

RESOLUTION 2003- 10

**A RESOLUTION OF THE KEY LARGO
WASTEWATER TREATMENT DISTRICT
DESIGNATING PRMG AS THE DISTRICT'S
RATE CONSULTANT AND ESTABLISHING
A NOT-TO-EXCEED FEE**

WHEREAS, the Board of Commissioners of the Key Largo Wastewater Treatment District is under very strict funding deadlines and guidelines from the State of Florida, Department of Environmental Protection, with regard to establishing a funding mechanism for the District, prior to March 1, 2003;

WHEREAS, the Board requires immediate assistance with establishing a funding mechanism for the District;

WHEREAS, the Board desires to appoint PRMG as the District's rate consultant, and to pay PRMG an amount not-to-exceed \$6,000.

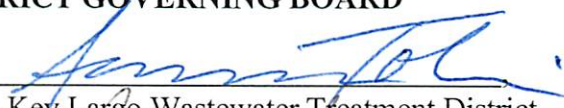
NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT:

1. PRMG is appointed as the District's rate consultant, and is to be compensated in an amount not to exceed \$6,000.00.
2. The District attorney is directed to prepare a contract by and between the District and PRMG, which is to include the not to exceed amount of \$6,000.

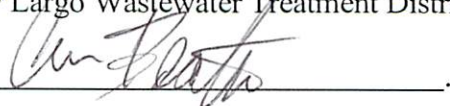
PASSED AND ADOPTED this 5th day of February, 2003.

FAILED this ___ day of February, 2003.

**KEY LARGO WASTEWATER TREATMENT
DISTRICT GOVERNING BOARD**



Chair, Key Largo Wastewater Treatment District



Secretary



Public Resources Management Group, Inc.
Utility, Rate, Financial and Management Consultants

January 28, 2003

Mr. Robert Sheets
 General Manager
 Key Largo Wastewater Treatment District
 1500 Mahan Drive, Suite 250
 Tallahassee, FL 32308

Subject: **Agreement to Provide Utility Consulting Services**

Dear Mr. Sheets:

Public Resources Management Group, Inc. (PRMG) is pleased to submit this Letter Agreement (the "Agreement") to provide utility consulting services on behalf of Key Largo Wastewater Treatment District (the "District"). Based on our discussions with members of the District's consulting team, the primary responsibilities of PRMG will be to assist the District in the determination of a financial/capital funding plan in association with the implementation of a wastewater utility system serving the Key Largo Trailer Village and Key Largo Park developments (the "Service Area") located within the District. Based on our understanding of the needs of the District, we propose the following:

PROJECT TEAM & BILLING RATES

With respect to the performance of this engagement, Mr. Robert Ori will be the principal in charge and primary contact with the District. Other financial analysts and administrative personnel may be utilized during the course of the engagement as needed. The following is a summary of the personnel by title, name, and billing rate for PRMG that will be utilized during this engagement and used to calculate the estimated project cost outlined in Attachment B:

Project Team Title	Direct Labor Hourly Rate [*]
Principal/Project Manager	\$130.00
Associate	\$105.00
Managing Consultant	\$100.00
Executive Consultant	\$ 95.00
Supervising Consultant	\$ 85.00
Senior Consultant	\$ 75.00
Rate Consultant	\$ 65.00
Rate Analyst	\$ 55.00
Analyst	\$ 45.00
Assistant Analyst	\$ 40.00
Administrative	\$ 40.00

[*] Direct labor hourly rates effective to September 30, 2003.

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SCOPE OF SERVICES

The scope of services for the project is summarized on Attachment A, which is made a part of this Agreement.

COMPENSATION AND BILLING

Based on the scope of services summarized on Attachment A, and the direct labor rates as identified herein, we propose to establish a contract budget for the engagement as identified in the scope of services to assist the District in the performance of the project in a not-to-exceed amount of \$15,000. This contract budget amount includes direct cost of personnel anticipated to be assigned to the various components of the project as well as an allowance for indirect costs such as travel, telephone, and shipping charges. The costs incurred by PRMG for such indirect costs, if any, will be billed to the District at the actual cost incurred by PRMG. It is proposed that PRMG will bill monthly for the services relative to this engagement based on hourly amount of time spent by the project team members.

STANDARD TERMS AND CONDITIONS

Attachment B includes a summary of the Standard Terms and Conditions for contractual services performed by PRMG and will be made a part of this Agreement.

We appreciate the opportunity to submit this Agreement to the District to provide utility consulting services associated with the implementation of a wastewater utility system. We have provided two (2) originals of this Agreement for your consideration. If this Agreement is acceptable, please execute both originals and return one original to our office; the other original is for the District's files. Again, we appreciate this opportunity to provide utility consulting services on behalf of the District.

Very truly yours,
Public Resources Management Group, Inc.

ACCEPTED BY:
Key Largo Wastewater Treatment District

Robert J. Ori
President

Name

Title Date