water & Wastewater treatments. The amount projected to be spent in this fiscal year is \$357,745.

Office Supplies

Paper, pens, folders, and other office supplies. The projected amount for this fiscal year is \$3,635.

**CORAL SPRINGS IMPROVEMENT DISTRICT “PROPOSED BUDGET 2020/2021”**

EXPENDITURES - PLANT OPERATIONS (Continued)Operating Supplies

General operating supplies include laboratory chemicals and miscellaneous tools and equipment. The projected amount is \$64,275.

Uniforms

Uniform purchases, rentals and safety boot allowances are budgeted at \$10,880.

Motor Fuels

Motor fuels include gasoline and diesel fuel needed for the operation of auxiliary generators. The projected amount is \$101,290.

Dues, Licenses, Schools & Permits

This expense represents costs for license renewals, subscriptions, books and schooling required to maintain licenses to operate for plant employees. The projected amount for this fiscal year is \$43,515.

Capital Outlay

The District is budgeting for projects such as the addition of VFD's to wells, emergency generator deepwell, HSP tank & waste water blowers replacement, generator transfer switch replacement, Plant C repairs, membrane concentrate backflow preventer and tools for maintenance to name some. The total amount budgeted is \$1,786,963.

The budgeted capital outlay includes \$456,000 that was approved for ongoing projects in the 2019/2020 fiscal year. These projects will not be completed by the end of the fiscal year and it is estimated that the outstanding amount for these projects will be charged in the 2020/ 2021 Fiscal year.

**CORAL SPRINGS IMPROVEMENT DISTRICT “PROPOSED BUDGET 2020/2021”**

EXPENDITURES - FIELD OPERATIONSSalaries and Wages

The total amount of budgeted wages for this fiscal year is \$745,590.

Special Pay

Special pay is a holiday bonus based on the employee’s number of years of service. This year’s expense is \$1,351.

FICA Taxes

FICA tax is established by law and currently is 7.65%. Based on salaries of \$745,590 the amount projected for FICA tax is \$57,038.

Pension Expense

The pension plan was established whereby the District makes contributions on behalf of each employee with other funds available to match contributions made by the employee to the deferred compensation plan. Based on salaries of \$745,590 the amount projected for pension expense is \$89,473.

Health Insurance

The District offers each employee Health, Life, Dental and Disability Insurance. The amount budgeted is \$224,338.

Worker’s Compensation Insurance

The District Worker’s Compensation policy is currently with Florida Insurance Alliance. The projected amount is \$46,972.

**CORAL SPRINGS IMPROVEMENT DISTRICT “PROPOSED BUDGET 2020/2021”**

EXPENDITURES - FIELD OPERATIONS (Continued)**OPEB Expense**

Other post-employment benefits (OPEB) calculation budgeted amount is based on previous year calculation and estimated to be \$3,000.

Water Quality Testing

Water Quality Testing is provided by Florida Spectrum Environmental Services, Inc. This Fiscal Year the projected amount for water quality testing is \$1,000.

Naturescape Irrigation Service

Annual fee of \$5,470 is paid to Broward County for the operation of the Naturescape irrigation service.

Telephone Expense

Telephone and fax machine are budgeted annually. Based on prior year’s experience the amount should not exceed \$15,345.

Electric Expense

The electric requirements (for Lift Stations) are based upon the operating history. Based on prior years’ expense the projected amount for this fiscal year is \$106,890.

Rentals & Leases

Equipment rental, other than for SCADA, is budgeted for \$9,500.

Rent Expense-SCADA

The District will install and rent components for telemetry lift-station operation and monitoring for \$56,040.


CORAL SPRINGS IMPROVEMENT DISTRICT “PROPOSED BUDGET 2020/2021”

EXPENDITURES - FIELD OPERATIONS (Continued)
Insurance

The District retains Egis Insurance & Risk Advisors as our Insurance Agent, who on a yearly basis arranges the placement of the District insurance for property, general liability, and inland marine coverage. The expected amount for this Fiscal year should not exceed \$25,930.

Repairs and Maintenance

Following is a listing of the different repairs and maintenance needed for field operations maintenance.

GIS Services	\$ 37,500
Backhoe maintenance	8,000
Jet machine service	4,000
R&M general	5,000
Air Conditioning	3,500
R&M Facilities	4,500
Backflow certifications & replacements	9,500
Valve replacement & maintenance	10,000
Streets & landscape	46,000
Hydrants	18,000
Vehicles	<u>20,000</u>
Total Repairs & Maintenance	\$166,000

**CORAL SPRINGS IMPROVEMENT DISTRICT "PROPOSED BUDGET 2020/2021"**

EXPENDITURES - FIELD OPERATIONS (Continued)**Lift Stations**

This expense is to cover lift stations maintenance and repairs including new pumps and electrical supplies. The District operates 41 Lift Stations on the Field. The projected amount for this fiscal year is \$168,850.

Generators

Amount projected for expenses related to Portable Generators including services and repairs. The District owns 7 Portable Generators. Budget amount should not exceed \$33,080.

Meters

This program was setup to replace old meters. The projected amount for this fiscal year includes new connections and supplies costs. The amount being budgeted for new connections is \$60,680.

Office Supplies

Paper, pens, folders, and other office supplies. The projected amount for this fiscal year is \$1,680.

Operating Supplies

General operating supplies include laboratory chemicals and miscellaneous tools and equipment. The projected amount is \$57,190.

Uniforms

Uniform purchases and rentals and safety boot allowances are budgeted at \$5,820.

Motor Fuels

Motor fuels include gasoline and diesel fuel needed for the operation of portable generators. The projected amount is \$22,860.

**CORAL SPRINGS IMPROVEMENT DISTRICT “PROPOSED BUDGET 2020/2021”**

EXPENDITURES - FIELD OPERATIONS (Continued)**Dues, Licenses, Schools & Permits**

This expense represents the cost for license renewals, subscriptions, books and schooling required to maintain their license to operate. The projected amount is \$13,300.

Capital Outlay

The District is budgeting for projects such as the purchase of two portable generators, sewer lining spot repairs, lift stations rehab & camera work and interconnect design. The expected amount for this Fiscal year should not exceed \$858,000.



CORAL SPRINGS IMPROVEMENT DISTRICT “PROPOSED BUDGET 2020/2021”

DEBT SERVICE

During FY 2015/2016, Coral Springs Improvement District refinanced Series 2007 Bonds with Refunded Revenue Bonds Series 2016 in the amount of \$42,830,000 with a rate of 3.05%.

\$38 million were used to the construction project of water plant and \$4 million has been set aside to take care of interest during the capitalized period, and to ensure those payments are available to the bondholders.

Debt service schedule represents the amount of money required to make payments on the principal and interest on the outstanding loan.

The schedule below reflects principal and interest obligations for the new fiscal year.

**Coral Springs Improvement District
2016 Water and Sewer Refunding Revenue Bonds**

Debt Service Schedule

Period Ending October 1	Principal Amount	Interest Amount	Total Debt Service
2017	1,075,000	928,935	2,003,935
2018	1,545,000	1,273,528	2,818,528
2019	1,595,000	1,226,405	2,821,405
2020	1,640,000	1,177,758	2,817,758
2021	1,695,000	1,127,738	2,822,738
2022	1,745,000	1,076,040	2,821,040
2023	1,795,000	1,022,817	2,817,817
2024	1,850,000	968,070	2,818,070
2025	1,910,000	911,645	2,821,645
2026	1,965,000	853,390	2,818,390
2027	2,025,000	793,457	2,818,457
2028	2,090,000	731,695	2,821,695
2029	2,150,000	667,950	2,817,950
2030	2,220,000	602,375	2,822,375
2031	17,530,000	534,665	18,064,665

42,830,000

13,896,468

56,726,468

Sixth Order of Business



Eaton Corporation
 Electrical Engineering Services & Systems
 1800 S. Powerline Road, Suite A
 Deerfield Beach, FL 33442
 tel: 410 349 6629

June 25, 2020

Coral Springs Improvement District

Attention: Pedro Vasquez
e-mail: pedrov@csidfl.org

Subject: Spare Breaker Purchases
Eaton Proposal Number MIK5-19-001.REV.02

Dear Mr. Vasquez:

Thank you for considering Eaton’s Electrical Engineering Services & Systems (E-ESS) for your electrical solutions requirements.

1. SCOPE OF WORK

Eaton Corporation will provide the necessary field service personnel, tools, materials and approved test equipment to perform the scope of work as described herein.

- **Provide (1) Spare Breaker of each amperage per the below:**

2. PRICING

Breaker Amperage	Pricing
<i>Eaton RGH Breaker 2000A</i>	\$29,568.00 <i>in stock</i>
<i>Eaton HND1200A</i>	\$23,856.00
<i>Molded Case Circuit Breakers 800A</i>	\$7,160.00
<i>Molded Case Circuit Breakers 400A</i>	\$3,338.00
<i>Molded Case Circuit Breakers 150A</i>	\$2,100.00
<i>Molded Case Circuit Breakers 225A</i>	\$2,100.00
<i>Molded Case Circuit Breakers 100A</i>	\$960.00
<i>Molded Case Circuit Breakers 80A</i>	Included
<i>Molded Case Circuit Breakers 40A</i>	Included
<i>Molded Case Circuit Breakers 20A</i>	Included
<i>SPB 1600A</i>	\$17,019.00
<i>SPB 1200A</i>	\$17,019.00
<i>Total Purchase Price:</i>	\$403,120.00 <i>\$ 73,552.00</i>

3. DELIVERY

The scheduling of work will be mutually agreed upon between the customer and Eaton’s Electrical Engineering Services & Systems.

4. ORDER ENTRY

Seventh Order of Business

7A

8 September 2020

Mr. David McIntosh
Coral Springs Improvement District (CSID)
10300 NW 11 Manor
Coral Springs, FL 33071

RE: Proposal for Limited Site Assessment
Underground Storage Tank Discharge
10300 NW 11 Manor
Coral Springs, FL 33071

Dear Mr. McIntosh,

As requested, AECOM Technical Services, Inc. (AECOM) is pleased to provide the following proposal to conduct a Limited Site Assessment (LSA) related to the recent gasoline discharge associated with the vehicle fueling underground storage tank (UST) at the referenced CSID location.

Task 1 – Health and Safety Plan and Facility Coordination

AECOM will prepare a site-specific Health and Safety Plan (in accordance with OSHA requirements). Additionally, we will coordinate with Coral Springs Improvement District (CSID) to schedule the planned field work so as not to interfere with ongoing operations.

Task 2 – Utility Locate and Soil Borings

Prior to initiating subsurface activities, an underground utility clearance will be conducted. Sunshine State One Call of Florida will be contacted to coordinate utility mark out at the site. Additionally, a private utility locator will be used to locate underground utilities in the vicinity of the proposed direct push technology (DPT) boring locations. The private utility locator will utilize ground penetrating radar and electromagnetic induction to attempt to locate subsurface utilities.

In order to evaluate the potential extent of subsurface impacts prior to conducting an excavation along with UST removal sometime in the future, AECOM will conduct soil borings in the vicinity and the assumed hydraulically downgradient of the leaking UST. The soil borings will be conducted via a combination of hand digging and DPT. The borings will be conducted to approximately 10 feet below land surface. AECOM will screen the soil borings in the field utilizing an Organic Vapor Analyzer (OVA) / flame ionization detector (FID). Three soil samples will be submitted to an FDEP-approved laboratory for analysis of disposal criteria. The soil samples will be analyzed for total recoverable petroleum hydrocarbons (TRPH) by the FLPRO Method, volatile organic halides (VOHs) by EPA Method 8260B, and arsenic, cadmium, chromium, and lead by EPA Method 6010.

Additionally, two soil samples will be collected and held for Toxicity Characteristic Leaching Procedure (TCLP) extraction. Should any of the metal analytical results indicate that the soils may be hazardous, the TCLP extraction will be performed and the leachate analyzed for the appropriate metal. AECOM will request standard laboratory analytical turnaround of the samples. Five groundwater grab samples will be collected for analysis of volatile organic aromatics (VOAs) by EPA Method 8260B.

Task 3 – Limited Site Assessment Letter

AECOM will prepare a Draft Limited Site Assessment Letter to convey the results of the field investigation within sixty (60) days of receiving the authorization to proceed. The letter will be delivered to CSID in an electronic PDF format for review and comment. The letter will summarize the field activities and laboratory analytical data compiled as part of the proposed scope of work.

Cost Estimate

The cost and terms described herein are valid for up to 30 days from the date of this proposal. AECOM proposes to perform the scope of work described herein on a Time and Materials basis in accordance with the terms of the Broward County Qualified Vendors List for Environmental and Professional Consulting Services Bid #PNC2116615B1.

A summary of the cost estimate for each task is presented below.

TASK DESCRIPTION		TSO COSTS			DIRECT COSTS	TOTAL COSTS
		LABOR	SUBS	LAB		
TASK 1:	Health & Safety and Facility Coordination	\$1,002				\$1,002
TASK 2:	GPR and Geoprobe	\$2,060	\$2,650	\$1,045	\$388	\$6,143
TASK 3:	Excavation Planning / Reporting	\$1,315				\$1,315
TASK 4:						
TASK 5:						
TASK 6:						
TOTAL		\$4,378	\$2,650	\$1,045	\$388	\$8,460

Additionally, a detailed breakdown is shown in **Table 1** that is attached to this proposal. CSID will be billed based on a Time and Material basis based on the Professional Labor billing rates shown in **Table 1**.

Statement of Limitations and Assumptions

- UST removal is not included in this scope of work.
- Investigation Derived Waste (IDW) is assumed to be non-hazardous. Soil cuttings will be managed on site. Our fee does not include the off-site transportation and disposal cost at a disposal facility should that become necessary.
- AECOM shall not be responsible for damage to any missed or mis-identified underground utilities.
- Costs are based on conducting up to 10 soil borings to approximately 10 ft bls in one day. Site specific lithology may reduce the number of soil borings that can be conducted in a day.
- The Scope of Work presented in this proposal does not include any additional assessment and remediation work that may be required by regulatory agencies based on the results of the LSA.

Please let us know if this proposal is acceptable to you. Your signature in the space provided below will serve as your authorization for this Request and formal AECOM authorization to proceed with the consulting services.

Yours sincerely,



Vivek Kamath, P.E.
Department Manager
AECOM



David Hayman, P.E.
Senior Engineer
AECOM

Enclosures: Table 1 – Detailed Cost Estimate and Contract Billing Rates

ACCEPTANCE

ACCEPTANCE: AECOM is authorized to proceed with the scope of services described herein under the terms of the Broward County Qualified Vendors List for Environmental and Professional Consulting Services Bid #PNC2116615B1. It is understood that the signatory is directly responsible for the payment of services rendered by AECOM.

Total Maximum Authorized: \$8,460

Name

Company

Signature

Title

Date

**TABLE 1
COST ESTIMATE FOR CSID GEOPROBE
PROJECT COST SPREADSHEET**

PROPOSAL/PROJECT NAME:	CSID 2500 GAL UST GEOPROBE	PROPOSAL/PROJECT NO.:	TBD
PROPOSAL BY:	JG	DATE:	9/4/2020

TASK 1:	Health & Safety and Facility Coordination	TASK 5:	
TASK 2:	GPR and Geoprobe	TASK 6:	
TASK 3:	Excavation Planning / Reporting	TASK 7:	
TASK 3:		TASK 8:	
TASK 4:		TASK 9:	
TASK 5:		TASK 10:	

TOTAL ESTIMATED COST: \$8,460

Professional Labor	Rate (\$/Hour)	Multiplier	TASK 1: (Hours)	TASK 2: (Hours)	TASK 3: (Hours)	TASK 3: (Hours)	TASK 4: (Hours)	TASK 5: (Hours)	TASK 5: (Hours)	TASK 6: (Hours)	TASK 7: (Hours)	TASK 8: (Hours)	TASK 9: (Hours)	TASK 10: (Hours)	Total Hours	Total Cost (\$)	Labor Percent
Catagory																	
Principal	\$ 240.61	1															
Project Manager	\$ 141.27	1															
Professional Engineer	\$ 164.40	1	2	2	8										12	\$1,973	35.3%
Professional Geologist	\$ 110.80	1															
Senior Scientist II	\$ 137.27	1	1												1	\$137	2.9%
Senior Scientist I	\$ 115.42	1		15											15	\$1,731	44.1%
Senior Engineer	\$ 100.00	1	4												4	\$400	11.8%
Staff Engineer	\$ 86.73	1															
Scientist II	\$ 77.61	1															
Staff Geologist	\$ 70.00	1															
Senior Technician	\$ 85.87	1															
Technician	\$ 60.94	1															
GIS Specialist	\$ 85.89	1															
CADD Operator	\$ 79.10	1															
Administrative Assitant	\$ 68.11	1	2												2	\$136	5.9%
		1															
Total Labor Hours			9	17	8												
Total Labor Dollars			\$1,002	\$2,060	\$1,315										34	\$4,378	100.0%

TECHNICAL SERVICES BY OTHERS (TSO)

Technical Services by Others (TSO)	Rate (\$/Unit)	Unit	TASK 1: (Unit)	TASK 2: (Unit)	TASK 3: (Unit)	TASK 3: (Unit)	TASK 4: (Unit)	TASK 5: (Unit)	TASK 5: (Unit)	TASK 6: (Unit)	TASK 7: (Unit)	TASK 8: (Unit)	TASK 9: (Unit)	TASK 10: (Unit)	Total Units (#)	Total Cost (\$)	Expense Percent
Laboratory																	
<i>water</i>																	
EPA 8260B (BTEX & MTBE)	\$50.00	/each		5											5	\$250	23.9%
EPA 8270	\$85.00	/each															
FL-PRO	\$45.00	/each															
PBCWUD Permit Parameter (Rush)	\$378.00	/each															
PBCWUD Permit Parameter (Stand)	\$223.00	/each															
Arsenic (6010)	\$32.00	/each															
Lead (200.7 or 239.2)	\$16.00	/each															
Iron & Zinc	\$35.00	/each															
<i>soil / air</i>																	
VOAs	\$45.00	/each															
PAHs (EPA 8270)	\$175.00	/each															
FL-PRO	\$75.00	/each		3											3	\$225	21.5%
PCBs	\$55.00	/each															
VOHs	\$50.00	/each		3											3	\$150	14.4%
Herbicides	\$120.00	/each															
Pesticides	\$95.00	/each															
Metals (As.Cd.Cr.Pb)	\$60.00	/each		3											3	\$180	17.2%
TCLP extraction	\$60.00	/each			2										2	\$120	11.5%
Metals (As.Cd.Cr.Pb)	\$60.00	/each			2										2	\$120	11.5%
Sub-Total Lab Charges					\$1,045											\$1,045	
Mark-Up																	
Total Lab Charges					\$1,045											\$1,045	100.0%

TECHNICAL SERVICES BY OTHERS (TSO) - Continued

OTHER SUBCONTRACTORS	Rate	Unit	TASK 1:	TASK 2:	TASK 3:	TASK 3:	TASK 4:	TASK 5:	TASK 5:	TASK 6:	TASK 7:	TASK 8:	TASK 9:	TASK 10:	Total Units	Total Cost	Expense %
Phone	\$50	/mo.															
Electrical Power	\$0.10	/kWh															
Field Work Unit Costs																	
Temp Monitoring wells (shallow)	\$700	/each															
HVAC Disconnect	\$270	/event															
Permitting	\$900	/event															
Temp Fence	\$7	/ft															
Electrical Disconnect	\$300	/event															
FL Mech Plumbing Connect	\$4,000	/event															
Fire Hydrant Valve+Water	\$550	/event															
Private Utility Locate	\$400	/half day															
Backfill (material only)	\$350	/load															
Vac Truck (product)	\$120	/hour															
Add'l excavation	\$2,800	/day															
Well Seal	\$100	each															
Temp Fence	\$5,000	each															
Waste Profile	\$100	/source															
Unacid Granular	\$505.51	/each															
Unacid Catalyst	\$520.54	/each															
pH Neutralizer	\$26.25	/each															
Backfill (material only)	\$12.50	/ton															
Geoprobos	\$1,800	/day			1										1	\$1,800	67.9%
Groundhound	\$850	/event			1										1	\$850	32.1%
Flowmeter	\$1,000.00	/each															
Frac Tank Cleaning	\$895	/each															
Miscellaneous	Rate	Unit	TASK 1:	TASK 2:	TASK 3:	TASK 3:	TASK 4:	TASK 5:	TASK 5:	TASK 6:	TASK 7:	TASK 8:	TASK 9:	TASK 10:	Total Units	Total Cost	Expense %
Florida Mech	\$2,992	/event															
Vac Truck & tanker cleanout	\$400	/per truck															
Purge Water Disposal	\$0.54	/gallon															
Tanker Mob/De-mob	\$1,300.00	/event															
Baker Tank Rental	\$47	/day															
Vac Tanker & truck	\$125	/hr															
Sub-Total Subs																\$2,650	
Mark-Up																	
Total Subs																\$2,650	100.0%
(L) = Includes Lab																	
TOTAL TSOs																\$3,695	

DIRECT COSTS

Direct Costs	Rate	Unit	TASK 1:	TASK 2:	TASK 3:	TASK 3:	TASK 4:	TASK 5:	TASK 5:	TASK 6:	TASK 7:	TASK 8:	TASK 9:	TASK 10:	Total Units	Total Cost	Expense
	(\$/Unit)		(Unit)	(Unit)	(Unit)	(Unit)	(Unit)	(Unit)	(Unit)	(Unit)	(Unit)	(Unit)	(Unit)	(Unit)	(#)	(\$)	Percent
Field Equipment																	
Cleaning Supplies	\$50	/event															
Oil/Water Probe	\$35	/day		1											1	\$35	9.0%
Centrifugal Pump	\$50	/day															
Peristaltic Pump	\$20	/day															
Wellhead Pressure Gauges	\$50	/well															
Field Filters	\$20	/well															
Compressor	\$115	/day															
Multimeter Water Quality	\$140	/day		1											1	\$140	36.1%
Inspection Port Gauges	\$5	/day															
Data Logger	\$150	/day															
Turbidity Meter	\$25	/day															
Petro Flag	\$20	/sample															
Transformer	\$150	/day															
Mini RAM / OVA	\$100	/day		1											1	\$100	25.8%
Electronic Voltage Multimeter	\$20	/day															
Generator (20kw)	\$100	/day															
Battery	\$50	/day															
Well riser	\$25	/well															
Well screen	\$25	/well															
Materials + 1 tote	\$200	/event															
Thin Field Book	\$4	/day															
Van/Truck	\$75	/day		1.5											1.5	\$113	29.0%
Field Filter	\$20	/well															
diesel for generator/compressor	\$75	/day															
Sub-Total				\$388												\$388	
Mark-Up																	
Total				\$388											4.5	\$388	100.0%
	Rate	Unit	TASK 1:	TASK 2:	TASK 3:	TASK 3:	TASK 4:	TASK 5:	TASK 5:	TASK 6:	TASK 7:	TASK 8:	TASK 9:	TASK 10:	Total Units	Total Cost	Expense %
Travel & Subsistence																	
Car/Van Rental	\$75	/day															#DIV/0!
Mileage	\$0.550	/mile															#DIV/0!
Per Diem	\$10	/day															#DIV/0!
Hotel	\$65	/day															#DIV/0!
Airfare	\$300	/trip															#DIV/0!
Sub-Total																	#DIV/0!
Mark-Up	3%																#DIV/0!
Total																	#DIV/0!
	Rate	Unit	TASK 1:	TASK 2:	TASK 3:	TASK 3:	TASK 4:	TASK 5:	TASK 5:	TASK 6:	TASK 7:	TASK 8:	TASK 9:	TASK 10:	Total Units	Total Cost	Expense %
Computer/Phones/Fax																	
Office Service Fee (% of Labor)		/hour															#DIV/0!
Facsimile	\$0.50	/page															#DIV/0!
Postage	\$0.32	/item															#DIV/0!
Overnight Letter	\$8.00	/item															#DIV/0!
Overnight Reports	\$20.00	/package															#DIV/0!
CADD Computer Time	\$18.00	/hour															#DIV/0!
Computer Time	\$12.00	/hour															#DIV/0!
Copies	\$0.10	/page															#DIV/0!
Sub-Total																	#DIV/0!
Mark-Up																	#DIV/0!
Total																	#DIV/0!
Total Direct Costs				\$388											4.5	\$388	

**COST ESTIMATE FOR CSID GEOPROBE
PROJECT COST SPREADSHEET
PROJECT COST SUMMARY**

PROPOSAL/PROJECT NAME:	CSID 2500 GAL UST GEOPROBE	PROPOSAL/PROJECT NO.:	TBD
PROPOSAL BY:	JG	DATE:	9/4/2020

TASK DESCRIPTION	LABOR	TSO COSTS		DIRECT COSTS	TOTAL COSTS	PERCENT COSTS
		SUBS	LAB			
TASK 1: Health & Safety and Facility Coordination	\$1,002				\$1,002	12%
TASK 2: GPR and Geoprobe	\$2,060	\$2,650	\$1,045	\$388	\$6,143	73%
TASK 3: Excavation Planning / Reporting	\$1,315				\$1,315	16%
TASK 4:						
TASK 5:						
TASK 5:						
TASK 6:						
TASK 7:						
TASK 8:						
TASK 9:						
TASK 10:						
TOTAL	\$4,378	\$2,650	\$1,045	\$388	\$8,460	100%

52% 31% 12% 5% 100% Checks

7B

10 September 2020

Mr. David McIntosh
Coral Springs Improvement District (CSID)
10300 NW 11 Manor
Coral Springs, FL 33071

RE: Proposal for Underground Storage Tank Closure
10300 NW 11 Manor
Coral Springs, FL 33071
FDEP Fac ID: 8501767
Tanks No. 1R1 and 3R1

Dear Mr. McIntosh,

As requested, AECOM Technical Services, Inc. (AECOM) is pleased to provide the following proposal to remove the referenced underground storage tanks (USTs) and provide the required regulatory reporting.

Task 1 – Health and Safety Plan, Regulatory Notification, and Facility Coordination

AECOM will update the site-specific Health and Safety Plan with the planned activities (in accordance with OSHA requirements). In accordance with 62-780.525 FAC, AECOM will notify the Broward County Environmental Protection and Growth Management Department that an Interim Source Removal will be conducted in the form of soil excavation and groundwater recovery. Additionally, we will coordinate with Coral Springs Improvement District (CSID) to schedule the planned field work so as not to interfere with ongoing operations.

Task 2 – UST Removal

Private underground utility clearances are scoped as part of a previous work authorization. AECOM will obtain a Broward County tank closure permit and a City of Coral Springs permit. AECOM will oversee the proper removal of the 2,500-gallon double wall fiberglass unleaded fuel UST and the 500-gallon double wall fiberglass diesel UST. The associated product piping and dispensers will be removed and properly disposed. In accordance with Florida Department of Environmental Protection (FDEP) guidelines, AECOM will screen excavated soils in the field utilizing an Organic Vapor Analyzer (OVA) / flame ionization detector (FID). Soils that exceed 10 parts per million (ppm) will be stockpiled on site pending transportation and disposal.

If free product is observed, AECOM will mobilize a vacuum truck to skim the free product from the exposed water table.

Groundwater samples previously collected from the two compliance wells indicated that a discharge has occurred. CSID submitted a discharge reporting form (DRF) to the Broward County Environmental Protection and Growth Management Department on 28 August 2020. After the USTs are removed, AECOM will oversee the excavation of soil surrounding the USTs and soils to the southeast of the USTs. The area shown on the attached figure will be excavated to approximately 10 feet below land surface (bls). AECOM will screen the excavated soils with an OVA/FID. Soils that exceed 10 ppm will be stockpiled on site pending transportation and disposal. Since this work will be conducted under time and material, not to exceed terms, we have provided a worst-case pricing scenario that assumes all excavated soil will need to be disposed of. AECOM will collect sidewall soil samples from the five walls of the excavation. The samples will be analyzed by an FDEP-approved laboratory for total recoverable petroleum hydrocarbons (TRPH) by the FLPRO Method, volatile organic aromatics (VOAs) by EPA Method 8260B, and polycyclic aromatic hydrocarbons (PAHs) by EPA Method 8270.

The excavation will be left open for approximately one month to allow the petroleum contamination to vent to the atmosphere. The open excavation will be surrounded with flashing barricades and caution tape.

Since this is a high-traffic area and it is anticipated that the replacement above ground storage tanks (ASTs) will be placed in the area of the backfilled excavation. Therefore, the excavation will be backfilled with 57-stone to approximately four feet bls. The remainder of the excavation will be brought to grade with excavated soil (less than 10 ppm) and clean fill (i.e., sand) and compacted using a plate compactor two-foot lifts. Since the final layout of the ASTs has not been determined at this time, a surface cover (e.g., concrete or asphalt) will not be installed. AECOM has budgeted for the excavation, transportation, and proper disposal of 180 tons of petroleum-impacted soil as part of this task.

AECOM will mobilize to the site with a licensed water well driller to install one monitoring well in the approximate center of the former excavation. The monitor well will be installed to a depth of 15 feet below land surface with a hollow stem auger drilling rig, and will be constructed using 2-inch diameter, schedule 40 PVC pipe with 0.01 inch slotted screen. A two-foot thick fine-sand seal will be placed on top of the sand filter pack. The remainder of the annulus, from the top of the fine-sand seal to ground surface, will be filled with cement grout. The well will be completed with a manhole and concrete pad. Lockable, expandable well plugs will be utilized to secure the well head. The newly installed well will be developed by overpumping.

Following the monitor well installation, AECOM will collect groundwater quality samples from the new well. AECOM will slow purge (approximately 500 milliliters per minute) the newly installed monitor well and collect groundwater quality samples pursuant to Section 3.1 of FS 2212 "Well Purging Techniques" under FS 2200 "Groundwater Sampling" in the Standard Operating Procedures for Field Activities, DEP-SOP-001/01. The groundwater quality samples will be placed into laboratory supplied containers and submitted for laboratory analysis of TRPH by the FLPRO Method, VOAs by EPA Method 8260B, and PAHs by EPA Method 8270.

AECOM will request standard laboratory analytical turnaround of the samples.

Task 3 – Reporting

AECOM will provide the Coral Springs Improvement District with a Tank Closure Assessment Report (TCAR) documenting the removal and proper disposal of the USTs. Additionally, AECOM will provide you with an Interim Source Removal Report. This report will also include the soil and groundwater analytical data, figures, and tables. The analytical data will be compared to applicable Chapter 62-777, Florida Administrative Code, Soil and Groundwater Cleanup Target Level (CTL) criteria. Recommendations for future work (if warranted) will also be explained in this report. Drafts of each report will be submitted for review/comment by the Coral Springs Improvement District prior to final submittal to the Broward County Environmental Protection and Growth Management Department. The draft reports will be submitted to Coral Springs Improvement District within 50 days of completion of interim source removal activities so that submittal of the final documents can be made within the regulatory requirement of 60 days.

Task 4 – Contingency

This task is for unforeseen circumstances and additional work that CSID may request. No work will be undertaken under this task without first obtaining written approval of the scope and cost from CSID.

Cost Estimate

The cost and terms described herein are valid for up to 30 days from the date of this proposal. AECOM proposes to perform the scope of work described herein on a Time and Materials basis in accordance with the terms of the Broward County Qualified Vendors List for Environmental and Professional Consulting Services Bid #PNC2116615B1.

A summary of the cost estimate for each task is presented below.

TASK DESCRIPTION		LABOR	TSO COSTS		DIRECT COSTS	TOTAL COSTS
			SUBS	LAB		
TASK 1:	Health & Safety, Regulatory Notification, and Facility Co	\$1,961				\$1,961
TASK 2:	UST Removal	\$14,340	\$63,225	\$1,320	\$2,140	\$81,025
TASK 3:	Reporting TCAR and ISR	\$3,905				\$3,905
TASK 4:	Contingency		\$5,000			\$5,000
TASK 5:						
TASK 6:						
TOTAL		\$20,206	\$68,225	\$1,320	\$2,140	\$91,891

Additionally, a detailed breakdown is shown in **Table 1** that is attached to this proposal. CSID will be billed based on a Time and Material basis based on the labor billing rates shown in **Table 1**.

- In the event that additional work is requested, it will be billed at the following rates:
- Disposal of Petroleum Contaminated Soil \$21.60/ton (3 ton Min)
 - Transportation of Contaminated Soil \$21.60/ton (22 ton Min)
 - Additional Excavation and Stockpiling of Contaminated Soil \$3,380/Day (4 day min)
 - Additional Backfilling \$2,774/Day (4 day min)
 - Vacuum Truck for Skimming Product \$150/hour
 - T&D of Petroleum Contact Water \$1.06/gallon
 - T&D of Sludge (non-haz) \$3.00/gallon

Statement of Limitations and Assumptions

- City of Coral Springs and Broward County permit fees have been estimated. They will be billed at cost and are subject to be more than the costs presented.
- Assumes 4 days for removal of USTs, 4 days for excavation and load out of contaminated soil, 2 days for backfilling excavation, 0.5 days to install monitoring well, and 0.5 days to sample the well.
- Volume estimates are approximate and based on scaled map supplied by CSID. Actual quantities of backfill and contaminated soil disposal will be charged.
- Assumes concrete thickness to be up to 8 inches, if greater than 8 inches, then additional fees will apply.
- This proposal assumes that all waste materials will be non-hazardous. Up to 500 gallons of wash liquids disposal are included. Any solids present in tanks will be billed at listed unit rates.
- This proposal assumes that tank will be empty prior to mobilization. No costs for removal of residual fuel and/or liquids are included (other than wash water stated above).
- This proposal assumes that minimal sludge is present inside tank.
- This proposal is based on the tank sizes specified. Additional fees may be incurred if the tanks are larger than specified or of a different material.
- Assumes that concrete deadmen and/or tie down slab under the tank can remain in the ground.
- Transportation and Disposal of contaminated soil rates above assume waste acceptance by Clean Earth Moore Haven for disposal.
- AECOM shall not be responsible for damage to any missed or mis-identified underground utilities.

Please let us know if this proposal is acceptable to you. Your signature in the space provided below will serve as your authorization for this Request and formal AECOM authorization to proceed with the consulting services.

Yours sincerely,



Vivek Kamath, P.E.
Department Manager
AECOM



David Hayman, P.E.
Senior Engineer
AECOM

Enclosures: Table 1 – Detailed Cost Estimate and Contract Billing Rates

ACCEPTANCE

ACCEPTANCE: AECOM is authorized to proceed with the scope of services described herein under the terms of the Broward County Qualified Vendors List for Environmental and Professional Consulting Services Bid #PNC2116615B1. It is understood that the signatory is directly responsible for the payment of services rendered by AECOM.

Total Maximum Authorized: \$91,891

Name

Company

Signature

Title

Date



DRFT: B.OLIVA

PO: T.TESSIER

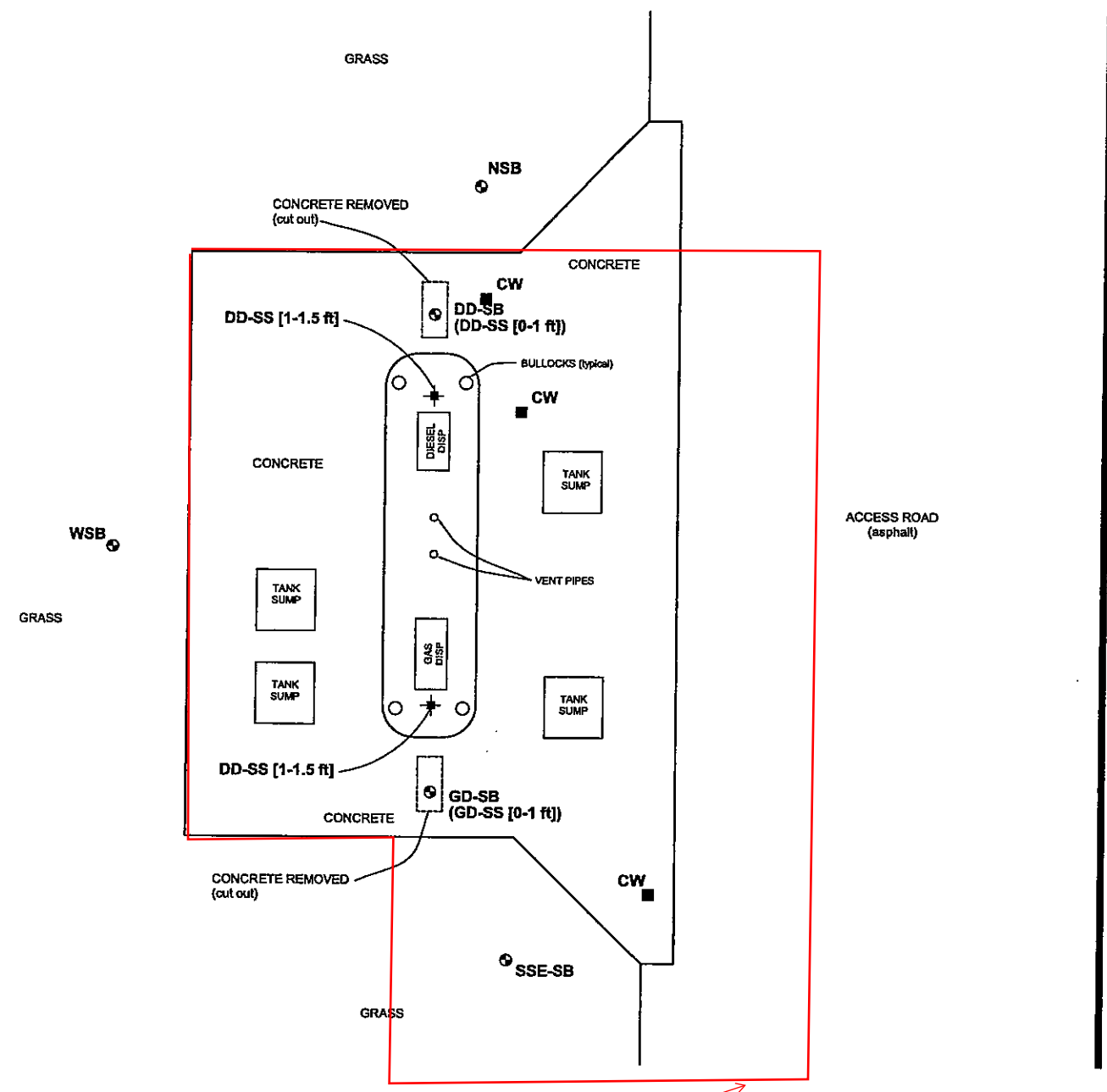
PM: M.WALDRON

DRAWING: 110901-SP

FILE: G&JCSID

PRJCT NO: PF001109.0001

DATE: 28DEC00



APPROX AREA OF EXCAVATION TO 10 FT

LEGEND

- SSE-SB ⊙ SOIL BORING LOCATION
- DD-SS ⊕ SOIL SAMPLE LOCATION
- CW ■ COMPLIANCE WELL LOCATION



ARCADIS GERAGHTY & MILLER



600 SANDTREE DRIVE, SUITE 106
PALM BEACH GARDENS, FLORIDA 33403
Tel: 561.694.0300 Fax: 561.622.6379

SITE MAP SHOWING BORING LOCATIONS

CORAL SPRINGS IMPROVEMENT DISTRICT
BROWARD COUNTY, FLORIDA

FIGURE
3

**TABLE 1
COST ESTIMATE FOR CSID GEOPROBE
PROJECT COST SPREADSHEET**

PROPOSAL/PROJECT NAME:	CSID 2500 GAL UST GEOPROBE	PROPOSAL/PROJECT NO.:	TBD
PROPOSAL BY:	JG	DATE:	9/4/2020

TASK 1: Health & Safety, Regulatory Notification, and Facility Coordination	TASK 5:
TASK 2: UST Removal	TASK 6:
TASK 3: Reporting TCAR and ISR	TASK 7:
TASK 4: Contingency	TASK 8:
TASK 5:	TASK 9:
TASK 6:	TASK 10:

TOTAL ESTIMATED COST: \$91,891

Professional Labor	Rate (\$/Hour)	Multiplier	TASK 1: (Hours)	TASK 2: (Hours)	TASK 3: (Hours)	TASK 4: (Hours)	TASK 5: (Hours)	TASK 6: (Hours)	TASK 5: (Hours)	TASK 6: (Hours)	TASK 7: (Hours)	TASK 8: (Hours)	TASK 9: (Hours)	TASK 10: (Hours)	Total Hours	Total Cost (\$)	Labor Percent
Catagory																	
Principal	\$ 240.61	1															
Project Manager	\$ 141.27	1															
Professional Engineer	\$ 164.40	1	8	10	16										34	\$5,590	20.5%
Professional Geologist	\$ 110.80	1															
Senior Scientist II	\$ 137.27	1	1												1	\$137	0.6%
Senior Scientist I	\$ 115.42	1		110											110	\$12,696	66.3%
Senior Engineer	\$ 100.00	1	1		8										9	\$900	5.4%
Staff Engineer	\$ 86.73	1															
Scientist II	\$ 77.61	1															
Staff Geologist	\$ 70.00	1															
Senior Technician	\$ 85.87	1															
Technician	\$ 60.94	1															
GIS Specialist	\$ 85.89	1															
CADD Operator	\$ 79.10	1			6										6	\$475	3.6%
Administrative Assitant	\$ 68.11	1	6												6	\$409	3.6%
		1															
Total Labor Hours			16	120	30												
Total Labor Dollars			\$1,961	\$14,340	\$3,905										166	\$20,206	100.0%

TECHNICAL SERVICES BY OTHERS (TSO)

Technical Services by Others (TSO)	Rate (\$/Unit)	Unit	TASK 1: (Unit)	TASK 2: (Unit)	TASK 3: (Unit)	TASK 4: (Unit)	TASK 5: (Unit)	TASK 6: (Unit)	TASK 5: (Unit)	TASK 6: (Unit)	TASK 7: (Unit)	TASK 8: (Unit)	TASK 9: (Unit)	TASK 10: (Unit)	Total Units (#)	Total Cost (\$)	Expense Percent
Laboratory																	
<i>water</i>																	
EPA 8260B (BTEX & MTBE)	\$50.00	/each		1											1	\$50	3.8%
EPA 8270	\$95.00	/each		1											1	\$95	7.2%
FL-PRO	\$75.00	/each		1											1	\$75	5.7%
PBCWUD Permit Parameter (Rush)	\$378.00	/each															
PBCWUD Permit Parameter (Stand)	\$223.00	/each															
Arsenic (6010)	\$32.00	/each															
Lead (200.7 or 239.2)	\$16.00	/each															
Iron & Zinc	\$35.00	/each															
<i>soil / air</i>																	
VOAs	\$50.00	/each		5											5	\$250	18.9%
PAHs (EPA 8270)	\$95.00	/each		5											5	\$475	36.0%
FL-PRO	\$75.00	/each		5											5	\$375	28.4%
PCBs	\$55.00	/each															
VOHs	\$50.00	/each															
Herbicides	\$120.00	/each															
Pesticides	\$95.00	/each															
Metals (As.Cd.Cr.Pb)	\$60.00	/each															
TCLP extraction	\$60.00	/each															
Metals (As.Cd.Cr.Pb)	\$60.00	/each															
Sub-Total Lab Charges				\$1,320												\$1,320	
Mark-Up																	
Total Lab Charges				\$1,320												\$1,320	100.0%

TECHNICAL SERVICES BY OTHERS (TSO) - Continued

OTHER SUBCONTRACTORS	Rate	Unit	TASK 1:	TASK 2:	TASK 3:	TASK 4:	TASK 5:	TASK 6:	TASK 5:	TASK 6:	TASK 7:	TASK 8:	TASK 9:	TASK 10:	Total Units	Total Cost	Expense %
Phone	\$50	/mo.															
Electrical Power	\$0.10	/kWh															
Field Work Unit Costs																	
Monitoring wells (shallow)	\$1,500	/each		1											1	\$1,500	2.2%
Contractor Mob for UST remo	\$900	/event		1											1	\$900	1.3%
Removal of USTs	\$19,991	/event		1											1	\$19,991	29.3%
Dig,Stockpile,Load Soil (crew& equip)	\$15,775	/event		1											1	\$15,775	23.1%
Backfill Excavation (crew& equip)	\$7,460	/event		1											1	\$7,460	10.9%
Contractor Mob for backfill	\$1,440	/event		1											1	\$1,440	2.1%
30 Barricades	\$21.30	/day		36											36	\$767	1.1%
Transport Soil	\$21.60	/ton		180											180	\$3,888	5.7%
Soil Disposal	\$21.60	/ton		180											180	\$3,888	5.7%
Waste Profile	\$100	/source															
Clean Fill (sand)	\$15.20	/ton		81											81	\$1,231	1.8%
Clean Fill (57 stone)	\$28.80	/ton		121											121	\$3,485	5.1%
Temp Fence	\$5,000	each															
Waste Profile	\$100	/source															
Uncid Granular	\$505.51	/each															
Unicid Catalyst	\$520.54	/each															
pH Neutralizer	\$26.25	/each															
Backfill (material only)	\$12.50	/ton															
Geoprobos	\$1,800	/day															
Groundhound	\$850	/event															
Flowmeter	\$1,000.00	/each															
Frac Tank Cleaning	\$895	/each															
Miscellaneous																	
	Rate	Unit	TASK 1:	TASK 2:	TASK 3:	TASK 4:	TASK 5:	TASK 6:	TASK 5:	TASK 6:	TASK 7:	TASK 8:	TASK 9:	TASK 10:	Total Units	Total Cost	Expense %
Broward Co Permit	\$400	/event		1											1	\$400	0.6%
Coral Springs Permit	\$2,500	/event		1											1	\$2,500	3.7%
Purge Water Disposal	\$0.54	/gallon															
Tanker Mob/De-mob	\$1,300.00	/event															
Baker Tank Rental	\$47	/day															
Contingency	\$5,000	/event					1								1	\$5,000	7.3%
Sub-Total Subs				\$63,225		\$5,000										\$68,225	
<i>Mark-Up</i>																	
Total Subs				\$63,225		\$5,000										\$68,225	100.0%
(L) = Includes Lab																	
TOTAL TSOs				\$64,545		\$5,000										\$69,545	

DIRECT COSTS

Direct Costs	Rate	Unit	TASK 1:	TASK 2:	TASK 3:	TASK 4:	TASK 5:	TASK 6:	TASK 5:	TASK 6:	TASK 7:	TASK 8:	TASK 9:	TASK 10:	Total Units	Total Cost	Expense
	(\$/Unit)		(Unit)	(Unit)	(Unit)	(Unit)	(Unit)	(Unit)	(Unit)	(Unit)	(Unit)	(Unit)	(Unit)	(Unit)	(#)	(\$)	Percent
Field Equipment																	
Tubing	\$50	/event		1											1	\$50	2.3%
Oil/Water Probe	\$35	/day		8											8	\$280	13.1%
Centrifugal Pump	\$50	/day															
Peristaltic Pump	\$20	/day		1											1	\$20	0.9%
Wellhead Pressure Gauges	\$50	/well															
Field Filters	\$20	/well															
Compressor	\$115	/day															
Multimeter Water Quality	\$140	/day		1											1	\$140	6.5%
Inspection Port Gauges	\$5	/day															
Data Logger	\$150	/day															
Turbidity Meter	\$25	/day		1											1	\$25	1.2%
Petro Flag	\$20	/sample															
Transformer	\$150	/day															
Mini RAM / OVA	\$100	/day		8											8	\$800	37.4%
Electronic Voltage Multimeter	\$20	/day															
Generator (20kw)	\$100	/day															
Battery	\$50	/day															
Well riser	\$25	/well															
Well screen	\$25	/well															
Materials + 1 tote	\$200	/event															
Thin Field Book	\$4	/day															
Van/Truck	\$75	/day		11											11	\$825	38.6%
Field Filter	\$20	/well															
diesel for generator/compressor	\$75	/day															
Sub-Total				\$2,140												\$2,140	
Mark-Up																	
Total				\$2,140											31	\$2,140	100.0%
	Rate	Unit	TASK 1:	TASK 2:	TASK 3:	TASK 4:	TASK 5:	TASK 6:	TASK 5:	TASK 6:	TASK 7:	TASK 8:	TASK 9:	TASK 10:	Total Units	Total Cost	Expense %
Travel & Subsistence																	
Car/Van Rental	\$75	/day															#DIV/0!
Mileage	\$0.550	/mile															#DIV/0!
Per Diem	\$10	/day															#DIV/0!
Hotel	\$65	/day															#DIV/0!
Airfare	\$300	/trip															#DIV/0!
Sub-Total																	#DIV/0!
Mark-Up	3%																#DIV/0!
Total																	#DIV/0!
	Rate	Unit	TASK 1:	TASK 2:	TASK 3:	TASK 4:	TASK 5:	TASK 6:	TASK 5:	TASK 6:	TASK 7:	TASK 8:	TASK 9:	TASK 10:	Total Units	Total Cost	Expense %
Computer/Phones/Fax																	
Office Service Fee (% of Labor)		/hour															#DIV/0!
Facsimile	\$0.50	/page															#DIV/0!
Postage	\$0.32	/item															#DIV/0!
Overnight Letter	\$8.00	/item															#DIV/0!
Overnight Reports	\$20.00	/package															#DIV/0!
CADD Computer Time	\$18.00	/hour															#DIV/0!
Computer Time	\$12.00	/hour															#DIV/0!
Copies	\$0.10	/page															#DIV/0!
Sub-Total																	#DIV/0!
Mark-Up																	#DIV/0!
Total																	#DIV/0!
Total Direct Costs				\$2,140											31	\$2,140	

**COST ESTIMATE FOR CSID GEOPROBE
PROJECT COST SPREADSHEET
PROJECT COST SUMMARY**

PROPOSAL/PROJECT NAME:	CSID 2500 GAL UST GEOPROBE	PROPOSAL/PROJECT NO.:	TBD
PROPOSAL BY:	JG	DATE:	9/4/2020

TASK DESCRIPTION	LABOR	TSO COSTS		DIRECT COSTS	TOTAL COSTS	PERCENT COSTS
		SUBS	LAB			
TASK 1: Health & Safety, Regulatory Notification, and Facility Co	\$1,961				\$1,961	2%
TASK 2: UST Removal	\$14,340	\$63,225	\$1,320	\$2,140	\$81,025	88%
TASK 3: Reporting TCAR and ISR	\$3,905				\$3,905	4%
TASK 4: Contingency		\$5,000			\$5,000	5%
TASK 5:						
TASK 6:						
TASK 5:						
TASK 6:						
TASK 7:						
TASK 8:						
TASK 9:						
TASK 10:						
TOTAL	\$20,206	\$68,225	\$1,320	\$2,140	\$91,891	100%

22% 74% 1% 2% 100% Checks

EIGHTH ORDER OF BUSINESS



ROSTAN SOLUTIONS, LLC
4600 Goer Drive, Suite 200A
North Charleston, SC 29406
T: 813.333.7042 | F: 813.333.7330
www.rostan.com

August 21, 2020

Mr. David McIntosh
Director of Utilities
Coral Springs Improvement District
10300 NW 11th Manor
Coral Springs, FL 33071

Ref: Monitoring Debris Removal

Dear Mr. McIntosh,

All elements of Monitoring Debris Removal and Disaster Consulting Services have been completed. No additional invoices will be submitted for this project.

Please consider this letter as our request to approve the following change order:

Change Order #1 decreases the original contract value of \$435,000 by \$(133,797.25), resulting in a final contract value of \$301,202.75

We certified that no other invoices will be submitted, and the project is considered closed after we receive the payment of our final invoice (Invoice 228-02.013) in the amount of \$9,470.

Thank you for the opportunity to work for you and if we can provide you with any further, please do not hesitate to call.

Very truly yours,

A handwritten signature in blue ink, appearing to read "Sam Rosania". The signature is fluid and cursive, with a large loop at the beginning and a long, sweeping tail.

Sam Rosania
Executive Vice President
Rostan Solutions, LLC

NINTH ORDER OF BUSINESS

PROFESSIONAL SERVICES AGREEMENT

Between Coral Springs Improvement District and Rostan Solutions, LLC.

Task Order Contract

Professional Services Agreement

This Professional Services Agreement (Agreement) is entered into this ____ day of _____, [YEAR] between CORAL SPRINGS IMPROVEMENT DISTRICT (OWNER), having its principal office at 10300 NW 11th Manor Coral Springs, FL 33071 and ROSTAN SOLUTIONS, LLC. (CONTRACTOR), a company licensed to conduct business in the State of Florida, having its principal place of business at 3433 Lithia Pinecrest Rd., Suite 287, Valrico, FL. 33596.

The OWNER intends to engage the CONTRACTOR to provide professional services related to Disaster Debris Monitoring and Reimbursement Management Services.

The scope of work under this agreement will have the following characteristics: On an as-needed basis, the OWNER will issue Task Orders to the CONTRACTOR describing the work required under this Agreement, containing a mutually-agreed upon "Not to Exceed" cost, with all required work being directly related to those services originally sought by the OWNER. In response, CONTRACTOR will prepare a scope of work and cost estimate which shall become part of the Task Order upon execution by both parties.

This services agreement incorporates all substantive provisions of that certain RFP issued by the Coral Springs Improvement District dated June 19, 2020 including Section 5 regarding all FEMA requirements.

In consideration of the mutual promises herein, CONTRACTOR and the OWNER agree that the terms and conditions of this Agreement are as follows:

1. BASIC SERVICES

- 1.1. **Scope.** CONTRACTOR shall provide the Basic Services as described in individual Task Orders authorized in writing by the OWNER. A sample Task Order form is provided in Schedule A. The Task Order format may be modified from time to time. CONTRACTOR's obligations under this Agreement are solely for the benefit of the OWNER and no other party is intended to benefit or have rights hereunder.
- 1.2. **Standard of Care.** CONTRACTOR shall perform the professional services under this Agreement at the level customary for competent and prudent professionals performing such services at the time and place where the services are provided. These services will be provided by CONTRACTOR's professionals and individuals skilled in other technical disciplines, as appropriate.
- 1.3. **Instruments of Service.** CONTRACTOR is responsible for the professional quality, technical accuracy, timely completion, and the coordination of all instruments of its services including designs, drawings, specifications, reports [collectively called **Service Instruments**] and other services provided under this Agreement.
- 1.4. **End-Users Software License.** RESERVED
- 1.5. **Applicable Codes.** The Service Instruments will conform to the generally accepted codes and regulations applicable to the Project at the time of performance.

PROFESSIONAL SERVICES AGREEMENT

Between Coral Springs Improvement District and Rostan Solutions, LLC.

Task Order Contract

- 1.6. **Subcontractors.** Any subcontractors and outside associates of CONTRACTOR to be engaged by CONTRACTOR under this Agreement are limited to those identified in executed Task Orders or as the OWNER specifically approves during the performance of a Task Order.
- 1.7. **Title to Hazardous Materials.** The OWNER and CONTRACTOR agree that title to all types of hazardous or toxic wastes, materials, or substances originating at or removed from the Site will remain with the OWNER.
- 1.8. **Transportation or Disposal of Hazardous Materials.** The OWNER further agrees that, if this Agreement requires the containerization, transportation, or disposal of any hazardous or toxic wastes, materials or substances, CONTRACTOR is not, and has no authority to act as a generator, arranger, transporter, or disposer of any hazardous or toxic wastes, materials or substances that may be found or identified on, at, or around OWNER's premises. In this regard, the OWNER and CONTRACTOR agree as follows:
 - 1.8.1. CONTRACTOR may assist the OWNER in obtaining the services of licensed hazardous materials contractors for the transportation and disposal of all hazardous or toxic wastes, materials, or substances. CONTRACTOR shall not contract directly for these services.
 - 1.8.2. It is understood by both the OWNER and CONTRACTOR that the OWNER will provide all required hazardous or toxic wastes, materials or substance generator numbers, signed manifests, storage and treatment permits, and any permits or licenses required by local, state, or federal laws or regulations for the generation, transportation, storage, treatment and/or disposal of any hazardous or toxic wastes, materials or substances.

2. THE OWNER'S RESPONSIBILITIES

Unless stated otherwise in Section 7 or in individual Task Orders, the OWNER shall do the following in a timely manner:

- 2.1. **The OWNER's Representative.** The OWNER will designate a representative having authority to give instructions, receive information, define the OWNER's policies, and make decisions with respect to individual Task Orders.
- 2.2. **Project Criteria.** Provide criteria and information as to the OWNER's requirements for a Task Order, including design objectives and constraints, space, capacity, scope of work, task assignments, and performance requirements, and any budgetary limitations to the extent known to the OWNER.
- 2.3. **Data.** Provide all available information, including previous reports and any other data in the possession of the OWNER relevant to a Task Order.
- 2.4. **Access.** Arrange for CONTRACTOR to enter onto OWNER'S property and other public property with the consent of the property owner.
- 2.5. **Review.** Respond to CONTRACTOR's request for decisions or determinations.
- 2.6. **Meetings.** Hold or arrange to hold meetings required to assist in the work required by a Task Order.

PROFESSIONAL SERVICES AGREEMENT

Between Coral Springs Improvement District and Rostan Solutions, LLC.

Task Order Contract

- 2.7. **Project Developments.** Give prompt written notice to CONTRACTOR whenever the OWNER observes or otherwise becomes aware of any development that affects the scope or timing of CONTRACTOR's services.

3. PERIODS OF SERVICE

- 3.1. **Time of Performance.** Sections 3 and 4 anticipate the orderly and continuous progress of Task Orders through completion of each Task Order's scope of work.
- 3.2. **Start of Performance.** CONTRACTOR will start the Services described in each Task Order upon authorization by the OWNER. If the OWNER gives authorization before signing a Task Order, CONTRACTOR shall be paid as if the services had been performed after both parties signed the Task Order. Task orders will only be valid if signed by the OWNER's authorized representative.
- 3.3. **Force Majeure.** If a force, event, or circumstance beyond CONTRACTOR's or the OWNER'S control interrupts or delays CONTRACTOR's performance, the time of performance shall be equitably adjusted.
- 3.4. **Term.** This Agreement shall be in effect for three (3) years from the effective date, with two (2), one (1) year extensions available upon mutual consent in writing of the parties.

4. COMPENSATION

- 4.1. **CONTRACTOR Services.** Based upon the Scope of Services provided for in each Task Order issued pursuant to the Agreement and Fee Schedule (Schedule B), the OWNER shall pay CONTRACTOR the amount stated in invoices issued for and in accordance with each Task Order for actual work performed during the period covered by the invoice, subject to the funding limits established in each task order. Invoices are payable by the OWNER within 30 days after receipt of approved invoice.

5. OPINIONS OF CONSTRUCTION COST

- 5.1. **Construction Cost.** If required by this Agreement, opinions related to cost given by CONTRACTOR are subject to the following. CONTRACTOR has no control over the cost of labor, materials, equipment, services furnished by others, over a contractor's or facility's methods of determining prices, or over competitive bidding or market conditions. CONTRACTOR's opinion of probable cost is made on the basis of CONTRACTOR's experience and qualifications and represents CONTRACTOR's judgment as an experienced and qualified professional firm, familiar with the disaster recovery industry. CONTRACTOR does not guarantee that proposals, bids, or actual project cost will not vary from CONTRACTOR's opinions of probable cost.

6. GENERAL CONSIDERATIONS

- 6.1. **Changes.** By written and/or electronic notice at any time, the OWNER may change services required by a Task Order, provided such changes are within the general scope of the services contemplated by this Agreement, subject to validation under any applicable cost or price analysis required by federal, state, or local law. In such event, an equitable adjustment both in the compensation for and time of performance of the adjusted Task Order shall be made in writing prior to CONTRACTOR performing the changed services. Such changes can only be required by the OWNER's authorized representative.
- 6.2. **Access to Records.** The following access to records requirements apply to CONTRACTOR, which includes its successors, transferees, assignees, and subcontractors: (a) CONTRACTOR agrees to provide the OWNER, the State of Florida, the FEMA Administrator, the Comptroller General of the United States, or any of their authorized

PROFESSIONAL SERVICES AGREEMENT

Between Coral Springs Improvement District and Rostan Solutions, LLC.

Task Order Contract

representatives access to any books, documents, papers, and records which are directly pertinent to this Agreement for the purpose of making audits, examinations, excerpts, and transcriptions; (b) CONTRACTOR agrees to permit any of the foregoing parties to reproduce by any means whatsoever or to copy excerpts and transcriptions as reasonably needed; and (c) CONTRACTOR agrees to provide the FEMA Administrator or his authorized representatives access to construction or other work sites pertaining to the work being completed under this Agreement.

- 6.3. Confidentiality and Proprietary Information.** CONTRACTOR will hold secret and confidential all information designated by the OWNER as confidential (Confidential Information). CONTRACTOR will not reveal Confidential Information to a third party unless: (a) the OWNER consents in writing; (b) the information is or becomes part of the public domain; (c) applicable law, regulation, court order or an agency of competent jurisdiction requires its disclosure; or (d) failure to disclose the information would pose an imminent and substantial threat to human health or the environment. All drawings, specifications, technical information, and other information furnished to OWNER by CONTRACTOR or developed by CONTRACTOR in connection with the work are, and will remain, the property the OWNER.
- 6.4. Disputes.** If a dispute or complaint (collectively referred to as a "Dispute") arises concerning this Agreement, the OWNER and CONTRACTOR will negotiate a resolution of the Dispute. Should negotiation be unsuccessful, mediation of the Dispute by a third party shall follow. Any time which elapses in attempting to resolve the Dispute through either or both negotiation or mediation shall extend day-for-day any applicable statute(s) of repose or limitation of actions.
- 6.4.1. Negotiation.** Following written notice of a Dispute, a minimum of one face-to-face meeting (or less if the Dispute is resolved) shall be held.
- 6.4.2. Mediation.** If negotiation is unsuccessful, a mutually acceptable third party [Facilitator] having expertise in the subject of the Dispute shall be engaged to mediate the Dispute. The fee and expenses of the Facilitator shall be shared equally by the parties to the Dispute. The parties may present evidence and arguments to the Facilitator. Unless the Facilitator and the parties agree otherwise, a minimum of one face-to-face meeting shall be held within the sixty-day period beginning on the date of the Facilitator's engagement. Following the meeting or earlier if appropriate, the Facilitator shall report to the parties whether he believes the Dispute is resolvable through mediation. At that point the parties shall elect (a) to continue mediation, (b) replace the Facilitator and continue mediation, or (c) end mediation. If the mediation is ended, the parties may litigate the Dispute.
- 6.4.3. Litigation.** In the event of litigation between the parties venue for any dispute shall be the circuit court of Broward County.
- 6.4.4. Attorneys' Fees.** In the event of litigation, the prevailing party as evidenced by a final, un-appealed order granting the relief requested shall be entitled to its reasonable attorney's fees and costs.
- 6.5. Remedies.** Nothing in this Agreement otherwise prevents the OWNER from utilizing any available remedies, administrative, contractual, or legal, where CONTRACTOR has been found to have violated or breached the terms of this Agreement, subject to the Limitation of Liability provision below.

PROFESSIONAL SERVICES AGREEMENT

Between Coral Springs Improvement District and Rostan Solutions, LLC.

Task Order Contract

6.6. Insurance. CONTRACTOR will maintain insurance against the following risks during the term of the Agreement: (a) workers compensation in statutory amounts and employer's liability for CONTRACTOR's employees' project-related injuries or disease; (b) general liability and automobile liability each in the amount of \$1,000,000 for personal injury or property damage to third parties which arises from CONTRACTOR's performance under this Agreement; and (c) professional liability in the amount of \$1,000,000 for legal obligations arising out of CONTRACTOR's failure to meet the Standard of Care.

6.7. Indemnification.**6.8.**

6.8.1. CONTRACTOR hereby agrees to indemnify and hold the OWNER harmless from and against any and all losses, damages, settlements, costs, charges, or other expenses or liabilities of every kind and character arising out of or relating to any and all claims, liens, demands, obligations, actions, proceedings, or causes of action of every kind and character arising out of the negligent acts, errors, or omissions of CONTRACTOR or others for whose acts CONTRACTOR is responsible under this Agreement.

6.8.2. To the extent authorized by law the OWNER hereby agrees to indemnify and hold CONTRACTOR harmless from and against any and all losses, damages, settlements, costs, charges, or other expenses or liabilities of every kind and character arising out of or relating to any and all third party claims, liens, demands, obligations, actions, proceedings, or causes of action of every kind and character arising from performance of the OWNER of its obligations under this Agreement, and the performance hereunder of its employees, agents or others for whose acts the OWNER is responsible under this Agreement.

6.9. Limitation of Liability. Notwithstanding any other provision of this Agreement and to the fullest extent permitted by law the parties agree that neither the OWNER nor CONTRACTOR shall be liable to each other for any special, indirect or consequential damages, whether caused or alleged to be caused by negligence, strict liability, breach of contract or warranty under this Agreement. Except for amounts for which indemnification is given by CONTRACTOR hereunder, in no event will CONTRACTOR's liability to the OWNER, whether in contract, tort or any other theory of liability, exceed CONTRACTOR's fees for services from which the liability arises.

6.10. Assignment Rights. OWNER may offer adoption of this agreement in whole to other local governing agencies with the express written approval of the CONTRACTOR. The OWNER makes no guarantee of assignment and the CONTRACTOR maintains the right to refuse services to other local governing agencies.

6.11. Interpretation. This Agreement shall be interpreted in accordance with the laws of the State of Florida. Venue for any disputes requiring resolution by a court of competent jurisdiction shall be Broward County.

6.12. Successors. This Agreement is binding on the successors and assignees of the OWNER and CONTRACTOR. The Agreement may not be assigned in whole or in part to any third parties without the written consent of the OWNER.

PROFESSIONAL SERVICES AGREEMENT

Between Coral Springs Improvement District and Rostan Solutions, LLC.

Task Order Contract

- 6.13. Independent Contractor.** CONTRACTOR represents that it is an independent contractor and is not an employee of the OWNER.
- 6.14. Notices.** Written notices may be delivered in person or by certified mail, or by facsimile, or by courier or by email. All notices shall be effective upon the date of receipt by the party.
- 6.15. Entire Agreement.** This Agreement encompasses all procurement and contract documents to include the RFP and addenda, CONTRACTOR Proposal, Contract, Schedules, Attachments, and Task Orders executed pursuant to this Agreement. Any prior or contemporaneous agreements, promises, negotiations or representations not expressly stated herein are of no force and effect. Any modifications to this Agreement shall be in writing and signed by the OWNER and CONTRACTOR.
- 6.16. Waivers and Severability.** A waiver or breach of any term, condition, or covenant by a party shall not constitute a waiver or breach of any other term, condition or covenant. If any court of competent jurisdiction declares a provision of this Agreement invalid, illegal, or otherwise unenforceable, the remaining provisions of the Agreement shall remain in full force and effect.
- 6.17. Termination.** This Agreement may be terminated by either party at will and without cause, at any time upon three (3) days prior written notice to the other party and shall remain in force until so terminated. All information, data, materials, software and any other materials provided to either party must be returned upon termination of the Agreement.
- 6.18. Effective Date.** This Agreement is effective on the date shown on the cover page. As a result of new state law requiring contractors or their subcontractors contracting with a public agency to comply with the Federal E-Verify law as of January 1, 2021:

The CONTRACTOR and its subcontractors warrant compliance with all federal immigration laws and regulations that relate to their employees. The CONTRACTOR agrees and acknowledges that the OWNER is a public employer subject to the E-Verify requirements as set forth in Section 448.095, Florida Statutes, and that the provisions of Section 448.095, Florida Statutes apply to this Agreement. If the OWNER has a good faith belief that the CONTRACTOR has knowingly hired, recruited or referred an alien who is not authorized to work by the immigration laws or the Attorney General of the United States for employment under this Agreement, the OWNER shall terminate this Agreement. If the OWNER has a good faith belief that a subcontractor performing work under this Agreement knowingly hired, recruited or referred an alien who is not duly authorized to work by the immigration laws or the Attorney General of the United States for employment under this Agreement, the OWNER shall promptly notify the CONTRACTOR and order the CONTRACTOR to immediately terminate the contract with the subcontractor. The CONTRACTOR shall be liable for any additional costs

PROFESSIONAL SERVICES AGREEMENT

Between Coral Springs Improvement District and Rostan Solutions, LLC.

Task Order Contract

incurred by the OWNER as a result of the termination of a contract based on CONTRACTOR'S failure to comply with E-Verify requirements evidenced herein.

7. SPECIAL PROVISIONS, EXHIBITS, and SCHEDULES.

- 7.1 Special Provisions.** This Agreement is subject to the following special provisions: **Duties and Responsibilities of CONTRACTOR.** CONTRACTOR or its representatives may be on site during various stages of the work to observe the progress and quality of the work and to determine, in general, if the work is proceeding in accordance with the intent of the Agreement. Visits and observations made by CONTRACTOR will not relieve other contractors of their obligation to conduct comprehensive inspections of the work, to furnish materials, to perform acceptable work, and to provide adequate safety precautions.
- 7.2 Limitations of CONTRACTOR's Responsibilities.** CONTRACTOR will not be responsible for other contractors' means, methods, techniques, sequences or procedures of the work, or the safety precautions, including compliance with the program's incident thereto. CONTRACTOR will not be responsible for contractors' or their subcontractor's failure to perform the work in accordance with their contract with the OWNER or any other agreement. CONTRACTOR will not be responsible for the acts or omissions of contractors, their subcontractors or any other contractors, or any of its or their agents or employees or any other persons at the site or otherwise performing any of the work.
- 7.3 Schedules.** The following Schedules are attached to and made a part of this Agreement:
- 7.3.1 **Schedule A:** *Sample Task Order*
 - 7.3.2 **Schedule B:** *Fee Schedule*
 - 7.3.3 **Schedule C:** *Request for Proposals*
 - 7.3.4 **Schedule D:** *Contractor Proposal*
 - 7.3.5 **Schedule E:** *Public Entity Crimes Affidavit*
- 7.4 Required Contract Provisions for Non-Federal Entity Contracts Under Federal Awards.** In addition to the terms and conditions expressed within this Agreement, the Code of Federal Regulation ("CFR") Part 200.326 requires that contracts made by non-Federal entities under a Federal award must contain certain provisions and/or clauses, as applicable, to the contract. These clauses are identified in 2 CFR Part 200 Appendix II, and by their inclusion in the RFP are incorporated into this Agreement, as applicable, and any Task Orders issued by the OWNER.

PROFESSIONAL SERVICES AGREEMENT

Between Coral Springs Improvement District and Rostan Solutions, LLC.

Task Order Contract

7.5 IF THE CONTRACTOR HAS ANY QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES TO THE CONTRACTORS DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, THE CONTRACTOR SHOULD CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT

Sandra Demarco

210 N. University Drive, Suite 702 Coral Springs, FL 33071

(O) 954.603.0033, Ext. 40532

Email: Sandra.demarco@inframark.com

Execution Authority. This Agreement is a valid and authorized undertaking of the OWNER and CONTRACTOR. The representatives of the OWNER and CONTRACTOR who have signed below have been authorized to do so.

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement as of the day and year shown on the cover page.

CORAL SPRINGS IMPROVEMENT DISTRICT

ROSTAN SOLUTIONS, LLC

By: _____

By:  _____

Name: _____

Name: Darius Stankunas

Title: _____

Title: President

Date: _____

Date: August 18, 2020

PROFESSIONAL SERVICES AGREEMENT

Between Coral Springs Improvement District and Rostan Solutions, LLC.

Task Order Contract

Schedule A

SAMPLE TASK ORDER

Task Order Number: _____

Task Order Date: _____

Subject to the Agreement between the OWNER and CONTRACTOR, effective [DATE], the OWNER hereby authorizes CONTRACTOR to perform services as specified in this Task Order and in accordance with the above-referenced Agreement.

1. Basic Project Information:

Project Name: _____

Agreement Number: _____

OWNER Representative: _____

CONTRACTOR Representative: _____

2. Scope of Services: CONTRACTOR shall perform services described in Attachment 1, Scope of Services, attached and incorporated into this Task Order.

3. Period of Service: The period of service shall be _____ days from Task Order effective date.

4. Compensation: CONTRACTOR's compensation under this Task Order, which shall not be exceeded without prior written authorization of the OWNER, is \$_____.

5. This Task Order's Pricing Schedule is incorporated and provided as Attachment 2.

6. Special Conditions: This Task Order is subject to the special terms and conditions as described in Section 7.0 of the Agreement.

7. Amendment: This Task Order amends Task Order No. _____, Date: _____.

ISSUED AND AUTHORIZED BY:
CORAL SPRINGS IMPROVEMENT DISTRICT

ACCEPTED AND AGREED TO BY:
ROSTAN SOLUTIONS, LLC

By: _____

By: _____

Title: _____

Title: _____

PROFESSIONAL SERVICES AGREEMENT

Between Coral Springs Improvement District and Rostan Solutions, LLC.

Task Order Contract

PROFESSIONAL SERVICES TASK ORDER

Task Order Number: _____

Attachment 1

Scope of Services

Attachment 2

Pricing Schedule

PROFESSIONAL SERVICES AGREEMENT

Between Coral Springs Improvement District and Rostan Solutions, LLC.

Task Order Contract

Schedule B

FEE SCHEDULE

Role	Rate (\$)
Project Manager	\$85.00
Operations Manager	\$75.00
Field Supervisor	\$44.00
Field Monitor	\$35.00
DMS/Disposal Site Monitor	\$35.00
Data Manager	\$70.00
GIS Analyst	\$65.00
Environmental Specialist	\$78.00
Invoice Analyst	\$50.00
Clerical/Administrative	\$30.00
Grant Specialist	\$95.00
Senior Grant Consultant	\$115.00
Additional Required Roles (must define each role)	

PROFESSIONAL SERVICES AGREEMENT

Between Coral Springs Improvement District and Rostan Solutions, LLC.

Task Order Contract

Schedule C

REQUEST FOR PROPOSALS (RFP #2020-3)

PROFESSIONAL SERVICES AGREEMENT

Between Coral Springs Improvement District and Rostan Solutions, LLC.

Task Order Contract

Schedule D

CONTRACTOR PROPOSAL

PROFESSIONAL SERVICES AGREEMENT

Between Coral Springs Improvement District and Rostan Solutions, LLC.

Task Order Contract

Schedule E

PUBLIC ENTITY CRIMES AFFIDAVIT

PUBLIC ENTITY CRIMES AFFIDAVIT

DATE: August 17, 2020

SWORN STATEMENT UNDER SECTION 287.133(3) (A), FLORIDA STATUTES

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted to CORAL SPRINGS IMPROVEMENT DISTRICT by Sam Rosania (print individual's name and title) for Rostan Solutions, LLC (print name of entity submitting sworn statement) whose business address is 3433 Lithia Pinecrest Road, #287, Valrico, FL 33596 and, (if applicable) its Federal Employer Identification Number (FEIN) is 20-5425053 (if the entity has no FEIN, include Social Security Number of the individual signing this sworn statement: _____).
2. I understand that a "public entity crime" as defined in Paragraph 287.133 of the Florida Statutes, means a violation of any state or Federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including but not limited to, any bid or contract for goods or services, any lease for real property, or any contract for the construction or repair of a public building or public work, involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
3. I understand that "convicted" or "conviction" is defined by the Statute to mean a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an "affiliate" is defined in Section 287.133(1)(a), Florida Statutes, means:
 - (A) A predecessor or successor of a person convicted of a public entity crime; or
 - (B) An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

Public Entity Crimes Affidavit

Page: 2

5. I understand that a "person" as defined in Section 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applied to bid on contracts let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.
6. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement (indicate by placing a check in front of the statement which applies):

Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members or agents who are active in the management of the entity, nor any affiliate of the entity was charged with and convicted of a public entity crime subsequent to July 1, 1989.

The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity was charged with and convicted of a public entity crime subsequent to July 1, 1989.

The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity was charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there was a subsequent proceeding before a Hearing Officer of the State of Florida Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list (attach a copy of final order).

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY, PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES, FOR CATEGORY TWO, OF ANY CHANGE AFFECTING THE CORRECTNESS OF THE INFORMATION CONTAINED IN THIS SWORN STATEMENT.

Public Entity Crimes Affidavit
Page: 3

[Signature]
(Signature)

August 17, 2020
(Date)

STATE OF South Carolina
COUNTY OF Colleton

PERSONALLY APPEARED BEFORE ME, the undersigned authority, Sam Rosania, who is personally known to me or who has produced _____ as identification, and who, after first being sworn by me, affixed his/her signature in the space provided above on this 17th day of August, 2020.

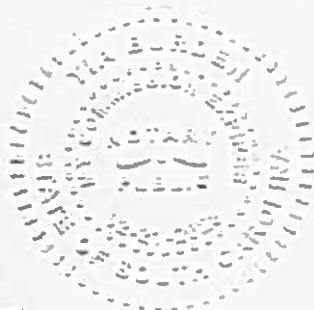
Tia Burden
Signature of Notary Public

Tia Burden
Name of Notary Public

Title or Rank

Serial Number, if any

(SEAL)
My commission expires:
February 21, 2028



Tenth Order of Business

Coral Springs Improvement District

Agenda Item Summary



Date: September 21 2020

Subject: Aquatic Herbicide Purchases FY 2020

Department: Drainage

By: Shawn Frankenhauser

Staff Requested Action: Consideration and motion to approve: Authorize purchase of aquatic herbicides highlighted in the bid tabulation as recommended by staff. Approve splitting purchases between two (2) tied vendors based on minimum set price from manufacturer.

Budgeted: Yes **Amount:** \$126,746.00

Attachments: Bid Tabulation.

Background/Description: The RFP for herbicide procurement was advertised in the local newspaper on August 18 and August 24, 2020. There were four (4) respondents. The tabulation sheet reflects the pricing submitted. The highlighted areas represent staff's recommendation of award for aquatic herbicide purchasing throughout FY 2021. This agreement expires September 30, 2021.

Benefits:

- **Operational Cost Reductions:** Procurement at fixed cost throughout FY 2021
- **Manpower Impact/Productivity:** N/A
- **Service Continuity/Improvement:** N/A

BID TITLE
 OPEN DATE
 OPEN TIME
 BUYER

AQUATIC HERBICIDES
 8/28/2020
 10:00 AM
 C.S.I.D.

Failure to file within the time prescribed in Section 120.57(3), Florida Statutes, shall constitute a waiver of proceedings under Chapter 120, Florida Statutes. All bids accepted by the District are subject to the District's terms and conditions. Any and all terms and conditions submitted by bidders will be rejected and shall have no force and/or effect.

OPEN BY S.Frankenhauser
 TABULATED BY Asad Hosein
 VERIFIED BY S Frankenhauser

Tabulation sheet indicates unit price per gallon or per pound

Chemicals	Container Size	HELENA	ALLIGARE	SITE ONE LANDSCAPES	NUTRIEN
Round Up Custom	2 1/2 Gals.	\$17.25	ALLIGARE GLPHO \$14.75	\$19.00	CINCO \$15.20
REWARD	2 1/2 Gals.	TRIBUNE \$35.50	ALLIGARE DIQUAT \$32.00	TRIBUNE \$42.90	TRIBUNE \$33.24
Cutrine Plus FL 909	2 1/2 Gals.	\$14.78	ALLIGARE ARGOS \$14.50	\$24.80	\$15.10
Non-ionic surfactant	2 1/2 Gals.	INLET \$12.00	ALLIGARE 90 \$8.50	LESCO SPREADER \$14.70	BREWER 90/10 \$9.75
Hydrothol 191	2 1/2 Gals.	\$77.80	N/B	N/B	\$77.80
Aquathol K	2 1/2 Gals.	\$74.75	N/B	\$82.00	\$74.75
Aquathol S K	20 lbs. Bag	\$19.30	N/B	\$21.50	\$19.30
Weedar 64	2 1/2 Gals.	\$11.42	ALLIGARE 2 4D \$9.20	\$15.10	\$10.74
Clipper	5 lbs. pail	SEMERA \$40.00	FLUMIGARD \$30.00	\$140.00	SCHOONER \$34.45

Orange cells are tie bids. Purchases will be rotated between the two. Minimum p
 Yellow cells are lowest and recommended bid

Eleventh Order of Business

August 25, 2020

David McIntosh
Director of Utilities
Coral Springs Improvement District
10300 N.W. 11th Manor
Coral Springs, FL 33071

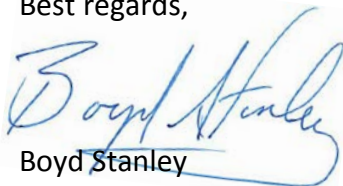
Subject: Piggyback Contract Renewal for the Purchase of Polymer
RE: City of Palm Coast Contract ITB-UT-18-64

Dear Mr. McIntosh,

Polydyne Inc. is pleased to offer the Coral Springs Improvement District a one-year renewal of our current piggyback Agreement for the purchase of cationic emulsion polymer, CLARIFLOC SE-676, from the referenced City of Palm Coast contract. With this piggyback agreement, the unit price for CLARIFLOC SE-676 will remain \$1.12/Lb. in drums. The period of this agreement will be October 23, 2020 through October 22, 2021.

We thank you for your business. We look forward to the opportunity to continue supplying the Coral Springs Improvement District. Should you have any questions regarding this offer, please feel free to contact Chris Cherp, Technical Sales Representative, at (941) 961-3998.

Best regards,


Boyd Stanley
Vice-President

Twelfth Order of Business

8/21/2020



Well Pump Motor Inventory
Request for Ongoing Sole Source Purchase Approval
Atlantic Environmental Systems Inc.

Board of Supervisors,

Our wellfield production utilizes specific pumps and motors offered by Atlantic Environmental Systems Inc (AES). We request the Board authorize ongoing purchases from this supplier. We provide the following supporting information.

At a June 2013 meeting, the Board was presented with two letters (one from Ken and one from Ed) describing the process that was applied to selecting a pump and motor combination for the wells that met the District's needs. Globaltech conducted an evaluation of a number of pump manufacturers and determined that SEI motors and Hydroflow pumps best fit our system's needs. Atlantic Environmental Systems Inc. has been and remains the sole source supplier of these pumps and motors in our area. We are enclosing the most current sole source letter.

The Board had previously approved a purchase from AES in early 2018 under sole source provisions. It has come to our attention that language allowing for ongoing purchases was not included although intended.

Moving forward, we request the Board approve purchases from Atlantic Environmental Systems Inc. for the duration of their sole source status.

Sincerely,

Christian McShea
Chief Operator



Submersibles and Electric Inc
2664 S Litchfield RD
Goodyear AZ 85338

Date: August 24, 2020

To: Whom it May Concern

Please allow this letter to confirm that our distributor, Atlantic Environmental Systems, Inc. of Lake Worth, FL, is the sole-source for SEI motors and Hydroflo pumps, in the southern half of Florida.

Please let me know an other information needed.

Thank you

A handwritten signature in cursive script, appearing to read 'Anurag Sharma', written in black ink.

Anurag Sharma
PRESIDENT

Phone No. 888-938-3783, 818-231-0455 Fax No. 888-638-0797

www.seipumps.com



Well pump/motor replacements

Board of Supervisors,

At the June 2013 meeting the Board was presented with two letters (one from Ken, and one from Ed) describing the process that was applied to selecting a pump and motor combination for the wells that met the District's needs. Globaltech conducted an evaluation of a number of pump manufacturers and determined that SEI motors and Hydroflow pumps best fit our system's needs. Atlantic Environmental Systems Inc. is the sole supplier of these pumps and motors in our area.

In an effort to standardize the equipment in our wellfield and be able to maintain a minimum stock of spares we are asking for your approval to purchase one 50hp pump/motor combo and one 40 hp pump/motor combo (SEI motors and Hydroflow pumps). The 50 HP combo will replace the spare for wells 4-11 that Globaltech will be installing in well 9 after the rehab process. The 40 HP combo will serve as a spare for wells 1-3. Wells 1-3 perform great with a 40HP motor and there is no need, at this time, to consider increasing the size of their equipment. We do not currently have a spare in stock for these three wells.

The total cost for these two pumps and two motors is \$14,215 delivered. This purchase is budgeted for.

Regards,

Joe Stephens
Chief Operator
Coral Springs Improvement District
10300 NW 11th Manor
Coral Springs, Fl. 33071
Office - (954) 796-6665
Fax - (954) 757-4850

Thirteenth Order of Business

1255 NW 21ST ST
POMPANO BEACH FL 33069-1428
Phone: 954-633-6300
Fax: 954-971-7029

To: CITY OF CORAL SPRINGS
4181 NW 121ST STREET
CORAL SPRINGS FL 33065
Attn: David McIntosh
Phone: 000-344-1096
Email:
Fax:

Date: 09/11/2020
Project Name:
GB Quote #: 0236202996
Purchase Order Nbr:
Release Nbr:
Additional Ref#:
Revision Nbr:
Valid From: 09/11/2020
Valid To: 10/11/2020
Contact: JEAN MAESTRE
Email: jean.maestre@graybar.com

Proposal

We appreciate your request and take pleasure in responding as follows

Notes: * all items will be about 7-10 day lead time. * ******Please see notes****** * 2449868 – Non Returnable * 2449742 – Non Returnable * PKL36080U31A – Returnable 25% re-stock * PKL36120U31A - Returnable 25% re-stock

Item	Quantity	Supplier	Catalog Nbr	Description	Price	Unit	Ext.Price
100	1	SQUARE D CO.	2449868		\$29,297.01	1	\$29,297.01
GB Part#: NOF SQDPA							

200	1	SQUARE D CO.	2449742		\$27,964.81	1	\$27,964.81
GB Part#: NOF SQDPA							

Total in USD (Tax not included): \$57,261.82

This equipment and associated installation charges may be financed for a low monthly payment through Graybar Financial Services (subject to credit approval). For more information call 1-800-241-7408 to speak with a leasing specialist.

This Graybar quote is based on the terms of sale in the EV2370 Master Agreement which can be found by clicking the link found at

https://www.omniapartners.com/hubs/PUBLIC%20SECTOR/Supplier%20Information/Graybar/EV2370_Graybar_MAD_2017_12_20.pdf

To: CITY OF CORAL SPRINGS
 4181 NW 121ST STREET
 CORAL SPRINGS FL 33065
 Attn: David McIntosh

Date: 09/11/2020
 Project Name:
 GB Quote #: **0236202996**

Proposal

We appreciate your request and take pleasure in responding as follows

Item	Quantity	Supplier	Catalog Nbr	Description	Price	Unit	Ext.Price
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This equipment and associated installation charges may be financed for a low monthly payment through Graybar Financial Services (subject to credit approval). For more information call 1-800-241-7408 to speak with a leasing specialist.

This Graybar quote is based on the terms of sale in the EV2370 Master Agreement which can be found by clicking the link found at

https://www.omniapartners.com/hubs/PUBLIC%20SECTOR/Supplier%20Information/Graybar/EV2370_Graybar_MAD_2017_12_20.pdf

SIXTH ORDER OF BUSINESS

Consideration of Work Authorizations

A. Amendment #1 to Work Authorization #134 for Production Well 9 Redevelopment for an Increase of \$3,886

Mr. Olson stated while Well 9 was being reassembled, there were corroded parts in the bottom of the well casing. They are being replaced with stainless steel parts.

On MOTION by Mr. Holland seconded by Mr. St. Cavish with all in favor Amendment #1 to Work Authorization #134 for an increase of \$3,886 was approved.

B. Work Authorization #145 for Variable Frequency Drives for High Service Pumps 5 & 6 for a Total Cost of \$11,527

Mr. St. Cavish asked if one of the pumps can be repaired and reused.

Mr. Stephens explained they were purchased in 1998 and it is difficult to find parts.

On MOTION by Mr. St. Cavish seconded by Mr. Holland with all in favor Work Authorization #145 for a total cost of \$11,527 was approved.

SEVENTH ORDER OF BUSINESS

Consideration of Agreement with Graybar for Electrical, Lighting, Data Communications, Security Products and Related Products, Services and Solutions, Piggybacking Off of the Master Agreement with Kansas City, Missouri, Allowing for 22% Discount on Purchases

On MOTION by Mr. St. Cavish seconded by Mr. Holland with all in favor the agreement with Graybar was approved.

EIGHTH ORDER OF BUSINESS

Consideration of Award of Contract to Therma Seal Roofing for the North Blower Building Roof at a Total Cost of \$16,795, Piggybacking Off of the City of West Palm Beach

Mr. Martin stated this is to replace the roof for the wastewater station.

On MOTION by Mr. Holland seconded by Mr. St. Cavish with all in favor the contract with Therma Seal Roofing was approved.

Fourteenth Order of Business

WORK AUTHORIZATION

CSID WA No. 180

Globaltech No. 151231

Pursuant to the provisions contained in the "Contract for Professional Engineering Consulting and Design-Build Services on a Continuing Contract Basis " between the CORAL SPRINGS IMPROVEMENT DISTRICT, hereinafter referred to as "OWNER", and Globaltech, Inc., hereinafter referred to as "FIRM", dated July 1, 2012 (hereinafter referred to as "AGREEMENT"), this Work Authorization authorizes the FIRM to provide services under the terms and conditions set forth herein and in the AGREEMENT, which is incorporated herein by reference as though set forth in full.

The OWNER desires design-build services related to Site Nos. 10 and 10A Canal Bank Stabilization Assessment and Design, hereinafter referred to as the "Specific Project".

Site 10 – Five (5) properties located on NW 19th Street (10966, 10940, 10926, 10902 and 10894).

Site 10 – Four (4) properties located on NW 108th Lane (2051, 1955, 1939, and 1913)

Site 10A - One (1) property located on NW 20th Drive (10788)

Section 1 – Terms

The FIRM shall be defined as an individual, corporation or contractor having a direct contract with the OWNER or with any other subcontractor in the performance of a part of the work contracted for under the terms of this Work Authorization with the OWNER.

Section 2 – Scope of Work

The OWNER desires to perform engineering services related to the Sites 10 and 10A - Canal Bank Stabilization Assessment and Design, hereinafter referred to as the "Specific Project".

Background

Under WA-123, an assessment was conducted in 2017, on 5 properties that make up Site 10. During a subsequent field inspection, Site 10A was identified as a location also needing remediation. Site 10A is located within 1,000 feet of Site 10 and was assessed under WA-173. As a result of this assessment, it was determined that one property (Site 10A) should be remediated while work is performed at Site 10.

Prior to submitting the current work authorization, a follow up inspection was conducted of the original properties that made up Site 10. During that inspection (conducted on July 31, 2020), four additional properties were identified on the east end of Site 10 (1913, 1939, 1955, and 2051 NW 108th Lane) that were also exhibiting severe bank erosion. The extent of the erosion had increased since the initial assessment was performed in 2017, therefore, these properties were added.

Scope

The purpose of this work authorization is to move all 10 properties through the design phase. This will require assessment work on the additional four properties (located on NW 108th Lane) followed by the preparation of design drawings for all 10 properties. The work will generally consist of the following services in accordance with the AGREEMENT:

Task 1 – Project Coordination

FIRM will attend up to three (3) meetings with OWNER to obtain available data, to coordinate applicable project issues, and to review results of assessment. FIRM will obtain photographs and property appraiser data from Broward County to develop project specific base maps for the design activities. FIRM will coordinate with individual property owners and subconsultants to gain access and discuss project activities. All field data will be gathered and cataloged and documented along with site photographs.

Task 2 – Site Assessment

FIRM will prepare a scope of work and subcontract with Avirom and Associates Surveyors, Inc. (Avirom). FIRM will coordinate work with Avirom, the OWNER and the individual property owners to ensure that the required, requested survey data is obtained. Data will consist of a Records Survey of existing properties, cross-sections at 50-foot intervals, and elevations at each observable grade break from the canal, through the right-of-way, and extending approximately 20 feet onto private property. Elevations will be referenced to NGVD 1929 vertical datum. FIRM will ultimately use survey data to prepare cross sectional designs for right-of-way remediation and plan drawings presented in a potential future work authorization.

FIRM will prepare a scope of work for an underwater dive inspection at the specific site where it is anticipated that canal bank erosion of the existing limerock layer has occurred. FIRM will subcontract with Industrial Divers Corporation (IDC) and will coordinate work between OWNER, IDC and adjacent home owners. A three person dive team will inspect the submerged shoreline and canal bank from water line to the toe of the slope and measure the typical slope on 50-foot stations and on the property line, survey quality GPS will be used to mark each starting location site. Each cross-section will include the depth of the toe and the horizontal distance of the toe of the slope from the water line which will provide the submerged slope. Any overhanging limestone ledges will be measured for horizontal extend, the depth of the undermining measured with a grade rod and the location of the center of the greatest extent of undermining delineated with an additional cross-section location. FIRM will review collected data and will ensure that the required, requested data is gathered and will be on site during the first half day of dive inspections. FIRM will compile information provided by IDC and will use this information to prepare sketches of the observations for use in the remedial design.

Task 3 – Canal Bank Stabilization Engineering and Design

Based on the information collected during Work Authorization (WA) 123 (Site10), WA-173 (Site 10A) and Task 2, FIRM will prepare construction plans with details and specification notes to implement a stone rip-rap canal bank stabilization at Sites 10 and 10A. It is assumed that all work will be conducted from within the canal. The construction plans will be executed to a level necessary to complete work (sufficient to be executed by the FIRM) and will include the following sheets (13 total sheets):

- Cover Sheet (1 sheet)
- General Notes and Legend (1 sheet)
- Typical Section Sheets (1 sheets)
- Plan Sheets (3 sheets)
- Cross Section Sheets (5 sheets)
- Detail Sheets (1 sheets)
- Pollution Prevention Plan Sheets (1 sheets)

FIRM will develop supplemental specifications to clarify the work activities and sequence of work. Specifications will be incorporated on the construction plans.

FIRM will develop and submit three (3) sets of construction contract documents (plans, notes and clarifications) for review and comment by CSID at the draft and final-complete milestones.

Task 4 – Construction Cost Estimate

Civil-CAD 3D will be used to prepare the proposed canal bank profiles. The program generates quantities of material required to be excavated and placed. With this information, Globaltech will prepare a cost estimate for the restoration of Sites 10 and 10A. The cost estimate will be prepared in the form of a Work Authorization to execute the work complete and will

include project management, community outreach, construction oversight, construction implementation, and closeout services.

Assumptions

Assumptions for the project are as follows:

- Permit applications for implementing the proposed improvements are not part of this evaluation.
- A significant alternatives evaluation will not be conducted to evaluate various remedial approaches. It is assumed that a rip-rap solution will be implemented for all properties.
- Construction plans will be developed to the 60-percent complete level; sufficient for execution by FIRM. Should OWNER desire to advertise and competitively bid project construction, the plans and specifications will be developed to 100-percent completion for additional fee.
- Bidding support services are not included in this evaluation.

Section 3 – Location

Design services to be performed by the FIRM shall be at Site 10 and 10A and include the following ten properties:

- 10966 NW 19th Street – Site 10
- 10940 NW 19th Street – Site 10
- 10926 NW 19th Street – Site 10
- 10902 NW 19th Street – Site 10
- 10894 NW 19th Street – Site 10
- 2051 NW 108th Lane – Site 10 (new)
- 1955 NW 108th Lane – Site 10 (new)
- 1939 NW 108th Lane – Site 10 (new)
- 1913 NW 108th Lane – Site 10 (new)
- 10788 NW 20th Drive

Section 4 – Deliverables

The FIRM will provide the following Deliverables to OWNER:

- Boundary survey and underwater dive inspection report for four new properties associated with Site 10 (1913, 1939, 1955, and 2051 NW 108th Lane)
- Engineering Design – Site 10 and 10A Canal Bank Remediation
- Not to Exceed Construction Cost Estimate in the form of a work authorization.

Section 5 – Time of Performance

Project will commence after execution of this Work Authorization and a Notice to Proceed is issued by OWNER. The FIRM and OWNER agree to the following schedule:

Task	Time Elapsed from NTP
Notice to Proceed (NTP)	0 Weeks
Data Gathering / Assessment	4 Weeks
Engineering and Design	8 Weeks
Design Review	10 Weeks
Submit Cost Estimate	12 Weeks

Section 6 – Method and Amount of Compensation

1. The FIRM shall be paid by the OWNER in accordance with the Florida’s Prompt Payment Act Florida Statute 218.70-79 and in accordance with the payment method as set forth in Section 6 of the AGREEMENT. The calculations shall begin using the date the invoice was received.
2. Total job price: **\$42,805.**
3. The fee for the above scope of services is based on a lump sum (LS). The LS is based on methods and assumptions presented in the scope of services. The LS shall not be greater than the stated amount unless there is an approved increase in the scope of services.
4. A Budget Summary for the above LS is provided in Attachment A.

Section 8 – Responsibilities

The FIRM shall, under no circumstance, look to the OWNER to provide any labor or equipment for the FIRM. The FIRM shall provide all of the labor and equipment necessary to perform the job or services contracted for at the expense of the FIRM. Property of any kind that may be on the premises, which are the site of the performance of this contract, during the performance of this Work Authorization, shall be at the sole risk of the FIRM.

- 8.1** The OWNER hereby designates Shawn Frankenhauser as the OWNER's representative.
- 8.2** In addition to applicable provisions of Section 2 of the AGREEMENT, the OWNER will:
 - Provide copies of any drawings, surveys or photos if requested by FIRM

The FIRM acknowledges and understands that it is an independent contractor in its relationship with the OWNER. The FIRM hereby designates Rick Olson as the FIRM's representative.

Section 9 – Insurance

The FIRM shall provide certificate of insurance to the OWNER setting forth the type and amount of insurance carried by the FIRM and conforming to the minimum requirements set forth in the AGREEMENT.

Section 10 – Level of Service

The OWNER shall have the right to terminate said Agreement by giving the FIRM thirty (30) days written notice if the service that is being provided is not maintained at levels necessary to provide the required service. The OWNER will determine in its sole judgment what constitutes a satisfactory level of service.

Section 11 – Indemnification

The Firm shall indemnify and hold harmless the Owner and its officers and employees as set forth in Section 11 of the Agreement.

IN WITNESS WHEREOF, this Work Authorization, consisting of eight (8) pages and Attachment A has been caused fully executed on behalf of the FIRM by its duly authorized officer, and the OWNER has the same to be duly name and in its behalf, effective as of the date herein above written.

CORAL SPRINGS IMPROVEMENT DISTRICT

Signature of Witness

Signature of President

Printed name of Witness

Dr. Marty Shank
Printed Name of President

Date
Approved as to form and legality

District Counsel

State of Florida
County of Palm Beach
The foregoing instrument was acknowledged before me on this

____ day of _____, 2020 by

who is personally known to me OR produced _____ as identification.

ENGINEER

Globaltech, Inc.
Company

Signature
Troy Lyn, P.E., Vice President
Name and Title (typed or printed)

September 21, 2020
Date

Signature of Notary

Date

Attachment A

Budget Summary

ATTACHMENT A

WA#180 - Site 10 and 10A Canal Bank Stabilization Design

Engineering and Design Budget Summary

Task	Task Description	Officer	E6	E4	CADD	Adm 3	Adm 1	Total Labor	*Sub-Consultant Services	Sub-Consultants
		\$210.00	\$175.00	\$150.00	\$105.00	\$75.00	\$50.00			
1	Project Coordination									
	Project Management		12			2	6			
	Subconsultant Agreements / Coordination		4				2		0	
	Staging Area and MOT Coordination		8						0	
	Subtotal Task 1	0	24	0	0	2	8	\$ 4,750	0	
2	Site Assessment									
	Subcontractor Management/Coordination		2				1			
	Coordination with Homeowners		4							
	Canal Surveying and Mapping		4				2		3,200	AA
	Canal Dive Inspection		4				2		4,500	IDC
	Data Review		6						0	
	Subtotal Task 2	0	20	0	0	0	5	3,750	7,700	
2	Engineering and Design									
	Design Concept and Slope Stability Analysis		36		4		2		0	
	Design Preparation		18		100					
	Cleint Review Meeting		4				2		0	
	Design Modificaitons		4		8		2			
	Subtotal Task 3	0	62	0	112	0	6	\$ 22,910	0	
3	Construction Cost Estimate									
	Construciothn Cost Estimate		10			4	1		750	MEC
	Subtotal Task 4	0	10	0	0	4	1	\$ 2,100	750	
	Labor Subtotal Hours	0	116	0	112	6	20			
	Labor Subtotal	\$0	\$20,300	\$0	\$11,760	\$450	\$1,000			
	Labor Total							\$ 33,510		
	Subconsultant Labor Total								8,450	
	Subconsultant Multiplier								1.10	
	Subcontract Total								9,295	
	TOTAL								\$ 42,805	

MEC - Metro Equipment Corp.
 AA - Aviom and Associates
 IDC - Industrial Dive Corporation

Fifteenth Order of Business

WORK AUTHORIZATION

CSID WA No. 181

Globaltech No. 151261

Pursuant to the provisions contained in the "Contract for Professional Engineering Consulting and Design-Build Services on a Continuing Contract Basis" between the CORAL SPRINGS IMPROVEMENT DISTRICT, hereinafter referred to as "OWNER", and Globaltech, Inc., hereinafter referred to as "FIRM", dated July 1, 2012 (hereinafter referred to as "AGREEMENT"), this Work Authorization authorizes the FIRM to provide services under the terms and conditions set forth herein and in the AGREEMENT, which is incorporated herein by reference as though set forth in full.

The OWNER desires design-build services related to the Plant F – Magnetic Flow Meter Replacement, hereinafter referred to as the "Specific Project".

Section 1 – Terms

FIRM shall be defined as an individual, corporation or contractor having a direct contract with the OWNER or with any other subcontractor in the performance of a part of the work contracted for under the terms of this Work Authorization (WA) with the OWNER.

Section 2 – Scope of Work

An existing flow meter on Wastewater Treatment Plant F has failed and is no longer able to measure the Plant F flow. CSID Staff has contacted the local representative for ABB and had determined that the meter is no longer supported by the manufacturer and needs to be replaced. Staff has since ordered a replacement magnetic flow meter and has the materials on site.

FIRM has been requested to remove the existing 18-inch magnetic flow meter and install the new ABB WasteMaster Electromagnetic Flowmeter provided by

OWNER. To replace the flow meter, FIRM will remove and reinstall a valve, 20"x18" reducer, and a 20"x20" Tee. An 18-inch FL x FL spool will also be removed and replaced with a new spool section. FIRM will coordinate new spool length with the new flow meter. The requested work will be accomplished implementing the following two tasks:

Task 1 – Engineering and Project Management

This task includes project management and engineering services required to complete the project.

Engineering and Project Management

1. Attend preliminary scoping meeting with the OWNER to discuss preliminary design parameters and overall scope.
2. Collect pre-construction photographs of the construction areas and the adjacent area.
3. Confirm existing piping dimensions.
4. Coordinate equipment purchase of new spool and gaskets.
5. Schedule and conduct plant shut-down and inspections with OWNER.
6. Conduct walk through with OWNER to review final installation.

Task 2 – Construction Services

This task includes the replacement of one OWNER supplied magnetic flow meter on Wastewater Treatment Plant F. The following tasks will be performed:

Construction Services

1. Disconnect power and communication cables from the existing magnetic flow meter. Disconnection will be conducted / coordinated by OWNER.
2. Disassemble and remove existing 18-inch influent line into Plant F. This includes removing the magnetic flow meter, spool, valve, reducer, and Tee.
3. Replace 18-inch diameter spool section to accommodate the length of the new magnetic flow meter.

4. Reassemble vertical influent line with existing bolts and new gaskets.
5. Reconnect existing power (performed by OWNER) and 4/20 mA communication cables to new magnetic flow meter (conducted / coordinated by OWNER).
6. Conduct leak test of system

Assumptions

Assumptions for the project are as follows:

- OWNER to replace all flange bolt kits prior to FIRM mobilizing to conduct work. Bolts will not require burning or grinding to remove.
- FIRM will return existing magnetic flow meter to OWNER along with any other piping or other appurtenances that are removed and not reinstalled. A separate dumpster will not be provided by FIRM. FIRM will utilize the OWNER's onsite dumpster if needed.
- Firm assumes a one-day shut-down to perform this work.
- Painting, finishes and signage are not included in this work authorization.
- FIRM will not prepare or provide engineering drawings or record drawings of installation.
- OWNER to disconnect and reconnect power supply to magnetic flow meter.
- OWNER to conduct / coordinate disconnect and reconnect of communications cables with magnetic flow meter.
- OWNER to provide new 18-inch ABB WasteMaster Electromagnetic Flowmeter.
- New ABB magnetic flowmeter will not be re-calibrated.
- Site restoration will only include minor regrading and debris removal. No sod is included.
- Working hours will be Monday through Friday from approximately 7:00 AM until 5:00 PM.
- Permits will not be required.

Section 3 – Location

The services to be performed by the FIRM shall be on the east side of Wastewater Treatment Plant F on the CSID Utility campus.

Section 4 – Deliverables

The FIRM will provide construction improvements to OWNER. No engineering drawings or documents will be provided.

Section 5 – Time of Performance

Project will commence after execution of this Work Authorization and a Notice to Proceed is issued by OWNER. The FIRM and OWNER agree to the following schedule:

Task	Time Elapsed to Completion
Notice to Proceed (NTP)	0 Days
Material Takeoff	5 Days after NTP
Procurement & Fabrication	30 days after NTP
Construction of Improvements	55 Days after NTP
Project closeout	60 Days after NTP

Section 6 – Method and Amount of Compensation

1. The FIRM shall be paid by the OWNER in accordance with the Florida’s Prompt Payment Act Florida Statute 218.70-79 and in accordance with the payment method as set forth in Section 6 of the AGREEMENT. The calculations shall begin using the date the invoice was received.
2. **Total job price: \$17,100.** Price does not include a construction allowance.
3. On the terms contained in the FIRM’s said proposal for the doing of said work and the said award therefore, and the specifications herein specifically referred to and made a part of this contract.
4. The cost for the above scope of services is a lump sum (LS). The LS is based on the materials, methods, and assumptions presented in the scope of services and may be adjusted based on final detail design and alternative selections or omissions. The LS shall not be greater than the stated amount unless there is an approved increase in the scope of services.

5. A Budget Summary for the above LS is provided in Attachment A.

7 – Application for Progress Payment

1. Unless otherwise prescribed by law, at the end of each month, the FIRM shall submit to the OWNER for review an Application for Progress Payment filled out and signed by the FIRM covering the Work completed as of the date of the Application and accompanied by such supporting documentation as is required by the AGREEMENT.
2. The Application for Progress Payment shall identify the amount of the FIRM Total Earnings to Date based upon value of original contract Work performed to date as approved by fully executed Change Orders.
3. Payment shall be based upon percentage of work completed based upon the approved schedule of values. Retainage in the amount of 10% will be withheld on the calculated value of any work, with the exception of stored materials which may be paid at the supplier's invoiced cost. At FIRM's request, after 50% completion of the work has been achieved, the OWNER will implement a reduction in retainage to 5% of all future pay requests. If retainage is reduced, FIRM may not withhold more than 5% retainage from subcontractors or suppliers and will be required to certify compliance with F.S. 218.70 *et seq* on each subsequent pay application. Notwithstanding the foregoing, in no instance can the amount retained be less than the value of OWNER's good faith claims plus the value of the work the OWNER determines remains to be put in place or required to be performed as remedial activities. For the purposes of this section, 50% completion shall be that point in time when OWNER determines that half of the Work required by the Contract has been completed. In no event shall the Work be determined to be 50% completed before the OWNER has paid 50% of the Contract amount and 50% of the Contract time has expired. The amount of previous Pay Estimate payments shall then be subtracted to equal the Balance Due during the Pay Estimate period.
4. When the OWNER reduces the retainage to five percent (5%), FIRM must obtain the written consent of the Surety Companies furnishing the required

Public Construction Bond on consent forms provided by the OWNER. The OWNER may reinstate the retainage up to ten percent (10%) if the OWNER determines, at its discretion, that the FIRM is not making satisfactory progress toward final completion of the Work or where there is other specific cause for such withholding.

5. Partial payment may be made for the delivered cost of stored materials planned for incorporation into the Work, provided such materials meet the requirements of this Contract, the Contract Drawings, and the Specifications, and are delivered and suitably stored at the project site, or at another location acceptable to the OWNER. Such material must be stored in a secure manor acceptable to the OWNER, and in accordance with the manufacturer's recommendations.
6. The delivered cost of such stored or stockpiled materials may be included in any subsequent application for payment provided the FIRM meets the following conditions:
 - a. An applicable purchase order or supplier's invoice is provided listing the materials in detail, the cost of each item, and identifies this specific contract by name.
 - b. The materials are fully insured against loss or damage (from whatever source) or disappearance prior to incorporation into the Work.
 - c. Stored materials approved for payment by the OWNER shall not be removed from the designated storage area except for incorporation into the Work.
 - d. Evidence that the FIRM has verified quantity and quality of the materials delivered (verified packing list).
7. It is further agreed between the parties that the transfer of title and the OWNER's payment for any stored or stockpiled materials pursuant to these General Conditions, and any applicable provisions of the Supplementary General Conditions, shall in no way relieve the FIRM of the responsibility of ensuring the correctness of those materials and for

furnishing and placing such materials in accordance with the requirements of this Contract, the Contract Drawings, the Technical Specifications, and any approved changes thereto.

8. The following monthly Application for Progress Payment shall be accompanied by Bills of Sale, copies of paid invoices, releases of lien, or other documentation warranting that the FIRM has received the stored materials and equipment free and clear of all liens, charges, security interests, and encumbrances (which are hereinafter in these General Conditions referred to as "Liens") and evidence that the stored materials and equipment are covered by appropriate property insurance and other arrangements to protect the OWNER's interest therein, all of which shall be satisfactory to the OWNER.
9. The FIRM shall warrant and guarantee that title to all Work, materials, and equipment covered by an Application for Progress Payment, whether incorporated in the Work or not, will pass to the OWNER no later than the time of Final Payment free and clear of all liens or other encumbrances.
10. Progress Payments shall be made in accordance with the Local Government Prompt Payment Act. In the event any dispute with respect to any payment or pay request cannot be resolved between the FIRM and OWNER's project staff, FIRM may, in accordance with the alternative dispute resolution requirements of Florida Statute section 218.72, *et seq*, demand in writing a meeting with and review by the OWNER'S (agency) director. In the absence of the agency director, a deputy director may conduct the meeting and review. Such meeting and review shall occur within ten (10) business days of receipt by OWNER of FIRM's written demand. The OWNER's manager, shall issue a written decision on the dispute within ten (10) business days of such meeting. This decision shall be deemed the OWNER's final decision for the purposes of the Local Government Prompt Payment Act.

11. The OWNER may refuse to make payment of the full amount because claims have been made against the OWNER on account of the FIRM's performance of the Work, or because Liens have been filed in connection with the Work, or there are other items entitling the OWNER to a credit against the amount recommended, but the OWNER must give the FIRM written notice within twenty (20) business days after the date on which the invoice is stamped as received which specifies the invoice deficiency and any action necessary to make the invoice complete and proper.

Section 8 – Responsibilities

The FIRM shall, under no circumstance, look to the OWNER to provide any labor or equipment for the FIRM. The FIRM shall provide all of the labor and equipment necessary to perform the job or contracted services at the expense of the FIRM. Property of any kind that may be on the premises, which are the site of the performance of this contract, during the performance of this Work Authorization, shall be at the sole risk of the FIRM.

- 8.1** The OWNER hereby designates Tom Kedrierski as the OWNER's representative.
- 8.2** In addition to applicable provisions of Section 2 of the AGREEMENT, the OWNER will:
- Provide copies of existing drawings and equipment cut sheets if requested by FIRM
 - Pay for any required permit fees

The FIRM acknowledges and understands that it is an independent contractor in its relationship with the OWNER. The FIRM hereby designates Rick Olson as the FIRM's representative.

Section 9 – Insurance

The FIRM shall provide certificate of insurance to the OWNER setting forth the type and amount of insurance carried by the FIRM and conforming to the minimum requirements set forth in the AGREEMENT.

Section 10 – Level of Service

The OWNER shall have the right to terminate said Agreement by giving the FIRM thirty (30) days written notice if the service that is being provided is not maintained at levels necessary to provide the required service. The OWNER will determine in its sole judgment what constitutes a satisfactory level of service.

Section 11 – Indemnification

The FIRM shall indemnify and hold harmless the OWNER its officers and employees as set forth in Section 11 of the Agreement.

IN WITNESS WHEREOF, this Work Authorization, consisting of ten (10) pages and Attachment A has been caused fully executed on behalf of the FIRM by its duly authorized officer, and the OWNER has the same to be duly named and in its behalf, effective as of the date herein above written.

CORAL SPRINGS IMPROVEMENT DISTRICT

Signature of Witness

Signature of President

Printed name of Witness

Dr. Marty Shank
Printed Name of President

Date

Approved as to form and legality

District Counsel

FIRM

State of Florida
County of _____

Globaltech, Inc.

The foregoing instrument was acknowledged before me on this

___ day of _____, 2020 by

Signature

Troy L. Lyn
who is personally known to me OR
produced _____
as identification.

Troy L. Lyn, Vice President
Name and Title (typed or printed)

Signature of Notary

September 21, 2020
Date

Attachment A

Budget Summary



Takeoff Worksheet

09/11/20

**Coral Springs Improvement Dist
151261 CSID Plant F Mag-Meter Replacement**

Assembly#	Part#	Description	Unit	Quantity	Ext. Price
Job: 151261 CSID Plant F Mag-Meter Replacement					
Bid Item: 1 General Conditions					
		Purchasing & Subcontract	HR	6.00	774.00
		Construction PM 3	HR	10.00	1,290.00
		Construction Superintendent	HR	4.00	376.00
		Construction Assistant	HR	10.00	900.00
Bid Item Totals:					3,340.00
Bid Item: 40 Process Interconnections					
		Mob/Demob	LOT	1.00	1,500.00
		DI Pipe & Fittings	LOT	1.00	2,768.63
		Gasket & Misc PVC Materials	LOT	1.00	676.78
		Installation	CR-D	1.50	3,192.00
Bid Item Totals:					8,137.41
Bid Item: 41 Material Processing & Handling Equip					
		Crane	LOT	1.00	1,968.80
		Skid Steer	LOT	1.00	984.40
		Pick up/Delivery Charges	EA	1.00	492.20
		Misc Tools	LOT	1.00	299.94
		Safety	HR	2.00	312.00
		Scaffolding	LOT	1.00	615.25
Bid Item Totals:					4,672.59
Bid Item: 100 Engineering					
		Engineering Coordination	LOT	1.00	950.00
Bid Item Totals:					950.00

Takeoff Worksheet

09/11/20

Continued...

Assembly#	Part#	Description	Unit	Quantity	Ext. Price
Grand Totals:					17,100.00

Sixteenth Order of Business

Globaltech, Inc.
CSID Engineer's Report
September 21, 2020

PROJECTS UNDER CONTRACT

WA#159 – Improvements to High Service Pump 7 Engine – In Progress

- Approved by Board – 10/21/19
- Temporary pump delivered by 6/17/20
- Formed and poured new engine pedestal – 7/16
- New engine installed 7/20
- Repairing wall and installing louver
- Engine operational in manual mode – 8/27
- Structural concrete work completed around wall penetration – 9/08
- Louver installed – 9/14
- Control instrumentation completed – 9/15
- Estimated final completion date – 9/25/20

WA#162 – Production Well 9 VFD and Electrical Improvements – Complete

- Approved by Board 8/19/19
- Panel arrived on site 5/04/20
- Well removed from service 8/04
- Electrician began work week of 8/03
- Power returned 8/19 – Well operational Manually
- Instrumentation connected to SCADA – 9/01

WA#168 – Membrane Train Flush Valve Addition – On Hold

- Approved by Board – 11/18/19
- Installed T and Valve on common concentrate line – 6/29
- Valve on first train installed during week of 7/13
- Installed actuator week of 7/27
- Valve commissioned – 8/18
- Remaining two trains will be dependent upon the overall performance of the system after the completion of WA-178
- Estimated project completion date – currently unknown

WA#171 – Wastewater Collection System Hydraulic Model – In Progress

- Approved by Board – 3/16/20
- Met with Staff to review model
- Installed recording devices and began collecting data
- Estimated project completion date – 9/30/20

WA#172 – DIW Generator Transfer Switch Replacement – In Progress

- Approved by Board – 4/20/20
- Developed project schedule
- Waiting on ATS delivery – Scheduled for 9/30
- Estimated project completion date – 11/06/20

September 21, 2020

PROJECTES UNDER CONTRACT (Cont.)**WA#174 – Plant C Structural Reinforcement – In Progress**

- Approved by Board – 4/20/20
- Anchor holes drilled and inspected
- Fasteners epoxied into concrete slab
- Painting disturbed metal and identified areas of corrosion (8/10 – 8/17) - complete
- Install and test diffusers – beginning 9/14
- Estimated project completion – 9/30/20

WA#175 – Stormwater PS 1 & 2 Hardening Construction – In Progress

- Approved by Board – 4/20/20
- Mechanical tie-downs installed
- Lightning suppression system installed and inspected – 9/03
- Final roofing work completed. Scheduling inspections
- All documents will be submitted to DEM by 10/02
- Estimated project completion – 10/15/20

WA#178 – Membrane Concentrate Backflow Preventer Elimination – In Progress

- Approved by Board – 4/20/20
- Permit issued from FDEP – 6/04/20
- Ordering materials
- Beginning utility locates next week
- Estimated project completion – 11/30/20

WA#179 – Sulfuric Acid Injection System Modifications – In Progress

- Approved by Board – 7/20/20
- Preparing detailed drawing for fabrication
- Coordinating installation with staff – tentative installation 9/22
- Estimated project completion – 10/31/20

Work Authorizations Under Development

WA#164 – High Service Pump Building Drainage Improvements – On hold

WA#177 – Portable Generator Storage Building – Under development

WA#180 – Canal Sites 10 & 10A Restoration Design – on September Agenda

WA#181 – WWTP F Magnetic Flow Meter Replacement – on September Agenda

Seventeenth Order of Business

17A

Notice of Meetings
Coral Springs Improvement District

The Board of Supervisors of the Coral Springs Improvement District will hold their meetings for Fiscal Year 2021 in the District Offices, 10300 N. W. 11 Manor, Coral Springs, Florida* at **4:00 p.m.** on the third Monday of each month unless otherwise specified below:

October 19, 2020
November 16, 2020
December 21, 2020
January 25, 2021 (Fourth Monday)
February 22, 2021 (Fourth Monday)
March 15, 2021
April 19, 2021
May 17, 2021
June 21, 2021
July 19, 2021
August 16, 2021
September 20, 2021

In addition to the regular meeting schedule, one or more Supervisors may attend weekly staff meetings/workshops every Tuesday morning at 9:00 a.m. at the District Offices.*

There may be occasions when one or more Supervisors will participate by telephone. Meetings may be continued to a date and time certain, which will be announced at the meeting. Any interested person can attend the meeting at the above location and be fully informed of the discussions taking place. A scheduled meeting may be cancelled by the BOS based on the business needs of the District.

Any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the management firm, Inframark, at (954) 603-0033 at least two calendar days prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 711 for aid in contacting the District Office.

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

Kenneth Cassel
District Manager

**Please note that due to the ongoing nature of the COVID-19 public health emergency, it may be necessary to hold the above referenced meetings utilizing communications media technology in order to protect the health and safety of the public or held at an alternative physical location other than the location indicated above. To that end, anyone wishing to participate in such meetings should contact the District Manager's Office prior to each meeting to confirm the applicable meeting access and/or location information. Additionally, interested parties may refer to the District's website for the latest information: CSIDFL.org*

17B



Utility Billing / Customer Service Department Monthly Board Report

September 2020

- Currently we are still partially working remotely through our VPN (Virtual Private Network), which is working great. Two customer service staff members are here at our facility everyday still answering phone calls and dispatching/forwarding them as well.
- Our new document storage/scanning program (Upland/Filebound) is now “live” and being utilized company wide. All personnel have been included in user training and now are navigating through the program to get more familiar with it.
- Jodi Babaganov is currently in training with Ana Vivian Giraldez part of a “succession” plan for processing the bills associated with the “west coast billing districts”.
- The total accounts that would have been charged delinquent fees for the month of August 2020 are as follows: **Cycle 1- 238**
Cycle 2- 189
Cycle 3- 284
Total: 711

- CSID meter/register reading failure rates have been gradually increasing the last few months in all 3 cycles, here is the monthly data to reference:

JUNE 2020

	CYCLE 1	CYCLE 2	CYCLE 3	TOTAL
TOTAL METERS	3581	2893	3451	9925
NON-RADIO METERS	31	125	14	170
RADIO READ METERS	3550	2768	3437	9755
METERS READ PASS 1	3301	2587	3126	9014
METERS NOT READ PASS 1	249	181	311	741
READ ACCURACY PASS 1	92.99%	93.46%	90.95%	92.40%
FAILURE RETE PASS 1	7.01%	6.54%	9.05%	7.60%
METERS READ PASS 2	29	27	38	94
METERS READ PASS 3	0	0	0	0
TOTAL METERS NOT READ	220	154	273	647
READ ACCURACY	93.80%	94.44%	92.06%	93.37%
FAILURE RATE	6.20%	5.56%	7.94%	6.63%

JULY 2020

	CYCLE 1	CYCLE 2	CYCLE 3	TOTAL
TOTAL METERS	3581	2895	3451	9927
NON- RADIO METERS	31	125	14	170
RADIO READ METERS	3550	2770	3437	9757
METERS READ PASS 1	3239	2588	3140	8967
METERS NOT READ PASS 1	311	182	297	790
READ ACCURACY PASS 1	91.24%	93.43%	91.36%	91.90%
FAILURE RETE PASS 1	8.76%	6.57%	8.64%	8.10%
METERS READ PASS 2	34	29	49	112
METERS READ PASS 3	0	0	0	0
TOTAL METERS NOT READ	277	153	248	678
READ ACCURACY	92.20%	94.48%	92.78%	93.05%
FAILURE RATE	7.80%	5.52%	7.22%	6.95%

AUGUST 2020

	CYCLE 1	CYCLE 2	CYCLE 3	TOTAL
TOTAL METERS	3582	2895	3450	9927
NON-RADIO METERS	31	122	14	167
RADIO READ METERS	3551	2773	3436	9760
METERS READ PASS 1	3274	2547	3085	8906
METERS NOT READ PASS 1	277	226	351	854
READ ACCURACY PASS 1	92.20%	91.85%	89.78%	91.25%
FAILURE RATE PASS 1	7.80%	8.15%	10.22%	8.75%
METERS READ PASS 2	28	36	59	123
METERS READ PASS 3	0	0	0	0
TOTAL METERS NOT READ	249	190	292	731
READ ACCURACY	92.99%	93.15%	91.50%	92.51%
FAILURE RATE	7.01%	6.85%	8.50%	7.49%