

**Coral Springs
Improvement District**

Agenda

October 19, 2020



Coral Springs Improvement District

October 12, 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 subsequent executive orders, on Monday, October 19, 2020 at 4:00 p.m. Members of the public can attend the meeting by calling 415-655-0001 and entering access code 1266250248. Following is the advance agenda for the meeting.

1. Call to Order
2. Approval of the Minutes of the September 21, 2020 Meeting
3. Audience Comments
 - Discussion of Moratorium on Bee Control in the Meter Boxes – Mr. Robert Springer
4. Approval of Financial Statements for September 2020
5. Motion to Exercise Optional Renewal of Contract 2017-04 with Fishtec for Culvert Inspection for Option Year February 2020 to February 22, 2021
6. Consideration of Work Authorization #182 for Engineering Services Related to the America's Water Infrastructure Act (AWIA) Compliance for a Total Cost of \$70,555
7. Consideration of Change Order #1 with AECOM for Underground Storage Tank Closure in the Amount of \$148,928, which Includes an Allowance of \$37,049, Increasing the Approved Amount for this Project from \$91,891 to \$240,819
8. Engineer's Report
9. Staff Reports
 - A. Manager – Ken Cassel
 - B. Department Reports
 - Operations – Dan Daly
 - Utilities Update - David McIntosh
 - Utility Billing Customer Service Report – Dave Berringer
 - 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



Coral Springs Improvement District

C. Attorney

- Discussion of Phillips and Jordan Contract
- Discussion of 2021 Legislative Session

10. Supervisors' Requests

11. 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, September 21, 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 several executive orders thereafter 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	Director of Finance and Accounting
Rick Olson	District Engineer
Curt Dwiggin	Field Department
Christian McShea	Water Department
Tom Kedrierski	Wastewater Department
Shawn Frankenhauser	Stormwater Department
Dave Berringer	Utility Billing and Customer Service

The following is a summary of the discussions and actions taken at the September 21, 2020 Coral Springs Improvement District's Board of Supervisors Meeting.

FIRST ORDER OF BUSINESS

Call to Order

Mr. Cassel called the meeting to order and called the roll.

SECOND ORDER OF BUSINESS

Approval of the Minutes of the August 17, 2020 Meeting

Each Board member received a copy of the Minutes of the August 17, 2020 Meeting, and any additions, corrections or deletions were requested.

One correction was made.

On MOTION by Mr. Sierra seconded by Mr. Okyn with all in favor the minutes of the August 17, 2020 meeting were approved as amended.

THIRD ORDER OF BUSINESS

Audience Comments

There being none, the next item followed.

FOURTH ORDER OF BUSINESS

Approval of Financial Statements for August 2020

There being no questions or comments,

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

FIFTH ORDER OF BUSINESS

Public Hearing to Consider Adoption of Water and Sewer Budget for Fiscal Year 2021, Resolution 2020-17

On MOTION by Mr. Sierra seconded by Dr. Shank with all in favor the regular meeting was recessed.

On MOTION by Mr. Sierra seconded by Mr. Okyn with all in favor the public hearing was opened.

On MOTION by Mr. Okyn seconded by Mr. Sierra with all in favor the public hearing was closed.

On MOTION by Mr. Okyn seconded by Mr. Sierra with all in favor the recessed regular meeting reconvened.

On MOTION by Mr. Okyn seconded by Mr. Sierra with all in favor Resolution 2020-17, adopting the water and sewer budget for Fiscal Year 2021 was adopted.

SIXTH ORDER OF BUSINESS

**Consideration of Purchase of Eaton
RGH Breaker 2000A for \$29,568**

Mr. McIntosh noted the cost came in at \$24,110.

On MOTION by Mr. Okyn seconded by Mr. Sierra with all in favor the purchase of RGH Breaker 2000A for \$24,110 was approved.

SEVENTH ORDER OF BUSINESS

**Consideration of Proposals from
AECOM for Services Related to
Gasoline Discharge from UST,
Piggybacking Off the Broward
County Library Services Contract**

Mr. McIntosh reviewed the two proposals.

- Dr. Shank questioned how both the inner and outer shells of the tank were punctured.
- Mr. Olson responded he will inspect the tank once it is removed and it is likely that it was not punctured, but instead the tank failed due to repeated loadings. The tank is continuously moving and pushing up against slabs and/or rocks. The tank is approximately 30 years old, which is the typical lifespan for an underground fuel tank.

**A. Limited Site Assessment to Determine the Extent of the Spill and
Prepare Regulatory Reports for \$8,640**

On MOTION by Mr. Sierra seconded by Mr. Okyn with all in favor the proposal from AECOM for limited site assessment was approved for a total cost of \$8,640.

**B. Remove the Damaged Gasoline Tank, 550 Gallon Diesel Tank and
Contaminated Soil for \$91,891**

On MOTION by Mr. Sierra seconded by Mr. Okyn with all in favor the proposal from AECOM to remove the damaged gasoline tank, 550 gallon diesel tank and contaminated sole was approved for a total cost of \$91,891.

EIGHTH ORDER OF BUSINESS

**Consideration of Contract Rostan
Change Order #1**

Mr. McIntosh reviewed Change Order #1, which decreases the original contract price by \$133,797.25.

On MOTION by Mr. Sierra seconded by Mr. Okyn with all in favor Change Order #1 from Rostan for a decrease of \$133,797.25 was approved.

NINTH ORDER OF BUSINESS

**Consideration of Award of Disaster
Debris Monitoring and
Reimbursement Management
Services to Rostan**

Mr. Lewis noted there should be language in the contract stating Rostan and any of their subcontractors will comply with the E-Verify law, which goes into effect January 1, 2021.

Mr. Daly confirmed the language is included in the contract provided.

On MOTION by Mr. Sierra seconded by Mr. Okyn with all in favor the bid for disaster debris monitoring and reimbursement management services was awarded to Rostan.

TENTH ORDER OF BUSINESS

**Consideration of Award of Aquatic
Chemical Bid to Low Bidder for Each
Chemical**

Mr. Frankenhauser reviewed the bids received for aquatic chemicals.

On MOTION by Mr. Sierra seconded by Dr. Shank with all in favor the aquatic chemical bids were awarded to the lowest bidders (Alligare, Helena and Nutrien) for each chemical as highlighted in the bid tabulation sheet.

ELEVENTH ORDER OF BUSINESS

**Consideration of Purchase of
Polymer from Polydyne,
Piggybacking Off the City of Palm
Coast Contract**

Mr. Kedrierski explained they currently do not have a contract to purchase polymer, which is used regularly. He explained polymer is used to thicken sludge.

On MOTION by Mr. Sierra seconded by Mr. Okyn with all in favor the purchase of polymer from Polydyne, piggybacking off the City of Palm Coast, was approved.

TWELFTH ORDER OF BUSINESS

Consideration of Sole Source Letter to Allow for the Ongoing Purchase of SEI-Hydroflo Motor and Pump Combination from Atlantic Environmental System for the Water Plant

On MOTION by Mr. Sierra seconded by Dr. Shank with all in favor the Sole Source letter to allow for the ongoing purchase of SEI-Hydroflo motor and pump combination from Atlantic Environmental System for the water plant was approved.

THIRTEENTH ORDER OF BUSINESS

Consideration of Purchase of Breakers from Graybar Under the US Communities Contract

On MOTION by Mr. Sierra seconded by Mr. Okyn with all in favor the purchase of breakers from Graybar under the US Communities contract was approved for a total cost of \$57,261.82.

FOURTEENTH ORDER OF BUSINESS

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)

Mr. Olson reviewed the work associated with Work Authorization #180.

On MOTION by Mr. Okyn seconded by Mr. Sierra with all in favor Work Authorization #180 was approved.

FIFTEENTH ORDER OF BUSINESS

Consideration of Work Authorization #181 for Plant F Magnetic Flow Meter Replacement for a Total Cost of \$17,100

Mr. Olson reviewed the work associated with Work Authorization #181.

On MOTION by Mr. Sierra seconded by Mr. Okyn with all in favor Work Authorization #181 was approved.

SIXTEENTH 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 – HSP #7 is now operational. The project will be completed by the next meeting.
- Work Authorization #162 – The only think left on this project is a little sensing.
- Work Authorization #171 – The work is being completed this week and he is requesting a meeting with staff next week to review.
- Work Authorization #174 – They began with the diffusers today. The project was slightly delayed.
- Work Authorization #175 – The work associated with the grant application is complete. The project is expected to be completed in two weeks and all documents will be submitted to DEM.
- Work Authorization #178 – Materials have been ordered and work is expected to begin in October.
- Discussion ensued regarding failure of the backup system resulting in a boil water advisory.

SEVENTEENTH ORDER OF BUSINESS

Staff Reports

A. Manager – Ken Cassel

- **Consideration of Meeting Schedule for Fiscal Year 2021**

On MOTION by Mr. Sierra seconded by Mr. Okyn with all in favor the meeting schedule for Fiscal Year 2021 was approved as presented.

Mr. Cassel also reported the hearing on the case with the City was held today and the judged ruled in favor of the City due to a statute of limitations. The Board has the option to appeal. Discussion ensued and there was Board consensus to not move forward with an appeal.

B. Department Reports

- **Operations – Dan Daly**

Mr. Daly reported the following:

- His meetings with Mr. Dwiggins, Mr. McIntosh, Mr. Stephens and Mr. Berringer over the past two weeks have been excellent.
- He was contacted by NSID to see if the District was interested in joining them in a lawsuit against the City regarding permit fees. Mr. Lewis does not recommend the District become involved in this suit.

- **Utilities Update – David McIntosh**

Mr. McIntosh provided an update on grant applications.

- **Utility Billing and Customer Service**

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

- **Water – Christian McShea**

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

- **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 Dwiggins**

Mr. Dwiggins 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 reported the following:

- There is one payroll left for the current fiscal year.
- Salary adjustments have been made for the new fiscal year based on reviews and Department Managers will be discussing it with the employees this week.
- Since they cannot hold the annual end of fiscal year lunch, they will be ordering grab bags to distribute to each employee.
- The transitions to new positions have gone well.
- Flu shots will be available to employees and their spouses at the District Office on October 5, 2020.

- **Motion to Accept Department Reports**

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

C. Attorney

Mr. Lewis reported the following:

- SWCD also declined NSID's offer to join them in their suit against the City.
- Representative Daley will be filing legislation again in the upcoming season to change all special districts' seats to general election seats.

EIGHTEENTH ORDER OF BUSINESS

Supervisors' Requests

There being none, the next item followed.

NINETEENTH 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

FINANCIAL REPORTING FOR SEPTEMBER 2020

OCTOBER 19, 2020

Board of Supervisors Meeting

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

For the Period Ending September 30, 2020

	ADOPTED BUDGET FY 2019-2020	PRORATED BUDGET THRU 9/30/2020	ACTUAL 12 MONTHS ENDING 9/30/2020	VARIANCE FAVORABLE (UNFAVORABLE)
REVENUES				
TOTAL REVENUES	\$ 3,905,868	\$ 3,485,311	\$ 4,546,910	\$ 1,061,599
EXPENDITURES & RESERVES				
TOTAL EXPENDITURES	\$ 2,294,868	\$ 2,265,079	\$ 1,848,739	\$ 416,340
TOTAL RESERVES	\$ 1,611,000	\$ 1,611,000	\$ -	\$ 1,611,000
TOTAL EXPENDITURES & RESERVES	\$ 3,905,868	\$ 3,876,079	\$ 1,848,739	\$ 2,027,340
EXCESS REVENUES OVER (UNDER) EXPENDITURES & RESERVES			\$ 2,698,171	
FUND BALANCE BEGINNING			\$ 6,737,085	
FUND BALANCE ENDING			\$ 9,435,256	

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

For the Period Ending September 30, 2020

ADOPTED BUDGET FY 2019-2020	PRORATED BUDGET THRU 9/30/2020	ACTUAL 11 MONTHS ENDING 9/30/2020	VARIANCE FAVORABLE (UNFAVORABLE)
-----------------------------------	--------------------------------------	---	--

REVENUES

TOTAL REVENUES	\$ 14,572,885	\$ 12,867,649	\$ 13,548,035	\$ 680,386
-----------------------	----------------------	----------------------	----------------------	-------------------

EXPENDITURES

TOTAL ADMINISTRATIVE	\$ 2,194,979	\$ 2,147,920	\$ 1,979,647	\$ 168,273
TOTAL PLANT	\$ 6,851,625	\$ 6,255,260	\$ 4,847,010	\$ 1,408,250
TOTAL FIELD	\$ 2,426,747	\$ 2,426,641	\$ 1,992,927	\$ 433,714
TOTAL EXPENDITURES	\$ 11,473,351	\$ 10,829,821	\$ 8,819,584	\$ 2,010,237

AVAILABLE FOR DEBT SERVICE	\$ 4,728,451
Total Debt Service	\$ 2,817,758
Excess Revenues (Expenses)	\$ 1,910,693
Net Assets Beginning	\$ 43,814,845
Net Assets Ending	\$ 45,725,538

CORAL SPRINGS IMPROVEMENT DISTRICT

CHECK REGISTERS

SEPTEMBER 2020

FUND	CHECK DATE	CHECK No.	AMOUNT
General Fund	09/01/2020 thru 09/30/2020	#5347 - #5371	\$212,461.73
Total			\$212,461.73

CORAL SPRINGS IMPROVEMENT DISTRICT

CHECK REGISTERS

SEPTEMBER 2020

FUND	CHECK DATE	CHECK No.	AMOUNT
Water and Sewer	09/01/2020 thru 09/30/2020	#29790 - #29978	\$898,385.70
Total			\$898,385.70

Sixth Order of Business

WORK AUTHORIZATION

CSID WA #182
Globaltech No. 151239

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 engineering services related to the America's Water Infrastructure Act (AWIA) Compliance. FIRM shall prepare required documents for AWIA Risk Assessment and Emergency Response Plan hereinafter referred to as the "Specific Project".

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 FIRM shall provide the following services in accordance with the applicable section(s) of the AGREEMENT:

Background

On October 23, 2018, Congress signed into law the American's Water Infrastructure Act of 2018 (AWIA). Per Section 2013 of Title II, the AWIA requires utilities to conduct a Risk and Resilience Assessment (RRA) and

prepare an Emergency Response Plan (ERP). Upon completion of the RRA, the utility is to submit self-certification to the USEPA indicating that the RRA, in compliance with AWIA, is complete. Within six (6) months of submitting the RRA certification letter, the community water system is required to submit a self-certification to USEPA for the corresponding ERP.

This scope outlines the preparation of the RRA and ERP for OWNER. These two documents are central to OWNER's compliance with the AWIA (S.3021, Law 115-270). As a utility with a service population of 3,3001-49,999, the AWIA requires that the RRA be submitted no later than June 30, 2021 and ERP no later than December 31, 2021, to the United States Environmental Protection Agency (USEPA) without incurring the risk of monetary penalties. The RRA and ERP must be reviewed every five years and a recertification submitted.

Task 1 – Risk and Resilience Assessment

Engineering services will be provided to assist OWNER in completing the RRA portion of the AWIA. The RRA shall be conducted and prepared in accordance with the AWWA J100-10 guidance document (*AWWA J100-10 (R13) RISK AND RESILIENCE MANAGEMENT OF WATER AND WASTEWATER SYSTEMS*) in order to ensure compliance with AWIA. Specific services and assessment requirements include the following:

- Meet with staff to review the parameters of each evaluation and to review the overall project activities and schedule.
- Attend progress and coordination meetings as necessary.
- Coordinate and complete “The Vulnerability Self-Assessment Tool” provided by the AWWA with CSID operators and staff.
- Evaluate risks to the system from malevolent acts and natural hazards.
- Evaluate the resilience of pipes and constructed conveyances, physical barriers, source water, water collection and intake, pretreatment,

treatment, storage and distribution facilities, electronic, computer, or other automated systems (including the security of such systems) which are utilized by the system.

- Evaluate the monitoring practices of the system.
- Evaluate the financial infrastructure of the system.
- Evaluate the use, storage, and handling of various chemicals by the system.
- Evaluate the operation and maintenance of the system.
- Identify any additional state regulatory requirements

Task 2 – Emergency Response Plan

Engineering services will be provided to assist OWNER in completing the ERP portion of the AWIA. No later than six (6) months after the FIRM certifies the completion of the RRA for OWNER, FIRM will prepare an emergency response plan that incorporates the findings from the RRA assessment. The new or revised ERP will be specific to the CSID water system, incorporate the necessary findings from the RRA, as well as incorporate any existing emergency response documents currently in place for CSID. The EPA's ERP template shall be used in preparing the ERP. The FIRM will provide OWNER with both a preliminary and final water system ERP. In accordance with the AWWA RRA and ERP guidelines for AWIA compliance, the RRA and ERP will collectively address the following topics:

- Evaluate strategies and resources to improve the resilience of the system, including the physical security and cybersecurity of the system.
- Plans and procedures that can be implemented, and identification of equipment that may be utilized in the event of a malevolent act or natural hazard that threatens the ability of the community water system to deliver safe drinking water.
- Address any actions, procedures, and equipment which can obviate or significantly lessen the impact of a malevolent act or natural disaster on the public health and the safety and supply of drinking water provided to

the CSID community, including the development of other source water options, relocation of water intakes and construction of flood protection barriers.

- Identify any additional state regulatory requirements.
- Identify and integrate local plans as needed.

The EPA's ERP template shall be used in preparing the ERP. FIRM will assist the OWNER in submitting the ERP electronically as well as to submit the ERP "Certificate Statement." Both electronic and two hard copies of the final ERP is to be provided to the OWNER.

Assumptions

Assumptions for the project are as follows:

- FIRM will generate a draft certification letter for the RRA for OWNER review and submission.
- OWNER will make available all existing records and information relevant to the project as may be required to coordinate and complete this scope of services.
- OWNER has provided the FIRM with current emergency response plan documents which will form the base document for the ERP.
- OWNER will assist in the completion of the AWWA self-evaluation tool.
- OWNER will assist in using the AWWA Cybersecurity Guidance and Use Case Tools available free from AWWA.
- OWNER will make staff available to provide assistance in completing the RRA and ERP with all aspect of the utilities that are identified under the AWWA to AWWA J100-10 guidance document. Staff involvement and assistance may include but is not limited to operation, maintenance, distribution, information technology, and financial.
- The ERP for the water system shall be created from existing plans being utilized by CSID. The ERP shall incorporate standards from AWWA

G440-17: Emergency Preparedness Practices and WWSA M-19 and AWWA G430-14: Security Practices for Operation and Management.

Section 3 – Location

The services to be performed by the FIRM shall be on the following site or sites: **Globaltech Office, CSID WTP and CSID Service Area.**

Section 4 – Deliverables

The FIRM will provide the following Deliverables to OWNER:

- Preliminary RRA Report
- Final RRA Report
- Draft “Certification Statement Letter” for RRA
- Preliminary ERP
- Final ERP
- Draft “Certification Statement Letter” FOR ERP

Section 5 – Time of Performance

Project will commence after execution of this Work Authorization. The FIRM and OWNER agree to the following schedule:

Task	Time Elapsed to Subtask Completion
Notice to Proceed (NTP)	0 Days
Data gathering and Review	60 Days after NTP
Submit Preliminary RRA Report	90 Days after NTP
OWNER Review	14 Days after Submission
Submit Final RRA Report (by 2/15/2021)	120 Days after NTP
Submit Draft Certification Statement Letter	120 Days after NTP
Submit Preliminary ERP	180 Days after NTP
OWNER Review	14 Days after Submission
Submit Final ERP (by 5/16/2021)	210 Days after NTP
Submit Draft Certification Statement Letter	210 Days after NTP

Section 6 – Method and Amount of Compensation

1. The FIRM shall be paid by the OWNER in accordance with the Florida 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: **\$70,555**. Price does not include an allowance.
3. 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. 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 7 – Application for Progress Payment

1. Not Applicable

Section 8 – Responsibilities

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 Joe Stephens 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. FIRM hereby designates Troy Lyn 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

ENGINEER

State of Florida
County of Palm Beach

Globaltech, Inc.

Company

The foregoing instrument was
acknowledged before me on this

____ day of _____, 2020 by

Signature

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

Troy Lyn, P.E., Vice President

Name and Title (typed or printed)

October 19, 2020

Date

Signature of Notary

Attachment A

Compensation Summary

Engineering Budget - AWIA Risk Assessment and Emergency Response Plan

		E6	E2	CADD	Adm 3	Adm 1		Expense/ Subconsul. Fee	Expense/ Subconsul.
Task	Task Description	\$175.00	\$105.00	\$105.00	\$75.00	\$50.00	Total Labor		
1	Project Management	24	12		8	12			
	Subtotal Task 1	24	12	0	8	12	\$ 6,660.00		
2	Risk and Resilience Assessment								
	Project Meetings/Site Visits	16	16						
	Vulnerability Self-Assesment Tool	2	16						
	Malevolent Acts and Natural Hazard Risk	2	8						
	Physical Vulnerabilities and Resilience	2	8						
	Monitoring Practices Evaluation	2	8						
	System Financial Infrastructure Evaluation	2	8						
	Chemical Storage, Use, and Handeling	2	8						
	Operations and Maintenance Evaluation	2	8						
	State Regulatory Requirements/ Compliance Evaluation	2	8						
	Preliminary Assessment Report	12	60		0	10			
	Final Assessment Report	4	16		2	6			
	Draft Certification Letter for RRA	1	2						
	Subtotal Task 2	49	166	0	2	16	\$ 26,955.00		
3	Emergency Response Plan								
	Project Meetings/Site Visits	16	16						
	Data Gathering	2	16						
	Physical and Cyber Security Resilience Evaluation	2	32						
	Procedure and Equipment Evaluation	4	32						
	Water Intake, Source Water, and Flood Protection Evaluation	4	24						
	State Regulatory Compliance Evaluation	2	16						
	Identify and Integrate Local Plans (as needed)	2	16						
	Preliminary Emergency Response Plan	16	80		4	8			
	Final Emergency Response Plan	4	16		2	4			
	Subtotal Task 3	52	248	0	6	12	\$ 36,190.00		
	Labor Subtotal Hours	125	426	0	16	40			
	Labor Subtotal	\$21,875	\$44,730	\$0	\$1,200	\$2,000	\$69,805.00		
	Labor Total						\$ 69,805.00		
	Subconsultant Labor Total							\$ -	
	Subconsultant Multiplier							1.12	
	Subcontract Total							\$ -	
	Expenses							\$750	
	PROJECT TOTAL							\$ 70,555.00	

Seventh Order of Business

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				TSO COSTS		DIRECT COSTS	TOTAL COSTS
				LABOR	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	\$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	\$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

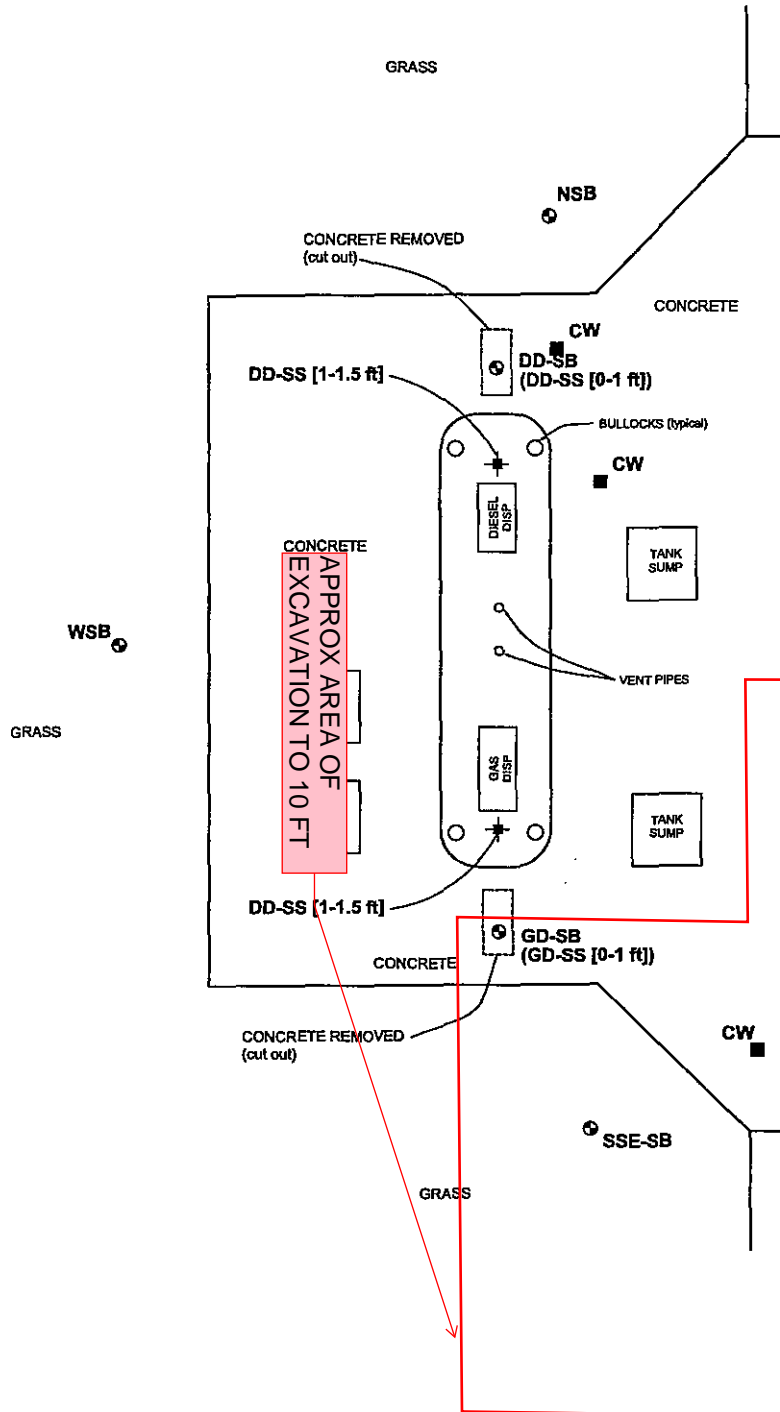
Name

Company

Signature

Title

Date



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															
Geoprobes	\$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	
Mark-Up																	
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%																
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																	
Mark-Up																	
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

12 October 2020

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

RE: Change Order No. 1
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 providing this request for additional authorization associated with the approved proposal to remove the referenced underground storage tanks (USTs) and provide the required regulatory reporting. The original proposal was approved by CSID on 21 September 2020. Subsequently, AECOM performed a Limited Site Assessment to evaluate the extent and magnitude of petroleum impacts at the site. The report was submitted to CSID on 6 October 2020. The results of the report indicated that the extent and magnitude of the impacts are larger than assumed in the original proposal. Therefore, additional excavation and disposal of impacted soil is recommended.

Additional Excavation for Interim Source Removal / Remediation

As documented in the Limited Site Assessment, the revised volume of petroleum-impacted soil requiring excavation, transportation, and proper disposal is 655 tons. The previous estimate was 180 tons. Therefore, larger equipment and more time for AECOM and our subcontractor than originally estimated are needed to complete the excavation activities.

Additionally, since free product was observed during the Limited Site Assessment, AECOM has included additional mobilizations for a vacuum truck to skim the free product from the exposed water table during excavation activities. Also, three contingency mobilizations of a vacuum truck have been added to skim free product during the period when the excavation will be left open.

The excavation may need to be left open for longer than the month originally estimated. Therefore, AECOM has included costs to sample the groundwater following approximately one month of leaving the hole open. The open excavation will be surrounded with flashing barricades and caution tape.

The results of the Limited Site Assessment also indicate that the impacts may extent to an existing stormwater catch basin and it's associated piping. Contingency costs have been included to for

- Assumes 4 days for removal of USTs, 10 days for excavation and load out of contaminated soil, 5 days for backfilling excavation.
- 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 + \$148,928 = \$240,819

Name

Company

Signature

Title

Date

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

PROPOSAL/PROJECT NAME:	CSID 2500 GAL UST REMO/EXCAVATION	PROPOSAL/PROJECT NO.:	TBD
PROPOSAL BY:	JG	DATE:	10/9/2020

ORIGINAL TASKS		CHANGE ORDER	
TASK 1:	Health & Safety, Regulatory Notification, and Facility Coordination	TASK 7:	
TASK 2:	UST Removal	TASK 8:	Additional Excavation Interim Source Removal / Remediation
TASK 3:	Reporting TCAR and ISR	TASK 9:	Contingency: Stormwater Structure / SkimmingFree Product During Open Hole
TASK 4:	Contingency	TASK 10:	Sample Open Hole
TASK 5:		TASK 11:	
TASK 6:		TASK 12:	

TOTAL ESTIMATED COST: \$240,819

Professional Labor	Rate (\$/Hour)	Multiplier	TASK 1: (Hours)	TASK 2: (Hours)	TASK 3: (Hours)	TASK 4: (Hours)	TASK 5: (Hours)	TASK 6: (Hours)	TASK 7: (Hours)	TASK 8: (Hours)	TASK 9: (Hours)	TASK 10: (Hours)	TASK 11: (Hours)	TASK 12: (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					9	3	1			47	\$7,727	14.9%
Professional Geologist	\$ 110.80	1															
Senior Scientist II	\$ 137.27	1	1												1	\$137	0.3%
Senior Scientist I	\$ 115.42	1		110						90	30	8			238	\$27,470	75.6%
Senior Engineer	\$ 100.00	1	1		8					8					17	\$1,700	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	1.9%
Administrative Assitant	\$ 68.11	1	6												6	\$409	1.9%
		1															
Total Labor Hours			16	120	30					107	33	9					
Total Labor Dollars			\$1,961	\$14,340	\$3,905					\$12,667	\$3,956	\$1,088			315	\$37,917	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 7: (Unit)	TASK 8: (Unit)	TASK 9: (Unit)	TASK 10: (Unit)	TASK 11: (Unit)	TASK 12: (Unit)	Total Units (#)	Total Cost (\$)	Expense Percent
Laboratory																	
<i>water</i>																	
EPA 8260B (BTEX & MTBE)	\$50.00	/each		1								1			2	\$100	6.5%
EPA 8270	\$95.00	/each		1								1			2	\$190	12.3%
FL-PRO	\$75.00	/each		1											1	\$75	4.9%
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	16.2%
PAHs (EPA 8270)	\$95.00	/each		5											5	\$475	30.7%
FL-PRO	\$75.00	/each		5											5	\$375	24.3%
PCBs	\$55.00	/each															
VOHs	\$50.00	/each															
Oranic Content	\$40.00	/each								2					2	\$80	5.2%
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						\$80		\$145				\$1,545	
Mark-Up																	
Total Lab Charges				\$1,320						\$80		\$145				\$1,545	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 7:	TASK 8:	TASK 9:	TASK 10:	TASK 11:	TASK 12:	Total Units	Total Cost	Expense %
Phone	\$50	/mo.															
Contractor HASP	\$500	/each								1					1	\$500	0.3%
Field Work Unit Costs																	
Monitoring wells (shallow)	\$1,500	/each		1											1	\$1,500	0.8%
Contractor Mob for UST remo	\$1	/event		900						700					1600	\$1,600	0.8%
Removal of USTs	\$19,991	/event		1											1	\$19,991	10.2%
Dig,Stockpile,Load Soil (crew& equip)	\$1	/event		15775						27325					43100	\$43,100	21.9%
Backfill Excavation (crew& equip)	\$1	/event		7460						18590					26050	\$26,050	13.2%
Contractor Mob for backfill	\$1	/event		1440						760					2200	\$2,200	1.1%
30 Barricades	\$21.30	/day		36						20					56	\$1,193	0.6%
Transport Soil	\$21.60	/ton		180						475					655	\$14,148	7.2%
Soil Disposal	\$21.60	/ton		180						475					655	\$14,148	7.2%
Waste Profile	\$100	/source															
Clean Fill (sand)	\$15.20	/ton		81						154					235	\$3,572	1.8%
Clean Fill (57 stone)	\$28.80	/ton		121						299					420	\$12,096	6.1%
Remove and Reset Storm Drain Box	\$15,000	each									1				1	\$15,000	7.6%
Asphalt Resurface	\$6	/sq ft								1000					1000	\$6,000	3.0%
Density Testing	\$600	/each								1					1	\$600	0.3%
Sod Replacement	\$1.25	/sq ft								3000					3000	\$3,750	1.9%
Vac Truck Mob	\$350.00	/each								1	3				4	\$1,400	0.7%
Vac Truck onsite	\$112.00	/hr								8	24				32	\$3,584	1.8%
Vac Truck Engergy Fee	\$50	/visit								1	3				4	\$200	0.1%
Groundhound	\$850	/event															
T&D of Petrol Contact Water	\$1.20	/gallon								3800	11400				15200	\$18,240	9.3%
Frac Tank Cleaning	\$895	/each															
Miscellaneous	Rate	Unit	TASK 1:	TASK 2:	TASK 3:	TASK 4:	TASK 5:	TASK 6:	TASK 7:	TASK 8:	TASK 9:	TASK 10:	TASK 11:	TASK 12:	Total Units	Total Cost	Expense %
Broward Co Permit	\$400	/event		1											1	\$400	0.2%
Coral Springs Permit	\$2,500	/event		1											1	\$2,500	1.3%
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	2.5%
Sub-Total Subs				\$63,225		\$5,000				\$95,979	\$32,568					\$196,772	
Mark-Up																	
Total Subs				\$63,225		\$5,000				\$95,979	\$32,568					\$196,772	100.0%
(L) = Includes Lab																	
TOTAL TSOs				\$64,545		\$5,000				\$96,059	\$32,568	\$145				\$198,317	

DIRECT COSTS

Direct Costs	Rate	Unit	TASK 1:	TASK 2:	TASK 3:	TASK 4:	TASK 5:	TASK 6:	TASK 7:	TASK 8:	TASK 9:	TASK 10:	TASK 11:	TASK 12:	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			2	\$100	2.2%
Oil/Water Probe	\$35	/day		8								1			9	\$315	6.9%
Centrifugal Pump	\$50	/day															
Peristaltic Pump	\$20	/day		1								1			2	\$40	0.9%
Wellhead Pressure Gauges	\$50	/well															
Field Filters	\$20	/well															
Compressor	\$115	/day															
Multimeter Water Quality	\$140	/day		1								1			2	\$280	6.1%
Inspection Port Gauges	\$5	/day															
Data Logger	\$150	/day															
Turbidity Meter	\$25	/day		1								1			2	\$50	1.1%
Petro Flag	\$20	/sample															
Transformer	\$150	/day															
Mini RAM / OVA	\$100	/day		8						9	3				20	\$2,000	43.6%
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						9	3	1			24	\$1,800	39.3%
Field Filter	\$20	/well															
diesel for generator/compressor	\$75	/day															
Sub-Total				\$2,140						\$1,575	\$525	\$345				\$4,585	
Mark-Up																	
Total				\$2,140						\$1,575	\$525	\$345			61	\$4,585	100.0%
	Rate	Unit	TASK 1:	TASK 2:	TASK 3:	TASK 4:	TASK 5:	TASK 6:	TASK 7:	TASK 8:	TASK 9:	TASK 10:	TASK 11:	TASK 12:	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%																
Total																	#DIV/0!
	Rate	Unit	TASK 1:	TASK 2:	TASK 3:	TASK 4:	TASK 5:	TASK 6:	TASK 7:	TASK 8:	TASK 9:	TASK 10:	TASK 11:	TASK 12:	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																	
Mark-Up																	
Total																	#DIV/0!
Total Direct Costs				\$2,140						\$1,575	\$525	\$345			61	\$4,585	

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

PROPOSAL/PROJECT NAME:	CSID 2500 GAL UST REMO/EXCAVATION	PROPOSAL/PROJECT NO.:	TBD
PROPOSAL BY:	JG	DATE:	10/9/2020

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	1%
TASK 2:	UST Removal	\$14,340	\$63,225	\$1,320	\$2,140	\$81,025	34%
TASK 3:	Reporting TCAR and ISR	\$3,905				\$3,905	2%
TASK 4:	Contingency		\$5,000			\$5,000	2%
TASK 5:							
TASK 6:							
TASK 7:							
TASK 8:	Additional Excavation Interim Source Removal / Remed	\$12,667	\$95,979	\$80	\$1,575	\$110,301	46%
TASK 9:	Contingency: Stormwater Structure / SkimmingFree Prod	\$3,956	\$32,568		\$525	\$37,049	15%
TASK 10:	Sample Open Hole	\$1,088		\$145	\$345	\$1,578	1%
TASK 11:							
TASK 12:							
TOTAL		\$37,917	\$196,772	\$1,545	\$4,585	\$240,819	100%

16% 82% 1% 2% 100% Checks

EIGHTH ORDER OF BUSINESS

Globaltech, Inc.
CSID Engineer's Report
October 19, 2020

PROJECTS UNDER CONTRACT

WA#159 – Improvements to High Service Pump 7 Engine – Substantially Complete

- Approved by Board – 10/21/19
- Engine is fully operational in automatic mode
- Working with manufacturer to resolve several issues involving clutch and cooling systems
- Estimated final completion date – 11/20/20

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

- Approved by Board 8/19/19
- System complete and operational
- Final task remaining is fencing around electrical service
- Estimated project completion date – 10/16/20

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

- Approved by Board – 11/18/19
- 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
- Modeling complete – results to CSID week of 10/19
- Estimated project completion date – 10/31/20

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

- Approved by Board – 4/20/20
- Cored wall for temporary generator cables
- Met with team on site to plan and sequence field activities
- Field work scheduled for week of 10/26
- Estimated project substantial completion date – 11/06/20

WA#174 – Plant C Structural Reinforcement – In Progress

- Approved by Board – 4/20/20
- Installing diffusers – 9/21 – 10/10
- Testing & repair of diffusers and piping – 10/12 – 10/16
- Estimated substantial project completion – 10/16/20

WA#175 – Stormwater PS 1 & 2 Hardening Construction – Substantially Complete

- Approved by Board – 4/20/20
- Conducting supplemental roofing work – 10/12
- Perform final OWNER walk through – week of 10/12
- Scheduling final inspections with Building Department
- All documents will be submitted to DEM by 11/06
- Estimated project completion – 11/06/20

Globaltech, Inc.
CSID Engineer's Report
October 19, 2020

PROJECTES UNDER CONTRACT (Cont.)

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

- Approved by Board – 4/20/20
- Permit issued from FDEP – 6/04/20
- Ordering and receiving materials
- Utility locates scheduled week of 10/19
- Construction to begin – 10/26
- Estimated project completion – 12/11/20

WA#179 – Sulfuric Acid Injection System Modifications – Complete

- Approved by Board – 7/20/20
- Completed – 9/21/20

WA#180 – Canal Site 10 & 10A Assessment and Design – In Progress

- Approved by Board – 9/21/20
- Conducted field activities during week of 10/05/20
- Waiting for subcontractor reports
- Estimated project completion – 12/04/20

WA#181 – WWTP Plant F Magnetic Flow Meter Replacement – In Progress

- Approved by Board – 9/21
- Ordering materials
- Waiting for Plant C to return to service before performing work
- Estimated project completion – 11/13/20

Work Authorizations Under Development

WA#XX – Above Ground Fuel Storage Tanks & Dispensing System

WA#XX – Installation of Water Service sleeve on Atlantic Blvd.