

**Coral Springs  
Improvement District**

**Agenda**

**May 16, 2022**

# Coral Springs Improvement District

Est. 1970

May 9, 2022

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 held Monday, May 16, 2022, at 4:00 p.m. at the District Offices, 10300 NW 11<sup>th</sup> Manor, Coral Springs, Florida. To comply with CDC guidelines on social distancing due to Covid-19, members of the public can attend via conference call by dialing 1-646-838-1601, meeting ID# 180844368# Following is the advance agenda for the meeting.

1. Call to Order
2. Approval of the Minutes of the April 18, 2022 Meeting
3. Audience Comments
4. Financials for April 2022
5. Resolution 2022-4, Approving the Proposed General Fund Budget and Setting the Public Hearing
6. Consideration of SWM Permit 2020-6 for the Eagle Trace Tennis Center – (Tabled Item) - Glen
7. Consideration of Change Order from Enviro Waste Services Group, Project for Lift Station 13 Basin, Reducing the Original Contract Amount of \$157,640 by \$24,140.00 for a Final Contract Price of \$133,500.00 – Curt
8. Consideration of a Contract Renewal with Upland Software for the Provision of the File Bound Program with a 5-Year Term 7/1/2022- 6/30/2027 for an Annual Cost of \$8,232.11 - Ettie
9. Consideration of a Request by Staff to Allow CSID to *Piggyback* on Contract 2021-008 between the City of Boca Raton and Harn RO Systems Inc, Including Any Extensions, for the Provision of Cartridge Filters for Potable Water (*This contract will supplement the current contract that the District has with Waco Filters.*) – Christian
10. Consideration of an Extension of the Bulk Chemical Contract with Hawkins, Inc. (*The extension includes price increases, which have been agreed to by staff.*) - Christian
11. Consideration of a Quote by C3 for Review of the Lift Stations, Potable Wells, and Network Architecture, Under the Existing Contract, to Determine Any System Vulnerabilities - Joe \*
12. Resolution 2022-5, Modifying and Correcting the Number of Previously Approved Work Authorization #191 to Work Authorization #202 – Joe
13. Consideration of Work Authorization #203 for Stormwater Pump Stations #1 and #2 Muffler Replacement at Total Cost of \$19,104.44 - Shawn
14. Engineer's Report
15. Staff Reports
  - A. Manager – Ken Cassel
    - Number of Registered Voters – 35,167
  - B. Department Reports

- Operations – David McIntosh
  - Utilities Update – Joe Stephens
  - 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
- C. Attorney
16. Supervisors' Requests
17. 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

\*Added Item

## **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, April 18, 2022, at 4:04 p.m. at the District Office at 10300 NW 11<sup>th</sup> Manor, Coral Springs, Florida.

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 (Via Teams)
David McIntosh	Director of Operations
Joe Stephens	Director of Utilities
Ettie Schwartz	Director of Finance and Accounting
Jan Zilmer	Human Resources (Via Teams)
Rick Olson	District Engineer
David Schuman	Globaltech
Shawn Frankenhauser	Stormwater Department (Via Teams)
Curt Diggins	Field Department (Via Teams)
Christian McShea	Water Department (Via Teams)
Joe Bernardi	Wastewater Department (Via Teams)
David Berringer	Utility Billing and Customer Service
Miguel Almaral	Maintenance Department (Via Teams)
Glen Hanks	Glen Hanks Consulting Engineers
James Barton, PE	Florida Technical Consultants

***The following is a summary of the discussions and actions taken.***

**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  
March 21, 2022 Meeting**

There being no questions or comments,

On MOTION by Mr. Okyn seconded by Dr. Shank with all in favor, the minutes of the March 21, 2022 meeting were approved.

**THIRD ORDER OF BUSINESS**

**Audience Comments**

There were no audience comments.

**FOURTH ORDER OF BUSINESS**

**Financials for March 2022**

There being no questions or comments.

On MOTION by Mr. Okyn seconded by Dr. Shank with all in favor the March 2022 financials were approved.

**FIFTH ORDER OF BUSINESS**

**Consideration of Permits**

*Let the record reflect Mr. Sierra joined the meeting.*

**B. Consideration of ROW Permit 2022-3, for Installation of Conduit on 1533 NW 111<sup>th</sup> Avenue**

Mr. Cassel reviewed the request for permit.

- The project is located within District property, just outside of the right-of-way.
- This is one of several projects AT&T is working on and has entered into cost recovery agreements with the District.
- The work will be approximately 5 feet into District property at the end of the canal.
- Approval was recommended.

On MOTION by Mr. Okyn seconded by Mr. Sierra with all in favor Permit 2022-3 was approved.

**A. Consideration of SWM Permit 2020-6 for the Eagle Trace Tennis Center**

Mr. Hanks provided a review of the project, and the following was discussed:

- The project is for a new Tennis Center building as well as some changes to the recreation area near the Tennis Center.
- Two tennis courts will be converted to a parking lot.
- There will be some new play areas and a dog park.
- This area was initially designated as low-density development, requiring a maximum 25% of impervious area. A variance is required in addition to a permit.

- There was discussion regarding clay tennis courts and their permeability.
- Mr. Hanks noted there will also be permeable pavers.
- Dr. Shank expressed concern with providing a variance two-thirds less than what is required for a ten-year storm. It is an enormous amount being the criteria was redone two years ago.
- Discussion ensued and Mr. Hanks noted they are compliant with the 100-year flood and are making improvements towards the 10-year flood. This is what has been done in the past for redevelopment.
- Dr. Shank asked if the District can impose a special assessment if they do not comply with the special conditions. Mr. Lewis responded yes.
- Mr. Lewis stated if you have a facility that was approved long ago with essentially no surface water management or on-site storage, the landowners can claim they have a vested right to what they have.

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

**SIXTH ORDER OF BUSINESS**

**Discussion and Consideration of  
Setting a Fee for the Initial Pre-  
Meetings for Developers to Minimize  
Potential Cost Recovery Agreement  
Costs and Improve Communication**

The following was discussed:

- The developers often want to discuss the project prior to applying and entering into a cost recovery agreement.
- This requires a significant amount of staff's time and often Mr. Hanks needs to become involved.
- This will also streamline the process.
- Mr. Hanks stated a single fee is a more appropriate measure because it will filter out frivolous questions.

On MOTION by Mr. Sierra seconded by Mr. Okyn with all in favor a pre-application fee of \$500 was set for single family homes and a pre-application fee of \$1,000 was set for commercial and non-single-family projects.

**SEVENTH ORDER OF BUSINESS**

**Ratification of Purchase of a Variable Frequency Drive (VFD) for Deep Well Pump P405 in the Amount of \$15,232 *(the VFD failed and even though the model is no longer manufactured, staff was able to find an exact replacement in new old stock at Industrial Solutions Authority, LLC, saving the District from having to make electrical modifications and programming, which would have required additional spending)***

On MOTION by Mr. Okyn seconded by Mr. Sierra with all in favor the purchase of a VFD for deep well pump P405 in the amount of \$15,232 was ratified.

- Mr. Stephens noted they are looking for a spare to have as a backup since these are obsolete.
- Mr. McIntosh stated they are also looking into a different newer brand that can be modified.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Proposal by Florida Technical Consultants, LLC in an Amount not to Exceed \$145,440 for Conducting Updates to the District’s GIS System Based on Existing Record Drawings and Material *(work will be done under the contract between Cooper City and FTC, which the District piggybacked on in January of 2020)***

The following was discussed:

- Mr. Dwiggin reviewed the FTC proposal to correct the District’s data, based on as-built drawings.
- Mr. Barton noted they will research and include other utility lines if they receive the information.



- Mr. Lewis noted this kind of information is exempt from public records. They will have to figure out a way to keep it confidential.
- Mr. Barton noted you need a password to obtain the information.

On MOTION by Mr. Okyn seconded by Mr. Sierra with all in favor the proposal from FTC was approved at a cost not to exceed \$145,440.

**NINTH ORDER OF BUSINESS**

**Consideration of a Request by Staff for Board Approval of a Contract with Brightview Landscape Services as the Low Bidder to the District Advertised RFP for Landscaping Services at (\$67,760 annually (\$5,647 monthly), Staff also Requests Board Approval to Engage the Next Lowest Bidder if the Contract is Terminated for Any Reason (*all bidders are qualified*)**

Mr. Stephens reviewed staff's request.

On MOTION by Mr. Okyn seconded by Mr. Sierra with all in favor a contract with Brightview Landscape Services as the lowest bidder at an annual cost of \$67,760 was approved and staff was authorized to engage the next lowest bidder if the contract is terminated for any reason.

**TENTH ORDER OF BUSINESS**

**Consideration of Work Authorizations**

**A. Work Authorization #191 for CSID North Blower Room Blower Replacement at a Total Cost of \$919,363.63**

Mr. Olson reviewed the work associated with replacing the north blower room blower. Discussion ensued.

On MOTION by Mr. Okyn seconded by Mr. Sierra with all in favor Work Authorization #191 was approved at a total cost of \$919,363.63.

**B. Work Authorization #201 for Site 15 Bank Assessment & Design for a Total Cost of \$113,436 (Tabled Item)**

Mr. Stephens noted there is a potential resolution to Site 15, which will not require this assessment. This item was removed from the agenda.

**TWELFTH ORDER OF BUSINESS**

**Staff Reports**

**C. Attorney**

- Dr. Shank asked Mr. Lewis about Chapter 2004-469, House Bill 1709. The following was discussed:
  - Section 9, paragraph 5, provides a broad power to the District allowing it to regulate, by resolution, whatever conditions for plats the City may approve. The conditions would have to be consistent with water management concepts or utilities.
  - Paragraph 12 also allows the District by resolution to prohibit, regulate and restrict all structures, materials and things which connect to or are part of any facility owned and operated by the District.
  - Section 42 addresses the levying of special assessments.
  - Sections 46, 50 and 51 yields the District control of all it's facilities. There is a provision in Section 50, which mimics the Interlocal Agreement Act.
  - The District has a broad array of authority.
  - Special Acts generally trump general laws.
  - Mr. Lewis suggested obtaining an Attorney General Opinion on the removal of trees.
- Mr. Lewis reported on CS/CS/ House Bill 921, which goes into effect July 1, 2022.

**A. Manager – Ken Cassel**

Mr. Cassel reported on Canal C-2, which connects to Lake Coral Springs. After further staff review, it was determined it does not belong to the District. The District has a flowing easement, but the rest of it belongs to the HOA.

**B. Department Reports**

• **Operations – David McIntosh**

Mr. McIntosh reported the following:

- They are preparing for the Open House.
- Each department will set up a display.
- He is 90% confident a representative from Broward County Naturescape will be there to go over high efficiency sprinklers with the residents.

- The Lake Coral Springs HOA President wants to meet with the District regarding his understanding of maintenance.
- He discussed the Pervious Paver Program. They have not awarded any credits yet and asked if the Board wants to increase the amount. Dr. Shank thinks it needs to be publicized more.
- Mr. Stephens noted they have had applications come in, but the criteria is too stringent. Discussion ensued and it was noted the description of qualified pavers needs to be updated.

- **Utilities Update – Joe Stephens**

Mr. Stephens reported the following:

- WSO, who was contracted to do the leak detection survey, has bumped the District to mid-June because of a delay in another project. A virtual meeting is set up for May 18, 2022 to discuss preparations.
- SFWMD is requesting information on the District’s water supply and projections. He is working with Mr. McShea on gathering that information.
- Ms. Monica Ospina, from the City of Coral Springs, requested information on chemical usage.
- He will attend the Florida Water Resources Conference next week.

- **Utility Billing Customer Service Report – Dave Berringer**

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

**ELEVENTH ORDER OF BUSINESS**

**Engineer's Report**

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

**TWELFTH ORDER OF BUSINESS**

**Staff Reports (Continued)**

- **Water – Christian McShea**

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

- **Wastewater – Joe Bernardi**

Mr. Bernardi 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 Dwigins**

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

- **Maintenance Report – Miguel Almaral**

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

- **Human Resources – Jan Zilmer**

There being no report, the next item followed.

- **Motion to Accept Department Reports**

On MOTION by Mr. Okyn seconded by Mr. Sierra with all in favor the department reports were accepted.

**THIRTEENTH ORDER OF BUSINESS**

**Supervisors' Requests**

- Mr. Sierra asked Mr. McIntosh to be available to the City of Margate in case they need information regarding their wastewater plant odor.
- Mr. Okyn asked about the video production for the plant. Mr. McIntosh provided an update.

**FOURTEENTH ORDER OF BUSINESS**

**Adjournment**

There being no further business,

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

\_\_\_\_\_  
Kenneth Cassel  
Assistant Secretary

\_\_\_\_\_  
Dr. Martin Shank  
President

# **Fourth Order of Business**



## CORAL SPRINGS IMPROVEMENT DISTRICT

**FINANCIAL REPORTING FOR APRIL 2022**

**BOARD OF SUPERVISORS' MEETING MAY 16, 2022**

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

For the Period Ending April 30, 2022

	<b>ADOPTED BUDGET FY 2021/2022</b>	<b>PRORATED BUDGET THRU 4/30/2022</b>	<b>ACTUAL 7 MONTHS ENDING 4/30/2022</b>	<b>VARIANCE FAVORABLE (UNFAVORABLE)</b>
<b>REVENUES</b>				
<b>TOTAL REVENUES</b>	\$ 8,242,100	\$ 3,063,051	\$ 3,071,330	\$ 8,279
<b>EXPENDITURES &amp; RESERVES</b>				
<b>TOTAL EXPENDITURES</b>	\$ 7,542,100	\$ 6,753,511	\$ 1,069,604	\$ 5,683,907
<b>TOTAL RESERVES</b>	\$ 700,000	\$ 408,333	\$ -	\$ 408,333
<b>TOTAL EXPENDITURES &amp; RESERVES</b>	\$ 8,242,100	\$ 7,161,844	\$ 1,069,604	\$ 6,092,240
<b>EXCESS REVENUES OVER (UNDER) EXPENDITURES &amp; RESERVES</b>			\$ 2,001,726	
<b>FUND BALANCE BEGINNING</b>			\$ 10,988,325	
<b>FUND BALANCE ENDING</b>			\$ 12,990,051	

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

For the Period Ending April 30, 2022

	ADOPTED BUDGET FY 2021/2022	PRORATED BUDGET THRU 4/30/2022	ACTUAL 7 MONTHS ENDING 4/30/2022	VARIANCE FAVORABLE (UNFAVORABLE)
<b>REVENUES</b>				
<b>TOTAL REVENUES</b>	\$ 16,729,989	\$ 8,204,925	\$ 8,657,406	\$ 452,481
<b>EXPENDITURES</b>				
TOTAL ADMINISTRATIVE	\$ 2,582,880	\$ 1,521,082	\$ 1,349,310	\$ 171,772
TOTAL PLANT	\$ 7,919,893	\$ 3,751,477	\$ 3,143,391	\$ 608,086
TOTAL FIELD	\$ 3,124,073	\$ 1,347,671	\$ 1,196,746	\$ 150,925
<b>TOTAL EXPENDITURES</b>	\$ 13,626,846	\$ 6,620,230	\$ 5,689,447	\$ 930,783
<b>AVAILABLE FOR DEBT SERVICE</b>			\$ 2,967,959	
Total Debt Service			\$ 1,645,605	
<b>Excess Revenues (Expenses)</b>			\$ 1,322,354	
Net Assets Beginning			\$ 41,174,833	
<b>Net Assets Ending</b>			\$ 42,497,187	



# **Fifth Order of Business**

**RESOLUTION 2022-4**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CORAL SPRINGS IMPROVEMENT DISTRICT APPROVING THE PROPOSED BUDGET FOR FISCAL YEAR 2022/2023 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO CHAPTER 2004-469, LAWS OF FLORIDA**

**WHEREAS**, in accordance with Section 12, of Chapter 2004-469, Laws of Florida, the District Manager has heretofore prepared and submitted a proposed general fund budget to the Board for Fiscal Year 2022/2023, a copy of which is attached hereto as Exhibit A, and

**WHEREAS**, the Board of Supervisors has determined to conduct a public hearing to consider the proposed general fund budget on August 15, 2022;

**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 budget proposed by the District Manager for Fiscal Year 2022/2023 is hereby tentatively approved as a basis for conducting a public hearing to finally adopt the recommended general fund budget.

**Section 3.** A public hearing on the proposed general fund budget is hereby set for the following date, hour and location:

Date: August 15, 2022  
Hour: 4:00 PM  
Place: District Offices  
10300 N.W. 11<sup>th</sup> Manor  
Coral Springs, Florida 33071

**Section 4.** The District Manager shall publish or have published notices required of said public hearing as required by Chapter 2004-469, Laws of Florida.

**Section 5.** This resolution shall take effect upon its adoption.

**PASSED AND ADOPTED** by the Board of Supervisors of the Coral Springs Improvement District, this 16<sup>th</sup> day of May, 2022.

\_\_\_\_\_  
Martin Shank, President

\_\_\_\_\_  
Kenneth Cassel, Assistant Secretary

**Exhibit A**



## **GENERAL FUND**

# **PROPOSED BUDGET**

FY 2022 / 2023

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**BUDGET HIGHLIGHTS**

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**CORAL SPRINGS IMPROVEMENT DISTRICT  
GENERAL FUND  
PROPOSED BUDGET  
Fiscal Year 2022 / 2023**

DESCRIPTION	ADOPTED BUDGET FY 2021/2022	ACTUAL thru 2/28/2022	PROJECTED Next 7 Months	TOTAL Projected thru 9/30/2022	PROPOSED BUDGET FY 2022/2023
<b>REVENUES</b>					
Assessment Revenues (Net)..Budgeted *	3,090,041	2,924,523	165,518	3,090,041	3,244,543
Permit Review Fees	1,000	1,000	-	1,000	1,000
Miscellaneous Revenue	-	-	-	-	-
Interest Income	-	3,175	(3,175)	-	-
Shared Personnel Revenue	35,960	18,517	17,443	35,960	38,150
FEMA Reimbursement (Federal & State)	-	-	-	-	-
Carry Forward Assigned Funds	5,115,099	-	5,115,099	5,115,099	5,488,933
<b>Total Revenues</b>	<b>8,242,100</b>	<b>2,947,215</b>	<b>5,294,885</b>	<b>8,242,100</b>	<b>8,772,626</b>
<b>EXPENDITURES</b>					
<b>ADMINISTRATIVE</b>					
Supervisor Fees	7,200	3,000	4,200	7,200	7,200
Salaries and Wages	184,900	60,756	124,144	184,900	239,000
Special Pay	300	250	50	300	300
FICA Taxes	14,700	4,894	9,807	14,700	18,300
Pension Expense	22,200	7,326	14,874	22,200	28,700
Health Insurance	69,800	20,669	49,131	69,800	73,300
Worker's Compensation Ins.	700	155	545	700	700
Engineering Fees	44,100	14,290	29,810	44,100	44,100
Legal Fees	96,000	18,159	77,841	96,000	96,000
Special Consulting Services	200,000	-	200,000	200,000	200,000
Annual Audit	10,700	8,200	2,500	10,700	10,700
Actuarial Computation-OPEB	500	-	500	500	1,400
Management Fees	62,630	26,097	36,533	62,630	64,506
Telephone Expense	3,650	1,515	2,135	3,650	3,760
Postage	730	303	427	730	810
Printing & Binding	1,380	572	808	1,380	1,380
Administrative Building Costs	13,120	5,462	7,658	13,120	13,120
Insurance	1,300	394	906	1,300	1,300
Legal Advertising	6,000	298	5,702	6,000	6,000
Other Charges / Contingencies	1,700	1,196	504	1,700	1,700
Paver Driveway Incentive Program	12,500	-	12,500	12,500	12,500
Computer Expense/Technology	31,500	6,829	24,671	31,500	31,500
Digital Record Management	1,000	-	1,000	1,000	11,000
Office Supplies	7,790	3,243	4,547	7,790	7,790
Dues, Licenses & Subscriptions	7,900	3,175	4,725	7,900	7,900
Promotional Expense	4,800	275	4,525	4,800	5,260
Capital Purchases	-	-	-	-	11,000
<b>Total Administrative</b>	<b>807,100</b>	<b>187,057</b>	<b>620,043</b>	<b>807,100</b>	<b>899,226</b>

**CORAL SPRINGS IMPROVEMENT DISTRICT  
GENERAL FUND  
PROPOSED BUDGET  
Fiscal Year 2022 / 2023**

DESCRIPTION	ADOPTED BUDGET FY 2021/2022	ACTUAL thru 2/28/2022	PROJECTED Next 7 Months	TOTAL Projected thru 9/30/2022	PROPOSED BUDGET FY 2022/2023
<b>FIELD OPERATIONS</b>					
Salaries & Wages	301,100	126,700	174,400	301,100	318,000
Special Pay	1,000	-	1,000	1,000	1,000
FICA Taxes	23,100	9,607	13,493	23,100	25,000
Pension Expense	36,200	14,271	21,929	36,200	39,000
Health Insurance	102,500	36,822	65,678	102,500	107,000
Worker's comp Ins	16,200	4,312	11,888	16,200	17,000
Water Quality Testing	3,000	1,076	1,924	3,000	3,000
Communications-Radios/Cellphones	2,200	392	1,808	2,200	2,200
Electric	1,500	363	1,137	1,500	1,200
Rentals and Leases	500	47	453	500	500
Insurance	16,600	4,644	11,956	16,600	18,300
R&M - General	140,700	8,594	132,106	140,700	137,000
R&M - Facility	14,000	8,424	5,576	14,000	11,500
Culvert Inspection & Cleaning	131,500	19,500	112,000	131,500	94,500
Canal Dredging & Maintenance	-	-	-	-	-
Vegetation Management	10,000	-	10,000	10,000	15,000
Operating Supplies	7,100	532	6,568	7,100	19,600
Chemicals	126,800	81,020	45,780	126,800	145,000
Uniforms	3,200	577	2,623	3,200	2,900
Motor Fuels & Propane	57,300	4,412	52,888	57,300	57,300
Dues, Licenses, Schools & Training	5,500	60	5,440	5,500	8,400
Capital Outlay-Equipment	85,000	-	85,000	85,000	10,000
Capital Improvements	5,650,000	1,007,515	4,642,485	5,650,000	6,140,000
<b>Total Field Operations</b>	<b>6,735,000</b>	<b>1,328,866</b>	<b>5,406,134</b>	<b>6,735,000</b>	<b>7,173,400</b>
<b>TOTAL EXPENDITURES</b>	<b>7,542,100</b>	<b>1,515,923</b>	<b>6,026,177</b>	<b>7,542,100</b>	<b>8,072,626</b>
<b>Reserves</b>					
Reserved for 1st Qtr. Operating	450,000	-	450,000	450,000	450,000
Reserves for Designated Projects/Emergency	250,000	-	250,000	250,000	250,000
Storm Damages Reserves	-	-	-	-	-
<b>Total Reserves</b>	<b>700,000</b>	<b>-</b>	<b>700,000</b>	<b>700,000</b>	<b>700,000</b>
<b>Total Expenses &amp; Reserves</b>	<b>8,242,100</b>	<b>1,515,923</b>	<b>6,726,177</b>	<b>8,242,100</b>	<b>8,772,626</b>
<b>Excess Revenues Over Expenditures &amp; Reserves</b>	<b>-</b>	<b>1,431,292</b>	<b>(1,431,292)</b>	<b>-</b>	<b>-</b>

\* Net Assessment Value Increased by 5%

**Coral Springs Improvement District**  
**General Fund**  
**Proposed Budget**  
**Fiscal Year 2022/2023**

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**REVENUES:**

**Assessments**

The District levies a Non-Ad Valorem Assessment on all taxable property within the Coral Springs Improvement District in order to fund operating and maintenance expenditures, and future reserves. Based on the following table:

**Fee Impact Examples**

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<b>Parcel Type</b>	<b>Impervious Area</b>
Residential Dwelling - Tier 1	1,947
Residential Dwelling - Tier 2	3,423
Residential Dwelling - Tier 3	5,449
Residential Dwelling - Tier 4	6,792
Small Apartment Building	9,354
Large Apartment Building	178,965
Retail/Office	21,261
Big Box Store	188,748

Source: Assessment Methodology Study – 5/2018

**Permit Review Fees**

Permit fees are based on prior year's revenues. The revenue budgeted from this source is \$1,000.

**Interest Income**

Interest is earned on cash balances in the District's funds on deposit in checking and money market accounts and in various certificates of deposit. Interest rates are at historic lows. There is nothing budgeted for this line.

**Shared Personnel Revenue**

The District has entered into an interlocal agreement with Pinetree Water Control District. Under the provisions of that agreement the District provides the services of an appropriately licensed field supervisor to Pinetree. Budgeted revenue from this source is \$38,150.



**Coral Springs Improvement District**  
General Fund  
Proposed Budget  
Fiscal Year 2022/2023

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**EXPENDITURES**

**ADMINISTRATIVE**

**Supervisor Fees**

Board of Supervisors may be compensated \$200 per meeting, not to exceed \$2,400 each per year. Based on 3 supervisors and 12 meetings per year, the amount should not exceed \$7,200.

**Salaries and Wages**

The total amount of budgeted wages for this Fiscal Year is \$239,026.

**Special Pay**

Special pay is a holiday bonus based on number of years of service. Special pay is budgeted for \$300.

**FICA Taxes**

FICA tax is established by the law and currently is 7.65%. Based on salaries of \$239,000 and Supervisors Fees of \$7,200, FICA taxes are being budgeted for a rounded figure of \$18,300.

**Pension Expense**

The pension plan was established whereby the employer contributes into the plan annually. Based on salaries of \$239,000, pension expense is budgeted for \$28,700.

**Health Insurance**

The District offers each employee Health, Life, Dental, Vision and Disability Insurance. In addition, the board members are provided Health and Dental Insurance only. The projected cost to be paid by the District for this fiscal year is \$73,300.

**Worker's Compensation Insurance**

The District's Worker's Compensation Insurance premium is budgeted for \$700.

**Engineering Fees**

The District contracts for general engineering services on an annual basis. Based on prior years' experience, the projected amount for this Fiscal Year is \$44,100.

**Coral Springs Improvement District**  
**General Fund**  
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**Fiscal Year 2022/2023**

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**Legal Fees**

The District currently has a contract with Lewis Longman & Walker, P.A. as legal counsel for the District. This contract includes preparation for monthly board meetings, contract review, etc. Based on prior years' experience, the projected amount for this Fiscal Year is \$96,000.

**Special Consulting Services**

The District will need to engage a consultant who specializes in legislative codification. Certain District limitations relating to bidding threshold requirements, efficiencies, gains and benefits inherent in contract administration, and supervisor compensation levels need to be revised and updated. Additional consulting may be needed to conduct workshop sessions involving staff and department managers. The total amount being budgeted is \$200,000.

**Annual Audit**

The District is required by Florida Statutes to arrange for an independent audit of its financial records on an annual basis. Based on the current activity level the amount is not expected to exceed \$10,700.

**Actuarial Computation - OPEB**

Florida Statutes require the employer to make health coverage available to retirees at the employer's group rate. The Governmental Accounting Standards Board requires a periodic actuarial assessment of the cost and liability associated with these benefits. In June 2017 GASB 75 replaced and expanded GASB 45 reporting requirements. The District is budgeting \$1,400 for this assessment.

**Management Fees**

This service includes \$64,506 in management and financial advisory services provided to the District under the Management Contract with Inframark.

**Telephone**

Telephone and fax machine expenses are budgeted for this Fiscal Year for \$3,760.

**Postage**

Mailing of agenda packages, overnight deliveries, correspondence, etc. The projected expense for this Fiscal Year is \$810.

**Coral Springs Improvement District**  
**General Fund**  
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**Printing and Binding**

Checks, stationary, envelopes, photocopies, etc. The projected expense for this Fiscal Year is \$1,380.

**Administrative Building Costs**

This expense represents the costs to operate and maintain the administration building. The projected amount for this cost is \$13,120.

**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 \$1,300.

**Legal Advertising**

The District processes most of its legal advertising in the Sun-Sentinel. Expenses include monthly meetings, special meetings, public hearings, etc. Based on prior years' experience the amount should not exceed \$6,000.

**Other Charges / Contingencies**

The District is budgeting \$1,700 for various bank charges incurred on its accounts.

**Paver Driveway Incentive Program**

An incentive of \$250 payment each year to the first fifty District residents to replace a concrete or other impervious surface driveway with a pervious paver type driveway. Total budgeted is \$12,500.

**Computer Expense/Technology**

All the District's financial records, accounts payable are processed on a main frame computer owned by Coral Springs Improvement District Water and Sewer Fund. The budget amount for this technology is \$31,500 and includes the cost of digital record keeping for engineering/project plans.

**Coral Springs Improvement District**  
General Fund  
Proposed Budget  
Fiscal Year 2022/2023

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**Digital Record Management**

The District provides for the set up and maintenance of digital records of existing infrastructure as-builts as well as providing for the mapping of drainage assets. The amount budgeted is \$11,000.

**Office Supplies**

Accounting and Administrative Supplies. Projected expense for this year is \$7,790.

**Dues, Licenses, Subscriptions**

Dues, licenses and subscriptions includes professional publications such as annual fees to Florida Assoc., Special District Fee, etc. This expense also covers the cost for CPA continuing education requirements and license renewal, management training, etc. The amount should not exceed \$7,900.

**Promotional Expense**

The District circulates periodic newsletters for the purpose of keeping its residents informed of issues affecting them and may sponsor other events for educating District residents about the services being provided. The annual budget for this item is \$5,260.

**Capital Purchases**

The District is budgeting amounts to construct administrative office projects. The total amount budgeted is \$11,000.

**Coral Springs Improvement District**  
**General Fund**  
**Proposed Budget**  
**Fiscal Year 2022/2023**

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**FIELD OPERATIONS**

**Salaries and Wages**

The total amount of budgeted wages for this Fiscal Year is \$318,000.

**Special Pay**

Special pay is a holiday bonus based on number of years of service. Special pay is budgeted for \$ 1,000.

**FICA Taxes**

FICA tax is established by the law and currently is 7.65%. Based on salaries of \$318,000, FICA taxes are being budgeted for a rounded amount of \$25,000.

**Pension Expense**

The pension plan was established whereby the employer contributes into the plan annually. Based on salaries of \$318,000 pension expense is budgeted for \$39,000.

**Health Insurance**

The District offers the employees' Health, Life, Dental, Vision and Disability Insurance. The projected cost to be paid by the District for this fiscal year is \$107,000.

**Worker's Compensation Insurance**

The District's Worker's Compensation Insurance premium is budgeted for \$17,000.

**Water Quality Testing**

Water Quality Testing is done to provide a guide for planning the aquatic plant control program and in addition provides indications of dangerous or threatening conditions. Based on last year's quarterly testing the amount is estimated to be \$3,000.

**Coral Springs Improvement District**  
General Fund  
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**Communications-Radios/Cellphones**

The District provides Sprint telephones for the field employees. The following are the estimated costs for the budget year.

	<u>Yearly</u>
Field Supervisor	\$1,200
Truck No. 1	500
Truck No. 1	<u>500</u>
Total	\$2,200

**Electric**

The District currently has the following utility accounts with Florida Power and Light for purposes of providing electricity to two pump stations:

<u>Address</u>	<u>Yearly</u>
Pump Station #1 – 121 NW 93 <sup>rd</sup> Terrace	\$ 600
Pump Station #2 – 12000 SW 1 <sup>st</sup> Street	<u>600</u>
Total	\$1,200

**Rentals and Leases**

Payments related to a lease on a copy machine. The projected cost to be paid by the District for this fiscal year is \$500.

**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. Based on the prior years' experience the expected amount for this Fiscal Year should not exceed \$18,300.

**Repair & Maintenance - General**

The following is a listing of the different repairs and maintenance needed for operations.

	<u>Yearly</u>
Vehicle Maintenance	\$ 5,500
Pump Station Repairs/Maintenance	100,155
Trash Pick-up Service	5,200
Backhoe – R&M	5,000
Misc. Repairs	<u>21,145</u>
Total	\$ 137,000

**Coral Springs Improvement District**  
General Fund  
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**Repair & Maintenance - Facility**

Estimated costs for general facility maintenance are \$11,500.

**Culvert Inspection and Cleaning**

Culvert inspection and cleaning costs of \$94,500 are being budgeted this year.

**Canal Dredging & Maintenance**

No amount budgeted for this task.

**Vegetation Management**

Prevention of growth of invasive vegetation in canal rights-of-way, with associated bank repair. This should not exceed \$15,000.

**Operating Supplies**

The following is a listing of the different operating supplies needed for operations.

	<b><u>Yearly</u></b>
Safety equipment	\$ 6,575
Grass Easting Triploid Carp	15,000
Annual Waterway Cleanup Donation	<u>525</u>
Total	\$19,600

**Chemicals**

Estimated costs for chemicals for the budget year are \$145,000.

**Uniform Rental / Purchase**

Estimated costs for uniform rental / purchase including Employee Safety Boot Allowance for the budget year are \$2,900.

**Motor Fuels & Propane**

Estimated costs for motor fuels and propane for the budget year are \$57,300.

**Coral Springs Improvement District**  
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**Dues, Licenses, Schools**

Employees are required to have an Aquatic License. This expense includes the classes, licenses and all fees related to the employee obtaining an Aquatic License. This year's projected amount should not exceed \$8,400.

**Capital Outlay-Equipment**

Capital outlay for equipment is budgeted for \$10,000.

**Capital Improvements**

Capital improvements in the amount of \$6,140,000 are being budgeted for canal bank restoration, canal bank assessment, right of way clearing and LP Fuel tank storage capacity increase.



**Coral Springs Improvement District**  
**General Fund**  
**Adopted Budget**  
**Fiscal Year 2022 / 2023**

**Reserves for 1<sup>st</sup> Quarter Operating**

The amount of \$450,000 is reserved toward 1<sup>st</sup> quarter operation expenses.

**Reserves for Assigned Projects and Emergencies**

The reserve fund is established to set aside funds for projects designed to maintain the District's drainage assets and to provide for unexpected events/natural disasters that may occur other than those related to Hurricanes. This fiscal year the amount projected to be set aside is \$250,000.

**Storms Damages Reserves**

The District had established that 3 million dollars would be collected over the past four years to limit exposure of financial losses due to storms. This target was achieved in the prior fiscal years.

# **Sixth Order of Business**

April 12, 2022

Ken Cassel, Manager  
Coral Springs Improvement District  
10300 NW 11<sup>th</sup> Manor  
Coral Springs, FL 33071

RE: Recommendation for storm water management and variance approval for the construction of new, stand-alone 3,717 SF recreation building and associated parking and recreational amenities on a 4.69 AC site  
CR 2020-6  
Coral Springs, FL 33071

Ken:

This office reviewed updated materials prepared by Stantec Engineering and submitted on March 31, 2022 for the construction of a new 3,717 SF stand-alone recreation building, additional parking utilizing permeable concrete pavers, modifications to the exiting parking lot and relocation of an existing playground area on a 4.69 acre parcel. Drainage from the proposed project is collected in inlets and routed through existing and proposed drainage system, discharging to the L207 canal in two locations.

**Background**

This project involves the redevelopment of a 4.69 AC parcel presently improved with tennis courts, a small building, parking and a playground. The parcel was assigned a low-density residential land use for the original drainage calculations for the CSID west basin. Historical aerial photos depict construction on this parcel in April of 1987. The 1990 aerial reveals conditions approximating those existing today and consisting of 11 tennis courts, one building and associated parking on this site. Drainage presently operates by the collection of runoff from parking and impervious areas with conveyance to the CSID canal system.

Existing Requirements and Compliance			
	Required	Provided	Compliance
Impervious Area	25% max	42%	No
Water Quality Treatment	1.05" and ½" dry pretreatment	1" in CSID system	No
Storage @ 10-year flood elevation	0.234 AF + 0.42 AF for excess impervious	.035 AF	No
Storage @ 100-year flood elevation	1.45 AF + 0.42 AF for excess impervious	1.906	Complies
PRB	Prior to discharge	None	No

**Project**

The proposed project involves the construction of a new 3,717 SF stand-alone recreation building, additional parking utilizing permeable concrete pavers, relocation of an existing playground area, along with modifications to the drainage system to provide dry pretreatment for vehicular use areas and accommodate changes to the exiting parking lot. Drainage modifications include:

- Construction of dry detention areas providing water quality treatment and increased storage
- Installation of a control structure causing all storm water flows from vehicular use areas to be routed through dry pretreatment facilities.
- Installation of a pollution retardant device prior to outfall for all portions of the drainage system serving vehicular use areas. T
- Utilization of permeable interlocking concrete pavers providing 0.02 AF of storage in the aggregate base while providing for percolation.

PCM Requirements and Compliance of Proposed			
	Required	Provided	Compliance
Impervious Area	25% max	51%	No
Dry pretreatment	½"	½" over vehicular use areas	Variance Required
Onsite Water Quality Treatment	Greater of 0.28" over site (=4667 CF total)	2,613 CF in dry retention providing 5226 CF of equivalent treatment	Complies
Storage @ 10-year flood elevation	0.234 AF + 0.66 AF for excess impervious	0.323 AF	Variance Required
Storage @ 100-year flood elevation	1.45 AF + 0.66 AF for excess impervious	2.11 AF (2.089 +0.02AF in base of permeable pavers)	Variance Required
PRB	Prior to discharge	Prior to discharge for drainage system serving VUA	Complies

**Assessment**

This project provides the required water quality treatment and storage at the 100-year flood elevation. Variances to allow dry pretreatment to be provided only for vehicular use areas and accept less storage than required at the 10 and 100-year flood elevations. The retroactive installation of PRBs is required only on those portions of the drainage system serving vehicular

Eagle Trace Tennis Center

April 12, 2022

Page 3

use areas. Runoff from tennis courts, walks, buildings, and landscaped areas are not required to pass through a pollution retardant device at this time.

Regards,

Glen A. Hanks, P.E.

cc Ken Cassel, Manager – CSID  
Joe Stephens – CSID  
Shawn Frankenhauser – CSID  
Najla Zerrouki P.E. – City of Coral Springs.

Comparison of Impacts to District Facilities: Existing – Proposed

	Existing	Proposed	Impact
Dry Pretreatment	None	½" for VUAs	Reduced pollution loading
Water Quality Treatment	Backbone system only. Slight deficiency	0.055 AF	Improved water Quality
Surface Runoff from 10-year Storm	2.13 AF	2.38 AF	0.25 AF increase
Surface Storage @ 10-year flood elevation	0.035 AF	0.323 AF	Increased storage at 10-year flood
10 year runoff to CSID system	2.095 AF	2.057	Reduced discharges to CSID system for 10-year storm
Surface storage @ 100-year flood elevation	1.906 AF	2.089 AF	Increased storage for 100-year storm
PRB	None	Prior to outfall	Reduced discharge of contaminants.

Comparison of Impacts to District Facilities: Existing - Proposed

	Existing	Proposed	Impact
Dry Pretreatment	None	½" for VUAs	Reduced pollution loading
Water Quality Treatment	Backbone system only. Slight deficiency	0.055 AF	Improved water Quality
Surface Runoff from 10-year Storm	2.13 AF	2.38 AF	0.25 AF increase
Surface Storage @ 10-year flood elevation	0.035 AF	0.323 AF	Increased storage at 10-year flood
10 year runoff to CSID system	2.095 AF	2.057	Reduced discharges to CSID system for 10-year storm
Surface storage @ 100-year flood elevation	1.906 AF	2.11 AF	Increased storage for 100-year storm
PRB	None	Prior to outfall	Reduced discharge of floating contaminants .



### Stage Storage Calculations (Post Development)

Project: Eagle Trace  
 Date: \_\_\_\_\_

Designed By: SMB  
 Reviewed By: \_\_\_\_\_

Stage/Storage Land Use				
Land Use	Area		Elevation	
	(sq.ft.)	(Ac)	Min. (ft)	Max. (ft)
Asphalt/Concrete	102,091	2.34	8.3	11
Open Space	87,422	2.01	7.80	11
Roof	5,200	0.12	11	11
Dry Det. Bottom	2,700	0.06	7	10
Dry Det Slopes	6,883	0.16	7	10
	204,296	4.69		

Roof area is excluded from stage/storage comps

Stage (Ft NAVD)	Dry Detention Slopes (ac-ft) (L)	Dry Detention (ac-ft) (V)	Impervious (ac-ft) (L)	Pervious (ac-ft) (L)	Total Storage (ac-ft)
7		0.000		-	0.000
<b>7.69</b>	<b>0.01</b>	<b>0.043</b>			<b>0.055</b>
8	0.03	0.062		0.01	0.101
<b>8.5</b>	<b>0.06</b>	<b>0.093</b>	<b>0.017</b>	<b>0.15</b>	<b>0.323</b>
9	0.11	0.124	0.213	0.45	0.894
9.5	0.16	0.155	0.625	0.91	1.851
<b>9.6</b>	<b>0.18</b>	<b>0.161</b>	<b>0.733</b>	<b>1.02</b>	<b>2.089</b>
10	0.24	0.186	1.254	1.52	3.195
10.5	0.316	0.217	2.101	2.29	4.920
11	0.395	0.248	3.164	3.21	7.018





## Water Quality Volume Calculations

Project: <u>Eagle Trace</u>	Designed By: <u>SMB</u>	
Date: <u>1/27/2022</u>	Reviewed By: <u>JC</u>	

**Notes:**

- Water Quality criteria states that drainage management system must treat the higher of the first inch of runoff from the site or 2.5 inches times the percent impervious. Studies have shown that the first inch (1") contains nearly 100% of all stormwater pollutants.

Drainage Area = 4.69 Acres  
 Impervious Area = 2.34 Acres  
 Pervious Area = 2.23 Acres  
 Lake/Pond Area = 0.00 Acres  
 Roof Area = 0.12 Acres

**Required Water Quality Volume**

1- First Inch of Runoff = Drainage Area X 1" = 4.69 Ac. In.  
 = **0.391** Ac. ft.

2- 2.5" x % Imperviousness =

Site area for water quality pervious/impervious calculations only:

= Total project - (water surface + roof) = 4.57 Acres

Impervious area for water quality pervious/impervious:

= (Site area for water quality pervious/impervious) - Pervious Area  
 = 2.34 Acres

Percentage of Imperviousness for water quality:

= (Impervious area for water quality/Site area for water quality) x 100%  
 = 51% Impervious

For 2.5 inches times the percentage impervious:

= 2.5 x 0.512035  
 = 1.28 inches to be treated

Compute volume required for water quality

= inches to be treated x (total site - lakes)  
 = **0.500** Ac.ft.

<b>0.500</b>	>	0.39	Ac.ft.
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3- Pretreatment Volume = 0.5 in x 0.61 Ac (vehicular use area) x (1 ft/12in) = **0.026** Ac.ft.

CSID requires Water quality treatment amounting to the greater of water quality treatment for the entire 4.69 AC site less the 1 inch provided in the backbone system, or ½" of dry pretreatment for vehicular use areas is required. (Required Quality Detention Volume)

Required WQV =  
 0.500 - 0.391 = **0.109** Ac.ft.

According to the CSID PERMIT CRITERIA MANUAL (Basin Criteria-pg18), if dry detention is used then 50% of the volume must be provided.

The required Water Quality Detention Volume = 0.109 / 2 = **0.055** Ac.ft.

## **Seventh Order of Business**



April 25,2022

Coral Springs Improvement District

Attn. Curt Dwiggin

10300 NW 11<sup>th</sup> Manor

Coral Springs, FL 33071

Re: LS #13 Basin 43 Sectionals Installs & 38 Grout Applications

All elements of the repair work on Lift Station 13 have been completed. No additional invoices will be submitted on this project.

Signed Agreement: \$157,640.00

Paid Amount: \$133,500.00

Under Budget: \$24,140.00

Thank you for the opportunity to work for you on this project. If you have any question, please do not hesitate to contact me.

Thank you,

*Karla Noa*

Karla Noa

Accounts Receivable

Miami ♦ Broward ♦ Orlando ♦ Tampa

Headquarters: 18001 Old Cutler Road, Suite 643, Palmetto Bay, FL 33157

info@envirowastesg.com Phone (877) 637-9665 Fax (877) 637-9659

# **Eighth Order of Business**

**Upland Software, Inc.**  
 401 Congress Ave Suite 1850 Austin  
 TX  
 78701-3788  
 United States  
 Phone:855-944-PLAN (7526)  
[www.uplandsoftware.com](http://www.uplandsoftware.com)

**Quote Number:** Q-57485-2  
**Quote Date:** 4/25/2022  
**Quote Expires On:** 6/30/2022  
**Proposed By:** Sandy Samir  
**Email:** [ssamir@uplandsoftware.com](mailto:ssamir@uplandsoftware.com)

**Customer and Billing Details**

**Customer:** Coral Springs Improvement District  
**Customer Number:** C-16015  
**Ship To:** Coral Springs Improvement District  
**Bill To:** Coral Springs Improvement District  
 10300 NW 11th Manor  
 Coral Springs, FL 33071  
 United States  
**Primary Contact:** Marta Rubio  
**Primary Phone:** (954) 796-6624  
**Billing Currency:** U.S. Dollar

**Purchase Details**

**Start Date:** 7/1/2022      **End Date:** 6/30/2027      **Product Billing Frequency:** Annually  
**Payment Terms:** Net 30

**License and Product Details**

Description	Billing Frequency	Quantity Unit of Measure	Term (Months)	Annual Amount	Extended Price for Full Term
FileBound: Other Maintenance	Annually	1 Units Per Year	60.00	\$ 8,232.11	\$ 41,160.57
FileBound: Concurrent, 10 Seat Concurrent Document Management Software	Annually	1 Each (Included)	60.00	\$ 0.00	\$ 0.00
FileBound: Utilities, FileBound Records Management	Annually	1 Each (Included)	60.00	\$ 0.00	\$ 0.00
FileBound: Importer Pro included with license	Annually	1 Each (Included)	60.00	\$ 0.00	\$ 0.00
FileBound: Utilities, FileBound Capture - included with license	Annually	3 Each (Included)	60.00	\$ 0.00	\$ 0.00
<b>Total:</b>				\$ 8,232.11	\$ 41,160.57

**Quote Total Amount**

<b>Total:</b>	USD 41,160.57
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**Upland Software, Inc.**

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TX  
78701-3788  
United States  
Phone:855-944-PLAN (7526)  
[www.uplandsoftware.com](http://www.uplandsoftware.com)

**Quote Number:**

Q-57485-2

**Quote Date:**

4/25/2022

**Quote Expires On:**

6/30/2022

**Proposed By:**

Sandy Samir

**Email:**

ssamir@uplandsoftware.com

**Terms and Conditions**

1. **Binding Effect.** Customer and Upland are entering into this sales order or quote ("Sales Order") subject to the terms of the Master Services Agreement ("MSA") currently in effect between the parties as of the date this Sales Order is signed (this Sales Order together with the MSA, the "Agreement"). In the event there is no MSA currently in effect, then the applicable terms and conditions of the Master Services Agreement hosted at <http://www.uplandsoftware.com/terms-of-service.pdf> shall control. Capitalized terms not defined in this Sales Order have the meaning ascribed to them elsewhere in the Agreement.
2. **Non-Waiver.** For record-keeping purposes and the convenience of its Customers, in advance of the expiry of this Sales Order Upland may provide Customer with an updated Sales Order detailing the Services to be supplied by Upland upon renewal. For the avoidance of doubt, the parties acknowledge and agree that Upland's provision of such an updated Sales Order shall not constitute Upland's notice of (i) its intention not to renew the Agreement, or (ii) its intention to terminate the Agreement.
3. **Fees.** Customer agrees to pay any and all fees provided herein. All subscription fees hereunder shall be invoiced in advance and are due and payable in accordance with the Payment Terms set forth above. Customer acknowledges that fees for renewal periods shall be invoiced in advance and are due on or before the start date of such renewal period.
4. **Professional Services Fees.** Fees prepaid for Professional Services become non-refundable and are earned upon the earlier of: (i) the date the Professional Services are delivered (on a *pro-rata*, ongoing basis); or (ii) one year from the date of the applicable invoice.

**Upland Software, Inc.**  
 401 Congress Ave Suite 1850 Austin  
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**Quote Number:** Q-57485-2  
**Quote Date:** 4/25/2022  
**Quote Expires On:** 6/30/2022  
**Proposed By:** Sandy Samir  
**Email:** ssamir@uplandsoftware.com

BY AFFIXING THE SIGNATURE OF THE AUTHORIZED REPRESENTATIVE OF THE CUSTOMER TO THIS QUOTE, BY HAND OR ELECTRONICALLY, CUSTOMER IS AGREEING TO BE BOUND BY THE TERMS OF THE AGREEMENT

Name (Print): \_\_\_\_\_ Date: \_\_\_\_\_  
 Title: \_\_\_\_\_ Signature: \_\_\_\_\_  
 Customer: Coral Springs Improvement District

**If a Purchase Order is required for the purchase or payment of the items on this Sales Order, please complete the following:**

PO Number: *{PO\_Number}*  
 PO Amount: *{PO\_Amount}*

**Upland Signature**

Name (Print): \_\_\_\_\_ Date: \_\_\_\_\_  
 Title: \_\_\_\_\_ Signature: \_\_\_\_\_

**THANK YOU FOR YOUR BUSINESS!**

**Upland Software, Inc.**  
 401 Congress Ave Suite 1850 Austin  
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**Proposed By:** Sandy Samir  
**Email:** [ssamir@uplandsoftware.com](mailto:ssamir@uplandsoftware.com)

Please verify and initial the following customer information and indicate what needs to be changed, if needed.

Customer Checklist			
Checklist Item	Response		If there are changes, please provide details below.
Does your company require a PO# on invoices? If yes, please provide PO# in the space by signature block.	Yes cb1_one\ No cb1_one\ 	Initial in1_two\ 	txtSp1_one\ 
Are the company name and billing address correct?	Yes cb1_two\ No cb1_two\ 	Initial in1_two\ 	txt1_two\ 
Does your company need Upland to fill out a supplier form to properly set Upland up as a vendor? This includes setting up supplier portals.	Yes cb1_three\ No cb1_three\ 	Initial in1_two\ 	txt1_three\ 
Is your company a tax-exempt entity? If Yes, please provide the associated tax certificate.	Yes cb1_four\ No cb1_four\ 	Initial in1_two\ 	txt1_four\ 



# **Ninth Order of Business**



MEMBRANE WATER TREATMENT SYSTEMS

Harn R/O Systems, Inc. agrees to provide Coral Springs Improvement District with the services listed in their Contract No. ITB# 2021-008 with the Town of Boca Raton. Harn R/O Systems, Inc. agrees that they will also comply with the requirements below in the administration of this contract with the Coral Springs Improvement District. Further Harn R/O Systems, Inc. agrees that it is their obligation to obtain affidavits from any subcontractors to ensure that the subs are in compliance with E-Verify.

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 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.

**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: PublicRecords@inframark.com**

Harn R/O Systems, Inc. Representative

CSID Representative

Title: DIRECTOR

Title: \_\_\_\_\_

Name: (Print) RONALD J CASTLE #

Name: (Print) \_\_\_\_\_

[Signature]      4/28/22  
Signature                      Date

\_\_\_\_\_  
Signature                      Date



**Named Insured:**

---

Komline-Sanderson Holding Company, LLC

Komline-Sanderson Intermediate, Inc.

Komline-Sanderson Group, Inc.

Komline Sanderson Corporation

Komline-Sanderson Ltd.

Barnes International, LLC

Barnes HR Real Estate LLC

Haselden Acquisition, LLC

Harn RO Systems, Inc.

AquaSheild, Inc

Fluid Quip KS, LLC

Fluid-Quip Asia LLC

FQ Real Estate, LLC

## **TENTH ORDER OF BUSINESS**



WATER TREATMENT GROUP

Hawkins, Inc.  
 2263 Clark Street  
 Apopka, FL  
 PH: 800-330-1369  
 FAX: 800-524-9315

April 22, 2022

Coral Springs Improvement District  
 Attn: Christian McShea  
 Re: Bid #2017 – 14  
 Pricing for next year

Christian,

Per your request Hawkins Inc. would like to offer the following prices for products used at your plant. These prices will be in effect from 6-15-2022 through 6-15-2023 and are based on market conditions. This pricing is with allocations secured for what the market has been doing over last year. Please let us know when accepted to hold allocations and continue service.

The following is the proposed pricing of the chemicals related to this contract:

- |                                 |    |                       |
|---------------------------------|----|-----------------------|
| • ClearFlow OT 3535             | \$ | 9.50/gal              |
| • Hydrofluosilicic Acid 23%     | \$ | 4.25/gal              |
| • Sulfuric Acid 93%             | \$ | 3.89/gal              |
| • AWC C-226 (45 lb. pail)       | \$ | 8.99/lb.              |
| • Citric Acid (50 lb. bag)      | \$ | 4.50/lb. If available |
| • AS4000 (Ammonium Sulfate 40%) | \$ | 4.10/gal              |
| • Sodium Hydroxide 50%          | \$ | 4.50/gal              |
| • AWC A-109                     | \$ | 28.25/gal             |
| • AWC C-234 (530 lb. drum)      | \$ | 34.95/gal             |

We look forward to continued service to the Coral Springs Improvement District; if you need any additional information please do not hesitate to contact us.

Please let us know your decision.

Yours truly,

Raymond Pool  
 SE Regional Manager

**EXTENSION OF HAWKINS, INC.,  
BULK CHEMICAL CONTRACT**

An extension of the bulk chemical supply contract (the "Contract") is entered into by and between the Coral Springs Improvement District, an independent special purpose government and political subdivision of the State of Florida whose address is 10300 Northwest 11<sup>th</sup> Manor, Coral Springs Florida, 33071 (the "District") and Hawkins, Inc., a Florida corporation whose address is 2263 Clark Street, Apopka, Florida 32703 ("Hawkins") as of the last date appearing on the signature lines below.

**WHEREAS**, the District currently contracts with Hawkins for bulk chemical supplies for the Districts utility plants and facilities; and

**WHEREAS**, the term of that Contract is for a period of 4 years and will expire on June 14, 2021 if not extended; and

**WHEREAS**, Hawkins was the only company that originally responded to the District's request for proposals and offered to supply the chemicals required for District utility operations; and

**WHEREAS**, Hawkins has agreed to extend the current Contract through June 15, 2022 under substantially the same terms and conditions as the original Contract.

**NOW THEREFORE**, in consideration of the promises contained herein, the District and Hawkins hereby agree as follows:

1. That Contract entered into between the parties for delivery of bulk chemicals which expires June 14, 2021 and all terms and conditions contained therein shall be extended for one year beginning June 15, 2021 and expiring June 15, 2022 unless further extensions are approved by all parties.
2. In addition, Hawkins and any Hawkins subcontractors warrant compliance with all federal immigration laws and regulations that relate to their employees. Hawkins agrees and acknowledges that the District is a public employer subject to the E-Verify requirements as set forth in Section 448.095, Florida Statutes and the provisions of Section 448.095, Florida Statutes apply to the current Contract and this extension. If the District has a good faith belief that Hawkins 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 Contract and its extension, the District shall terminate this Contract extension. If the District has a good faith belief that a subcontractor performing work under this Contract 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 Contract extension, the District shall promptly order Hawkins to immediately terminate the Contract with the subcontractor. Hawkins shall be liable for any additional costs incurred by the District as a result of the termination of the subcontract based on Hawkins' failure to comply with the E-Verify requirements evidenced herein.

**IN WITNESS WHEREOF**, the parties hereto have made and executed this Contract extension as of the day and year last written below. The District and Hawkins have signed this Contract extension in two originals in counterpart. One counterpart each shall be delivered to the District's Manager and to Hawkins.

HAWKINS, INC.

By: [Signature]

Title: Region Manager

Date: 5-14-2021

CORAL SPRINGS IMPROVEMENT DISTRICT

By: [Signature]

Dr. Martin Shank, President

Date: 5/17/2021

Reviewed as to Form.

By: [Signature]  
Terry E. Lewis, District Attorney



Hawkins Inc agrees to provide Coral Springs Improvement District the opportunity to receive bulk chemical deliveries per bid#2017-14. Hawkins Inc. further agrees that it will also comply with the requirements below in the administration of this contract with the Coral Springs Improvement District. Further Hawkins Inc. agrees that it is our obligation to obtain affidavits from any subcontractors to ensure that the subs are in compliance with E-Verify.

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 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.

**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: PublicRecords@inframark.com**

  
 \_\_\_\_\_  
 Signature

5-14-21  
 Date



Company ID Number: 116278

Client Company ID Number: 763528

Information Required for the E-Verify Program	
<b>Information relating to your Company:</b>	
Company Name	Hawkins, Inc.
Company Facility Address	2381 Rosegate Roseville, MN 55113
Company Alternate Address	
County or Parish	RAMSEY
Employer Identification Number	410771283
North American Industry Classification Systems Code	325
Parent Company	
Number of Employees	<del>500 to 999</del> 0 to 500 <i>JW</i>
Number of Sites Verified for	34



WATER TREATMENT GROUP

Hawkins, Inc.

2263 Clark Street

Apopka, FL

PH: 800-330-1369

FAX: 800-524-9315

April 26, 2021

Coral Springs Improvement District  
Attn: Christian McShea

Re: Bid #2017 – 14  
Pricing for next year

Joe,

Per your request Hawkins Inc. would like to offer the following prices for products used at your plant. These prices will be in effect from 6-15-2021 through 6-15-2022 and are based on current market conditions. This agreement would follow earlier agreement with CSID and Hawkins. Only increase were from AWC at this time.

The following is the proposed pricing of the chemicals related to this contract:

• ClearFlow OT 3535	\$	6.50/gal
• Hydrofluosilicic Acid 23%	\$	2.75/gal
• Sulfuric Acid 93%	\$	1.95/gal
• AWC C-226 (45 lb pail)	\$	5.29/lb
• Citric Acid (50 lb bag)	\$	1.15/lb
• AS4000 (Ammonium Sulfate 40%)	\$	1.85/gal
• Sodium Hydroxide 50%	\$	2.70/gal
• AWC A-109	\$	16.75/gal
• AWC C-234 (530 lb drum)	\$	21.19/gal

We look forward to continued service to the Coral Springs Improvement District; if you need any additional information please do not hesitate to contact us.

Please let us know your decision.

Yours truly,

Raymond Pool  
SE Regional Manager

**PUBLIC ENTITY CRIMES AFFIDAVIT**

DATE: 5-6-2022

**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 Raghad Pawi (print individual's name and title) for Hachis Inc (print name of entity submitting sworn statement) whose business address is 2263 Clark St Apopka, FL and, (if applicable) its Federal Employer Identification Number (FEIN) is 41-0771293 (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.
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.

[Signature]  
(Signature)

5-6-2022  
(Date)

STATE OF Florida  
COUNTY OF Orange

PERSONALLY APPEARED BEFORE ME, the undersigned authority, Raymond Pool, who is personally known to me or who has produced N/A as identification, and who, after first being sworn by me, affixed his/her signature in the space provided above on this 6<sup>th</sup> day of May, 2019.



[Signature]  
Signature of Notary Public

Brandon Rice  
Name of Notary Public

\_\_\_\_  
Title or Rank

\_\_\_\_  
Serial Number, if any

(SEAL)  
My commission expires:

## **Eleventh Order of Business**

Corporate Headquarters  
 110 E. Atlantic Ave, Suite 420  
 Delray Beach, FL. 33480  
 (561) 939-4000  
 www.C3-Complete.com



## **Coral Springs Improvement District**

Operational Systems Documentation and Review

May 11th, 2022

Client Contact Name:	David McIntosh
Client Contact Title:	Director of Operations
Company Name:	Coral Springs Improvement District
Company Address:	10300 N.W. 11th Manor
Client Contact Telephone:	954-796-6614
Client Contact Email:	davidm@csidfl.org
Live Hosts:	Not Applicable
Engagement (Excluding expenses):	Block of 40 hours @ \$175 per hour

### Executive Summary

A C3 Complete Operational Systems Documentation and Review is a thorough, affordable means of documenting the overall review of your operational systems. This engagement will provide CSID with a complete documentation of their overall operational systems that includes the List stations, Potable wells, and network architecture. The engagement will highlight area of concern from a cybersecurity and business continuity perspective as well. This document can be used in CSID's overall Incident Response plan.

Our certified cybersecurity engineers have a proven track record in providing superior security solutions for business, based on a keen understanding of the dynamic security landscape, new frontiers in cyberthreats, and evolving regulatory mandates. We appreciate that businesses cannot thrive without adequate safeguards against both internal and external threats, and we are adept at assisting clients in their ongoing challenge to neutralize cybercrime, in all its forms, to protect the personal and financial assets of stakeholders as well as their own brands and reputations—without having to sacrifice the ability to conduct business conveniently and speedily.

The objective of this engagement is to have a documented operational system with network architecture with areas of concern highlighted from a cybersecurity perspective.

### Benefits

- Identification of all assets the comprise SCID's operational system
- Documented operational system
- Highlight areas of concerns from a Cybersecurity and Disaster Recovery perspective.

This Operational Systems Documentation and Review will include review of current configurations with supporting vendors, review of workflows with CSID internal staff and review of current CSID internal network connectivity to the operational system. The engagement will include the following components:

1. Vendor review and change management controls
2. CSID internal staff operational process
3. CSID internal Disaster Recovery process and contingencies

#### Statement of Work and Methodology

##### **1. QualysGuard™ External Vulnerabilities Scan**

This component of the Operational Systems Documentation and Review as applicable to any external facing components and will consist of remote scans and tests using QualysGuard Cloud based operations center to determine if known vulnerabilities can be detected in Internet-facing hosts. Vulnerabilities testing is an integral part and will uncover potential security vulnerabilities, configuration errors and unknown equipment or undocumented services, and will include:

- Automated scans with tests for:
  - Map of the company domain, dns servers and mail servers
  - Open ports and inappropriate services
  - Operating system vulnerabilities
  - End of Life / Obsolete software (if information is available remotely)
- Manual probes, which may include:
  - Verification of vulnerabilities detected
  - Use of white hat tools
  - Use of cloud based commercial and open source programs

This scanning incorporates tests that address more than 8000 known vulnerabilities and weaknesses. Our cloud based systems leverage over 15 years of work in vulnerabilities assessments, IT audits and risk assessments which will facilitate the Assessment through a combination of functionality that includes:

- Systems discovery feature that identifies hosts on the network
- Repeatable vulnerability assessment methodology utilizing a vulnerability database that is updated routinely
- Risk ratings for the vulnerabilities found.

Tests will be configured to run in a non-destructive manner in order to prevent disruption of critical services. The IP addresses tested in this component will be provided by the Client.



## **2. Internal Network Review and Assessment**

C3 Complete will provide of a review of your operational system network and configuration. The C3 Complete team will review network devices, firewalls and wireless controller for vulnerabilities, patch levels and best practices configuration. The following areas will be covered:

- Network configuration (local Area Network)
- Firewalls / Routers / Switches
- Wireless controllers
- Radio Telemetry Equipment
- Remote access to the operational system

## **3. Summary Report and Documentation**

### **Deliverables**

Upon completion of the Operational Systems Documentation and Review a Final Report will be furnished to the Client. The Final Report will present the following information for each component of the Assessment:

Executive Summary:

- Objectives of review
- Approach to performing the review
- Scope of project (non-technical overview)
- Summary of findings, with focus on high-risk issues.

CSID Internal Reports (Internal Network, Operational System Assets, Vendor(s) Assessment):

- Excel Spread Sheet with list of Technical list details of network and assets.
- PDF and Visio documents of CSID operational network.
- PDF document on overall data flow.
- PDF document on areas of concern related to Cybersecurity and Disaster Recovery.

Supporting files will be furnished upon completion of all work, including items such as HTML scan results, text files, and spreadsheets that list additional details.

C3 Complete may provide a brief, informal update at the close of each component of the Operational Systems Documentation and Review, with the objective of alerting the Client to vulnerabilities that may require immediate attention. Upon request, the Report can be presented by C3 Complete in a Client executive meeting.

**Fees and Payment Terms**

Balance and any pre-approved expenses are payable net 30 upon delivery of Report. Above pricing is exclusive of travel expenses and per diem for travel outside of Broward and Palm Beach County, Florida, which will be invoiced at cost upon completion of engagement, as applicable.

**Project Overrun/ Services Beyond Original Scope**

At Client request, we may perform some work after normal hours, and the rates below may apply.

Pricing in the Fees and Payment Terms section above is based on the number of live hosts reported by the Client as noted on page one. Occasionally, preliminary scans reveal additional hosts not included in the original estimate. Billing of any overage of live hosts will be pro-rated in addition to the original pricing, or use the next pricing tier, whichever is less.

In the interest of continuity during their remediation phase, and we are delighted to assist in remediation activities on request, pending availability. The below rates also apply to mutually-agreed scope expansions, and Client-originated project delays.

Remediation Assistance	Work-Hours	After-Hours
Project Manager/Director	\$300/hour	\$450/hour
Senior Security Engineer	\$250/hour	\$375/hour
Security Engineer	\$175/hour	\$225/hour
Network Engineer	\$175/hour	\$200/hour

**Acceptance**

By signing below the Client and C3 COMPLETE concur as to scope of work and other stated terms of this Internet use, security and privacy policy update. Any changes to this Statement of Work, including those which impact original estimates and pricing, must be mutually agreed in writing.

We look forward to assisting you with this important project, and to becoming a trusted partner in your information security program.

**For C3 Complete:**

**For Coral Springs Improvement District:**

\_\_\_\_\_  
By (Signature)

\_\_\_\_\_  
By (Signature)

\_\_\_\_\_  
Name (Print)

\_\_\_\_\_  
Name (Print)

\_\_\_\_\_  
Title (Print)

\_\_\_\_\_  
Title (Print)

Date \_\_\_\_\_

Date \_\_\_\_\_

## **Twelfth Order of Business**

**RESOLUTION 2022-5**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CORAL SPRINGS IMPROVEMENT DISTRICT (THE 'BOARD') MODIFYING AND CORRECTING THE NUMBER OF PREVIOUSLY APPROVED WORK AUTHORIZATION #191 TO WORK AUTHORIZATION #202**

WHEREAS, the Coral Springs Improvement District (the 'District') is a special purpose, local government created pursuant to Chapter 298, Florida Statutes, and special act of the Florida Legislature; and

WHEREAS, at a regular meeting of the Board of Supervisors (the 'Board') held April 18, 2022 the Board approved Work Authorization #191 with Globaltech for design-build services related to the District North Blower Room Blower Replacement; and

WHEREAS, subsequent to the approval of said work authorization, it was detected that a work authorization numbered 191 was approved on May 17, 2021 for AC Duct Improvements and later amended on June 21, 2021; and

WHEREAS, District staff is modifying the work authorization approved at the April 18, 2022 meeting as Work Authorization #191 to Work Authorization #202;

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

**Section 1.** The Board hereby modifies the approval of the work authorization for the North Blower Room Blower Replacement as Work Authorization #191 to Work Authorization #202.

**Section 2.** This Resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed.

**PASSED AND ADOPTED** by the Board of Supervisors of the Coral Springs Improvement District this 16<sup>th</sup> day of May 2022.

ATTEST:

CORAL SPRINGS IMPROVEMENT DISTRICT

\_\_\_\_\_  
Kenneth G. Cassel, Assistant Secretary

\_\_\_\_\_  
Dr. Martin Shank, President

APPROVED AS TO FORM:

\_\_\_\_\_  
District Counsel

## **WORK AUTHORIZATION**

CSID Work Authorization 202

Globaltech No. 151314

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 CSID North Blower Room Blower Replacement, hereinafter referred to as the "Specific Project".

### **Section 1 – Terms**

The FIRM will 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 will provide the following services in accordance with Sections 1 and 2 of the AGREEMENT:

The two (2) existing 200 HP constant-speed centrifugal-blowers in the north blower building supplying air to package plants C and D are over 30 years old (installed in 1984). The current blower control strategy is to manually throttle the blower inlet valve based on the dissolved oxygen (DO) levels in package plant C and D aeration basin. The OWNER desires to be proactive in their replacement as well

as increase operational efficiency by taking advantage of current blower control technologies to save on energy costs. The OWNER would like to replace the 200 HP units with two (2) new 200 HP centrifugal blowers. The blower packages will have new automatically actuated inlet valves, flow paced blower control trimmed by DO levels, alarm integration into SCADA, and premium efficiency motors.

The existing piping will be modified as necessary to mate the outlet/inlet flanges of the blowers to the existing piping. New inlet filter hoods will be installed. Pressure gauges will also be added to the discharge piping of each blower to verify new blower operation.

FIRM will subcontract programming necessary to integrate new blower packages into existing SCADA system.

The requested work will be completed by implementing the following three tasks:

### **Task 1 – Engineering Services**

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

#### **Engineering and Project Management**

1. Meet with the OWNER to review the project scope and collect information. Collect pre-construction photographs.
2. The FIRM will collect and verify site dimensions and data (pressures and flows) necessary to install the new blower packages. Once final submittal drawings are obtained from the manufacturer, the location/orientation may need to be adjusted to accommodate final dimensions.
3. Design drawings will be prepared by FIRM and reviewed by OWNER. A courtesy notice of commencement letter will be submitted to the City of

Coral Springs Building Department. At this time no building modifications are expected.

4. Prepare detailed construction schedule to include as a minimum; design, site mobilization, detailed construction activities, scheduled shut downs and durations, equipment/material delivery times, testing, and startup and commissioning.
5. Coordinate material and equipment purchase. FIRM will be present to receive equipment deliveries.
6. Review, administer, and track equipment submittals.
7. Schedule and conduct meetings, inspections, and testing with OWNER's staff.
8. Coordinate with OWNER's SCADA group to determine what signals will be provided to SCADA. FIRM will submit a list of proposed SCADA signals for OWNER to review.
9. Attend progress meetings and coordination meetings.
10. Conduct start-up services for the new blower system with the blower factory representative.
11. Prepare Record Drawings illustrating the blower packages, and electrical improvements.
12. Provide OWNER with Operation and Maintenance (O&M) for blower packages.

## **Task 2 – Construction Services**

Construction Services consist of the following tasks:

### **Task 2 – Installation of Two (2) New 200 HP Blower Packages**

1. Perform Install of flexible bellows, inlet valves, and pressure gauges. Prefabricate stainless spool pieces as necessary to minimize shutdown time. FIRM to identify shelf-life of bellows coupling should OWNER choose to purchase extra for inventory.
2. Install new filter hoods located on roof. Flash into existing roof membrane. Modify inlet piping as necessary to install new blowers.

3. Install electrical improvements in the electrical room adjacent to Package Plant D necessary for the installation of the new blowers.
4. Demolish the existing blowers Install new blowers, one at a time.
5. Assist with integration into SCADA and perform blower startup.

### **Assumptions**

Assumptions for the project are as follows:

- FIRM is not responsible for obtaining planning or zoning permits for this work as it is a maintenance replacement. OWNER will provide assistance in expediting applicable agencies where possible.
- OWNER to ensure that existing mass air flow meters are properly calibrated so a blower duty point can be confirmed. If flow meters cannot be calibrated, OWNER to replace.
- No blower slab modification will be required for this project. Preliminary equipment submittals were reviewed and the existing equipment slabs were deemed sufficient. Final equipment submittals will determine final blower slab sizing requirements.
- Equipment costs are firm for 30 days following NTP (assumed April 18, 2022). FIRM may revisit equipment costs if not approved by the assumed date.
- Blowers will be removed and replaced one at a time. Plant down time to make piping connections will be less than four (4) hours.
- Waste disposal to be provided by OWNER. FIRM will place waste materials generated from this job into dumpsters identified by OWNER.
- No painting, coatings or finishes (coatings) are included. All coatings (if needed) to be provided by OWNER.
- The existing DO sensors provide an acceptable signal to SCADA that is available for blower control.
- The existing package plant flow meters provide a signal to SCADA that is available for blower control.



- Construction duration is assumed to be 16 weeks. Administrative charges associated with grant and Davis-Bacon reporting are budgeted accordingly.
- FIRM will comply with the supplemental federal contract provisions included in **Attachment A**.
- An allowance of \$25,000 is included with this project. Allowance is only to be accessed with OWNER's written approval. Unused portion of allowance to be credited back to OWNER. Allowance is in place for use at the OWNER's discretion.
- Existing soft starts are in acceptable condition and will be reused.

### **Section 3 – Location**

The services to be performed by the FIRM will be on the following site or sites:

#### **CSID WWTP North Blower Building**

### **Section 4 – Deliverables**

The FIRM will provide the following Deliverables to OWNER:

- Engineered Design Draft and Final Draft drawings for the new blower system and electrical equipment
- Reviewed submittals for new equipment (blower packages, electrical equipment, valves, instrumentation)
- Proposed list of SCADA signals
- Construction of Improvements
- Record Drawings and O&M Manual for blower system.

### **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:

<b>Task</b>	<b>Time Elapsed to Subtask Completion</b>
Notice to Proceed (NTP)	0 Days
PO issued for new blower packages	30 days after NTP
Delivery of new blower packages	32 weeks after NTP
Engineering Design Draft	90 days after NTP
Engineering Final Draft	120 days after NTP
Substantial Completion	16 weeks after delivery of new blower packages
Final Completion	10 days after Substantial Completion

### **Section 6 – Method and Amount of Compensation**

1. The FIRM will 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 will begin using the date the invoice was received.
2. Total job price: **\$ 919,363.63**
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 will 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 B**.

### **Section 7 – Application for Progress Payment**

1. Unless otherwise prescribed by law, at the end of each month, the FIRM will 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 will 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 will 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 will be that point in time when OWNER determines that half of the Work required by the Contract has been completed. In no event will 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 will then be subtracted to equal the Balance Due during the Pay Estimate period.
4. When the OWNER determines the Work to be Substantially Complete, the OWNER may reduce the retainage to five percent (5%) of the dollar value of all Work satisfactorily completed to date, provided that the FIRM is making satisfactory progress toward Final Completion of the Work, that in the opinion of both the Engineer and the OWNER there is no specific cause for a greater retainage, and the FIRM obtains 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 or the Engineer's 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 will 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, will 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 will 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 will be satisfactory to the OWNER.
9. The FIRM will 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. The Engineer will, within ten (10) days after receipt of each Application for Progress Payment, either indicate in writing a recommendation of payment and present the Application to the OWNER, or return the Application to the FIRM indicating in writing the Engineer's reasons for refusing to recommend payment. In the latter case, the FIRM may make the necessary corrections and resubmit the Application. Twenty (20) days after presentation of the application for progress payment to the OWNER with the Engineer's recommendation, the amount approved will (subject to the provisions of the following Paragraph) become due and when due will be paid by the OWNER to the FIRM.

In the event any dispute with respect to any payment or pay request cannot be resolved between the Contractor and Owner's project staff, Contractor 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 will occur within ten (10) business days of receipt by OWNER of FIRM's written demand. The OWNER's manager, will issue a written decision on the dispute within ten (10) business days of such meeting. This decision will 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 recommended by the Engineer 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 (with a copy to the Engineer) which specifies the invoice deficiency and any action necessary to make the invoice complete and proper.

### **Section 8 – Responsibilities**

The FIRM will, under no circumstance, look to the OWNER to provide any labor or equipment for the FIRM. The FIRM will 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, will 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 will 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 will 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 will 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 twelve (12) 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

State of Florida  
County of Palm Beach

**FIRM**  
Globaltech, Inc.

The foregoing instrument was  
acknowledged before me on this

\_\_\_ day of \_\_\_\_\_, 2022 by

David A., Schuman, P.E.

\_\_\_\_\_  
Signature

David A. Schuman, P.E., Vice President  
Name and Title (typed or printed)

who is personally known to me OR  
produced \_\_\_\_\_  
as identification.

May 16, 2022  
Date

\_\_\_\_\_  
Signature of Notary



## **Attachment A**

### **Federal Contract Provisions**



ADAM H. PUTNAM  
COMMISSIONER

Florida Department of Agriculture and Consumer Services  
Office of Energy

**ATTACHMENT A**  
**FEDERAL FUNDING GRANTEE, SUBGRANTEE AND**  
**CONTRACTORS PROVISIONS**

**PURSUANT TO**  
**UNITED STATES DEPARTMENT OF ENERGY AWARDS**

All subgrants and contracts awarded by the Grantee, including small purchases, shall contain the following provisions as applicable:

1. **Equal Employment Opportunity** - All contracts shall contain a provision requiring compliance with E.O. 11246, "Equal Employment Opportunity," as amended by E.O. 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and as supplemented by regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."
2. **Copeland "Anti-Kickback" Act (18 U.S.C. 874 and 40 U.S.C. 276c)** - All contracts and subgrants in excess of \$2,000 for construction or repair awarded by recipients and subrecipients shall include a provision for compliance with the Copeland "Anti-Kickback" Act (18 U.S.C. 874), as supplemented by Department of Labor regulations (29 CFR part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or subrecipient shall be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he is otherwise entitled. The recipient shall report all suspected or reported violations to the Federal awarding agency.
3. **Davis-Bacon Act, as amended (40 U.S.C. 276a to a-7)** - When required by Federal program legislation, all construction contracts awarded by the recipients and subrecipients of more than \$2,000 shall include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 276a to a-7) and as supplemented by Department of Labor regulations (29 CFR part 5, "Labor Standards Provisions Applicable to Contracts Governing Federally Financed and Assisted Construction"). Under this Act, contractors shall be required to pay wages to laborers and mechanics at a rate not less than the minimum wages specified in a wage determination made by the Secretary of Labor. In addition, contractors shall be required to pay wages not less than once a week. The recipient shall place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation and the award of a contract shall be conditioned upon the acceptance of the wage determination. The recipient shall report all suspected or reported violations to the Federal awarding agency.
4. **Contract Work Hours and Safety Standards Act (40 U.S.C. 327-333)** - Where applicable, all contracts awarded by recipients in excess of \$2000 for construction contracts and in excess of \$2,500 for other contracts that involve the employment of mechanics or laborers shall include a provision for compliance with Sections 102 and 107 of the Contract Work Hours and Safety Standards Act (40 U.S.C. 327-333), as supplemented by Department of Labor regulations (29 CFR part 5). Under Section 102 of the Act, each contractor shall be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than 1 ½ times the basic rate of pay for all hours worked in excess of 40 hours in the work week. Section 107 of the Act is applicable to construction work and provides that no laborer or mechanic shall be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.
5. **Rights to Inventions Made Under a Contract or Agreement** - Contracts or agreements for the performance of experimental, developmental, or research work shall provide for the rights of the Federal Government and the recipient in any resulting invention in accordance with 10 CFR part 600.325, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.
6. **Clean Air Act (42 U.S.C. 7401 et seq.), and the Federal Water Pollution Control Act (33 U.S.C. 1251 et seq.), as amended** - Contracts and subgrants of amounts in excess of \$100,000 shall contain a provision that requires the recipient to agree to comply with all applicable standards, orders or regulations issued pursuant to



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- the Clean Air Act (42 U.S.C. 7401 et seq.) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251 et seq.). Violations shall be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).
7. **Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)** - Contractors who apply or bid for an award of \$100,000 or more shall file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier shall also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the recipient.
  8. **Debarment and Suspension (E.O.s 12549 and 12689)** - No contract shall be made to parties listed on the General Services Administration's List of Parties Excluded from Federal Procurement or Nonprocurement Programs in accordance with E.O.s 12549 and 12689, "Debarment and Suspension." This list contains the names of parties debarred, suspended, or otherwise excluded by agencies, and contractors declared ineligible under statutory or regulatory authority other than E.O. 12549. Contractors with awards that exceed the small purchase threshold shall provide the required certification regarding its exclusion status and that of its principal employees.
  9. **Section 508 of the Federal Water Pollution Control Act, as amended (33 U.S.C. 1368) and Section 1424(e) of the Safe Drinking Water Act, (42 U.S.C. 300h-3(e))** - Contracts and subgrants of amounts in excess of \$100,000 shall contain a provision that requires the recipient to agree to comply with all applicable standards, orders or regulations issued pursuant to Section 508 of the Federal Water Pollution Control Act, as amended (33 U.S.C. 1368) and Section 1424(e) of the Safe Drinking Water Act, (42 U.S.C. 300h-3(e)). Violations shall be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).
  10. **Compliance with all Federal statutes relating to nondiscrimination.** These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of sex; (b) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 795), which prohibits discrimination on the basis of handicaps; (c) the Age Discrimination Act of 1975, as amended (42 U.S.C. 6101-6107), which prohibits discrimination on the basis of age; (d) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (e) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (f) Sections 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. 290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (g) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. 3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (h) any other nondiscrimination provisions in the specific statute(s) made; and, (i) the requirements of any other nondiscrimination statute(s) which may apply.
  11. **Compliance with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646)** which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
  12. **Compliance with the provision of the Hatch Act (5 U.S.C. 1501 – 1508 and 7324 – 7328)** which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.



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13. **Comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234)** which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
14. **Compliance with environmental standards which may be prescribed to the following:** (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EP 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplain in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. 1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. 7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended, (P.L. 93-523); and (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
15. **Compliance with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. 1271 et seq.)** related to protecting components or potential components of the national wild and scenic rivers system.
16. **Compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. 470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. 469a-1 et seq.)**
17. **Compliance with P.L. 93-348** regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
18. **Compliance with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. 2131 et seq.)** pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this Agreement.
19. **Compliance with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. 4801 et seq.)** which prohibits the use of lead based paint in construction or rehabilitation of residence structures.
20. **Compliance with the mandatory standards and policies relating to energy efficiency which are contained in the State energy conservation plan issued in accordance with the Energy Policy and Conservation Act (Pub. L. 94-163, 89 Stat. 871).**
21. **Assist the Commission in complying with the State Energy Conservation Program as described in the Code of Federal Regulations, Title 10, Parts 420 and 450 and guidance issued by the U.S. Department of Energy and subsequent guidance issued by the U.S. Department of Energy; the Financial Assistance Rules described in Title 10, Part 600, as well as those regulations concerning the use of oil overcharge recovery funds.**
22. **The Commission reserves the right to transfer equipment acquired under this grant as provided in Title 10, Part 600.117. The Recipient can obtain a release of this right upon application containing certain commitments.**
23. **Compliance with the Buy American Act (41 U.S.C. 10a-10c)** By accepting funds under this Agreement, the Grantee agrees to comply with sections 2 through 4 of the Act of March 3, 1933, popularly known as the "Buy American Act." The Grantee should review the provisions of the Act to ensure that expenditures made under this Agreement are in accordance with it. It is the sense of the Congress that, to the greatest extent practicable, all equipment and products purchased with funds made available under this Agreement should be American-made.
24. **Preservation of open and competition and government neutrality towards contractors' labor relations on federally funded construction projects**



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- a. Unless in conflict with State or local laws, you must ensure that bid specifications, project agreement, or other controlling documents in construction contracts awarded pursuant to this agreement, or pursuant to a subaward to this agreement, do not:
1. Require or prohibit bidders, offerors, contractors, or subcontractors to enter into or adhere to agreements with one or more labor organizations, on the same or other related construction project(s); or
  2. Otherwise discriminate against bidders, offerors, contractors, or subcontractors for becoming or refusing to become or remain signatories or otherwise to adhere to agreements with one or more labor organizations, on the same or other related construction project(s).
- b. The term “construction contract” as used in this provision means any contract for the construction, rehabilitation, alteration, conversion, extension, or repair of buildings, highways, or other improvements to real property.
- c. Nothing in this provision prohibits bidders, offerors, contractors, or subcontractors from voluntarily entering into agreements with labor organizations.
25. **Compliance with the provision included in Title XV and Title XVI of Public Law 111-5, the American Recovery and Reinvestment Act of 2009.**
  26. **Segregation of Costs** – Recipients must segregate the obligations and expenditures related to funding under the Recovery Act. Financial and accounting systems should be revised as necessary to segregate, track, and maintain these funds apart and separate from other revenue streams. No part of the funds from the Recovery Act shall be commingled with any other funds or used for a purpose other than that of making payments for costs allowable for Recovery Act projects.
  27. **False Claims Act** – Recipient and sub-recipients shall promptly refer to the DOE or other appropriate Inspector General any credible evidence that a principle, employee, agent, contractor, sub-grantee, subcontractor, or other person has submitted a false claim under the False Claims Act or has committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity or similar misconduct involving those funds.
  28. **Retention of Records:** CONTRACTOR shall retain all records relating to this contract for six (5) years after CITY makes final payment and all other pending matters are closed.
  29. Compliance with Section 103 and 107 of the contract Work Hours and Safety Standards Act
  30. **Access to Records:** CITY, the Florida Department of Agriculture, the U.S. Department of Energy, the Comptroller General of the United States, and any of their duly authorized representatives, shall have access to any books, documents, papers, and records of CONTRACTOR which are directly pertinent to this contract for the purpose of making audit, examination, excerpts, and transcriptions.
  31. Compliance with Section 287.133(2)(a) Public Entity Crimes
  32. Immigration and Nationality Act (Section 274A(e)), if applicable

## **Attachment B**

### **Budget Summary**



# Takeoff Worksheet

04/07/22

**Coral Springs Improvement Dist  
151314 CSID Blower Replacement**

Assembly#	Part#	Description	Unit	Quantity	Ext. Price
<b>Job: 151314 CSID Blower Replacement</b>					
<b>Bid Item: 1 General Requirements</b>					
		General Conditions			
		Submittal Labor	HR	20.00	2,180.00
		O&M Manual	HR	20.00	2,180.00
		Progress Meetings	HR	40.00	6,240.00
		Project Estimating	HR	80.00	8,080.00
		Construction Scheduler	HR	20.00	2,100.00
		Construction PM	HR	140.00	21,840.00
		Purchasing & Subcontract	HR	60.00	7,740.00
		Bldg Permits Application & Coordination	HR	20.00	2,180.00
		Construction Assistant	HR	100.00	9,500.00
				<b>Bid Item Totals:</b>	<b>62,040.00</b>
<b>Bid Item: 2 Sitework</b>					
		MOB/DEMOB	LOT	1.00	9,400.00
		Job Site Office Supplies	LOT	1.00	615.25
		Sanitary	MONTH	5.00	1,476.60
		Demo Blowers, Piping & Hoods	CR-D	7.00	14,000.00
		Startup Crew	CR-D	2.00	4,000.00
		Punch Out Crew	CR-D	3.00	6,000.00
				<b>Bid Item Totals:</b>	<b>35,491.85</b>
<b>Bid Item: 3 Concrete</b>					
		Concrete Slab Repair	LOT	1.00	615.25

Takeoff Worksheet

04/07/22

Continued...

Assembly#	Part#	Description	Unit	Quantity	Ext. Price
		Materials	LOT	1.00	246.10
		Installation	CR-D	1.00	2,000.00
				<b>Bid Item Totals:</b>	<b>2,861.35</b>
<b>Bid Item:</b>	<b>5</b>	<b>Metals</b>			
		Blower Piping Mods	LOT	1.00	54,267.36
		Misc Metals & Fasteners	LOT	1.00	3,691.50
		Installation	CR-D	1.00	2,000.00
				<b>Bid Item Totals:</b>	<b>59,958.86</b>
<b>Bid Item:</b>	<b>7</b>	<b>Thermal &amp; Moisture Protection</b>			
		Roof Intake Flashing	EA	3.00	7,190.40
				<b>Bid Item Totals:</b>	<b>7,190.40</b>
<b>Bid Item:</b>	<b>11</b>	<b>Equipment</b>			
		Blower	LOT	1.00	469,371.34
		Unloading & Staging	CR-D	1.00	2,000.00
		Installation	CR-D	10.00	20,000.00
		Construction Superintendent	HR	50.00	5,050.00
				<b>Bid Item Totals:</b>	<b>496,421.34</b>
<b>Bid Item:</b>	<b>17</b>	<b>I&amp;C</b>			
		Programming	LOT	1.00	13,104.00
		Fiber Optic Cable & Misc Materials	LOT	1.00	4,306.75
		Installation & Termination	HR	20.00	2,200.00
				<b>Bid Item Totals:</b>	<b>19,610.75</b>
<b>Bid Item:</b>	<b>26</b>	<b>Electrical</b>			
		Electrical Sub	LOT	1.00	104,048.00
		Electrical PM	HR	80.00	8,800.00
				<b>Bid Item Totals:</b>	<b>112,848.00</b>
<b>Bid Item:</b>	<b>41</b>	<b>Rental Equipment &amp; Misc Tools</b>			
		Scissor Lift	Month	1.00	1,107.45
		Skid Steer W/ Forks	Month	1.00	2,707.10



Takeoff Worksheet

04/07/22

Continued...

Assembly#	Part#	Description	Unit	Quantity	Ext. Price
		Traversing Fork Lift	Month	1.00	5,967.93
		Misc Tools & equipment	LOT	1.00	2,461.00
		Equipment Fuel	GAL	60.00	476.10
		Safety Equipment	LOT	1.00	430.68
		Safety	HR	4.00	624.00
		Equipment Delivery & Pickup	EA	2.00	1,107.45
				<b>Bid Item Totals:</b>	<b>14,881.71</b>
<b>Bid Item:</b>	<b>100</b>	<b>Engineering</b>			
		Engineering Fee	LOT	1.00	63,756.00
				<b>Bid Item Totals:</b>	<b>63,756.00</b>
<b>Bid Item:</b>	<b>101</b>	<b>Allowance</b>			
		Allowance	LOT	1.00	25,000.00
				<b>Bid Item Totals:</b>	<b>25,000.00</b>
<b>Bid Item:</b>	<b>102</b>	<b>Bonds &amp; Insurance</b>			
		Bonds & Certifications	LOT	1.00	19,303.37
				<b>Bid Item Totals:</b>	<b>19,303.37</b>
				<b>Grand Totals:</b>	<b>919,363.63</b>



## **Thirteenth Order of Business**

## **WORK AUTHORIZATION**

CSID WA No. 203

Globaltech No. 151376

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 Stormwater Pump Stations 1 & 2 Muffler 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 with the OWNER.

### **Section 2 – Scope of Work**

CSID operates two stormwater pump stations each equipped with 4 liquid propane fueled engines. The engine exhaust is directed through the station roof where an individual muffler is provided for each engine. The muffler / exhaust systems have reached the end of the useful life and need to be replaced. It is staff's desire to have firm purchase eight new exhaust mufflers. Staff maintenance personnel will then remove and replace the existing mufflers.

## **Task 1 – Professional Services**

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

### **Engineering and Project Management**

1. Review proposal provided by IES
2. Order engine mufflers from Innovative Exhaust Solutions (IES)
3. Prepare a purchase order to IES for new mufflers and gaskets.
4. Coordinate delivery of equipment from IES.
5. Inspect equipment for damage upon delivery.

## **Task 2 – Construction Services**

Construction services will be provided by CSID maintenance staff. FIRM will not provide assistance unless requested through an addendum to this work authorization. FIRM will not provide inspection or oversight services during the installation.

## **Assumptions**

Assumptions for the project are as follows:

- FIRM did not prepare specifications or design drawings for mufflers.
- Firm has not confirmed compatibility of mufflers with existing piping and flanges.
- FIRM did not seek multiple vendors to provide mufflers
- FIRM is not providing construction oversight.
- FIRM is not providing record drawings.
- OWNER will off-load mufflers at the water treatment plant and transport to the stormwater pump stations.
- OWNER will disassemble and replace all storm strapping on mufflers.
- Permits are not required for this project.
- The project budget has an estimated shipping fee of \$2,500. This budget line item will be reviewed with staff following the final invoice from

IES. Any unspent fee associated with the shipping will be returned to OWNER through a project budget resolution amendment.

**Section 3 – Location**

Work for this project will be conducted at CSID’s Stormwater Pump Stations 1 & 2. Mufflers will be delivered to the CSID Water Treatment Plant.

**Section 4 – Deliverables**

The FIRM will provide the following Deliverables to OWNER:

- 8 new “hospital grade” Silencer Cylindrical 4 mufflers with 4” ANSI Pattern flange ends. Mufflers to be constructed of carbon steel and coated with a high heat black finish.
- 8 – 4” ANSI pattern fiber gaskets
- Warranty provided by IES

**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
Prepare Purchase Order	7 Days after NTP
Fabricate Mufflers	57 Days after NTP
Mufflers delivered to WTP	67 Days after NTP
Project Closeout	75 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: **\$19,104.44**

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 will be billed on a lump sum (LS) basis. 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.

### **Section 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 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 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, P.E. 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 nine (9) 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

**FIRM**

State of Florida  
County of Palm Beach

\_\_\_\_\_  
Company

The foregoing instrument was acknowledged before me on this

\_\_\_ day of \_\_\_\_\_, 2022 by

\_\_\_\_\_  
Signature

\_\_\_\_\_  
who is personally known to me OR produced \_\_\_\_\_ as identification.

David A. Schuman, P.E., Vice President  
\_\_\_\_\_  
Name and Title (typed or printed)

\_\_\_\_\_  
Signature of Notary

May 16, 2022  
\_\_\_\_\_  
Date

# **Attachment A**

## **Budget Summary**

## WA-203

### CSID Stormwater Pump Station 1 & 2 Muffler Replacement

Mufflers and Flanges			\$13,305.60
Estimated Shipping			\$2,500.00
Material Markup (15%)			\$2,370.84
Professional Services			
E-6	4 hours	\$180 / hr.	\$720.00
Admin-1	4 h ours	\$52 / hr.	\$208.00
<b>Total</b>			<b>\$19,104.44</b>

## **Fourteenth Order of Business**

**Globaltech, Inc.**  
**CSID Engineer's Report**  
**May 16, 2022**

**PROJECTS UNDER CONTRACT**

**WA#183 – Above Ground Fuel Storage Tanks & Dispensing System – Substantially Complete**

- Approved by Board – 11/16/20
- Pump replaced on unleaded fuel tank 12/06/21
- Recalibrated fuel dispenser
- Cypress Construction replaced impeller
- Manufacturer's representative on site to assess vibration, noise, and impeller wear
- Cypress Construction to implement changes proposed by pump manufacturer
- Globaltech ordered emergency stop button. CSID to install.
- New pump installed 4/22/22
- Project should be complete in May 2022

**WA#184 – HSP 7 Day Tank Replacement – Substantially Complete**

- Approved by Board – 1/25/21
- Project substantially complete – 5/27/21
- Cypress Construction and Globaltech met with Broward County electrical inspector
- Waiting to close out permit with Broward County
- Project should be complete in June 2022

**WA#187 – 500KW Emergency Generator – In Progress**

- Approved by Board – 5/17/21
- Project kick-off meeting 6/10/21
- Signed purchase order for generator – 6/10/21
- Received revised submittals – scheduling a review meeting with staff – 10/13/21
- Released generator for production
- Design review meeting conducted – 4/11/22
- Anticipated generator delivery – September 2022
- Estimated project substantial completion – November 2022

**WA#192 – Canal Right-of-Way Tree Inventory – On Hold**

- Approved by Board – 9/20/21
- Waiting on direction from CSID
- Estimated completion – 20 weeks from notice to begin work

**WA#195 – PW8 VFD – In Progress**

- Approved by Board – 11/15/21
- Issued Purchase Orders and Subcontracts
- Estimated equipment delivery – 5/23/22
- Estimated construction – May – June 2022
- Estimated project completion – June 2022



**CSID Engineer's Report  
May 16, 2022**

**ACTIVE PROJECTS (Cont.)**

**WA#196 - DIW Building Breaker Replacement – In Progress**

- Approved by Board – 11/15/21
- Issued Purchase Orders and Subcontracts
- Coordinating work and site visit with FPL
- Submitted permit drawings to Energy Efficient
- Switch gear expected to be delivered week of 5/09/22.
- Submitted electrical permit application – 5/06/22
- Construction to begin – mid June.
- Estimated project completion – 7/15/22

**WA#197 – Distribution Line Valve Replacement –In Progress**

- Approved by Board – 11/15/21
- Ordered valves and fittings
- Pipe and fittings delivered – 3/19/22
- Submitted courtesy letter to FDEP notifying of valve replacement and requesting bacteriological testing protocol approval – 4/13/22
- Prepared excavations and pre-assembly – 5/02/22
- Installed line stops – 5/09/22
- Replaced valves – 5/10/22
- Bacteriological clearance confirmed and line placed in service – 5/13/22
- Estimated project completion – 6/03/22

**WA#194 – HB53 Compliance – In Progress**

- Approved by Board – 12/20/21
- Preparing data requests from CSID to complete templates
- Estimated Project Completion – 6/30/22

**WA#199 – LP Fuel Tank Installation – In Progress**

- Approved by Board – 12/20/21
- Executed subcontract with Sungas
- Construction scheduled – 4/25/22 through 5/06/22
- Tanks installed during week of 4/25/22
- Piping completed at PS-2 - 5/05/22
- Piping completed at PS-1 during week of 5/09/22
- Final inspections and site restoration – May 2022
- Estimated project completion – 6/03/22

May 16, 2022

**ACTIVE PROJECTS (Cont.)**

**WA#200 – PS 1 & 2 Trash Rack Bracket Replacement – In Progress**

- Approved by Board – 12/20/21
- Brackets being fabricated – completed by 2/25/22
- PS-2 substantially completed – 3/11/22
- PS-1 substantially completed – 4/05/22
- Addressing minor issues prior to closeout
- Estimated project complete – June 2022

**WA#202 – Replace Blowers 4 & 5 – In Progress**

- Approved by Board – 4/18/22
- Conducted internal kick off meeting – 5/04/22
- Issued Purchase Order for blowers – 5/13/22
- Estimated Project Completion – June 2023

**Work Authorizations Under Development**

WA#203 – Pump Station 1 & 2 Replacement Mufflers – On current agenda

WA#XX – Generator Storage Building – under development

## **Fifteenth Order of Business**

**15A.**

Ms. Demarco,

Per your request, please find below the number of registered voters for the list of districts that you provided.

<b>CDD</b>	<b># Of Registered Voters</b>
Maple Ridge Community Development District	550
Monterra Community Development District	2605
Pine Tree Water Control District	Not Registered
Coral Springs Improvement District	35,167

Let me know if you have any questions.

Regards,

Patricia Santiago  
 Director of Administration  
 Broward County Supervisor of Elections' Office  
 115 South Andrews Avenue, Room 102 • Ft. Lauderdale, FL 33301  
 Office: 954-712-1950 • Fax: 954-357-7070  
[www.browardvotes.gov](http://www.browardvotes.gov)



Under Florida law, most e-mail messages to or from Broward County Supervisor of Elections Office are public records available to inspect or copy upon request. Therefore, any e-mail message made or received by the Supervisor's Office, inclusive of any e-mail address contained therein, may be subject to public disclosure.