

RESOLUTION 2003-14

**A RESOLUTION OF THE KEY LARGO
WASTEWATER TREATMENT DISTRICT
EVIDENCING ITS INTENTION TO PROCEED
WITH THE DISTRICT'S PROJECT WORK**

WHEREAS, the District's Capital Projects include the Key Largo Trailer Village and Key Largo Park ("Project Work");

WHEREAS, the District is currently in the process reviewing and evaluating bids for Key Largo Park and cost proposals for Key Largo Trailer Village;

WHEREAS, the Board of Commissioners of the Key Largo Wastewater Treatment District desire to evidence their intent to proceed with the District's Project Work;

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


1. The Board intends to proceed with the Project Work, including both the Key Largo Trailer Village and Key Largo Park projects.

~~2. The Technical Evaluation Committee will make its recommendations to the Board as to the contractor to be chosen for both projects. No later than April 30, 2003, the Board will then proceed with entering into negotiations with the selected contractor for both Projects.~~



PASSED AND ADOPTED this 26th day of March, 2003.
FAILED this N/A day of March, 2003.

KEY LARGO WASTEWATER TREATMENT DISTRICT GOVERNING BOARD



Chair, Key Largo Wastewater Treatment District



Secretary



**STATE FINANCIAL ASSISTANCE AGREEMENT
MONROE COUNTY
DEP AGREEMENT NO. LP0338
AMENDMENT NO. 1**

**STATE OF FLORIDA GRANT ASSISTANCE
PURSUANT TO SPECIFIC APPROPRIATION 1765A OF THE 2002 - 2003 GENERAL
APPROPRIATIONS ACT (CHAPTER 2002-334, LAWS OF FLORIDA)**

This Amendment No. 1 is executed by the STATE OF FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION (hereinafter referred to as "Department") and the Key Largo Wastewater Treatment District (hereinafter referred to as "Grantee" or "Recipient" or "Contractor"), the address for which is Post Office Box 491, Key Largo, Florida 33037, existing as a local government agency under the laws of the State of Florida.

WHEREAS, the Department and the Recipient entered into a Grant Agreement providing for amendment upon completion of certain Project Work and such activity has been completed satisfactorily;

WHEREAS, the Grantee has reviewed the Key Largo Park construction bids and the Key Largo Trailer Park cost proposals and evidenced its intention to proceed with the Project Work as evidenced by its Resolution 2003-14; and

WHEREAS, the Recipient is entitled to grant funds in the amount of \$1,660,000 for Project Work subject to the terms of this Grant Agreement as may be amended from time to time.

THEREFORE, in consideration of the mutual benefits to be derived herefrom, the Department and the Recipient do hereby agree as follows:

1. The Grantee shall perform in accordance with the terms and conditions set forth in the amended Grant Agreement, and all attachments and exhibits named which are attached thereto or hereto, respectively, and incorporated by reference. **Attachment A – Revised** supersedes **Attachment A** as incorporated into the original Grant Agreement.
2. There is no change to **Attachment B** as originally issued.
3. Grant funds shall be disbursed to the Recipient on a cost reimbursement basis for Project Work, designated for funding under this amended Grant Agreement in **Section A (Project Budget)** of **Attachment A – Revised**, provided the following conditions are met:
 - A. Project Work activities shall be completed in accordance with **Section C (Project Schedule)** of **Attachment A – Revised**;

- B. Properly completed Disbursement Request Form(s), provided as **Attachment C**, shall be submitted to the Department; and
- C. Records of sufficiently itemized invoices for the materials, labor, or services to identify the nature of the work performed, the cost or charges for such work, and the person or entity providing the service or performing the work shall be maintained by the Grantee.
- 4. The final disbursement request shall be submitted to the Department no later than February 28, 2005.
- 5. In the event that no funds are disbursed prior to October 31, 2003, the Grant Agreement shall be unilaterally terminated by the Department.

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ATTACHMENT A - REVISED

**KEY LARGO WASTEWATER TREATMENT DISTRICT
Key Largo Park Subdivision**

SECTION A. PROJECT BUDGET

PROJECT BUDGET					
Category of Expenditure	DEP Funds			Other Funds	Total Funding
	FY 02/03	FY 03/04	FY 04/05		
Key Largo Park					
Preliminary Engineering	\$ 0	\$ 0	\$ 0	\$ 325,000	\$ 325,000
Construction	\$ 0	\$ 700,000	\$ 446,200	\$ 0	\$ 1,146,200
Contingency	\$ 0	\$ 0	\$ 213,800	\$ 0	\$ 213,800
Treatment Capacity	\$ 0	\$ 0	\$ 0	\$ 600,000	\$ 600,000
Construction Management	\$ 0	\$ 150,000	\$ 150,000	\$ 0	\$ 300,000
Other	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
SUBTOTAL	\$ 0	\$ 850,000	\$ 810,000	\$ 925,000	\$ 2,585,000
Key Largo Trailer Village					
Preliminary Engineering				\$ 620,000	\$ 620,000
Design/Build				\$ 6,962,000	\$ 6,962,000
Contingency				\$ 0	\$ 0
Construction Management				\$ 1,120,000	\$ 1,120,000
Land				\$ 826,234	\$ 826,234
Other				\$ 0	\$ 0
SUBTOTAL	\$ 0	\$ 0	\$ 0	\$ 9,528,234	\$ 9,528,234
GRAND TOTAL	\$ 0	\$ 850,000	\$ 810,000	\$10,453,234	\$12,113,234

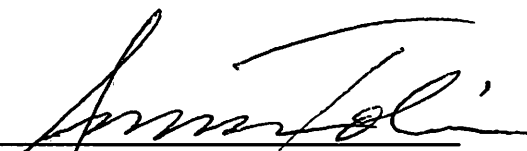
SECTION B. SCOPE OF PROJECT WORK:

A collection system serving the Key Largo Park subdivision will be constructed. The collection system consists of vacuum mains, vacuum pits, buffer tanks, vacuum valves, and gravity lines. While Appropriation 1765A funding is not being provided for the decommissioning of on-site treatment and disposal systems or the installation of building laterals on private property, such work must be undertaken to achieve a functional system. The Grantee must ensure that the work on private property is accomplished in a timely manner. Functioning of the Key Largo Park collection system is dependent upon the construction of a vacuum station, transmission facilities, treatment plant and injection well disposal system that will be part of the Key Largo Trailer Village subdivision wastewater management

IN WITNESS WHEREOF, the parties have caused this Amendment No. 1 to be duly executed, the day and year last written below.

KEY LARGO WASTEWATER
TREATMENT DISTRICT

STATE OF FLORIDA DEPARTMENT
OF ENVIRONMENTAL PROTECTION

By: 
Chairman

By: _____
Director, Division of Water
Resource Management

Date: March 25, 2003

Date: _____

FEID No.: 83-0344274

Attest:

By: 

List of attachments/exhibits included as part of this amended Agreement:

<u>Specify Type</u>	<u>Letter/ Number</u>	<u>Description (include number of pages)</u>
<u>Attachment</u>	<u>A-Revised</u>	<u>Project Budget, Scope, and Schedule (2 Pages)</u>
<u>Attachment</u>	<u>B</u>	<u>Audit Requirements (5 Pages)</u>
<u>Attachment</u>	<u>C</u>	<u>Disbursement Request Forms (3 pages)</u>

system. Therefore, the Grantee must ensure that all construction necessary for a complete and operable wastewater management system is undertaken in a timely manner.

SECTION C. PROJECT SCHEDULE:

After activity items (1) through (3) have been completed, the schedule for completion of the remaining Project Work activities may be adjusted by mutual agreement of the Department and the Grantee. All submittals documenting completion of the activities shall be made by the Recipient's Grant Manager to the Department's Grant Manager.

- 157 (1) Formal Resolution for award of Key Largo Park construction contract not later than ~~April 30,~~ ^{May 14,} 2003.
- 158 (2) Formal Resolution for award of Key Largo Trailer Village design/build not later than ~~April 30,~~ ^{May 14,} 2003.
- (3) Update the above Section A (Project Budget) information based on proposed contract award amounts. Identification of the available Federal, State, and Local funding that will be required to accomplish construction not later than May 15, 2003.
- (4) Complete all Key Largo Park permitting activities by June 30, 2003.
- (5) Certification of availability of the all Key Largo Park wastewater collection/transmission system sites, including easements and rights-of-way not later than June 30, 2003.
- (6) Initiate design/build work for Key Largo Trailer Village not later than July 15, 2003.
- (7) Initiate construction for Key Largo Park not later than July 15, 2003.
- (8) Formal adoption of District Rules or equivalent legal means for enforcing sewer connections, sewer use requirements, as well the imposition of wastewater utility tariffs and collections not later than March 1, 2004.
- (9) Certification of establishment of Municipal Services Taxing Unit not later than March 1, 2004.
- (10) Certification of initial collection of fees, charges, and assessments not later than May 30, 2004.
- (11) Solicit services of operating entity for wastewater management system not later than June 30, 2004.
- (12) Complete construction of Key Largo Park facilities not later than August 30, 2004.
- (13) Start-up of wastewater treatment plant not later than September 30, 2004.
- (14) Complete construction of Key Largo Trailer Village facilities not later than January 30, 2005.
- (15) Certification of wastewater management system operability not later than February 28, 2005.

ATTACHMENT C
Disbursement Request Forms – Disbursement Details

1. Grantee/Recipient _____
2. Project Number LP0338 Date of Request _____
3. Disbursement Request Number _____ Required Match % NONE
4. Type of Request: Partial Final
5. Federal Employer Identification Number _____
6. Mail EFT Send Remittance to: _____
- _____
- _____
- _____

Disbursement Details
(cumulative amounts rounded to the nearest dollar)

- | | |
|---|----------|
| 1. Construction | \$ _____ |
| 2. Technical Services during Construction | \$ _____ |
| 3. Total Cumulative to Date | \$ _____ |
| 4. Disbursements Previously Requested | \$ _____ |
| 5. Amount Requested for Disbursement
(Line 3 minus Line 4) | \$ _____ |

**** SUBMIT ONE ORIGINAL COPY OF THIS FORM AND SUPPORTING DOCUMENTATION TO: ****

Florida Department of Environmental Protection
Bureau of Water Facilities Funding MS 3505
2600 Blair Stone Road
Tallahassee, Florida 32399-2400

ATTACHMENT C
Disbursement Request Forms -Grant Manager's Certification

I, _____,
(name of Grant Manager designated in the Agreement)

on behalf of _____, do hereby certify that:
(name of Grantee/Recipient)

1. The disbursement amount requested on page 1 of this form is for allowable costs for the Project described in the Agreement.
2. Materials, labor, equipment, and/or services representing costs included in the amount requested have been satisfactorily purchased, performed or received, and applied toward completing the project; such costs are documented by invoices or other appropriate documentation which are filed in the Grantee's permanent records.
3. The Grantee is required to pay such costs under the terms and provisions of contracts relating directly to the Project, and the Grantee is in compliance with all terms or provisions of the contracts.
4. All funds received to date under the Agreement have been applied toward completing the project.
5. All permits and approvals required for the construction that is underway have been obtained.
6. Any changes in State or Federal funding (since the effective date of the Agreement) have been identified in writing to the Department or are identified on the attachment hereto. (Attachment included: Yes No)

(Signature of Grant Manager)

(Date)

**** SUBMIT ONE ORIGINAL COPY OF THIS FORM AND SUPPORTING DOCUMENTATION TO: ****

Florida Department of Environmental Protection
Bureau of Water Facilities Funding MS 3505
2600 Blair Stone Road
Tallahassee, Florida 32399-2400