



Islamorada, Village of Islands **REGULAR VILLAGE COUNCIL MEETING**

July 7, 2026 - 5:30 PM
Founders Park Community Center
87000 Overseas Highway
Islamorada, FL 33036

Virtual participation is available to the public. Please see the last page of the agenda for participation details.

AGENDA

I. CALL TO ORDER / ROLL CALL

II. PLEDGE OF ALLEGIANCE

III. AGENDA: Requests for Deletion / Emergency Additions

IV. REPORTS, PRESENTATIONS AND ANNOUNCEMENTS

- A. Stormwater Master Plan Update by WSP
- B. FCAA Transmission Main Project Update
- C. Everglades Restoration Update - Dr. Steve Davis of The Everglades Foundation

V. MAYOR / COUNCIL COMMUNICATIONS

VI. VILLAGE ATTORNEY / VILLAGE MANAGER COMMUNICATIONS

VII. PUBLIC COMMENT

This is general public comment. It provides an opportunity for the public to speak about matters that are pertinent to the Village but not scheduled elsewhere on the agenda. The mayor opens public comment on agenda items throughout the meeting.)

VIII. CONSENT AGENDA

- A. Meeting Minutes: **TAB 1**
June 9, 2026 Regular Village Council Meeting Amended Minutes
June 11, 2026 Land Use Village Council Meeting
- B. Authorization for Village Council Member and Charter Officer Travel to FLC Annual Conference in Hollywood **TAB 2**
A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, APPROVING COUNCIL MEMBERS AND CHARTER OFFICERS TO ATTEND THE 2026 FLORIDA LEAGUE OF CITIES CONFERENCE; AUTHORIZING THE VILLAGE MANAGER TO EXPEND BUDGETED FUNDS; AND PROVIDING FOR AN EFFECTIVE DATE

- C. Resolution Approving Work Authorization No. 4 with CBT Construction Development for Repair of Window Screens and Framing at the Russell Cottage **TAB 3** Peter Frezza, Environmental Resources Manager

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, APPROVING WORK AUTHORIZATION NO. 4 WITH CBT CONSTRUCTION DEVELOPMENT INC., FOR RUSSELL COTTAGE WINDOW SCREEN REPAIR SERVICES; AUTHORIZING VILLAGE OFFICIALS TO IMPLEMENT THE TERMS AND CONDITIONS OF WORK AUTHORIZATION NO. 4; AUTHORIZING THE VILLAGE MANAGER TO EXPEND BUDGETED FUNDS; AUTHORIZING THE VILLAGE MANAGER TO EXECUTE THE PROJECT AGREEMENT FOR WORK AUTHORIZATION NO. 4; AND PROVIDING FOR AN EFFECTIVE DATE

IX. **END OF CONSENT AGENDA**

X. RESOLUTIONS

- A. Resolution Determining the Proposed Millage Rate for Fiscal Year 2026-2027, Establishing the Current Year Rolled-Back Rate, and the Date, Time, and Place for the First and Second Budget Hearings **TAB 4** (Hatti Jenkins, Finance Director)

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, DETERMINING THE PROPOSED MILLAGE RATE FOR FISCAL YEAR 2026-2027; ESTABLISHING THE CURRENT YEAR ROLLED-BACK RATE, AND THE DATE, TIME AND PLACE FOR THE FIRST AND SECOND BUDGET HEARINGS AS REQUIRED BY STATE LAW; DIRECTING THE FINANCE DIRECTOR AND VILLAGE MANAGER TO PROPERLY FILE THE CERTIFICATION OF TAXABLE VALUE VIA E-TRIM; DIRECTING THE VILLAGE CLERK TO TRANSMIT THIS RESOLUTION TO THE MONROE COUNTY PROPERTY APPRAISER PURSUANT TO THE REQUIREMENTS OF FLORIDA STATUTES AND THE RULES AND REGULATIONS OF THE DEPARTMENT OF REVENUE OF THE STATE OF FLORIDA; AND PROVIDING FOR AN EFFECTIVE DATE

- B. Resolution Approving the Second Amendment of the Monroe County Sheriff's Office Police Services Agreement for FY 26-27 **TAB 5** Hatti Jenkins, Finance Director

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, APPROVING THE SECOND AMENDMENT TO THE CONTRACT FOR LOCAL POLICE SERVICES BETWEEN THE MONROE COUNTY SHERIFF'S OFFICE, THE MONROE COUNTY BOARD OF COUNTY COMMISSIONERS AND ISLAMORADA, VILLAGE OF ISLANDS FOR FISCAL YEAR 2027 AUTHORIZING THE MAYOR TO EXECUTE THE CONTRACT; AUTHORIZING THE VILLAGE MANAGER TO EXPEND BUDGETED FUNDS; AUTHORIZING VILLAGE OFFICIALS TO IMPLEMENT THE TERMS AND

CONDITIONS OF THE CONTRACT; AND PROVIDING FOR AN EFFECTIVE DATE

- C. Resolution Approving Work Authorization #2 with Wade Trim Inc. to Provide Project Controls and Construction Oversight for the Conversion of the Village's NPK Transfer Pump Station Upgrade Project **TAB 6** A.J. Engelmeyer, Public Works Director
A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, APPROVING WORK AUTHORIZATION NO. 2 BETWEEN WADE TRIM, INC. AND ISLAMORADA, VILLAGE OF ISLANDS, PURSUANT TO RFQ 25-01; AUTHORIZING VILLAGE OFFICIALS TO IMPLEMENT THE TERMS AND CONDITIONS OF WORK AUTHORIZATION; AUTHORIZING THE VILLAGE MANAGER TO EXPEND BUDGETED FUNDS; AUTHORIZING THE VILLAGE MANAGER TO EXECUTE THE WORK AUTHORIZATION; AND PROVIDING FOR AN EFFECTIVE DATE
- D. Resolution for Approval of Final Rankings and Recommendations of the RFP 26-05 NPK Booster Pump Station Upgrade **TAB 7** A.J. Engelmeyer, Public Works Director
A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, APPROVING THE FINAL RANKINGS AND RECOMMENDATIONS OF THE RFP 26-05 EVALUATION COMMITTEE FOR THE NORTH PLANTATION KEY BOOSTER PUMP STATION UPGRADE; AUTHORIZING THE VILLAGE MANAGER TO NEGOTIATE AN AGREEMENT FOR THE REQUESTED SERVICES; AUTHORIZING THE VILLAGE MANAGER TO EXECUTE THE AGREEMENT; AUTHORIZING THE VILLAGE MANAGER TO EXPEND BUDGETED FUNDS; AND PROVIDING FOR AN EFFECTIVE DATE
- E. Resolution Approving Baseball Field License Agreement with Monroe County Schools **TAB 8** Ron Saunders, Village Manager
A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, APPROVING A BASEBALL FIELD LICENSE AGREEMENT WITH THE SCHOOL BOARD OF MONROE COUNTY, FLORIDA; AUTHORIZING THE VILLAGE MANAGER TO EXECUTE THE AMENDED INTERLOCAL AGREEMENT AND BASEBALL FIELD LICENSE AGREEMENT; PROVIDING FOR IMPLEMENTATION, CORRECTIONS, AND AN EFFECTIVE DATE

XI. ORDINANCES

- A. Ordinance of Islamorada, Village Of Islands, Florida, Amending Chapter 14 "Elections", Article I "In General", Creating Section 14-2 "Vacancy in Candidacy"; Providing for Severability; Providing for Inclusion in the Code; and Providing for an Effective Date -
Second Reading TAB 9

John Quick, Interim Village Attorney

AN ORDINANCE OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, AMENDING CHAPTER 14 "ELECTIONS", ARTICLE I "IN GENERAL", CREATING SECTION 14-2 "VACANCY IN CANDIDACY"; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE; AND PROVIDING FOR AN EFFECTIVE DATE

- B.** Ordinance Concerning a Charter Amendment Related to Three-Year Staggered Terms - **Second Reading TAB 10** John Quick, Interim Village Attorney

AN ORDINANCE OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, CALLING FOR A REFERENDUM VOTE TO BE HELD WITH THE GENERAL ELECTION ON TUESDAY, NOVEMBER 3, 2026; PROVIDING FOR SUBMISSION TO THE ELECTORS OF A PROPOSED AMENDMENT TO THE VILLAGE CHARTER RELATING TO THREE-YEAR STAGGERED TERMS OF OFFICE WITH THREE TERM LIMIT; PROVIDING FOR PLACEMENT ON THE BALLOT; PROVIDING FOR REQUISITE BALLOT LANGUAGE; PROVIDING FOR NOTICE OF ELECTION; PROVIDING FOR AUTHORIZATION OF VILLAGE CLERK AND FOR VILLAGE CANVASSING BOARD; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CHARTER/CONFORMITY OF AMENDMENT; AND PROVIDING FOR AN EFFECTIVE DATE

- C.** Ordinance Concerning a Charter Amendment Related to Council Compensation - **Second Reading TAB 11** John Quick, Interim Village Attorney

AN ORDINANCE OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, CALLING FOR A REFERENDUM VOTE TO BE HELD WITH THE GENERAL ELECTION ON TUESDAY, NOVEMBER 3, 2026; PROVIDING FOR SUBMISSION TO THE ELECTORS OF A PROPOSED AMENDMENT TO THE VILLAGE CHARTER RELATING TO COUNCIL SALARIES; PROVIDING FOR PLACEMENT ON THE BALLOT; PROVIDING FOR REQUISITE BALLOT LANGUAGE; PROVIDING FOR NOTICE OF ELECTION; PROVIDING FOR AUTHORIZATION OF VILLAGE CLERK AND FOR VILLAGE CANVASSING BOARD; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CHARTER/CONFORMITY OF AMENDMENT; AND PROVIDING FOR AN EFFECTIVE DATE

- D.** Ordinance Concerning a Charter Amendment Related to the Filling of Vacancies on Council - **Second Reading TAB 12** John Quick, Interim Village Attorney

AN ORDINANCE OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, CALLING FOR A REFERENDUM VOTE TO BE HELD WITH THE GENERAL ELECTION ON TUESDAY, NOVEMBER 3, 2026; PROVIDING FOR SUBMISSION TO THE ELECTORS OF A PROPOSED AMENDMENT TO THE VILLAGE CHARTER PERTAINING TO COUNCILMEMBER VACANCIES; PROVIDING FOR PLACEMENT ON THE BALLOT; PROVIDING FOR

REQUISITE BALLOT LANGUAGE; PROVIDING FOR NOTICE OF ELECTION; PROVIDING FOR AUTHORIZATION OF VILLAGE CLERK AND FOR VILLAGE CANVASSING BOARD; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CHARTER/CONFORMITY OF AMENDMENT; AND PROVIDING FOR AN EFFECTIVE DATE

- E. Ordinance Concerning a Charter Amendment Related to Super-Majority Voting in Certain Instances - **Second Reading TAB 13**
John Quick, Interim Village Attorney

AN ORDINANCE OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, CALLING FOR A REFERENDUM VOTE TO BE HELD WITH THE GENERAL ELECTION ON TUESDAY, NOVEMBER 3, 2026; PROVIDING FOR SUBMISSION TO THE ELECTORS OF A PROPOSED AMENDMENT TO THE VILLAGE CHARTER PERTAINING TO SUPER-MAJORITY VOTING; PROVIDING FOR PLACEMENT ON THE BALLOT; PROVIDING FOR REQUISITE BALLOT LANGUAGE; PROVIDING FOR NOTICE OF ELECTION; PROVIDING FOR AUTHORIZATION OF VILLAGE CLERK AND FOR VILLAGE CANVASSING BOARD; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CHARTER/CONFORMITY OF AMENDMENT; AND PROVIDING FOR AN EFFECTIVE DATE

XII. MOTIONS

XIII. ADJOURNMENT

XIV. STATUS UPDATE/AFTER ACTION REPORT

- A. July 2026 Update

Options for Viewing the Village Council Meeting:

The public is encouraged to watch the meeting on Monroe County's MCTV Comcast Channel 77. Alternatively, the public may view the meeting streamed live on the Village website from their personal computer, tablet or phone via the following link:

https://www.islamorada.fl.us/departments/communications/live_village_broadcast_meeting.php

Public Participation through Public Comment:

The public may provide public comment on items of a general nature or items specific to the agenda. Below are the guidelines for submitting public comments:

Option 1: Email your comments.

1. Public comment should be submitted via email to: public.comment@islamorada.fl.us
2. The email should contain "Public Comment" in the subject line.
3. The name and address of the submitter shall be included in the email.
4. Public comment should be submitted by 9 a.m. the day before the meeting. Public comment will be sent to the Village Councilmembers for consideration prior to the meeting. Public comments will not be read during the meeting.

Option 2: Call in During the Meeting.

1. If phoning in, dial 305-224-1968 and enter the webinar **ID: 911 0656 4166** followed by #. When the Mayor opens public comment pertaining to the agenda item you are interested in dial *9 to be recognized by the Zoom meeting monitor. The Monitor will call you by the last four digits of your phone number. **Please be sure to unmute your phone when you are called upon.**

2. If watching online via Zoom: Open the Zoom webinar link <https://zoom.us/j/91106564166> and follow the prompts to join the webinar. When the Mayor opens public comment use the “raise your hand” feature to be recognized by the meeting monitor. Public comments will be heard in the order in which they are received.

ADA Assistance:

These meetings are open to the public. In accordance with the Americans with Disabilities Act of 1990, all persons who are disabled and who need special accommodations to participate in this meeting because of that disability should contact the ADA Coordinator at (305) 664-6448 or by email at ADA@islamorada.fl.us at least 48 hours before the scheduled meeting.



Council Communication

To: Mayor and Village Council
From:
Date: July 7, 2026
SUBJECT: Stormwater Master Plan Update by WSP

Background:

Analysis:

Budget Impact:

Staff Impact:

Recommendation:

Attachments: None



Council Communication

To: Mayor and Village Council
From:
Date: July 7, 2026
SUBJECT: FKAA Transmission Main Project Update

Background:

Analysis:

Budget Impact:

Staff Impact:

Recommendation:

Attachments: None



Islamorada, Village of Islands **REGULAR VILLAGE COUNCIL MEETING**

June 9, 2026 - 5:30 PM
Founders Park Community Center
87000 Overseas Highway
Islamorada, FL 33036

MINUTES

I. CALL TO ORDER / ROLL CALL

Mayor Don Horton called the meeting to order at 05:30 PM

II. PLEDGE OF ALLEGIANCE

Kate DeLoach led the Pledge of Allegiance.

III. AGENDA: Requests for Deletion / Emergency Additions

Mayor Don Horton requested to pull Tab 2 from Consent to the beginning of resolutions.

Village Attorney John Quick asked to add a clarified resolution regarding the Fire Watch agreement. He indicated there were no changes in amounts, but clarified the details of allocation.

IV. REPORTS, PRESENTATIONS AND ANNOUNCEMENTS

A. Village Staff Service Awards

Mayor presented the service awards.

B. Federal Lobbyist Jim Davenport via Zoom

Jim Davenport of Thorn Run Partners reported on federal grants and appropriations of relevance to the Village.

C. Roads Elevation Study and Adaptation Plan Update by HDR

Melisa Henriquez, Greg Corning, and Erin Deady presented the update and project summary of the Monroe County Municipalities Roadway Vulnerability Analysis.

D. FCAA Transmission Main Replacement Project Update — Aaron Cutler

David Mullen presented the update.

V. MAYOR / COUNCIL COMMUNICATIONS

Mayor Don Horton spoke on mobile home/RV parks and the impact of not being able to charge ad valorem taxes.

Mayor Horton asked for input on creating a special assessment/taxing district for fire. Village Attorney John Quick noted the first step would be an assessment consultant analysis to determine if an assessment is feasible. It was clarified that the consultant

fees could be rolled into the assessment. Council consensus was to create an RFP to engage a consultant.

VI. VILLAGE ATTORNEY / VILLAGE MANAGER COMMUNICATIONS

- A.** FY 26-27 Tentative Budget Calendar
Village Manager Ron Saunders presented the tentative budget calendar.
- B.** Village-Owned Properties Discussion
Village Manager Ron Saunders requested Council direction on the Machado, Island Silver & Spice, and Church properties.

A consensus of Council approved installing a for sale or lease by owner sign on the church property.

Village Attorney John Quick noted that the US Supreme Court denied Marathon's appeal on the Shands matter. He indicated that the decision altered the landscape of takings law.

VII. PUBLIC COMMENT

This is general public comment. It provides an opportunity for the public to speak about matters that are pertinent to the Village but not scheduled elsewhere on the agenda. The mayor opens public comment on agenda items throughout the meeting.)

Mayor Don Horton opened public comment.

Speakers included:

Scott Goss representing Habitat for Humanity

Sue Miller representing Islamorada Community Alliance

Ken Thomas

There being no one else wishing to speak, Mayor Horton closed public comment.

VIII. CONSENT AGENDA

Mayor Don Horton opened public comment.

There being no one wishing to speak, Mayor Horton closed public comment.

ACTION: Motion to Approve item VIII. by Steve Friedman second by Anna Richards;

Motion Passed with a 5:0 vote

AYES: Don Horton, Sharon Mahoney, Steve Friedman, Deb Gillis, Anna Richards

NAYS: None

ABSTAIN: None

- A.** May 12, 2026 Regular Village Council Meeting Minutes **TAB 1**

- B.** Resolution Approving Fiscal Year 2025-2026 Purchases from Bound Tree Medical LLC and Florida Keys EVR for Fire and Rescue **TAB 3** Terry Abel, Fire Chief

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, APPROVING FISCAL YEAR 2025-2026 EXPENDITURES WITH BOUND TREE MEDICAL AND FLORIDA KEYS EMERGENCY VEHICLE REPAIRS, FOR THE SUPPLIES, OPERATION AND MAINTENANCE OF THE VILLAGE'S FIRE RESCUE; AUTHORIZING THE VILLAGE MANAGER TO EXPEND BUDGETED FUNDS; AUTHORIZING A WAIVER OF COMPETITIVE BIDDING; AND PROVIDING FOR AN EFFECTIVE DATE

IX. **END OF CONSENT AGENDA**

X. RESOLUTIONS

- A.** Resolution Approving Interlocal Agreement with Monroe County for Florida Boating Improvement Funds **TAB 2** Lisa Watts, Marina Manager

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, APPROVING THE INTERLOCAL AGREEMENT BETWEEN MONROE COUNTY, FLORIDA, AND ISLAMORADA, VILLAGE OF ISLANDS, TO PROVIDE REIMBURSEMENT FUNDING FROM BOATING IMPROVEMENT FUNDS DURING FISCAL YEAR 2026-2027; AUTHORIZING VILLAGE OFFICIALS TO IMPLEMENT THE TERMS AND CONDITIONS OF THE AGREEMENT; AUTHORIZING THE VILLAGE MANAGER TO EXECUTE THE AGREEMENT; AUTHORIZING THE VILLAGE MANAGER TO EXPEND BUDGETED FUNDS; AND PROVIDING FOR AN EFFECTIVE DATE.

Mayor Don Horton asked Village Manager Ron Saunders to contact the county to ask why they are not giving us the full \$30,000 we applied for.

Mayor Don Horton opened public comment.

There being no one wishing to speak, Mayor Horton closed public comment.

ACTION: Motion to Approve item X.A. by Deb Gillis second by Anna Richards;

Motion Passed with a 5:0 vote

AYES: Don Horton, Sharon Mahoney, Steve Friedman, Deb Gillis, Anna Richards

NAYS: None

ABSTAIN: None

- B.** Resolution Approving the Ranking and Recommendation of the RFP 26-03 Evaluation Committee and Authorization to Enter into an Agreement with Beefree LLC for On-Demand Electric Vehicle

Ridesharing Services **TAB 4** Peter Frezza, Environmental Resources Manager

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, APPROVING THE FINAL RANKINGS AND RECOMMENDATIONS OF THE RFP 26-03 EVALUATION COMMITTEE FOR SELECTION OF A CONTRACTOR FOR ON-DEMAND ELECTRIC VEHICLE RIDESHARING SERVICES; AUTHORIZING THE VILLAGE MANAGER AND VILLAGE ATTORNEY TO NEGOTIATE AN AGREEMENT FOR THE SERVICES; AUTHORIZING THE VILLAGE MANAGER TO EXECUTE THE AGREEMENT; AUTHORIZING THE VILLAGE MANAGER TO EXPEND BUDGETED FUNDS; AND PROVIDING AN EFFECTIVE DATE

Village Attorney John Quick provided an email from Jason Spiegel of Freebee wishing to clarify pricing information. He noted that, due to the Cone of Silence, he suggested distributing the email during the public meeting.

Mayor Don Horton called a recess at 7:17 p.m. to allow Council to read Mr. Spiegel's email. The meeting reconvened at 7:27 p.m.

The item was moved to Thursday's meeting to give Council more time to consider the email.

- C.** Resolution Approving the Ranking and Recommendation of the RFP 26-04 Evaluation Committee and Authorization to Enter into an Agreement for Grant Writing, Consulting, and Support Services **TAB 5** Peter Frezza, Environmental Resources Manager

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, APPROVING THE FINAL RANKINGS AND RECOMMENDATIONS OF THE RFP 26-04 EVALUATION COMMITTEE FOR SELECTION OF A CONTRACTOR FOR GRANT WRITING, CONSULTING, AND SUPPORT SERVICES; AUTHORIZING THE VILLAGE MANAGER AND VILLAGE ATTORNEY TO NEGOTIATE AN AGREEMENT FOR THE SERVICES; AUTHORIZING THE VILLAGE MANAGER TO EXECUTE THE AGREEMENT; AUTHORIZING THE VILLAGE MANAGER TO EXPEND BUDGETED FUNDS; AND PROVIDING AN EFFECTIVE DATE

Mayor Don Horton opened public comment.

There being no one wishing to speak, Mayor Horton closed public comment.

ACTION: Motion to Approve item X.C. by Anna Richards second by Deb Gillis;

Motion Passed with a 5:0 vote

AYES: Don Horton, Sharon Mahoney, Steve Friedman, Deb Gillis, Anna Richards

NAYS: None

ABSTAIN: None

- D. Preliminary Rate Resolution for FY 2026-2027 Solid Waste Assessment **TAB 6** (Hatti Jenkins, Finance Director)

A PRELIMINARY RATE RESOLUTION OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, RELATING TO THE COLLECTION AND DISPOSAL OF SOLID WASTE WITHIN THE VILLAGE FOR FISCAL YEAR 2026-2027 ESTABLISHING THE ESTIMATED ASSESSMENT RATE FOR SOLID WASTE SERVICE AGAINST ASSESSED PROPERTY LOCATED WITHIN ISLAMORADA, VILLAGE OF ISLANDS, FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2026 THROUGH SEPTEMBER 30, 2027; DIRECTING THE PREPARATION OF AN ASSESSMENT ROLL; PROVIDING FOR PUBLIC HEARING AND NOTICE THEREOF; AND PROVIDING FOR AN EFFECTIVE DATE

Mayor Don Horton opened public comment.

There being no one wishing to speak, Mayor Horton closed public comment.

Council direction was to modify the cap within the next budget cycle.

ACTION: Motion to Approve item X.D. by Deb Gillis second by Anna Richards;

Motion Passed with a 5:0 vote

AYES: Don Horton, Sharon Mahoney, Steve Friedman, Deb Gillis, Anna Richards

NAYS: None

ABSTAIN: None

- E. Resolution Approving Amendment to Agreement with Early Alert Inc. for Emergency Management Consulting Servicing **TAB 7** Terry Abel, Fire Chief

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, AMENDING A CONTINUING SERVICES AGREEMENT; FISCAL YEAR 2025-2026 EXPENDITURES FROM EARLY ALERT INC. FOR EMERGENCY MANAGEMENT CONSULTING SERVICES; AUTHORIZING VILLAGE OFFICIALS TO IMPLEMENT THE TERMS AND CONDITIONS OF THE AGREEMENT; AUTHORIZING THE VILLAGE MANAGER TO EXPEND FUNDS; AUTHORIZING THE VILLAGE MANAGER TO EXECUTE THE AGREEMENT; AND PROVIDING FOR AN EFFECTIVE DATE

Mayor Don Horton opened public comment.

There being no one else wishing to speak, Mayor Horton closed public comment.

ACTION: Motion to Approve item X.E. by Anna Richards second by Sharon Mahoney;

Motion Passed with a 5:0 vote

AYES: Don Horton, Sharon Mahoney, Steve Friedman, Deb Gillis, Anna Richards

NAYS: None

ABSTAIN: None

XI. ORDINANCES

- A.** Ordinance Amending Section 2-236, Purchasing - **Second Reading TAB 8** (Hatti Jenkins, Finance Director)

AN ORDINANCE OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, AMENDING CHAPTER 2 "ADMINISTRATION", ARTICLE 2-IV "FINANCE", DIVISION 2-IV-2 "PURCHASING", AMENDING SECTION 2-236 "AUTHORITY OF VILLAGE MANAGER" TO UPDATE THE SIGNING AUTHORITY OF CHECKS; AMENDING SECTION 2-237 "GUIDELINES" TO PROVIDE FOR INCREASED AMOUNTS IN PURCHASING AUTHORITY; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE; AND PROVIDING FOR AN EFFECTIVE DATE

Mayor Don Horton opened public comment.

Speakers included:
Sue Miller

There being no one else wishing to speak, Mayor Horton closed public comment.

ACTION: Motion to Approve item XI.A. by Deb Gillis second by Anna Richards;

Motion Passed with a 5:0 vote

AYES: Don Horton, Sharon Mahoney, Steve Friedman, Deb Gillis, Anna Richards

NAYS: None

ABSTAIN: None

- B.** Ordinance Creating Chapter 66 "Waterways", Article 1 "In General", Section 66-4 "Restricted Activities in Public and Private Marinas" Regarding No Swimming in Marinas - **Second Reading TAB 9**

AN ORDINANCE OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, CREATING CHAPTER 66 "WATERWAYS", ARTICLE I "IN GENERAL", SECTION 66-4 "RESTRICTED ACTIVITIES IN PUBLIC AND PRIVATE MARINAS" OF THE VILLAGE CODE TO CREATE A NON-VESSEL ACTIVITY EXCLUSION ZONE IN PUBLIC AND PRIVATE MARINAS; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE; AND PROVIDING FOR AN EFFECTIVE DATE

Mayor Don Horton opened public comment.

Speakers included:
Ty Harris

There being no one else wishing to speak, Mayor Horton closed public comment.

ACTION: Motion to Approve item XI.B. by Steve Friedman second by Deb Gillis;
Motion Passed with a 5:0 vote
AYES: Don Horton, Sharon Mahoney, Steve Friedman, Deb Gillis, Anna Richards
NAYS: None
ABSTAIN: None

C.

Ordinance of Islamorada, Village Of Islands, Florida, Amending Chapter 14 "Elections", Article I "In General", Creating Section 14-2 "Vacancy in Candidacy"; Providing for Severability; Providing for Inclusion in the Code; and Providing for an Effective Date - **First Reading TAB 10**

John Quick, Interim Village Attorney

AN ORDINANCE OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, AMENDING CHAPTER 14 "ELECTIONS", ARTICLE I "IN GENERAL", CREATING SECTION 14-2 "VACANCY IN CANDIDACY"; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE; AND PROVIDING FOR AN EFFECTIVE DATE

Mayor Don Horton opened public comment.

There being no one wishing to speak, Mayor Horton closed public comment.

ACTION: Motion to Approve item XI.C. by Deb Gillis second by Steve Friedman;
Motion Passed with a 5:0 vote
AYES: Don Horton, Sharon Mahoney, Steve Friedman, Deb Gillis, Anna Richards
NAYS: None
ABSTAIN: None

D. Ordinance Concerning a Charter Amendment Related to Three-Year Staggered Terms - **First Reading TAB 11** John Quick, Interim Village Attorney

AN ORDINANCE OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, CALLING FOR A REFERENDUM VOTE TO BE HELD WITH THE GENERAL ELECTION ON TUESDAY, NOVEMBER 3, 2026; PROVIDING FOR SUBMISSION TO THE ELECTORS OF A PROPOSED AMENDMENT TO THE VILLAGE CHARTER RELATING TO THREE-YEAR STAGGERED TERMS OF OFFICE WITH THREE TERM LIMIT; PROVIDING FOR PLACEMENT ON THE BALLOT; PROVIDING FOR REQUISITE BALLOT LANGUAGE; PROVIDING FOR NOTICE OF ELECTION; PROVIDING FOR AUTHORIZATION OF VILLAGE CLERK AND FOR VILLAGE CANVASSING BOARD; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE

**CHARTER/CONFORMITY OF AMENDMENT; AND PROVIDING
FOR AN EFFECTIVE DATE**

Village Attorney John Quick indicated that he added a provision second to last on page 3 — if more than three people are unopposed, a determination would be made by drawing lots.

Mayor Don Horton opened public comment.

There being no one wishing to speak, Mayor Horton closed public comment.

ACTION: Motion to Approve item XI.D. by Anna Richards second by Steve Friedman;

Motion Passed with a 5:0 vote

AYES: Don Horton, Sharon Mahoney, Steve Friedman, Deb Gillis, Anna Richards

NAYS: None

ABSTAIN: None

- E. Ordinance Concerning a Charter Amendment Related to Council Compensation - **First Reading TAB 12** John Quick, Interim Village Attorney

AN ORDINANCE OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, CALLING FOR A REFERENDUM VOTE TO BE HELD WITH THE GENERAL ELECTION ON TUESDAY, NOVEMBER 3, 2026; PROVIDING FOR SUBMISSION TO THE ELECTORS OF A PROPOSED AMENDMENT TO THE VILLAGE CHARTER RELATING TO COUNCIL SALARIES; PROVIDING FOR PLACEMENT ON THE BALLOT; PROVIDING FOR REQUISITE BALLOT LANGUAGE; PROVIDING FOR NOTICE OF ELECTION; PROVIDING FOR AUTHORIZATION OF VILLAGE CLERK AND FOR VILLAGE CANVASSING BOARD; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CHARTER/CONFORMITY OF AMENDMENT; AND PROVIDING FOR AN EFFECTIVE DATE

Mayor Don Horton opened public comment.

There being no one wishing to speak, Mayor Horton closed public comment.

ACTION: Motion to Approve item XI.E. by Steve Friedman second by Anna Richards;

Motion Passed with a 5:0 vote

AYES: Don Horton, Sharon Mahoney, Steve Friedman, Deb Gillis, Anna Richards

NAYS: None

ABSTAIN: None

- F. Ordinance Concerning a Charter Amendment Related to the Filing of Vacancies on Council - **First Reading TAB 13** John Quick, Interim Village Attorney

AN ORDINANCE OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, CALLING FOR A REFERENDUM VOTE TO BE HELD WITH THE GENERAL ELECTION ON TUESDAY, NOVEMBER 3,

2026; PROVIDING FOR SUBMISSION TO THE ELECTORS OF A PROPOSED AMENDMENT TO THE VILLAGE CHARTER PERTAINING TO COUNCILMEMBER VACANCIES; PROVIDING FOR PLACEMENT ON THE BALLOT; PROVIDING FOR REQUISITE BALLOT LANGUAGE; PROVIDING FOR NOTICE OF ELECTION; PROVIDING FOR AUTHORIZATION OF VILLAGE CLERK AND FOR VILLAGE CANVASSING BOARD; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CHARTER/CONFORMITY OF AMENDMENT; AND PROVIDING FOR AN EFFECTIVE DATE

Mayor Don Horton opened public comment.

There being no one wishing to speak, Mayor Horton closed public comment.

ACTION: Motion to Approve item XI.F. by Steve Friedman second by Anna Richards;

Motion Passed with a 5:0 vote

AYES: Don Horton, Sharon Mahoney, Steve Friedman, Deb Gillis, Anna Richards

NAYS: None

ABSTAIN: None

- G.** Ordinance Concerning a Charter Amendment Related to Super-Majority Voting in Certain Instances - **First Reading TAB 14** John Quick, Interim Village Attorney

AN ORDINANCE OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, CALLING FOR A REFERENDUM VOTE TO BE HELD WITH THE GENERAL ELECTION ON TUESDAY, NOVEMBER 3, 2026; PROVIDING FOR SUBMISSION TO THE ELECTORS OF A PROPOSED AMENDMENT TO THE VILLAGE CHARTER PERTAINING TO SUPER-MAJORITY VOTING; PROVIDING FOR PLACEMENT ON THE BALLOT; PROVIDING FOR REQUISITE BALLOT LANGUAGE; PROVIDING FOR NOTICE OF ELECTION; PROVIDING FOR AUTHORIZATION OF VILLAGE CLERK AND FOR VILLAGE CANVASSING BOARD; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CHARTER/CONFORMITY OF AMENDMENT; AND PROVIDING FOR AN EFFECTIVE DATE

Village Attorney John Quick noted that land donations could be removed if necessary.

Discussion ensued about whether to use the word acquisition or purchase. Council consensus was to change acquisition to purchase.

Mayor Don Horton opened public comment.

There being no one wishing to speak, Mayor Horton closed public comment.

ACTION: Motion to Approve with the change of word "acquisition" in 4B to "purchase" item XI.G. by Steve Friedman second by Anna Richards;

Motion Passed with a 4:1 vote

AYES: Don Horton, Sharon Mahoney, Steve Friedman, Anna Richards
NAYS: Deb Gillis
ABSTAIN: None

XII. MOTIONS

XIII. ADJOURNMENT

There being no further business, Mayor Don Horton adjourned the meeting at 8:31 p.m.

XIV. STATUS UPDATE/AFTER ACTION REPORT

A. June 2026 Council Direction Status Update

Marne McGrath, Village Clerk



Islamorada, Village of Islands

REVISED LAND USE VILLAGE COUNCIL MEETING

June 11, 2026 - 5:30 PM
Founders Park Community Center
87000 Overseas Highway
Islamorada, FL 33036

AMENDED MINUTES

I. CALL TO ORDER / ROLL CALL

Mayor Don Horton called the meeting to order at 05:30 PM

PRESENT: Mayor Don Horton, Vice Mayor Sharon Mahoney, Council Member Steve Friedman, Council Member Deb Gillis, Council Member Anna Richards

ABSENT:

PLEDGE OF ALLEGIANCE

Matt Turk led the Pledge of Allegiance.

AGENDA: Requests for Deletion / Emergency Additions

There were no emergency additions or deletions to the agenda.

MAYOR / COUNCIL COMMUNICATIONS

There were none.

VILLAGE ATTORNEY / VILLAGE MANAGER COMMUNICATIONS

Village Manager Ron Saunders announced the pool was open and invited Council and the public to attend the Ribbon Cutting on June 18.

PUBLIC COMMENT

(This is general public comment. It provides an opportunity for the public to speak about matters that are pertinent to the Village but not scheduled elsewhere on the agenda. The mayor opens public comment on agenda items throughout the meeting.)

Mayor Don Horton opened public comment.

Speakers included:

Sue Miller, representing Islamorada Community Alliance

Joe Wischmeier

There being no one else wishing to speak, Mayor Horton closed public comment.

QUASI-JUDICIAL

- A. Administrative Relief for 183 E Ridge Rd **TAB A** Jennifer DeBoisbriand , Planning Director

**A RESOLUTION OF THE VILLAGE COUNCIL OF
ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA,
CONSIDERING THE REQUEST BY RUSSELL A. YAGEL ESQ.,
AGENT FOR OWNER, SETH ELLINGTON, FOR
ADMINISTRATIVE RELIEF FROM THE VILLAGE BUILDING
PERMIT ALLOCATION SYSTEM (BPAS) FOR PROPERTY
LOCATED AT 183 E RIDGE RD, PLANTATION KEY, AS
LEGALLY DESCRIBED IN EXHIBIT "A"; PROVIDING FOR
TRANSMITTAL TO THE DEPARTMENT OF COMMERCE; AND PROVIDING
FOR AN EFFECTIVE DATE.**

Council was asked to disclose any ex parte communications:

Council Member Steve Friedman - none

Council Member Deb Gillis - none

Council Member Anna Richards - none

Vice Mayor Sharon Mahoney - none

Mayor Don Horton - Former Planning Director Ty Harris

Planning Director Jennifer DeBoisbriand introduced the item, noting staff's recommendation to award the administrative relief allocation. Attorney Russell Yagel, representing the applicant, requested approval.

During Council discussion, questions arose regarding the property's status. Mayor Horton noted inconsistencies between the parcel ID and address, stating the lot appeared to be a vacant, non-platted parcel, which he indicated could not be placed into BPAS. Mr. Yagel acknowledged the lot is not formally platted but has been recognized as a buildable lot. Vice Mayor Mahoney and Council Member Richards referenced similar situations where properties previously designated as park land were treated as buildable lots.

Mayor Horton called for testimony first from speakers in favor of the requests and then from those opposed:

In favor:

None

Opposed:

Sue Miller, representing Islamorada Community Alliance

Joe Wischmeier

There being no one else wishing to provide testimony, Mayor Horton closed public testimony.

Further discussion addressed ownership and value of the property. After a motion to approve awarding the administrative relief allocation failed, it was moved to obtain an appraisal and consider a potential Village purchase of the property at fair market value.

ACTION: Motion to Approve awarding the administrative relief allocation item VII.A. by Deb Gillis second by Anna Richards;
Motion Failed with a 2:3 vote

AYES: Deb Gillis, Anna Richards
NAYS: Don Horton, Sharon Mahoney, Steve Friedman
ABSTAIN: None

ACTION: Motion to continue this item to get an appraisal to determine fair market value and decide whether to offer to purchase the property item VII.A. by Sharon Mahoney second by Steve Friedman;
Motion Passed with a 3:2 vote

AYES: Don Horton, Sharon Mahoney, Steve Friedman, Deb Gillis, Anna Richards
NAYS: Deb Gillis

ABSTAIN: None

- B.** Administrative Relief for 207 Pearl Ave **TAB B** Jennifer DeBoisbriand , Planning Director

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, CONSIDERING THE REQUEST BY CBT CONSTRUCTION, AGENT FOR OWNER, RAY VAUGHN, FOR ADMINISTRATIVE RELIEF FROM THE VILLAGE BUILDING PERMIT ALLOCATION SYSTEM (BPAS) FOR PROPERTY LOCATED AT 207 PEARL AVE, PLANTATION KEY, AS LEGALLY DESCRIBED IN EXHIBIT "A"; PROVIDING FOR TRANSMITTAL TO THE DEPARTMENT OF COMMERCE; AND PROVIDING FOR AN EFFECTIVE DATE.

Council was asked to disclose any ex parte communications:
It was noted that emails were received and are part of the record.

Council Member Steve Friedman - none
Council Member Deb Gillis - none
Council Member Anna Richards - none
Vice Mayor Sharon Mahoney - none
Mayor Don Horton - none

Planning Director Jennifer DeBoisbriand introduced the request, noting that staff recommends awarding the administrative relief allocation.

Matt Turk spoke on behalf of CBT and asked Council to grant the award.

Mayor Horton called for testimony first from speakers in favor of the requests and then from those opposed.

There being no one wishing to provide testimony, Mayor Horton closed public testimony.

ACTION: Motion to Approve item VII.B. by Deb Gillis second by Anna Richards;
Motion Passed with a 5:0 vote

AYES: Don Horton, Sharon Mahoney, Steve Friedman, Deb Gillis, Anna Richards
NAYS: None
ABSTAIN: None

- C. Ordinance Amending Future Land Use Map for 80839 Old Hwy **TAB C** Daniel Parabok, Assistant Planning Director
AN ORDINANCE OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, CONSIDERING THE REQUEST OF JAMES S LUPINO, ESQ, AGENT FOR ROBERT E. MAU FLORIDA RESIDENCE TRUST 05/01/2017 AND KATHY G. MAU FLORIDA RESIDENCE TRUST 05/01/2017 TO AMEND THE VILLAGE'S FUTURE LAND USE MAP FROM RESIDENTIAL HIGH (RH) TO RESIDENTIAL MEDIUM (RM) FOR THE SUBJECT PROPERTIES, ON OLD HIGHWAY LOCATED ON UPPER MATECUMBE KEY, WITH REAL ESTATE NUMBERS 00096240-000000 AND 00096240-000100 AS LEGALLY DESCRIBED HEREIN; PROVIDING FOR THE TRANSMITTAL OF THIS ORDINANCE TO THE STATE DEPARTMENT OF COMMERCE; AND PROVIDING FOR AN EFFECTIVE DATE UPON THE APPROVAL OF THIS ORDINANCE BY THE STATE DEPARTMENT OF COMMERCE.
Village Attorney John Quick asked Council to consider the next two companion items together, with a separate vote on each item.

Council was asked to disclose any ex parte communications:

Council Member Steve Friedman - none

Council Member Deb Gillis - none

Council Member Anna Richards - Casey Dooley, regarding zoning

Vice Mayor Sharon Mahoney - none

Mayor Don Horton - none, but stated that he has known the applicant since 2005 and worked with them in the past. Village Attorney John Quick asked Mayor Horton if he had an ongoing business relationship with them or other conflict of interest. Mayor Horton confirmed that he did not.

Assistant Planning Director Daniel Parabok introduced the items, noting staff has reviewed the request for FLUM Amendment from Residential High to Residential Medium and determined that the request meets the criteria. Therefore, staff recommends approval of the map amendments.

Rob **Stober**, representing **Jim** Lupino, spoke on behalf of the applicant.

Mayor Horton called for testimony first from speakers in favor of the requests and then from those opposed.

There being no one wishing to provide testimony, Mayor Horton closed public testimony.

ACTION: Motion to Approve item VII.C. by Anna Richards second by Deb Gillis;
Motion Passed with a 5:0 vote

AYES: Don Horton, Sharon Mahoney, Steve Friedman, Deb Gillis, Anna Richards
NAYS: None
ABSTAIN: None

- D. Ordinance Amending Official Zoning Map for 80839 Old Hwy **TAB D**
Daniel Parobok, Assistant Planning Director

AN ORDINANCE OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, CONSIDERING THE REQUEST OF JAMES S LUPINO, ESQ, AGENT FOR ROBERT E. MAU FLORIDA RESIDENCE TRUST 05/01/2017 AND KATHY G. MAU FLORIDA RESIDENCE TRUST 05/01/2017 TO AMEND THE OFFICIAL ZONING MAP FROM MULTIFAMILY (MF) TO SETTLERS RESIDENTIAL (SR) FOR THE SUBJECT PROPERTIES, ON OLD HIGHWAY LOCATED ON UPPER MATECUMBE KEY, WITH REAL ESTATE NUMBERS 00096240-000000 AND 00096240-000100 AS LEGALLY DESCRIBED HEREIN; PROVIDING FOR THE TRANSMITTAL OF THIS ORDINANCE TO THE STATE DEPARTMENT OF COMMERCE; AND PROVIDING FOR AN EFFECTIVE DATE UPON THE APPROVAL OF THIS ORDINANCE BY THE STATE DEPARTMENT OF COMMERCE.

ACTION: Motion to Approve item VII.D. by Anna Richards second by Deb Gillis;
Motion with a 5:0 vote

AYES: Don Horton, Sharon Mahoney, Steve Friedman, Deb Gillis, Anna Richards
NAYS: None
ABSTAIN: None

RESOLUTIONS

- A. **CONTINUED FROM JUNE 9** Resolution Approving the Ranking and Recommendation of the RFP 26-03 Evaluation Committee and Authorization to Enter into an Agreement with Beefree LLC for On-Demand Electric Vehicle Ridesharing Services **TAB 4** Peter Frezza, Environmental Resources Manager

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, APPROVING THE FINAL RANKINGS AND RECOMMENDATIONS OF THE RFP 26-03 EVALUATION COMMITTEE FOR SELECTION OF A CONTRACTOR FOR ON-DEMAND ELECTRIC VEHICLE RIDESHARING SERVICES; AUTHORIZING THE VILLAGE MANAGER AND VILLAGE ATTORNEY TO NEGOTIATE AN AGREEMENT FOR THE SERVICES; AUTHORIZING THE VILLAGE MANAGER TO EXECUTE THE AGREEMENT; AUTHORIZING THE VILLAGE MANAGER TO EXPEND BUDGETED FUNDS; AND PROVIDING AN EFFECTIVE DATE

Environmental Resources Manager Peter Frezza introduced the item, noting the Village's on-demand transit program began as a pilot in 2018 and has continued through Freebee

(Beefree, LLC). Following issuance of a Request for Proposals, two submissions were received (Beefree and Circuit), and the evaluation committee recommended awarding the contract to Beefree, LLC.

Mayor Don Horton opened public comment.

Speakers included:

Sue Miller, representing Islamorada Community Alliance

Joe Wischmeier

Jason Speigel, representing Beefree/Freebee

There being no one else wishing to speak, Mayor Horton closed public comment.

Council discussion focused on contract terms, program oversight, and operational improvements.

Vice Mayor Sharon Mahoney recommended limiting the contract to one year pending uncertainty related to a potential statewide property tax proposal on the November 3, 2026 ballot and called for increased staff oversight. Mayor Horton expressed interest in exploring a fixed-route, trolley-style service. Council generally supported enhanced reporting to the Council, and staff confirmed Grant Administrator Alyssa Panzer as the program point of contact.

Additional discussion included potential use of ridership data to optimize service for peak demand. While some members supported a shorter contract term, Mayor Horton favored a two-year agreement with the option to terminate for convenience, emphasizing staff's evaluation work. Council Member Friedman concurred with the need for greater oversight.

Consensus direction supported proceeding with the recommended vendor while incorporating increased monitoring and reporting of the program.

ACTION: Motion to Approve as written item VIII.A. by Deb Gillis second by Anna Richards;

Motion Passed with a 4:1 vote

AYES: Don Horton, Steve Friedman, Deb Gillis, Anna Richards

NAYS: Sharon Mahoney

ABSTAIN: None

IX. ADJOURNMENT

There being no further business, Mayor Don Horton adjourned the meeting at 7:23 p.m.

Marne McGrath, Village Clerk

RESOLUTION NO. 26-

**A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA,
VILLAGE OF ISLANDS, FLORIDA, APPROVING COUNCIL
MEMBERS AND CHARTER OFFICERS TO ATTEND THE 2026
FLORIDA LEAGUE OF CITIES CONFERENCE; AUTHORIZING THE
VILLAGE MANAGER TO EXPEND BUDGETED FUNDS; AND
PROVIDING FOR AN EFFECTIVE DATE**

WHEREAS, the Florida League of Cities is the primary municipal advocacy organization in the state, and it hosts a variety of educational and networking opportunities throughout the year; and

WHEREAS, their premiere event is the FLC Annual Conference, which is held annually in mid-August; and

WHEREAS, it is in the public interest for elected officials to attend conferences and events to learn municipal government best practices and expand their network with other Florida elected officials; and

WHEREAS, at its May 6, 2025 meeting, the Village Council adopted an updated personnel policy, which included Administrative Procedure FIN001 - Travel Authorization & Expense Reimbursement; and

WHEREAS, Part III of the Administrative Procedure for Travel Authorization for Elected Officials and Charter Officers states as follows: Any elected official or charter officer wishing to travel on official business and represent the Village should seek the approval of the members of the Village Council at a public meeting before the travel takes place; and

WHEREAS, the Village Council finds that adoption of this resolution is in the best interest of the Village and its residents.

NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE COUNCIL OF ISLAMORADA,
VILLAGE OF ISLANDS, FLORIDA, AS FOLLOWS:

Section 1. Recitals. The above recitals are true and correct and incorporated into this Resolution by this reference.

Section 2. Authorization of Village Officials. The Village Manager and/or his designee and the Village Clerk are authorized to take all necessary steps to register and make travel arrangements for the Council Members listed in this resolution.

Section 3. Authorization of Fund Expenditure. Notwithstanding the limitations imposed upon the Village Manager pursuant to the Village's Purchasing Procedures Ordinance, the Village Manager is authorized to expend budgeted funds for Council Members to attend the 2026 Florida League of Cities Conference.

Section 4. Effective Date. This Resolution shall take effect immediately for the Village Clerk to take the necessary steps to register Council Members and make travel arrangements.

Motion to adopt by _____, second by _____.

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FINAL VOTE AT ADOPTION

Mayor Don Horton _____
Vice Mayor Sharon Mahoney _____
Council Member Steve Friedman _____
Council Member Deb Gillis _____
Council Member Anna Richards _____

PASSED AND ADOPTED THIS 7th DAY OF JULY, 2026.

DON HORTON, MAYOR

ATTEST:

MARNE MCGRATH, VILLAGE CLERK

APPROVED AS TO FORM AND
LEGALITY FOR THE SOLE USE AND BENEFIT
OF ISLAMORADA, VILLAGE OF ISLANDS:

JOHN J. QUICK, VILLAGE ATTORNEY



Council Communication

To: Mayor and Village Council
From: Peter Frezza, Environmental Resources Manager
Date: July 7, 2026
SUBJECT: **Resolution Approving Work Authorization No. 4 with CBT Construction Development for Repair of Window Screens and Framing at the Russell Cottage TAB 3**

Background:

Constructed in the mid-1930s, the Russell Cottage, located on the Green Turtle Hammock Preserve property, is an approximately 1,200-square-foot wood-frame structure with a shingle roof, wood siding, and a surrounding eight-foot covered porch. Given its age, the building remains in relatively good condition and has been adapted for public use as an interpretive and educational center. The Village is now operating an Environmental Resource Center within the Cottage, where the Village and local not-for-profit environmental organizations share their missions with the public. As a result, occupancy and use of the Cottage are expected to increase significantly.

The Cottage contains 17 windows that recently underwent interior repairs and are now fully operational. However, the exterior framing, window screen hardware, and window screens themselves are deteriorated to the point that the windows cannot be utilized properly. Given the planned use of the Cottage, it is highly desirable to restore the windows so they can be opened to take advantage of the airy nature and historic character of this vernacular structure. To that end, the Village requested a proposal from CBT Construction and Development, Inc. ("CBT") for the repair and restoration of the window screen enclosures.

Analysis:

Effective August 11, 2025, the Village and CBT entered into a Non-Exclusive Continuing Services Agreement ("CSA") for general contractor services as a result of a competitive solicitation process (RFQ No. 25-03), which established a library of qualified firms to provide general contracting services to the Village. Exhibit "A" to the attached Resolution is proposed Work Authorization No. 4 between the Village and CBT for the restoration of the window screen enclosures at the Russell Cottage at a cost not to exceed \$24,600.00. Work Authorization No. 4 would become effective upon full execution by both parties and remain in effect through December 31, 2026. As outlined in the scope of services included in Exhibit "B," CBT will remove and reconstruct all existing screen frames, replace all screen hardware, install new metal insect screening, and paint all new frames.

Budget Impact:

This Work Authorization would be for a not-to-exceed amount of \$24,600.00, as outlined in Exhibit "A". This project was anticipated during preparation of the FY 2025-2026 and funding

was included within the “Green Turtle Hammock Improvements” account within the Capital Project Fund for this work. As of July 1, 2026, approximately \$91,252 remains available in this account.

Staff Impact:

The Village's Environmental Resources Manager and Public Works Director will oversee the project and coordinate implementation as necessary. The Village's Finance Department will track project expenditures. Staff time associated with this project is anticipated to average approximately one hour per week.

Recommendation:

It is recommended that the Village Council adopt the attached Resolution, thereby approving Work Authorization No. 4 with CBT.

- Attachments:**
1. Resolution_CBT WA#4_Russell Cottage Windows screen Repair_070726
 2. Ex. A_WA#4 CBT_Russell Cottage Window screen Repair
 3. Ex. B_Russell Cottage Window Screen Repair Proposal

RESOLUTION NO. 26-

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, APPROVING WORK AUTHORIZATION NO. 4 WITH CBT CONSTRUCTION DEVELOPMENT INC., FOR RUSSELL COTTAGE WINDOW SCREEN REPAIR SERVICES; AUTHORIZING VILLAGE OFFICIALS TO IMPLEMENT THE TERMS AND CONDITIONS OF WORK AUTHORIZATION NO. 4; AUTHORIZING THE VILLAGE MANAGER TO EXPEND BUDGETED FUNDS; AUTHORIZING THE VILLAGE MANAGER TO EXECUTE THE PROJECT AGREEMENT FOR WORK AUTHORIZATION NO. 4; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, Islamorada, Village of Islands (the "Village"), has just opened and is maintaining an Environmental Resource Center within the Russell Cottage at the Green Turtle Hammock Nature Preserve; and

WHEREAS, currently the window screens and hardware and framing within the Russell Cottage are all damaged and are not functioning properly, rendering the windows ineffective; and

WHEREAS, given the significant increase in occupancy and usage expected within the Russell Cottage, it would be extremely beneficial to have functioning windows for the benefit of the occupants and for the preservation of the Russell Cottage in general; and

WHEREAS, the Village requested a proposal from CBT Construction and Development Inc. ("CBT") for window screen repair services, as detailed in Exhibit "B" attached hereto (the "Project"); and

WHEREAS, pursuant to RFQ# 25-03, the Village entered into a current Continuing Services Agreement with CBT for general contractor services; and

WHEREAS, CBT is willing to perform these services as outlined in the Scope of Services attached as Exhibit "B" in an amount not to exceed Twenty-Four Thousand Six-Hundred Dollars (\$24,600.00); and

WHEREAS, the Village Council of Islamorada, Village of Islands, (the "Village Council") has determined that approval of the Work Authorization No. 4 with CBT is in the best interest of the Village and its residents.

NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, AS FOLLOWS:

Section 1. Recitals. The above recitals are true and correct and incorporated into this Resolution by this reference.

Section 2. Approval of Work Authorization. The Village Council hereby approves Work Authorization No. 4 with CBT, attached as Exhibit "A", for completion of the Project.

Section 3. Authorization of Village Officials. The Village Manager or designee and the Village Attorney are authorized to take all actions necessary to implement the terms and conditions of Work Authorization No. 4.

Section 4. Authorization of Fund Expenditure. Notwithstanding the limitations imposed upon the Village Manager pursuant to the Village's Purchasing Procedures Ordinance, the Village Manager is authorized to expend budgeted funds to implement the terms and conditions of Work Authorization No. 4.

Section 5. Authorization of Village Manager to Execute. The Village Manager is authorized to execute Work Authorization No. 4 with CBT, in the form attached hereto as Exhibit "A"

on behalf of the Village and to execute any extension and amendments to the Agreement, subject to approval as to form and legality by the Village Attorney.

Section 6. **Effective Date.** This Resolution shall take effect immediately upon adoption.

[REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK]

Motion to adopt by _____, seconded by _____.

FINAL VOTE AT ADOPTION

VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS

Mayor Don Horton _____

Vice Mayor Sharon Mahoney _____

Councilman Steve Friedman _____

Councilwoman Deb Gillis _____

Councilwoman Anna Richards _____

PASSED AND ADOPTED THIS ____ DAY OF _____, 2026.

DON HORTON, MAYOR

ATTEST:

MARNE MCGRATH, VILLAGE CLERK

APPROVED AS TO FORM AND LEGALITY
FOR THE SOLE USE AND BENEFIT OF
ISLAMORADA, VILLAGE OF ISLANDS:

JOHN J. QUICK, VILLAGE ATTORNEY

PROJECT AGREEMENT

Between

ISLAMORADA, VILLAGE OF ISLANDS

And

CBT CONSTRUCTION DEVELOPMENT INC.

For

Work Authorization No. 4

General Contracting Services

This Project Agreement between ISLAMORADA, VILLAGE OF ISLANDS (hereinafter referred to as "VILLAGE") and CBT CONSTRUCTION DEVELOPMENT INC. (hereinafter referred to as "CONSULTANT"), hereby authorizes the CONSULTANT to provide the services as set forth below:

WHEREAS, the VILLAGE and CONSULTANT have entered into a continuing services agreement dated August 11, 2025, pursuant to RFQ #25-03, (the "Continuing Contract") and CONSULTANT has been approved to provide the services contemplated herein; and

WHEREAS, the VILLAGE and CONSULTANT desire to enter into this Work Authorization for the CONSULTANT to provide window screen repair services at the Russell Cottage within the Green Turtle Hammock Preserve, as further described in Exhibit "B" attached hereto (the "Project"), in accordance with the terms and conditions of this Work Authorization.

The VILLAGE and CONSULTANT agree as follows:

SECTION 1. SCOPE OF SERVICES

1.1 The CONSULTANT shall provide General Contracting services to the VILLAGE for the Project as described in the "Project Description" attached as Exhibit "B" to complete the window screen repair services at the Russell Cottage within the Village's Green Turtle Hammock Nature Preserve.

1.2 The "Scope of Services" and tasks to be provided by the CONSULTANT for this Project are those services and tasks as listed in Exhibit "B."

1.3 The VILLAGE may request changes that would increase, decrease, or otherwise modify the Scope of Services. Such changes must be contained in a written change order executed by the parties in accordance with the provisions of the Continuing Contract, prior to any deviation from the terms of the Project Agreement, including the initiation of any extra work.

SECTION 2. DELIVERABLES

As part of the Scope of Services the CONSULTANT shall provide to the VILLAGE the following Deliverables:

- *Permit application and fees paid as necessary;*
- *Labor and materials to repair and replace all screening and framing;*
- *Painting*

Unless otherwise stated, the CONSULTANT will provide draft and site plans, and other materials prepared for the Project in both paper and electronic formats as appropriate, excluding material that is available only as photocopy to the VILLAGE. The VILLAGE shall be provided copies of all correspondence from CONSULTANT to any public or private entity or individual and all correspondence received by the CONSULTANT for the Project.

SECTION 3. TERM/TIME OF PERFORMANCE/DAMAGES

3.1 Term. This Project Agreement shall commence on the date this Project Agreement is fully executed by all parties and shall continue in full force and effect through, **December 31, 2026**, unless otherwise terminated pursuant to Section 6 or other applicable provisions of this Project Agreement. The Village Manager may extend the term of this Project Agreement through written notification to the CONSULTANT. Such extension shall not exceed (30) days. No further extensions of this Project Agreement shall be effective unless authorized by the Village Manager.

3.2 Commencement. The CONSULTANT'S services under this Project Agreement and the time frames applicable to this Project Agreement shall commence upon the date provided in a written Notice to Proceed ("Commencement Date") provided to the CONSULTANT from the Village Manager through the issuance of a Purchase Order. The CONSULTANT shall not incur any expenses or obligations for payment to third parties prior to the issuance of the Notice to Proceed of Commencement.

3.3 Contract Time. Upon receipt of the Notice to Proceed, the CONSULTANT shall commence services to the VILLAGE on the Commencement Date, and shall continuously perform services to the VILLAGE, without interruption.

3.4 All limitations of time set forth in this Project Agreement are of the essence.

SECTION 4. AMOUNT, BASIS AND METHOD OF COMPENSATION

4.1 Lump Sum Compensation. VILLAGE agrees to pay CONSULTANT an amount not to exceed Twenty-Four Thousand Six-Hundred Dollars **(\$24,600.00)** as compensation for performance of all services related to the Project. It is understood that the method of compensation is that of lump sum which means that CONSULTANT shall perform all services set forth for total compensation in the amount stated above. Said lump sum includes but is not limited to, compensation for all fees, expenses, and out-of-pocket costs of the CONSULTANT.

4.2 Reimbursables. It is acknowledged and agreed to by CONSULTANT that the amount set forth in Section 4.1 includes Direct Expenses and describes the maximum extent of VILLAGE'S obligation to reimburse CONSULTANT for direct, non-salary expenses, but does not constitute a limitation, of any sort, upon CONSULTANT'S obligation to incur such expenses in the performance of services hereunder.

SECTION 5. BILLING AND PAYMENTS TO THE CONSULTANT

5.1 Invoices.

5.1.1 Lump Sum Compensation. CONSULTANT shall submit invoices which are identified by the specific Work Authorization Number on a monthly basis and in a timely manner. These invoices shall identify the nature of the work performed, the phase of work, and the estimated percent of work accomplished. Invoices for each phase shall not exceed the amounts allocated to said phase. The statement shall show a summary of fees with accrual of the total and credits for portions paid previously.

5.1.2 Disputed Invoices. In the event all or a portion of an invoice submitted to the VILLAGE for payment to the CONSULTANT is disputed, or additional backup documentation is required, the Village Manager shall notify the CONSULTANT within fifteen (15) working days of receipt of the invoice of such objection, modification or additional documentation request. The CONSULTANT shall provide the VILLAGE with a written response and any additional information requested by the VILLAGE within five (5) working days of the date of the VILLAGE'S notice. The VILLAGE may request additional information, including but not limited to, all invoices, time records, expense records, accounting records, and payment records of the CONSULTANT. The VILLAGE, at its sole discretion, may pay to the CONSULTANT the undisputed portion of the invoice.

5.2 Suspension of Payment. In the event that the VILLAGE becomes credibly informed that any representations of the CONSULTANT, provided pursuant to Subparagraph 5.1, are wholly or partially inaccurate, or in the event that the CONSULTANT is not in compliance with any term or condition of this Project Agreement, the VILLAGE may withhold payment of sums then or in the future otherwise due to the CONSULTANT until the inaccuracy, or other breach of Project Agreement, and the cause thereof, is corrected to the VILLAGE'S reasonable satisfaction.

5.3 Final Payment. Submission of the CONSULTANT'S invoice for final payment and reimbursement shall constitute the CONSULTANT'S representation to the VILLAGE that, upon

receipt from the VILLAGE of the amount invoiced, all obligations of the CONSULTANT to others, including its Subconsultants, incurred in connection with the Project, shall be paid in full. The CONSULTANT shall deliver to the VILLAGE all documents and computer files requested by the VILLAGE evidencing payment to any and all subcontractors, and all final specifications, plans or other documents as dictated in the Scope of Services and Deliverables. Acceptance of final payment shall constitute a waiver of all claims against the VILLAGE by the CONSULTANT.

SECTION 6. TERMINATION/SUSPENSION

6.1 For Cause. This Project Agreement may be terminated by either party upon three (3) calendar days written notice to the other for breach of any material term or condition of this Project Agreement. In the event that CONSULTANT abandons this Project Agreement or causes it to be terminated by the VILLAGE, the CONSULTANT shall indemnify the VILLAGE against any loss pertaining to this termination. In the event that the CONSULTANT is terminated by the VILLAGE for cause and it is subsequently determined by a court of competent jurisdiction that such termination was without cause, such termination shall thereupon be deemed a termination for convenience under Section 6.2 and the provisions of Section 6.2 shall apply.

6.2 For Convenience. This Project Agreement may be terminated by the VILLAGE for convenience upon five (5) calendar days written notice to the CONSULTANT. In the event of such a termination, the CONSULTANT shall incur no further obligations in connection with the Project and shall, to the extent possible terminate any outstanding subconsultant obligations. The CONSULTANT shall be compensated for all services performed to the satisfaction of the VILLAGE and reimbursable expenses incurred prior to the date of termination. In such event, the CONSULTANT shall promptly submit to the VILLAGE its invoice for final payment and reimbursement which invoice shall comply with the provisions of Paragraph 5.1. Under no circumstances shall the VILLAGE make payment of profit to the CONSULTANT for services which have not been performed.

6.3 Assignment Upon Termination. Upon termination of this Project Agreement, the work product of the CONSULTANT shall become the property of the VILLAGE and the CONSULTANT shall, within ten (10) working days of receipt of written direction from the VILLAGE, transfer to either the VILLAGE or its authorized designee, all work product in its possession, including but not limited to, designs, specifications, drawings, studies, reports and all other documents and digital data in the possession of the CONSULTANT pertaining to this Project Agreement. Upon the VILLAGE'S request, the CONSULTANT shall additionally assign its rights, title and interest under any subcontractor's agreements to the VILLAGE.

6.4 Suspension for Convenience. The VILLAGE shall have the right at any time to direct the CONSULTANT to suspend its performance, or any designated part thereof, for any reason whatsoever, or without reason, for a cumulative period of up to five (5) calendar days. If any such suspension is directed by the VILLAGE, the CONSULTANT shall immediately comply with same. In the event the VILLAGE directs a suspension of performance as provided herein, through no fault of the CONSULTANT, the VILLAGE shall pay the CONSULTANT as full compensation for such

suspension the CONSULTANT'S reasonable costs, actually incurred and paid, of demobilization and remobilization.

SECTION 7. PERSONNEL ASSIGNED TO PROJECT

7.1 The CONSULTANT shall assign only qualified personnel to perform any services concerning this Project. At the time of execution of this Project Agreement, the parties anticipate that the following named individuals will perform those supervisory or primary functions indicated:

<u>NAME</u>	<u>FUNCTION</u>

So long as the individuals named above remain actively employed or retained by the CONSULTANT, they shall perform the functions indicated next to their names. Furthermore, the VILLAGE reserves the right to reject any proposed substitution for any of the above-named individuals, and the VILLAGE shall have the further right to require that any individual assigned to the Project by the CONSULTANT be removed from the Project and reassigned for good cause.

SECTION 8. INCORPORATION OF CONTINUING CONTRACT

All terms and conditions of the Continuing Contract not specifically modified by this Project Agreement shall remain in full force and effect and are incorporated into and made a part of this Project Agreement by this reference as though set forth in full.

SECTION 9. SEVERABILITY

If any provision of this Project Agreement or its application to any person or situation shall to any extent, be invalid or unenforceable, the remainder of this Project Agreement, and the application of such provisions to persons or situations other than those to which it shall have been held invalid or unenforceable shall not be affected thereby, and shall continue in full force and effect, and be enforced to the fullest extent permitted by law.

SECTION 10. MISCELLANEOUS

10.1 Public Records. VILLAGE is a public agency subject to Chapter 119, Florida Statutes. To the extent that CONTRACTOR is acting on behalf of VILLAGE pursuant to Section 119.0701, Florida Statutes, CONTRACTOR shall:

- a. Keep and maintain public records that ordinarily and necessarily would be required to be kept and maintained by VILLAGE were VILLAGE performing the services under this Project Agreement;
- b. Provide the public with access to such public records on the same terms and conditions that the County would provide the records and at a cost that does not exceed that provided in Chapter 119, Florida Statutes, or as otherwise provided by law;
- c. Ensure that public records that are exempt or that are confidential and exempt from public record requirements are not disclosed except as authorized by law; and
- d. Meet all requirements for retaining public records and transfer to VILLAGE, at no cost, all public records in possession of the CONTRACTOR upon termination of this Project Agreement and destroy any duplicate public records that are exempt or confidential and exempt. All records stored electronically must be provided to the VILLAGE.

IF CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS PROJECT AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 305-664-6412, Clerk@islamorada.fl.us, or by mail: Village Clerk, 868800 Overseas Highway, Islamorada, FL 33036.

10.2 No Contingent Fees. CONTRACTOR warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the CONTRACTOR, to solicit or secure this Project Agreement, and that it has not paid or agreed to pay any person, company, corporation, individual or firm, other than a bona fide employee working solely for CONTRACTOR, any fee, commission, percentage, gift, or other consideration contingent upon or resulting from the award or making of this Project Agreement. For the breach or violation of this provision, the VILLAGE shall have the right to terminate the Project Agreement without liability at its discretion, to deduct from the contract price, or otherwise recover the full amount of such fee, commission, percentage, gift or consideration.

10.3 E-Verify. CONTRACTOR shall comply with Section 448.095, Fla. Stat., "Employment Eligibility," including the registration and use of the E-Verify system to verify the work authorization status of employees. Failure to comply with Section 448.095, Fla. Stat. shall result in termination of this Contract. Any challenge to termination under this provision must be filed in the Circuit Court no later than 20 calendar days after the date of termination. If this Project Agreement is terminated for a violation of the statute by CONTRACTOR, CONTRACTOR may not be awarded a public contract for a period of 1 year after the date of termination.

10.4 Scrutinized Companies. CONTRACTOR certifies that it and its subconsultants are not on the Scrutinized Companies that Boycott Israel List. Pursuant to Section 287.135, F.S., the VILLAGE may immediately terminate this Project Agreement at its sole option if the CONTRACTOR or its subconsultants are found to have submitted a false certification; or if CONTRACTOR, or its subconsultants are placed on the Scrutinized Companies that Boycott Israel List or is engaged in the boycott of Israel during the term of the Project Agreement.

10.5 Noncoercive Conduct for Labor or Services. In accordance with Section 787.06, Florida Statutes, the CONTRACTOR has attested to the affidavit incorporated herein that CONTRACTOR does not use coercion for labor or services.

[Remainder of this page intentionally left blank]

Affidavit Attesting to Noncoercive Conduct for Labor or Services

Nongovernment Entity name: _____ ("**Vendor**")

Vendor FEIN: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone number: _____ Email Address: _____

As a nongovernmental entity executing, renewing, or extending a contract with a government entity, **Vendor** is required to provide an affidavit under penalty of perjury attesting that **Vendor** does not use coercion for labor or services in accordance with Section 787.06, Florida Statutes.

As defined in Section 787.06(2)(a), coercion means:

1. Using or threatening to use physical force against any person;
2. Restraining, isolating, or confining or threatening to restrain, isolate, or confine any person without lawful authority and against her or his will;
3. Using lending or other credit methods to establish a debt by any person when labor or services are pledged as a security for the debt, if the value of the labor or services as reasonably assessed is not applied toward the liquidation of the debt, the length and nature of the labor or service are not respectively limited and defined;
4. Destroying, concealing, removing, confiscating, withholding, or possessing any actual or purported passport, visa, or other immigration document, or any other actual or purported government identification document, of any person;
5. Causing or threatening to cause financial harm to any person;
6. Enticing or luring any person by fraud or deceit; or
7. Providing a controlled substance as outlined in Schedule I or Schedule II of Section 893.03 to any person for the purpose of exploitation of that person.

As a person authorized to sign on behalf of **Vendor**, I certify that **Vendor** does not use coercion for labor or services in accordance with Section 787.06.

Written Declaration

Under penalties of perjury, I declare that I have read the foregoing Affidavit and that the facts stated in it are true.

By: _____

Authorized Signature

Print Name and Title: _____

Date: _____

IN WITNESS WHEREOF, the parties have executed this Project Agreement on the respective dates under each signature: The VILLAGE, signing by and through its Village Manager, attested to by its Village Clerk, duly authorized to execute same, and by CONSULTANT, by and through its President, duly authorized officer to execute same.

VILLAGE

ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA

By: _____
Ron Saunders, Village Manager

The ____ day of _____, 20__.

AUTHENTICATION:

Marne McGrath, Village Clerk

APPROVED AS TO FORM AND LEGALITY
FOR THE USE AND BENEFIT OF ISLAMORADA,
VILLAGE OF ISLANDS, FLORIDA, ONLY

John J. Quick, Village Attorney

CONSULTANT

CBT CONSTRUCTION DEVELOPMENT INC.

By:_____

Print Name:_____

Title:_____

The ____ day of _____, 20__.

WITNESS:

Print Name:_____

Exhibit "B"

87889 Overseas Highway • Islamorada, FL 33036 • Phone: 305-852-3002
Building with PRIDE. Built with CHARACTER.

Russel Building Window Repair
Peter Frezza

Job Address:
81224 Overseas Hwy
Islamorada, FI 33036

Print Date: 6-29-2026

Russ-Wind-0001

Project: Russell Cottage — Green Turtle Hammock Preserve
Location: Islamorada, FL

Scope of Work — Screen Enclosure Restoration

1. Frame Reconstruction

Complete removal and rebuilding of all existing frames utilizing pressure-treated material, ensuring long-term structural integrity and resistance to the coastal environment.

2. Screen Hardware

All screen hangers to be replaced with period-correct stainless steel hangers and retention clips, maintaining the original design intent of the enclosure while providing superior corrosion resistance appropriate for the marine environment.

3. Bug Screen

Installation of all new metal bug screens throughout the enclosure, providing superior durability and protection.

4. Frame Painting

All newly installed pressure-treated frames are to be properly prepared, primed, and painted. Surface preparation to include light sanding and a high-quality primer coat prior to the finish coat, ensuring proper adhesion and a long-lasting professional appearance. Finish color to be selected by client.

5. General Conditions

All work to be performed in a professional and workmanlike manner in accordance with applicable building codes and standards. Work area to be kept clean and organized throughout the duration of the project, with all debris and materials removed upon completion. Any unforeseen conditions discovered during the course of work will be communicated to the client prior to proceeding.

Items	Description	Price
Permits and Fees	All permits and fees will be applied for and acquired by the Contractor. Village of Islamorada will reimburse the contractor for the cost of permits and associated fees at the completion of the project.	\$0.00

Items	Description	Price
Historical Screen Repair/Replacment	Complete removal and rebuilding of all existing frames utilizing pressure treated material, ensuring long-term structural integrity and resistance to the elements. All screen hangers will be replaced with period-correct stainless steel hangers and retension clips, providing a clean, finished appearance while maintaining the original design intent of the enclosure. Upon completion of the frame work, all new metal bug screen will be installed throughout, delivering superior durability and protection compared to standard screening materials.	\$21,600.00
Paint	All newly installed pressure treated frames to be properly prepared, primed, and painted to a finish color of the client's choosing. Surface preparation will include light sanding and application of a high-quality primer coat prior to the finish coat, ensuring proper adhesion and a long-lasting, professional appearance.	\$3,000.00

Total price: \$24,600.00

- All labor and materials are included in the above price. All materials and subcontractors have a 20% markup included in the price.
- Excludes permitting, truss strap schedules, plans, surveys, certificates of elevation, expenses to obtain permits, certificates of occupancy, and all other paperwork required by the building department.
- The prices are based on the specifications of the plans provided to CBT Construction and Development Inc. If there are any changes by the owner, county, contractor, or any subcontractor before or during the project the owner will be notified and charges will be assessed to the owner.
- CBT Construction and Development Inc is not liable for any changes outside the engineered plans insisted on by the owner. Any requests for additional insurance, insurance with clauses, and any other request for insurance not currently carried by CBT Construction and Development Inc will be issued at an extra cost.
- Proposals are Valid for 30 Days.
- A down payment of N/A is required at the signing of the proposal.



Council Communication

To: Mayor and Village Council
From: Hatti Jenkins, Finance Director
Date: July 7, 2026
SUBJECT: **Resolution Determining the Proposed Millage Rate for Fiscal Year 2026-2027, Establishing the Current Year Rolled-Back Rate, and the Date, Time, and Place for the First and Second Budget Hearings TAB 4**

Background:

By June 1 of each year, property appraisers in the State of Florida are required to provide local governments with estimated property values in accordance with **Section 200.065, Florida Statutes**, for budget planning purposes for the upcoming fiscal year. By July 1, property appraisers must distribute the **Certification of Taxable Value (DR-420 form)**.

Pursuant to **Section 200.065, Florida Statutes**, local governments have thirty-five (35) days from the date of service of the DR-420 form (due by July 22) to furnish the Property Appraiser with:

- The proposed millage rate
- The current year rolled-back rate
- The date, time, and place of the first (tentative) budget hearing

On June 1, 2026, the Monroe County Property Appraiser provided Islamorada, Village of Islands (the "Village") with its estimated taxable value for budgetary planning purposes. The Property Appraiser also established a submission deadline of **July 22, 2026**, for the Village to provide its proposed millage rate, along with the date, time, and location of the first/tentative budget hearing, for inclusion on the 2026 TRIM notices.

The Property Appraiser's Office provides access to the **E-TRIM web portal**, through which the Village must complete and submit its **2026 DR-420 form** by the required deadline.

Attachment A is a resolution that may be revised based on direction from the July 7, 2026, Village Council meeting. As currently drafted, the resolution:

- Establishes a proposed millage rate of **3.000 mills** for TRIM notice purposes
- Sets the first (tentative) budget hearing for either:
 - Thursday, September 10, 2026, or
 - Friday, September 11, 2026
(beginning at 5:30 p.m.)
- Sets the second (final) budget hearing for either:

- Wednesday, September 16, 2026, or
- Thursday, September 17, 2026
(beginning at 5:30 p.m.)

Attachment B is the draft 2026 DR-420, which reflects certified taxable value information and includes the proposed millage rate of **3.000 mills** for discussion purposes. This rate is consistent with prior years.

Based on the 2026 taxable values:

- The rolled-back rate is **2.4756 mills**
- A rate of 3.000 mills is **21.18% above the rolled-back rate**

Budget Workshops are scheduled for:

- Tuesday, August 4, 2026
- Wednesday, August 5, 2026
- Thursday, August 6, 2026

Analysis:

In establishing the proposed millage rate for the 2026 TRIM notices, the objective is to set a rate sufficient to generate the ad valorem tax revenues necessary to fund anticipated General Fund expenditures for the upcoming fiscal year.

If the proposed millage rate is set too low, and the Village later determines that a higher rate is necessary, the Village would be required to incur additional costs to re-notice property owners of its intent to exceed the originally proposed rate reflected on the TRIM notices.

Establishing a higher proposed millage rate at this stage provides the Village Council with flexibility to reduce the rate during the budget process while remaining compliant with TRIM requirements.

The 2026 gross taxable value provided by the Monroe County Property Appraiser is **\$7,596,755,151**, compared to the 2025 DR-420 form gross taxable value of **\$7,105,403,230**, representing an increase of **\$491,351,921**.

For purposes of calculating the rolled-back rate, the adjusted current year taxable value is **\$7,554,013,980**, which excludes new construction and other value additions since the prior year.

The proposed millage rate of **3.000 mills** is being established for TRIM compliance and advertisement purposes only and does not represent final adoption of the Fiscal Year 2026–2027 millage rate.

This rate exceeds the rolled-back rate of **2.4756 mills** by **21.18%**, reflecting the revenue required to support ongoing operations, capital needs, and service levels. Adoption of the proposed rate ensures compliance with **Section 200.065, Florida Statutes**, and establishes the maximum allowable millage rate that may be adopted at the final budget hearings.

The Village Council retains the ability to lower the millage rate during the budget process; however, it may not adopt a rate higher than that advertised on the TRIM notices without additional notice and associated costs.

Budget Impact:

The proposed millage rate of 3.000 mills is being established for discussion purposes only and does not have a direct budget impact on Village residents, property owners, or operations at this time. The final millage rate and budget will be determined through the budget workshop process and formally adopted at the September public hearings.

Staff Impact:

There is no direct impact to staff associated with establishing the proposed millage rate for TRIM purposes.

Recommendation:

It is recommended that the Village Council adopt the Resolution at **Attachment A**, thereby:

- Establishing a proposed millage rate of **3.000 mills** for inclusion on the 2026 TRIM notices
- Authorizing completion and submittal of the **2026 DR-420 form** through the E-TRIM system
- Scheduling the required **first (tentative)** and **second (final)** budget hearings in September 2026

This action ensures compliance with statutory TRIM requirements and preserves flexibility for the Village Council during the Fiscal Year 2026–2027 budget development process.

- Attachments:**
1. Attachment A Reso_FY26-27 Tentative Millage
 2. Attachment B - 2026 DR420

ATTACHMENT A

RESOLUTION NO. 26-

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, DECLARING THE PROPOSED MILLAGE RATE FOR FISCAL YEAR 2026-2027; ESTABLISHING THE CURRENT YEAR ROLLED-BACK RATE, AND THE DATE, TIME AND PLACE FOR THE FIRST AND SECOND BUDGET HEARINGS AS REQUIRED BY STATE LAW; DIRECTING THE FINANCE DIRECTOR AND VILLAGE MANAGER TO PROPERLY FILE THE CERTIFICATE OF TAXABLE VALUE VIA E-TRIM; DIRECTING THE VILLAGE CLERK TO TRANSMIT THIS RESOLUTION TO THE MONROE COUNTY PROPERTY APPRAISER PURSUANT TO THE REQUIREMENTS OF FLORIDA STATUTES AND THE RULES AND REGULATIONS OF THE DEPARTMENT OF REVENUE OF THE STATE OF FLORIDA; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, on July 1st, 2026, the Honorable Scott P. Russell, CFA, Property Appraiser of Monroe County, Florida, served upon Islamorada, Village of Islands (the "Village"), a "Certification of Taxable Value" certifying to the Village its 2026 taxable value; and

WHEREAS, the Village Council of Islamorada, Village of Islands (the "Village Council") has reviewed the taxable value supplied by the Monroe County ("County") Property Appraiser in accordance with Section 200.065, Florida Statutes, et seq; and

WHEREAS, Section 200.065, Florida Statutes, requires that within thirty-five (35) days of service of the Certification of Taxable Value upon a municipality, said municipality shall be required to furnish to the County Property Appraiser the proposed millage rate, the current year rolled-back rate, and the date, time and place at which a public hearing will be held to consider the proposed millage and the tentative budget; and

WHEREAS, the Village Council desires to declare a proposed millage rate, the rolled-back rate, and announce the dates of the first (tentative) and second (final) budget public hearings to the Property Appraiser.

**NOW THEREFORE, BE IT RESOLVED BY THE VILLAGE COUNCIL OF ISLAMORADA,
VILLAGE OF ISLANDS, FLORIDA, AS FOLLOWS:**

Section 1. Recitals. The above recitals are true and correct and incorporated into this Resolution by this reference.

Section 2. Proposed Millage. The proposed millage rate for FY 2026-2027 is declared to be 3.0000 mills, which is \$3.0000 per \$1,000.00 of assessed property value within Islamorada, Village of Islands.

Section 3. Rolled Back Rate. The current year rolled-back millage rate computed pursuant to Section 200.065, Florida Statutes, is **2.4756** mills, which is \$2.4756 per \$1,000.00 of assessed property value within Islamorada, Village of Islands. **The proposed millage rate is 21.18% higher than the rolled-back rate.**

Section 4. Schedule of Budget Hearings. That the date, time and place of the first (tentative) and second (final) public budget hearings are set by the Village Council as follows:

First (Tentative) Public Budget Hearing

Date: **September 10, 2026**

Time: 5:30 p.m.

Place: Founders Park Community Center
87000 Overseas Highway, Islamorada, FL 33036

Second (Final) Public Budget Hearing

Date: **September 17, 2026**

Time: 5:30 p.m.

Place: Founders Park Community Center
87000 Overseas Highway, Islamorada, FL 33036

In the event that the Monroe County Board of County Commissioners or the School Board of Monroe County, Florida subsequently reschedules their budget hearings to conflict with one of the dates set for the Village's budget hearings, the Village Manager is authorized to change the date of either or both of the Village's budget hearings to comply with the relevant provisions of Florida Statutes.

Section 5. Authorization of Finance Director and Village Manager. The Finance Director and the Village Manager are authorized to perform the steps necessary to complete the Certification of Taxable Value using E-TRIM, the Department of Revenue's Internet-based system on or before July 22, 2026, as specified by the Monroe County Property Appraiser's Office.

Section 6. Authorization of Village Clerk. The Village Clerk is directed to send a certified copy of the resolution upon the Honorable Scott P. Russell, CFA, Property Appraiser of Monroe County, Florida, on or before July 22, 2026.

Section 7. Effective Date. This Resolution shall be effective immediately upon adoption.

PASSED AND ADOPTED this 7th of July 2026 at _____ PM.

Motion to adopt by _____, seconded by _____.

FINAL VOTE AT ADOPTION

ISLAMORADA, VILLAGE OF ISLANDS

Mayor Don Horton	_____
Vice Mayor Sharon Mahoney	_____
Councilmember Steve Friedman	_____
Councilmember Deb Gillis	_____
Councilmember Anna Richards	_____

DON HORTON, MAYOR

ATTEST:

MARNE MCGRATH, VILLAGE CLERK

APPROVED AS TO FORM AND LEGALITY
FOR THE SOLE USE AND BENEFIT OF
ISLAMORADA, VILLAGE OF ISLANDS:

JOHN J. QUICK, VILLAGE ATTORNEY



CERTIFICATION OF TAXABLE VALUE

DR-420
R. 5/12
Rule 12D-16.002
Florida Administrative Code
Effective 11/12

Year : 2026	County : Monroe
Principal Authority : Village of Islamorada Village Of Islands	Taxing Authority : Village of Islamorada Village Of Islands - Operating

SECTION I : COMPLETED BY PROPERTY APPRAISER

1.	Current year taxable value of real property for operating purposes	\$	7,522,056,456	(1)	
2.	Current year taxable value of personal property for operating purposes	\$	74,698,695	(2)	
3.	Current year taxable value of centrally assessed property for operating purposes	\$	0	(3)	
4.	Current year gross taxable value for operating purposes <i>(Line 1 plus Line 2 plus Line 3)</i>	\$	7,596,755,151	(4)	
5.	Current year net new taxable value (Add new construction, additions, rehabilitative improvements increasing assessed value by at least 100%, annexations, and tangible personal property value over 115% of the previous year's value. Subtract deletions.)	\$	42,741,171	(5)	
6.	Current year adjusted taxable value <i>(Line 4 minus Line 5)</i>	\$	7,554,013,980	(6)	
7.	Prior year FINAL gross taxable value from prior year applicable Form DR-403 series	\$	7,056,945,385	(7)	
8.	Does the taxing authority include tax increment financing areas? If yes, enter number of worksheets (DR-420TIF) attached. If none, enter 0	☐ YES	☒ NO	Number 0	(8)
9.	Does the taxing authority levy a voted debt service millage or a millage voted for 2 years or less under s. 9(b), Article VII, State Constitution? If yes, enter the number of DR-420DEBT, <i>Certification of Voted Debt Millage</i> forms attached. If none, enter 0	☐ YES	☒ NO	Number 0	(9)
SIGN HERE	Property Appraiser Certification	I certify the taxable values above are correct to the best of my knowledge.			
	Signature of Property Appraiser: Electronically Certified by Property Appraiser	Date : 6/30/2026 1:18:32 PM			

SECTION II : COMPLETED BY TAXING AUTHORITY

If this portion of the form is not completed in FULL your taxing authority will be denied TRIM certification and possibly lose its millage levy privilege for the tax year. If any line is not applicable, enter -0-.				
10.	Prior year operating millage levy <i>(If prior year millage was adjusted then use adjusted millage from Form DR-422)</i>		2.6500 per \$1,000	(10)
11.	Prior year ad valorem proceeds <i>(Line 7 multiplied by Line 10, divided by 1,000)</i>	\$	18,700,905	(11)
12.	Amount, if any, paid or applied in prior year as a consequence of an obligation measured by a dedicated increment value <i>(Sum of either Lines 6c or Line 7a for all DR-420TIF forms)</i>	\$	-0-	(12)
13.	Adjusted prior year ad valorem proceeds <i>(Line 11 minus Line 12)</i>	\$	18,700,905	(13)
14.	Dedicated increment value, if any <i>(Sum of either Line 6b or Line 7e for all DR-420TIF forms)</i>	\$	-0-	(14)
15.	Adjusted current year taxable value <i>(Line 6 minus Line 14)</i>	\$	7,554,013,980	(15)
16.	Current year rolled-back rate <i>(Line 13 divided by Line 15, multiplied by 1,000)</i>		2.4756 per \$1000	(16)
17.	Current year proposed operating millage rate		3.0000 per \$1000	(17)
18.	Total taxes to be levied at proposed millage rate <i>(Line 17 multiplied by Line 4, divided by 1,000)</i>	\$	22,790,265	(18)

19.	TYPE of principal authority (check one)		☐ County	☐ Independent Special District	(19)
			☒ Municipality	☐ Water Management District	
20.	Applicable taxing authority (check one)		☒ Principal Authority	☐ Dependent Special District	(20)
			☐ MSTU	☐ Water Management District Basin	
21.	Is millage levied in more than one county? (check one)		☐ Yes	☒ No	(21)
DEPENDENT SPECIAL DISTRICTS AND MSTUs				STOP HERE - SIGN AND SUBMIT	
22.	Enter the total adjusted prior year ad valorem proceeds of the principal authority, all dependent special districts, and MSTUs levying a millage. <i>(The sum of Line 13 from all DR-420 forms)</i>			\$ 18,700,905	(22)
23.	Current year aggregate rolled-back rate <i>(Line 22 divided by Line 15, multiplied by 1,000)</i>			2.4756 per \$1,000	(23)
24.	Current year aggregate rolled-back taxes <i>(Line 4 multiplied by Line 23, divided by 1,000)</i>			\$ 18,806,527	(24)
25.	Enter total of all operating ad valorem taxes proposed to be levied by the principal taxing authority, all dependent districts, and MSTUs, if any. <i>(The sum of Line 18 from all DR-420 forms)</i>			\$ 22,790,265	(25)
26.	Current year proposed aggregate millage rate <i>(Line 25 divided by Line 4, multiplied by 1,000)</i>			3.0000 per \$1,000	(26)
27.	Current year proposed rate as a percent change of rolled-back rate <i>(Line 26 divided by Line 23, minus 1, multiplied by 100)</i>			21.18 %	(27)
First public budget hearing		Date : 9/2/2026	Time : 12:00 AM EST	Place :	
S I G N H E R E	Taxing Authority Certification		I certify the millages and rates are correct to the best of my knowledge. The millages comply with the provisions of s. 200.065 and the provisions of either s. 200.071 or s. 200.081, F.S.		
	Signature of Chief Administrative Officer :			Date :	
	Title :		Contact Name and Contact Title :		
	Mailing Address :		Physical Address :		
	City, State, Zip :		Phone Number :		Fax Number :

Instructions on page 3

CERTIFICATION OF TAXABLE VALUE INSTRUCTIONS

“Principal Authority” is a county, municipality, or independent special district (including water management districts).

“Taxing Authority” is the entity levying the millage. This includes the principal authority, any special district dependent to the principal authority, any county municipal service taxing unit (MSTU), and water management district basins.

Each taxing authority must submit to their property appraiser a DR-420 and the following forms, as applicable:

- DR-420TIF, Tax Increment Adjustment Worksheet
- DR-420DEBT, Certification of Voted Debt Millage
- DR-420MM-P, Maximum Millage Levy Calculation - Preliminary Disclosure

Section I: Property Appraiser

Use this DR-420 form for all taxing authorities except school districts. Complete Section I, Lines 1 through 9, for each county, municipality, independent special district, dependent special district, MSTU, and multicounty taxing authority. Enter only taxable values that apply to the taxing authority indicated. Use a separate form for the principal authority and each dependent district, MSTU and water management district basin.

Line 8

Complete a DR-420TIF for each taxing authority making payments to a redevelopment trust fund under Section 163.387 (2)(a), Florida Statutes or by an ordinance, resolution or agreement to fund a project or to finance essential infrastructure.

Check “Yes” if the taxing authority makes payments to a redevelopment trust fund. Enter the number of DR-420TIF forms attached for the taxing authority on Line 8. Enter 0 if none.

Line 9

Complete a DR-420DEBT for each taxing authority levying either a voted debt service millage (s.12, Article VII, State Constitution) or a levy voted for two years or less (s. 9(b), Article VII, State Constitution).

Check “Yes” if the taxing authority levies either a voted debt service millage or a levy voted for 2 years or less (s. 9(b), Article VII, State Constitution). These levies do not include levies approved by a voter referendum not required by the State Constitution. Complete and attach DR-420DEBT. Do not complete a separate DR-420 for these levies.

Send a copy to each taxing authority and keep a copy. When the taxing authority returns the DR-420 and the accompanying forms, immediately send the original to:

Florida Department of Revenue
Property Tax Oversight - TRIM Section
P. O. Box 3000
Tallahassee, Florida 32315-3000

Section II: Taxing Authority

Complete Section II. Keep one copy, return the original and one copy to your property appraiser with the applicable DR-420TIF, DR-420DEBT, and DR-420MM-P within 35 days of certification. Send one copy to the tax collector. “Dependent special district” (ss. 200.001(8)(d) and 189.403(2), F.S.) means a special district that meets at least one of the following criteria:

- The membership of its governing body is identical to that of the governing body of a single county or a single municipality.
- All members of its governing body are appointed by the governing body of a single county or a single municipality.
- During their unexpired terms, members of the special district's governing body are subject to removal at will by the governing body of a single county or a single municipality.
- The district has a budget that requires approval through an affirmative vote or can be vetoed by the governing body of a single county or a single municipality.

“Independent special district” (ss. 200.001(8)(e) and 189.403 (3), F.S.) means a special district that is not a dependent special district as defined above. A district that includes more than one county is an independent special district unless the district lies wholly within the boundaries of a single municipality.

“Non-voted millage” is any millage not defined as a “voted millage” in s. 200.001(8)(f), F.S.

Lines 12 and 14

Adjust the calculation of the rolled-back rate for tax increment values and payment amounts. See the instructions for DR-420TIF. On Lines 12 and 14, carry forward values from the DR-420TIF forms.

Line 24

Include only those levies derived from millage rates.



Council Communication

To: Mayor and Village Council
From: Hatti Jenkins, Finance Director
Date: July 7, 2026
SUBJECT: **Resolution Approving the Second Amendment of the Monroe County Sheriff's Office Police Services Agreement for FY 26-27 TAB 5**

Background:

On October 1, 2024, the Village Council adopted Resolution No. 24-09-91, thereby approving a five (5) year contract (the "Contract") between Islamorada, Village of Islands (the "Village"), the Monroe County Sheriff's Office ("MCSO") and the Monroe County Board of County Commissioners ("BOCC") for Local Police Services, beginning October 1, 2024, and ending September 30, 2029. In preparation for Year Three of the agreement, MCSO has submitted proposed updated pricing. In addition, the Village maintains budgetary responsibility for certain law enforcement support costs outside the MCSO contract. The First Amendment to the agreement was approved by Council in September 2025.

Analysis:

Section 21.1 of the Contract provides for annual negotiation of payment by the Village for the second, third, fourth and fifth years of the Contract Term in sufficient time for preparation of budgets and tax rolls in September of each year. The MCSO provided proposed pricing to the Village in June 2026 for Fiscal Year 2026-2027 ("Year Three"). The proposed Second Amendment to the Contract (Attachment "A" to the Resolution) would provide for Year Three Contract pricing as detailed in Exhibit "A-2027" to the Second Amendment.

Budget Impact:

As part of the transition to Year Three of the agreement, MCSO has submitted updated pricing. The total cost of the contract would be reflected in the Village's Fiscal Year 2026-2027 budget as follows:

GENERAL FUND:

Local Law Enforcement - Professional Services	\$ 3,681,129.00
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CAPITAL PROJECT FUND:

Local Law Enforcement — Vehicles	<u>\$ 144,169.00</u>
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TOTAL CONTRACT PRICE:	\$ 3,825,298.00
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The MCSO's proposed pricing for Year Three includes increase from amounts budgeted for FY 2026-2027 in personnel salaries, overtime, employer taxes and retirement contributions. In

addition to the MCSO contract costs, the Village also directly funds an administrative assistant, vehicle/boat fuel and maintenance, equipment, and miscellaneous support costs. Funding for these expenses will be discussed during the FY 2026-2027 budget process. While care has been taken to include all costs, any cost not listed in Exhibit "A-2026" or provided at no cost pursuant to Section 5 of the contract will be itemized and billed separately to the Village.

Staff Impact:

Per the Contract, the Village shall continue to provide station facilities at the Village Administration Center for the Islamorada District to operate, and the Village will continue to employ an administrative assistant to assist the District Captain.

Recommendation:

It is recommended that the Village Council approve the attached Resolution, thereby authorizing a Second Amendment to the Contract for Local Police Services and establishing Year Three pricing for local law enforcement services in Fiscal Year 2026-2027.

- Attachments:**
1. MCSO Exhibit A-2027
 2. MCSO SECOND AMENDMENT Islamorada 2026-2027
 3. MCSO 2024-2029
 4. MCSO First Amendment 2025-2026

Updated by: Jill Cranney-Black
BUDGET - ISLAMORADA
2 YEAR COMPARISON FOR FYE 2026 TO FYE 2027

	ADOPTED BUDGET FYE 2026	PROPOSED BUDGET FYE 2027	DIFFERENCE + OR (-)
<u>PERSONNEL SERVICES</u>			
Headcount	18.0	18.0	-
Executive Salary	-	-	-
Regular Salaries	1,968,757	2,068,646	99,889
Overtime	97,626	107,389	9,762
Incentive	14,759	14,039	(720)
Employer Taxes	159,207	167,541	8,333
Retirement Contribution	710,757	800,301	89,544
Life & Health Insurance	2,000	2,000	-
Unemployment Compensation	-	-	-
Total Personnel Services	2,953,108	3,159,916	206,808
<u>OPERATING EXPENSES</u>			
Expenses Other Than Salaries	-	-	-
Professional Services	4,750	4,750	-
Other Contractual Services	-	-	-
Investigations	-	-	-
Travel & Per Diem	1,500	1,500	-
Communications	9,500	9,500	-
Freight & Postage	100	100	-
Utility Services	-	-	-
Rentals	-	-	-
Insurance	53,000	53,000	-
Repairs & Maintenance	92,641	92,641	-
Printing	-	-	-
Advertising	-	-	-
Office Supplies	2,050	2,050	-
Operating Supplies	12,185	12,185	-
Books/Subscriptions/Memberships	1,000	1,000	-
Tuition	-	-	-
Training	2,000	2,000	-
Total Operating Expenses	178,726	178,726	-
<u>CAPITAL OUTLAY</u>			
Other Building Improvements	-	-	-
Automobiles/Machinery/Equip.	144,169	144,169	-
Total Capital Outlay	144,169	144,169	-
<u>OTHER USES</u>			
Aids to Government Agencies	-	-	-
Aids to Private Organizations	-	-	-
Intragovernmental Transfers	-	-	-
Total Other Uses	-	-	-
TOTAL SHERIFF'S BUDGET	3,276,003	3,482,811	206,808
COUNTY COSTS:*			
- Health Insurances	301,104	301,104	-
- Worker's Compensation	41,383	41,383	-
- County Allocation	-	-	-
Total County Expenses	342,487	342,487	-
*Estimates			
TOTAL BUDGET	3,618,490	3,825,298	206,808

SECOND AMENDMENT TO CONTRACT FOR LOCAL POLICE SERVICES

This Second Amendment to Contract for Local Police Services between Islamorada, Village of Islands, Monroe County Sheriff's Office, and Monroe County, is made and entered into as of the date last written below by and between Islamorada, Village of Islands, Florida, a municipal corporation of the State of Florida (the "Village"), Monroe County Sheriff's Office ("MCSO"), a subdivision of the State of Florida, and Monroe County, a political subdivision of the State of Florida ("County").

WITNESSETH

WHEREAS, In October 2024 the Village entered into a five year Contract for the provision of Local Police Services with MCSO and County (the "Contract"), a copy of which is attached as Exhibit "1," and

WHEREAS, pursuant to Section 21.1 of the Contract, compensation for Local Police Services for each fiscal year shall be set by amendment to the Contract, and

WHEREAS, the Village desires to amend the Contract to set the compensation for Fiscal Year 2026-2027 (the "Second Amendment").

NOW THEREFORE, in consideration of the mutual covenants set forth in this Second Amendment, the parties agree as follows:

Section 1. Amendment to Agreement. Section 18 of the Contract is amended to read as follows:

18. COMPENSATION.

18.1 Village agrees to pay the sum of \$3,825,298.00 (Three Million Eight Hundred Twenty Five Thousand Two Hundred Ninety Eight Dollars) for services, equipment and supplies provided during the third year of this Contract (10/1/2026-9/30/2027). This sum is referred to as the "Contract Price."

18.2 An analysis of the cost is provided on Exhibit "A-2027" attached hereto. Care has been taken to include in Exhibit "A-2027" all personnel cost and every item of equipment and supply necessary to provide services called for in the Contract, including those provided

under Section 5 herein. However, any cost item not listed on Exhibit “A-2027” or provided at no cost pursuant to Section 5 of this Contract will be itemized and billed separately to Village.

18.3 Village shall include the total cost shown on Exhibit “A-2027” in the Islamorada municipal budget for FY 2026-2027 and make timely provision to secure the funds necessary to fund the contract. Village will pay 2/12 of the total contract price to the Clerk of Court no later than October 26, 2026 and thereafter Village will pay 1/12 of the total contract price on or before the first day of each succeeding month until the total contract price is paid. Notwithstanding the preceding sentence, Village’s monthly prorated payment shall be based upon the Contract Price in effect for each fiscal year of the term.

Section 2. Second Year Payment Terms. Exhibit “A-2026” of the Contract is replaced in their entirety with replacement Exhibit “A-2027” dated May 26, 2026, attached. All references to Exhibit “A” in the Contract shall be from October 1, 2026 forward refer to the replacement Exhibit “A-2026”.

Section 3. No Further Modifications. All other provisions of the Contract, other than as specifically addressed herein, shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have accepted, made and executed this Second Amendment upon the terms and conditions above stated on the day and year last below written.

SIGNATURE PAGE FOLLOWS

VILLAGE:

By: _____
Mayor

Date: _____

Attest:

By: _____
Village Clerk

Date: _____

Approved as to form and legal sufficiency for the
Use and benefit of Islamorada, Village of Islands:

By: _____
Village Attorney

Date: _____

MONROE COUNTY SHERIFF'S OFFICE:

By: _____
Richard A. Ramsay, Sheriff

Date: _____

Monroe County Sheriff's Office
Approved as to form

By: _____
Patrick McCullah, General Counsel

**BOARD OF COUNTY COMMISSIONERS
OF MONROE COUNTY, FLORIDA**

By: _____
Mayor/Chairman

Date: _____

Attest: Kevin Madok, Clerk of Court

By: _____
Deputy Clerk

Date: _____

(SEAL)

**MONROE COUNTY ATTORNEY
APPROVED AS TO FORM**

By: _____
County Attorney

Date: _____



Kevin Madok, CPA

Clerk of the Circuit Court & Comptroller – Monroe County, Florida

DATE: November 7, 2024
TO: Tamara Snider
Executive Assistant
FROM: Liz Yongue, Deputy Clerk
SUBJECT: October 16, 2024 BOCC Meeting

The following item has been executed and added to the record:

O1 Agreement for Local Police Service with Islamorada, Village of Islands, for Fiscal Years 2024 through 2029.

Should you have any questions please feel free to contact me at (305) 292-3550.

cc: County Attorney
Finance
File

KEY WEST
500 Whitehead Street
Key West, Florida 33040

MARATHON
3117 Overseas Highway
Marathon, Florida 33050

PLANTATION KEY
88770 Overseas Highway
Plantation Key, Florida 33070

CONTRACT FOR LOCAL POLICE SERVICES
Between
MONROE COUNTY SHERIFF'S OFFICE
And
ISLAMORADA, VILLAGE OF ISLANDS
FY 2024-2029

1. Purpose.

- 1.1 This is an agreement between Islamorada, Village of Islands ("the Village"), a Florida municipality, the Monroe County Sheriff's Office ("MCSO"), a subdivision of the State of Florida, and Monroe County, a political subdivision of the State of Florida ("County"). The parties have herein agreed that the Village will purchase, and MCSO will provide, local law enforcement services to Islamorada in addition to the regional police services provided to the residents of the unincorporated areas of Monroe County. The County as fiscal authority shall provide the appropriate budget allocation for the MCSO and receive payments from the Village. This Contract states the terms of the agreement between the parties.

2. Parties/Notice.

- 2.1 The parties to this Contract are County the Village and MCSO. Any and all communications required to be provided shall be directed to the parties as follows:

Islamorada, Village of Islands
Robert Cole
Village Manager
86800 Overseas Highway
Islamorada, Florida 33036
Telephone: (305) 664-6400
Facsimile: (305) 664-6464

Monroe County Sheriff's Office
Richard A. Ramsay
5525 College Road
Key West, Florida 33040
Telephone (305) 292-7001
Facsimile: (305) 292-7070

Monroe County
County Administrator Christine Hurley
1100 Simonton Street

Key West, Florida 33040
(305) 292-4441
(305) 292-4544

3. Term.

- 3.1 The term of this Contract is for a period of five (5) years, beginning on October 1, 2024, and ending September 30, 2029.

4. Termination and Remedies.

- 4.1 In the event that either party breaches a material term or condition of this Contract, the party in breach, upon receipt of a written request from the non-breaching party, shall remedy the breach within 30 days of receipt of the request. If the breach is not cured within the specified time period, the non-breaching party may utilize the remedies of declaratory judgment, specific performance, mandamus, or injunctive relief to compel the breaching party to remedy the breach.
- 4.2 Either party may terminate this Contract at any time by giving written notice of at least one (1) year prior to the effective date of termination. In the event that this Contract is terminated for convenience, compensation shall remain at the agreed upon amount provided herein. Should the termination period extend into a new fiscal year, the terms of compensation shall be made in accordance with Section 21.1.
- 4.3 The parties reserve all available remedies afforded by law to enforce any term of condition of this Contract. The parties shall submit to the dispute resolution procedures of Chapter 164, Florida Statutes, prior to the filing of any legal proceeding.

5. Scope of Purchased Services.

- 5.1 MCSO shall provide professional police road patrol services throughout the Village, as well as those specified in Section 7, collectively the "Services." Services shall be provided by a contingent (the Islamorada District) consisting of:

One (1) Captain who serves as Village Police Chief;

One (1) Lieutenant;

Four (4) Sergeants;

Twelve (12) contract deputies, who shall serve as road patrol officers, marine officers, and general case detectives; and

Additionally, MCSO shall provide, at no cost to the Village, two (2) regionally funded road patrol deputies with regional responsibilities.

- 5.2 Road patrol services shall be provided 24-hours per day on every day of the term of the Contract. The Islamorada District Captain ("Captain"), in close cooperation with the Village Manager ("Manager,") shall plan schedules for the Islamorada District. The Captain will provide the Manager with the planned schedule and monthly reports containing the names, hours worked by every member of the Islamorada District, as well as a general activity breakdown of incidents and activity occurring in Islamorada during the reporting period.
- 5.3 The staffing plan for this Contract is designed to utilize the proper number of officers to maintain shift coverage, considering planned and unplanned absences due to injury, illness, vacation, training, and family medical leave. The staffing schedule shall be determined by the Manager in coordination with the Captain. The Captain shall make all reasonable efforts to coordinate training, sick leave, annual leave, and administrative leave to provide optimum Services to the Village. If, despite these efforts, a shift remains unfilled or falls below minimal staffing levels, the Captain shall notify the Manager. The Manager may choose to fill any vacant position by either of the following methods:
- a. Request that an officer from inside the Islamorada District be assigned to work on an overtime basis. In this case, the Village shall pay the officer's tour of duty.
 - b. Request that an officer from outside the Islamorada District be hired to work on a special detail. In this case, the Village shall pay the prevailing special detail rate under the same terms and conditions as special details are offered to the public.
- 5.4 Canine Unit. At any time during this Contract, the Village may elect to have canine unit in order to enhance the Services provided herein. To this end, the Manager, through the District Captain, may authorize the use of a canine unit, with the actual costs to be borne by the Village and the Village shall reimburse MCSO should the canine unit costs exceed the budgeted amounts specified in this Contract.

6. Overtime/Off Duty Details.

- 6.1 In addition, the parties recognize that a law enforcement agency requires flexibility in order to meet its obligations to the public. The Village hosts several special events each year for which supplemental law enforcement personnel are needed, as well as other instances when the

Village may wish to enhance Services to address a particular issue or to provide adequate patrol staffing levels. To this end, the Manager, through the Captain, may authorize the use of paid overtime hours based on actual personnel costs to provide for this enhancement of Services. The cost of these overtime hours will be borne by the Village and the Village shall reimburse MCSO should the overtime hours exceed the normally budgeted overtime figure specified in this Contract.

- 6.2 Nothing in this Contract shall require MCSO to take any action contrary to any collective bargaining agreement to which MCSO is a party, to the collective bargaining rights of any MCSO employee, or federal, state, or local employment or civil rights law.
- 6.3 The Captain or their designee shall attend the Manager's weekly staff meetings and such other meetings as the Manager shall reasonably request, e.g. those of the Village Council.

7. Additional Services.

- 7.1 MCSO shall provide professional police Services that encompass all those duties and functions of the type coming within the jurisdiction of, and customarily rendered by, municipal police departments and the Office of the Sheriff of Monroe County, in accordance with the Village Code and Charter of Islamorada, Village of Islands, and with Florida Statutes. MCSO shall also provide the following Services to the Village at no additional charge or expense, on the same basis as they are provided to all residents of Monroe County who pay County-wide taxes for these Services:
 - a. Aviation / Air trauma transport
 - b. Mobile Command Post
 - c. Bailiffs and other court personnel
 - d. Bomb squad
 - e. Civil process services
 - f. Crime scene investigative / processing services
 - g. Crime Analyst services
 - h. Dive team services
 - i. Finance services
 - j. Hostage negotiation services
 - k. Human resources services
 - l. Information technology
 - m. Internal investigations
 - n. Juvenile offender diversion services
 - o. Major crimes detectives and investigative services, including homicide, arson, sexual crimes, child abuse and neglect, narcotics and coordination of regional, statewide and national

investigations and all other investigations as outlined in MCSO policy.

- p. Neighborhood and business Crime Watch services
- q. Police canine services (if available)
- r. Police dispatch, including 911 services
- s. Police legal advisor
- t. Prisoner detention and transport
- u. Property and evidence processing and storage
- v. Public Information Officer services
- w. Records and data entry functions for all MCSO records, including traffic tickets
- x. School Resource Officers and DARE instructors
- y. SWAT team services
- z. Traffic enforcement unit services
- aa. Training
- bb. Field Force Unit

8. Assignment of Personnel and Selection of District Captain.

- 8.1 MCSO recognizes the desire of the Village that the Islamorada District be composed of officers who are well acquainted with the Village and its residents and with whom the residents can establish face-to-face rapport and long-term relationships. The Village recognizes the obligation of MCSO to treat all officers fairly concerning request for transfer and career advancement, and to maintain order and discipline. MCSO shall endeavor to establish and maintain a stable contingent of officers in the Islamorada District.
- 8.2 The Manager shall play an integral part in the selection of officers for assignment to and promotion within the Islamorada District. The Manager shall be afforded the opportunity to review personnel records, training records, and disciplinary records of those officers assigned to or requesting assignment to the Islamorada District and shall be a member of their selection and promotional boards.
- 8.3 In addition, MCSO shall make every effort to keep budgeted Contract positions in the Islamorada District staffed and, when a vacancy does occur, will seek to fill that vacancy as expeditiously as possible in compliance with MCSO's guidelines, hiring and promotional policy, procedures and practices, and any collective bargaining agreements applicable to said positions, provided that such vacancy shall be filled within 60 days.

9. Procedure for Selection of District Captain and Lieutenant.

9.1 Should the need arise for the selection of a District Captain or Lieutenant, the selection procedure is as follows:

- a. The Manager and MCSO shall jointly evaluate all preliminary candidates for consideration for District Captain and Lieutenant. In keeping with the terms outlined in Section 8.1 herein, the Manager shall have the opportunity to participate in the process whereby MCSO determines the list of qualified applicants from which the Sheriff shall make his selection for District Captain and Lieutenant in consultation with the Manger.
- b. MCSO shall present to the Manager a list of at least three and no more than five qualified applicants who, in accordance with MCSO policy, are qualified to serve in the desired capacity. The names of these officers, together with their personnel files, training records, and disciplinary records, will be provided to the Manager for review. The personnel files of any MCSO officer shall be made available upon request for review by the Manager.
- c. The Manager may interview each candidate, separately or together. Each candidate must be given comparable opportunities for interviews and presentations.
- d. MCSO shall appoint the candidate selected by the Sheriff, in consultation with the Manger, to fill the vacancy in compliance with MCSO promotional policy.

10. Complaints Regarding Officers.

10.1 MCSO is committed to maintaining a high standard of conduct and professionalism for its officers. Complaints regarding officers shall be promptly and thoroughly investigated by MCSO. Elected officials and employees of the Village shall not undertake investigations of any MCSO personnel. Any complaint against an officer in the Islamorada District must be directed to the Captain. The Captain shall inform the Manager of the nature of the complaint, advise the Manager of action taken, and provide a written report of the investigation and resolution of the matter upon completion. If the complaint concerns the Captain, the Manager may take the matter directly to the Undersheriff.

11. Responsibility for Ultimate Control.

11.1 The Village understands, acknowledges, and agrees that MCSO must, at all times, have and maintain the sole responsibility for, and control of, all Services hereunder, including without limitation, the

establishment of standards of performance and conduct, hiring, promotion, discipline and termination, labor relations, as well as all other matters necessary or incidental to the performance of such Services.

- 11.2 Consistent with the Islamorada Charter, no elected official or employee of Islamorada may direct the actions of any officers of the Islamorada District. Direction from Islamorada to members of the Islamorada District shall be given by and through the Manager to and through the District Captain in accordance with the terms of the Contract.

12. MCSO Responsibilities.

- 12.1 MCSO shall work together with the Village to direct police services to meet the expressed needs of the residents of the Village. The Captain shall meet with the Manager frequently to learn of community concerns and shall work closely with the Manager to devise plans and methods best suited to respond to those concerns. The Captain shall be a member of the Manager's Senior Management Team.

13. Officers not Employees or Agents of Islamorada Village of Islands.

- 13.1 All officers and other personnel employed by MCSO to perform services under this Contract are and shall remain in the sole employment of MCSO and no such person shall be considered in the employ of the Village for the purpose of any pension, insurance, civil service, workers' compensation pay, or other benefit. MCSO officers are not agents or employees of the Village and will not have the authority to enter into agreements or make policy on behalf of the Village. Accordingly, the Village shall not be called upon to assume or share any liability or direct payment of any salaries, wages, contribution to pension funds, insurance premiums or payments, workers compensation benefits under Chapter 440, Florida Statute, or any other amenities of employment to any Monroe County personnel performing services, duties, and responsibilities pursuant to this Contract.

14. Enforcement of Municipal Ordinances.

- 14.1 The Village does hereby vest in each sworn officer of MCSO who, from time to time, may be assigned to the Islamorada District of MCSO, to the extent allowed by law, the police powers of the Village which are necessary to implement and carry forth the services, duties and responsibilities imposed upon MCSO hereby, for the sole and limited purpose of giving official and lawful status and validity to the performance thereof by such sworn officers. Each sworn officer of MCSO so empowered hereby and engaged in the performance of the

Services, duties, and responsibilities described and contemplated herein shall be deemed to be a sworn officer of the Village while performing such Services, duties, and responsibilities, which constitute municipal functions and are within the scope of this Contract. Accordingly, such sworn officers of MCSO are hereby vested with the power to enforce the ordinances of the Village, to make arrest incident to the enforcement thereof, and to do such other things and perform such other acts as is necessary with respect thereto.

- 14.2 The Village agrees to provide the Captain, the Undersheriff, and MCSO General Counsel with the text of proposed ordinances in time sufficient for review and discussion with the Manager. MCSO will provide the Manager with advice from a practical law enforcement perspective concerning any proposed criminal ordinance and whether MCSO can enforce the ordinance prior to the Village's adoption of the draft regulations.

15. Legal Claims, Notices of Suit and Lawsuits.

- 15.1 The parties shall provide each other with complete and prompt notification of any legal claim, notice of suit, or lawsuit that involves the provision of services hereunder, and shall cooperate in the mutual defense of any such claim.

16. Uniforms and Marking of Patrol Vehicles and Vessels.

- 16.1 MCSO shall ensure that every member of the Islamorada District is provided with a fully equipped marked patrol vehicle, as well as uniforms. Personnel assigned to Islamorada shall be provided uniforms consistent with those uniforms issued to other MCSO uniform personnel including specialty uniforms for marine and bicycle patrol with the following exception. In lieu of the standard MCSO deputy patch, officers assigned to the Islamorada District will wear a patch on the left shoulder depicting the Islamorada, Village of Islands Official Village Seal.

17. Records/ Inspection/Audit.

- 17.1 MCSO shall keep records with respect to the expenditure of funds paid by the Village and the services provided to the Village under this Contract. All of these records shall be retained by MCSO for a minimum of five (5) years from the date of termination or expiration of this Contract. MCSO shall maintain accounting records on expenditures under this Contract in accordance with generally accepted accounting standards, generally accepted government accounting standards, MCSO

policies and procedures, state retention schedules, and other applicable standards.

- 17.2 The Manager, or his or her designee, may inspect and audit the records upon reasonable notice to MCSO. Reasonable notice should include a written request not less than seven working days prior to the intended site visit and the identification of the specific records to be inspected.
- 17.3 MCSO shall provide records access to the Manager, or his or her designee, during regular business hours. MCSO agrees to provide the assistance, as may be necessary, to facilitate the inspection or audit by the Village to ensure compliance with applicable accounting and financial standards.

18. Compensation.

- 18.1 Islamorada agrees to pay the sum of \$3,079,678.00 (three million, seventy-nine thousand, six hundred seventy-eight dollars) for Services, equipment and supplies provided during the first year of this Contract (10/1/2024–9/30/2025). This sum is referred to as the “Contract Price.”
- 18.2 An analysis of the cost is provided on Exhibit “A-2024” attached hereto. Care has been taken to include in Exhibit “A-2024” all personnel costs and every item of equipment and supply necessary to provide Services called for in this Contract, including those provided under Section 5 herein. However, any cost item not listed on Exhibit “A-2024” or provided at no cost pursuant to Section 5 of this Contract will be itemized and billed separately to the Village.
- 18.3 The Village shall include the total cost shown on Exhibit “A-2024” in the Village municipal budget for fiscal year 2024-2025 and make timely provision to secure the funds necessary to fund the Contract. The Village will pay 2 /12 of the total contract price to the Monroe County Clerk of Court no later than October 26, 2024, and thereafter Islamorada will pay 1/12 of the total contract price on or before the first day of each succeeding month until the total contract price is paid.
- 18.4 MCSO will provide a fully marked and properly equipped police vehicle for each member of the Islamorada District. The Village will pay all monthly vehicle lease costs to MCSO and will pay for fuel, maintenance, and other operating costs actually incurred by the County on the Village’s behalf, as outlined in this Contract.
- 18.5 Vehicles assigned to the Village by the Sheriff’s Office shall be amortized over a five-year replacement cycle. At the end of each replacement cycle, the Village shall have the option, in its sole discretion, to take title to the vehicle for \$1 (one dollar) each.



- 18.6 Approval from the Village Council shall be required prior to a boat being purchased. Boats purchased under this contract by MCSO for use in the Village shall be titled to and insured by the Sheriff. The Village will reimburse MCSO for such boats in accordance with terms agreed upon for each necessary purchase, and will pay for fuel, routine maintenance, and other ordinary operating costs actually incurred by the Sheriff on the Village's behalf. At the end of their useful life, or in the event of a termination of the Contract pursuant to Section 4, the Village shall have the option, in its sole discretion, to take title to the boats for \$1 (one dollar) each, provided any outstanding purchase price balance owed to MCSO on a particular boat is satisfied. In the event that a boat purchased under this contract is damaged beyond repair or "totaled" according to MCSO criteria, such boat will be replaced at MCSO cost with one that is similar or better in terms of make, model, age, mileage, and condition.
- 18.7 The Village shall have the right to participate in MCSO's periodic vehicle fleet review in connection with any vehicles to be acquired or replaced for use within the Islamorada District, in order to select the type of vehicles to be used, including the use of patrol cruisers, SUVs, hybrids, etc., in accordance with MCSO vehicle specifications.
- 18.8 At the sole discretion of the Village, the Village may elect to purchase vehicles directly using MCSO vehicles specifications, as they may change from time-to-time. If the Village so elects to purchase the vehicles, the Village will notify MCSO in order for MCSO and the Village to coordinate the transition of the existing vehicles with the Village for the following fiscal year. If the Village elects to directly purchase these vehicles, the title for these vehicles purchased by the Village will be subsequently transferred to MCSO for the sum of one dollar for each and for the duration of the Contract. The Village will pay for any fuel, maintenance, and other operating costs actually incurred by the County on the Village's behalf, as outlined in this Contract. After expiration or termination of the Contract, and if there is no renewal of the Contract, MCSO agrees to transfer title to all vehicles originally purchased with Village funds back to the Village for the sum of one dollar for each and provide the Village with copies of all current maintenance records. The sale of these vehicles back to the Village will be phased in during the transition period as provided in Article 25. MCSO will continue to own, operate, and maintain possession of any of these vehicles during the transition period when necessary to supply patrol officers with vehicles in order to maintain services pursuant to this Contract. In the event that a vehicle that was originally purchased with Village funds and subsequently titled to MCSO is damaged beyond repair or "totaled" according to MCSO criteria, such vehicle will be replaced with a vehicle from the existing fleet that is similar in terms of

make, model, age, mileage, and condition. Furthermore, these vehicles that were originally purchased with Village funds and subsequently titled to MCSO will be retired according to MCSO policies. The Village will be responsible for replacing these vehicles as they are retired. MCSO will notify the Village of the number of vehicles anticipated for retirement. Retired vehicles will be transferred back to the Village for the sum of one dollar for each vehicle.

19. Cost Reports and Cost /Contract Price Options.

- 19.1 MCSO shall provide the Village monthly financial reports including ADP payroll reports detailing all cost incurred by MCSO to provide services under this Contract.
- 19.2 If incurred costs equal ninety-five per cent (95%) of the total cost recited in this Contract, then:
 - a. MCSO may stop providing any of the services in order not to exceed the contract price or the Village may issue a written commitment to MCSO to pay for continuation of services as agreed to by Islamorada and MCSO.

20. Year –End Reconciliation.

- 20.1 At the end of each fiscal year, incurred costs shall be reconciled with total payments made by the Village. MCSO external auditors will determine the final balance. If incurred costs exceed total payments, the Village will reimburse MCSO for the excess cost. If total payments exceed incurred costs, MCSO shall reimburse the Village for the excess payment amount. This reconciliation shall include both MCSO and County cost portions of the annual budget.

21. Future Year Pricing.

- 21.1 The Village and MCSO shall negotiate payment for the second, third, fourth and fifth years of the Term of this Contract in time sufficient for preparation of budgets and tax rolls. When agreement is reached, the Manager shall prepare a memorandum stating the new terms and acknowledging the Village's acceptance of them. An amendment of this Contract signed by the parties shall be sufficient to amend the financial terms of this Contract, subject to all required approvals by the governing bodies of the parties to this Contract.
- 21.2 If the parties are unable to agree on payments for future years on a timely basis, this Contract will terminate on September 30th of the current Contract year by written notice.

22. Traffic Fines and Forfeitures.

22.1 The parties acknowledge the Village's entitlement to fines and forfeitures pursuant to Florida Statutes §318.21, as amended from time to time.

23. Florida Contraband Forfeiture Act Proceeds.

23.1 The parties shall determine an equitable share for the Village of proceeds of any forfeiture pursuant to the Florida Contraband Forfeiture Act in cases involving the participation of officers assigned to the Islamorada District. This share shall be based upon the ratio that the Islamorada District's participation bears to the participation of all law enforcement agencies participating in the criminal case, seizure and subsequent forfeiture. This share shall be deposited by MCSO into the Sheriff's Law Enforcement Trust Fund for the Sheriff's use in the Village. The Village may apply to the Sheriff for the use of such funds consistent with the limitations of the Contraband Forfeiture Act. The Sheriff agrees to submit such request to the Monroe County Board of County Commissioners for appropriation, and upon appropriation, will use the funds for the intended purpose.

23.2 The parties agree that the decision to use or dispose of personal or real property, or currency, seized within the Village shall be in the sole discretion of MCSO. If MCSO elects to use seized personal property outside of the Village or to sell seized real estate within the Village, MCSO shall allocate funds to the Law Enforcement Trust Fund in amount to the Village's equitable share of the market value of the property less liens, mortgages, encumbrances and cost to MCSO for the seizure and forfeiture. In both cases the allocated share shall be earmarked for use by MCSO within the Village.

23.3 MCSO will make every possible good faith effort to provide the Village with periodic reports detailing all pending forfeiture or seizure cases within the Village, the status of such cases, and all real and personal property, and currency or funds forfeited or seized.

24. Indemnification.

The Village, as a state agency or subdivision defined in Section 768.28, Florida Statutes, agrees to be fully responsible to the limits set forth in such statute for its own negligent acts or omissions, or intentional tortious actions, which result in claims or suits against either MCSO or Village, and agrees to be liable to the statutory limits for any damages proximately caused by said acts or omissions, or intentional tortious acts.

MCSO, as a sub-division of the State of Florida, as defined in Section 768.28, Florida Statutes, agrees to be fully responsible to the limits set forth in such statute for its own negligent acts or omissions, or intentional tortious acts, which result in claims or suits against either the Village or MCSO, and agrees to be liable to the statutory limits for any damages proximately caused by said acts or omissions, or intentional tortious acts.

Nothing contained in this Section shall be construed to be a waiver by either party of any protections under sovereign immunity, Section 768.28 Florida Statutes, or any other similar provision of law. Nothing contained herein shall be construed to be a consent by either party to be sued by third parties in any matter arising out of this or any other Agreement.

25. Transition.

- 25.1 In the event of the termination or expiration of this Contract, MCSO and the Village shall cooperate in good faith in order to effectuate a smooth and harmonious transition and to maintain during the transition period, the same high quality of police protection prescribed by this Contract for the residents, businesses and visitors of the Village.
- 25.2 Upon the termination or expiration of this Contract, the transition period shall be no less than 12 months.
- 25.3 Upon completion of the transition period and in the further event that the Village is unable to provide the same level of local police protection through its own police force at the time of the termination or expiration, the term of this Contract shall be extended upon the written request of the Manager in 90 day increments or until the Village is capable of rendering the police service.
- 25.4 The compensation to be paid to MCSO during the phase-out period shall be a pro-rated at the time of termination or expiration, and shall be in an amount agreed to by the parties.

26. Station Facilities and Office Expenses.

- 26.1 The Village shall provide station facilities for the Islamorada District to operate. The Village shall provide a qualified civilian administrative assistant employed by Islamorada to assist the Captain. When not engaged in performing the work of the Islamorada District, the administrative assistant shall perform other duties as directed by and for

Islamorada. MCSO personnel will be responsible for the entry of traffic ticket data.

27. Law Enforcement Educational Assessments.

- 27.1 All law enforcement education funds levied and collected by the Clerk of the Court and earmarked for Islamorada pursuant to Section 943.25 Florida Statute shall be assigned to and / or specifically allocated to the Islamorada District and used by the Islamorada District for law enforcement education and training purposes authorized by statute.

28. Mutual Aid.

- 28.1 The parties recognize their obligation to provide emergency assistance to other jurisdictions (including without limitations the Cities of Key West, Marathon, Key Colony Beach, Layton, the Ocean Reef Public Safety District, unincorporated Monroe County and any municipalities incorporated in Monroe County after the effective date of this contract) pursuant to the Florida Mutual Aid Act and in the event of a catastrophe. MCSO may direct Islamorada District officers to render aid in either case in a manner consistent with the deployment by MCSO of other MCSO officers without financial set-off or deduction by the Village, provided that such deployment does not exceed 24 hours. Should MCSO's deployment of Islamorada District officers to other jurisdictions exceed 24 hours, the Village shall be given a credit for such officers' actual personnel costs. Should MCSO bring in officers from other jurisdictions to render emergency or catastrophe assistance to the Village, and such deployment exceeds 24 hours, then MCSO shall invoice the Village for such officers' actual personnel costs. The Manager shall be given all possible notice of such a deployment and written reports of the actions of officers so deployed.

29. Paragraph Headings Not Dispositive.

- 29.1 The parties agree that the headings given the paragraphs and other subdivisions of this Contract are for ease of reference only and are not dispositive in the interpretation of Contract language.

30. No Presumption Against Drafter.

- 30.1 The parties agree that this Contract has been freely negotiated by both parties, and that in any dispute over the meaning, interpretation, validity or enforceability of this Contract or any of its terms or provisions, there shall be no presumption whatsoever against either party by virtue of their having drafted this Contract or any portion thereto.

31. Entire Agreement/Modification/Amendment.

- 31.1 This writing contains the entire Agreement of the parties and supersedes any prior oral or written representations. No representations were made or relied upon by either party, other than those that are expressly set forth herein.
- 31.2 No agent, employee, or other representative of either party is empowered to modify or amend the terms of this Agreement, unless executed with the same formality as this document.
- 31.3 This Contract may be modified at any time during the term of mutual written consent of both parties.

IN WITNESS WHEREOF, the parties have executed this Contract as of the dates indicated below.

MONROE COUNTY SHERIFF'S OFFICE

By: _____

Richard A. Ramsay

Date Executed: 10/01/24

**MONROE COUNTY SHERIFF'S OFFICE
APPROVED AS TO FORM**

By: _____

General Counsel

**ISLAMORADA, VILLAGE OF ISLANDS,
A Florida Municipal Corporation**

By: _____

Signed by:

Joseph B. Pinder III

FREEJABSD/SEP...

Mayor

Date Executed: 10/1/2024

ATTEST:

By: ^{DocuSigned by:} Mame E. McGrath
Village Clerk

APPROVED AS TO FORM AND
LEGALITY FOR THE USE AND
BENEFIT OF ISLAMORADA,
VILLAGE OF ISLANDS

By: ^{Signed by:} [Signature]
Village Attorney

BOARD OF COUNTY COMMISSIONERS
OF MONROE COUNTY, FLORIDA

By: [Signature]
Mayor/Chairman

Date: 10/16/2024

Attest: , Kevin Madok Clerk of Court

By: [Signature]
As Deputy Clerk

Date: 10/16/2024



MONROE COUNTY ATTORNEY
APPROVED AS TO FORM

MONROE COUNTY ATTORNEY
APPROVED AS TO FORM
[Signature]
PEDRO J. MERCADO
ASSISTANT COUNTY ATTORNEY
Date: 10/9/24

FILED FOR RECORD

2024 NOV -7 PM 4:29

CLERK CIR. CL.
MONROE COUNTY, FLA.

By: _____
Sr. Assistant County Attorney

Date: _____

Exhibit A 2024

29-May-24

Updated by: Jill Cranney-Black
BUDGET - ISLAMORADA
2 YEAR COMPARISON FOR FYE 2024 TO FYE 2025

	ADOPTED BUDGET FYE 2024	PROPOSED BUDGET FYE 2025	DIFFERENCE + OR (-)
<u>PERSONNEL SERVICES</u>			
Headcount	18.0	18.0	-
Executive Salary	-	-	-
Regular Salaries	1,575,371	1,664,829	89,558
Overtime	78,489	82,413	3,925
Incentive	12,600	13,199	600
Employer Taxes	127,484	134,681	7,197
Retirement Contribution	520,899	560,273	39,374
Life & Health Insurance	2,000	2,000	-
Unemployment Compensation	-	-	-
Total Personnel Services	2,316,842	2,457,496	140,654
<u>OPERATING EXPENSES</u>			
Expenses Other Than Salaries	-	-	-
Professional Services	4,750	4,750	-
Other Contractual Services	-	-	-
Investigations	-	-	-
Travel & Per Diem	1,500	1,500	-
Communications	9,500	9,500	-
Freight & Postage	100	100	-
Utility Services	-	-	-
Rentals	-	-	-
Insurance	43,000	53,000	10,000
Repairs & Maintenance	79,391	92,641	13,250
Printing	-	-	-
Advertising	-	-	-
Office Supplies	2,050	2,050	-
Operating Supplies	12,185	12,185	-
Books/Subscriptions/Memberships	1,000	1,000	-
Tuition	-	-	-
Training	2,000	2,000	-
Total Operating Expenses	155,476	178,726	23,250
<u>CAPITAL OUTLAY</u>			
Other Building Improvements	-	-	-
Automobiles/Machinery/Equip.	144,169	144,169	-
Total Capital Outlay	144,169	144,169	-
<u>OTHER USES</u>			
Aids to Government Agencies	-	-	-
Aids to Private Organizations	-	-	-
Intragovernmental Transfers	-	-	-
Total Other Uses	-	-	-
TOTAL SHERIFF'S BUDGET	2,616,487	2,780,391	163,904
COUNTY COSTS:*			
- Health Insurances	257,904	257,904	-
- Worker's Compensation	42,708	41,383	(1,325)
- County Allocation	-	-	-
Total County Expenses	300,612	299,287	(1,325)
*Estimates			
TOTAL BUDGET	2,917,099	3,079,678	162,579
			5.57%

FIRST AMENDMENT TO CONTRACT FOR LOCAL POLICE SERVICES

This First Amendment to Contract for Local Police Services between Islamorada, Village of Islands, Monroe County Sheriff's Office, and Monroe County, is made and entered into as of the date last written below by and between Islamorada, Village of Islands, Florida, a municipal corporation of the State of Florida (the "Village"), Monroe County Sheriff's Office ("MCSO"), a subdivision of the State of Florida, and Monroe County, a political subdivision of the State of Florida ("County").

WITNESSETH

WHEREAS, In October 2024 the Village entered into a five year Contract for the provision of Local Police Services with MCSO and County (the "Contract"), a copy of which is attached as Exhibit "1," and

WHEREAS, pursuant to Section 21.1 of the Contract, compensation for Local Police Services for each fiscal year shall be set by amendment to the Contract, and

WHEREAS, the Village desires to amend the Contract to set the compensation for Fiscal Year 2025-2026 (the "First Amendment").

NOW THEREFORE, in consideration of the mutual covenants set forth in this First Amendment, the parties agree as follows:

Section 1. Amendment to Agreement. Section 2 of the Contract is amended to read as follows:

Islamorada, Village of Islands
Ron Saunders
Village Manager
86800 Overseas Highway
Islamorada, Florida 33036
Telephone: (305) 644-6400
Facsimile: (305) 664-6464

Section 2. Amendment to Agreement. Section 18 of the Contract is amended to read as follows:

18. COMPENSATION.

18.1 Village agrees to pay the sum of \$3,575,290.00 (Three Million Five Hundred Seventy Five Thousand Two Hundred Ninety Dollars) for services, equipment and supplies

provided during the second year of this Contract (10/1/2025-9/30/2026). This sum is referred to as the "Contract Price."

18.2 An analysis of the cost is provided on Exhibit "A-2026" attached hereto. Care has been taken to include in Exhibit "A-2026" all personnel cost and every item of equipment and supply necessary to provide services called for in the Contract, including those provided under Section 5 herein. However, any cost item not listed on Exhibit "A-2026" or provided at no cost pursuant to Section 5 of this Contract will be itemized and billed separately to Village.

18.3 Village shall include the total cost shown on Exhibit "A-2026" in the Islamorada municipal budget for FY 2025-2026 and make timely provision to secure the funds necessary to fund the contract. Village will pay 2/12 of the total contract price to the Clerk of Court no later than October 26, 2025 and thereafter Village will pay 1/12 of the total contract price on or before the first day of each succeeding month until the total contract price is paid. Notwithstanding the preceding sentence, Village's monthly prorated payment shall be based upon the Contract Price in effect for each fiscal year of the term.

18.6 Approval from the Village Council shall be required prior to a boat being purchased. Boats purchased under this contract by MCSO for use in the Village shall be titled to and insured by the Sheriff. The Village will reimburse MCSO for such boats in accordance with terms agreed upon for each necessary purchase, and will pay for fuel, routine maintenance, and other ordinary operating costs actually incurred by the Sheriff on the Village's behalf. At the end of their useful life, or in the event of a termination of the Contract pursuant to Section 4, the Village shall have the option, in its sole discretion, to take title to the boats for \$1 (one dollar) each, provided any outstanding purchase price balance owed to MCSO on a particular boat is satisfied. *****

Section 3. Second Year Payment Terms. Exhibit "A-2025" of the Contract is replaced in their entirety with replacement Exhibit "A-2026" dated ²⁰²⁴~~May 28, 2025~~ ^{June 12, 2025}, attached. All references to Exhibit "A" in the Contract shall be from October 1, 2025 forward refer to the replacement Exhibit "A-2026".

Section 4. No Further Modifications. All other provisions of the Contract, other than as specifically addressed herein, shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have accepted, made and executed this First Amendment upon the terms and conditions above stated on the day and year last below written.

VILLAGE:

By: Sharon Mahoney
Mayor

Date: 9-16-25

Attest:

By: Manner
Village Clerk

Date: 9-16-25

Approved as to form and legal sufficiency for the exclusive use and benefit of Islamorada, Village of Islands:

By: [Signature]
Village Attorney

Date: 9-16-25

MONROE COUNTY SHERIFF'S OFFICE:

By: Richard A. Ramsay
Richard A. Ramsay, Sheriff

Date: 09/24/25

Monroe County Sheriff's Office
Approved as to form

By: [Signature]
Patrick McCullah, General Counsel

BOARD OF COUNTY COMMISSIONERS OF MONROE COUNTY, FLORIDA

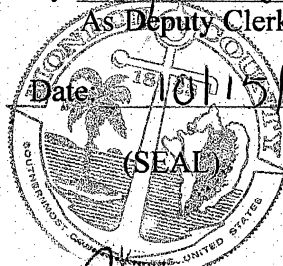
By: James K. Schell
Mayor/Chairman

Date: 10/15/2025

Attest: Kevin Madok, Clerk

By: [Signature]
As Deputy Clerk

Date: 10/15/2025



**MONROE COUNTY ATTORNEY
APPROVED AS TO FORM**
[Signature]
**PEDRO J. MERCADO
ASSISTANT COUNTY ATTORNEY**

Date: 11/14/25

**MONROE COUNTY SHERIFF'S OFFICE
APPROVED AS TO FORM:**

[Signature]
**PATRICK J. McCULLAH
GENERAL COUNSEL**

DATE: 9/24/2025

EXHIBIT A-2026

12-Jun-25

Updated by: Jill Cranney-Black
BUDGET - ISLAMORADA
2 YEAR COMPARISON FOR FYE 2025 TO FYE 2026

	ADOPTED BUDGET FYE 2025	PROPOSED BUDGET FYE 2026	DIFFERENCE + OR (-)
<u>PERSONNEL SERVICES</u>			
Headcount	18.0	18.0	-
Executive Salary	-	-	-
Regular Salaries	1,664,929	1,968,757	303,828
Overtime	82,413	97,626	15,213
Incentive	13,199	14,759	1,560
Employer Taxes	134,681	159,207	24,526
Retirement Contribution	560,273	710,757	150,484
Life & Health Insurance	2,000	2,000	-
Unemployment Compensation	-	-	-
Total Personnel Services	2,457,496	2,953,108	495,612
<u>OPERATING EXPENSES</u>			
Expenses Other Than Salaries	-	-	-
Professional Services	4,750	4,750	-
Other Contractual Services	-	-	-
Investigations	-	-	-
Travel & Per Diem	1,500	1,500	-
Communications	9,500	9,500	-
Freight & Postage	100	100	-
Utility Services	-	-	-
Rentals	-	-	-
Insurance	53,000	53,000	-
Repairs & Maintenance	92,641	92,641	-
Printing	-	-	-
Advertising	-	-	-
Office Supplies	2,050	2,050	-
Operating Supplies	12,185	12,185	-
Books/Subscriptions/Memberships	1,000	1,000	-
Tuition	-	-	-
Training	2,000	2,000	-
Total Operating Expenses	178,726	178,726	-
<u>CAPITAL OUTLAY</u>			
Other Building Improvements	-	-	-
Automobiles/Machinery/Equip.	144,169	144,169	-
Total Capital Outlay	144,169	144,169	-
<u>OTHER USES</u>			
Aids to Government Agencies	-	-	-
Aids to Private Organizations	-	-	-
Intragovernmental Transfers	-	-	-
Total Other Uses	-	-	-
TOTAL SHERIFF'S BUDGET	2,780,391	3,276,003	495,612
COUNTY COSTS:*			
- Health Insurances	257,904	301,104	43,200
- Worker's Compensation	41,383	41,383	-
- County Allocation	-	-	-
Total County Expenses	299,287	342,487	43,200
*Estimates			
TOTAL BUDGET	3,079,678	3,618,490	538,812



Kevin Madok, CPA

Clerk of the Circuit Court & Comptroller – Monroe County, Florida

DATE: November 7, 2024
TO: Tamara Snider
Executive Assistant
FROM: Liz Yongue, Deputy Clerk
SUBJECT: October 16, 2024 BOCC Meeting

The following item has been executed and added to the record:

O1 Agreement for Local Police Service with Islamorada, Village of Islands, for Fiscal Years 2024 through 2029.

Should you have any questions please feel free to contact me at (305) 292-3550.

cc: County Attorney
Finance
File

KEY WEST
500 Whitehead Street
Key West, Florida 33040

MARATHON
3117 Overseas Highway
Marathon, Florida 33050

PLANTATION KEY
88770 Overseas Highway
Plantation Key, Florida 33070

CONTRACT FOR LOCAL POLICE SERVICES
Between
MONROE COUNTY SHERIFF'S OFFICE
And
ISLAMORADA, VILLAGE OF ISLANDS
FY 2024-2029

1. Purpose.

- 1.1 This is an agreement between Islamorada, Village of Islands ("the Village"), a Florida municipality, the Monroe County Sheriff's Office ("MCSO"), a subdivision of the State of Florida, and Monroe County, a political subdivision of the State of Florida ("County"). The parties have herein agreed that the Village will purchase, and MCSO will provide, local law enforcement services to Islamorada in addition to the regional police services provided to the residents of the unincorporated areas of Monroe County. The County as fiscal authority shall provide the appropriate budget allocation for the MCSO and receive payments from the Village. This Contract states the terms of the agreement between the parties.

2. Parties/Notice.

- 2.1 The parties to this Contract are County the Village and MCSO. Any and all communications required to be provided shall be directed to the parties as follows:

Islamorada, Village of Islands
Robert Cole
Village Manager
86800 Overseas Highway
Islamorada, Florida 33036
Telephone: (305) 664-6400
Facsimile: (305) 664-6464

Monroe County Sheriff's Office
Richard A. Ramsay
5525 College Road
Key West, Florida 33040
Telephone (305) 292-7001
Facsimile: (305) 292-7070

Monroe County
County Administrator Christine Hurley
1100 Simonton Street

Key West, Florida 33040
(305) 292-4441
(305) 292-4544

3. Term.

- 3.1 The term of this Contract is for a period of five (5) years, beginning on October 1, 2024, and ending September 30, 2029.

4. Termination and Remedies.

- 4.1 In the event that either party breaches a material term or condition of this Contract, the party in breach, upon receipt of a written request from the non-breaching party, shall remedy the breach within 30 days of receipt of the request. If the breach is not cured within the specified time period, the non-breaching party may utilize the remedies of declaratory judgment, specific performance, mandamus, or injunctive relief to compel the breaching party to remedy the breach.
- 4.2 Either party may terminate this Contract at any time by giving written notice of at least one (1) year prior to the effective date of termination. In the event that this Contract is terminated for convenience, compensation shall remain at the agreed upon amount provided herein. Should the termination period extend into a new fiscal year, the terms of compensation shall be made in accordance with Section 21.1.
- 4.3 The parties reserve all available remedies afforded by law to enforce any term of condition of this Contract. The parties shall submit to the dispute resolution procedures of Chapter 164, Florida Statutes, prior to the filing of any legal proceeding.

5. Scope of Purchased Services.

- 5.1 MCSO shall provide professional police road patrol services throughout the Village, as well as those specified in Section 7, collectively the "Services." Services shall be provided by a contingent (the Islamorada District) consisting of:

One (1) Captain who serves as Village Police Chief;

One (1) Lieutenant;

Four (4) Sergeants;

Twelve (12) contract deputies, who shall serve as road patrol officers, marine officers, and general case detectives; and

Additionally, MCSO shall provide, at no cost to the Village, two (2) regionally funded road patrol deputies with regional responsibilities.

- 5.2 Road patrol services shall be provided 24-hours per day on every day of the term of the Contract. The Islamorada District Captain ("Captain"), in close cooperation with the Village Manager ("Manager,") shall plan schedules for the Islamorada District. The Captain will provide the Manager with the planned schedule and monthly reports containing the names, hours worked by every member of the Islamorada District, as well as a general activity breakdown of incidents and activity occurring in Islamorada during the reporting period.
- 5.3 The staffing plan for this Contract is designed to utilize the proper number of officers to maintain shift coverage, considering planned and unplanned absences due to injury, illness, vacation, training, and family medical leave. The staffing schedule shall be determined by the Manager in coordination with the Captain. The Captain shall make all reasonable efforts to coordinate training, sick leave, annual leave, and administrative leave to provide optimum Services to the Village. If, despite these efforts, a shift remains unfilled or falls below minimal staffing levels, the Captain shall notify the Manager. The Manager may choose to fill any vacant position by either of the following methods:
- a. Request that an officer from inside the Islamorada District be assigned to work on an overtime basis. In this case, the Village shall pay the officer's tour of duty.
 - b. Request that an officer from outside the Islamorada District be hired to work on a special detail. In this case, the Village shall pay the prevailing special detail rate under the same terms and conditions as special details are offered to the public.
- 5.4 Canine Unit. At any time during this Contract, the Village may elect to have canine unit in order to enhance the Services provided herein. To this end, the Manager, through the District Captain, may authorize the use of a canine unit, with the actual costs to be borne by the Village and the Village shall reimburse MCSO should the canine unit costs exceed the budgeted amounts specified in this Contract.

6. Overtime/Off Duty Details.

- 6.1 In addition, the parties recognize that a law enforcement agency requires flexibility in order to meet its obligations to the public. The Village hosts several special events each year for which supplemental law enforcement personnel are needed, as well as other instances when the

Village may wish to enhance Services to address a particular issue or to provide adequate patrol staffing levels. To this end, the Manager, through the Captain, may authorize the use of paid overtime hours based on actual personnel costs to provide for this enhancement of Services. The cost of these overtime hours will be borne by the Village and the Village shall reimburse MCSO should the overtime hours exceed the normally budgeted overtime figure specified in this Contract.

- 6.2 Nothing in this Contract shall require MCSO to take any action contrary to any collective bargaining agreement to which MCSO is a party, to the collective bargaining rights of any MCSO employee, or federal, state, or local employment or civil rights law.
- 6.3 The Captain or their designee shall attend the Manager's weekly staff meetings and such other meetings as the Manager shall reasonably request, e.g. those of the Village Council.

7. Additional Services.

- 7.1 MCSO shall provide professional police Services that encompass all those duties and functions of the type coming within the jurisdiction of, and customarily rendered by, municipal police departments and the Office of the Sheriff of Monroe County, in accordance with the Village Code and Charter of Islamorada, Village of Islands, and with Florida Statutes. MCSO shall also provide the following Services to the Village at no additional charge or expense, on the same basis as they are provided to all residents of Monroe County who pay County-wide taxes for these Services:
 - a. Aviation / Air trauma transport
 - b. Mobile Command Post
 - c. Bailiffs and other court personnel
 - d. Bomb squad
 - e. Civil process services
 - f. Crime scene investigative / processing services
 - g. Crime Analyst services
 - h. Dive team services
 - i. Finance services
 - j. Hostage negotiation services
 - k. Human resources services
 - l. Information technology
 - m. Internal investigations
 - n. Juvenile offender diversion services
 - o. Major crimes detectives and investigative services, including homicide, arson, sexual crimes, child abuse and neglect, narcotics and coordination of regional, statewide and national

investigations and all other investigations as outlined in MCSO policy.

- p. Neighborhood and business Crime Watch services
- q. Police canine services (if available)
- r. Police dispatch, including 911 services
- s. Police legal advisor
- t. Prisoner detention and transport
- u. Property and evidence processing and storage
- v. Public Information Officer services
- w. Records and data entry functions for all MCSO records, including traffic tickets
- x. School Resource Officers and DARE instructors
- y. SWAT team services
- z. Traffic enforcement unit services
- aa. Training
- bb. Field Force Unit

8. Assignment of Personnel and Selection of District Captain.

- 8.1 MCSO recognizes the desire of the Village that the Islamorada District be composed of officers who are well acquainted with the Village and its residents and with whom the residents can establish face-to-face rapport and long-term relationships. The Village recognizes the obligation of MCSO to treat all officers fairly concerning request for transfer and career advancement, and to maintain order and discipline. MCSO shall endeavor to establish and maintain a stable contingent of officers in the Islamorada District.
- 8.2 The Manager shall play an integral part in the selection of officers for assignment to and promotion within the Islamorada District. The Manager shall be afforded the opportunity to review personnel records, training records, and disciplinary records of those officers assigned to or requesting assignment to the Islamorada District and shall be a member of their selection and promotional boards.
- 8.3 In addition, MCSO shall make every effort to keep budgeted Contract positions in the Islamorada District staffed and, when a vacancy does occur, will seek to fill that vacancy as expeditiously as possible in compliance with MCSO's guidelines, hiring and promotional policy, procedures and practices, and any collective bargaining agreements applicable to said positions, provided that such vacancy shall be filled within 60 days.

9. Procedure for Selection of District Captain and Lieutenant.

9.1 Should the need arise for the selection of a District Captain or Lieutenant, the selection procedure is as follows:

- a. The Manager and MCSO shall jointly evaluate all preliminary candidates for consideration for District Captain and Lieutenant. In keeping with the terms outlined in Section 8.1 herein, the Manager shall have the opportunity to participate in the process whereby MCSO determines the list of qualified applicants from which the Sheriff shall make his selection for District Captain and Lieutenant in consultation with the Manger.
- b. MCSO shall present to the Manager a list of at least three and no more than five qualified applicants who, in accordance with MCSO policy, are qualified to serve in the desired capacity. The names of these officers, together with their personnel files, training records, and disciplinary records, will be provided to the Manager for review. The personnel files of any MCSO officer shall be made available upon request for review by the Manager.
- c. The Manager may interview each candidate, separately or together. Each candidate must be given comparable opportunities for interviews and presentations.
- d. MCSO shall appoint the candidate selected by the Sheriff, in consultation with the Manger, to fill the vacancy in compliance with MCSO promotional policy.

10. **Complaints Regarding Officers.**

- 10.1 MCSO is committed to maintaining a high standard of conduct and professionalism for its officers. Complaints regarding officers shall be promptly and thoroughly investigated by MCSO. Elected officials and employees of the Village shall not undertake investigations of any MCSO personnel. Any complaint against an officer in the Islamorada District must be directed to the Captain. The Captain shall inform the Manager of the nature of the complaint, advise the Manager of action taken, and provide a written report of the investigation and resolution of the matter upon completion. If the complaint concerns the Captain, the Manager may take the matter directly to the Undersheriff.

11. **Responsibility for Ultimate Control.**

- 11.1 The Village understands, acknowledges, and agrees that MCSO must, at all times, have and maintain the sole responsibility for, and control of, all Services hereunder, including without limitation, the

establishment of standards of performance and conduct, hiring, promotion, discipline and termination, labor relations, as well as all other matters necessary or incidental to the performance of such Services.

- 11.2 Consistent with the Islamorada Charter, no elected official or employee of Islamorada may direct the actions of any officers of the Islamorada District. Direction from Islamorada to members of the Islamorada District shall be given by and through the Manager to and through the District Captain in accordance with the terms of the Contract.

12. MCSO Responsibilities.

- 12.1 MCSO shall work together with the Village to direct police services to meet the expressed needs of the residents of the Village. The Captain shall meet with the Manager frequently to learn of community concerns and shall work closely with the Manager to devise plans and methods best suited to respond to those concerns. The Captain shall be a member of the Manager's Senior Management Team.

13. Officers not Employees or Agents of Islamorada Village of Islands.

- 13.1 All officers and other personnel employed by MCSO to perform services under this Contract are and shall remain in the sole employment of MCSO and no such person shall be considered in the employ of the Village for the purpose of any pension, insurance, civil service, workers' compensation pay, or other benefit. MCSO officers are not agents or employees of the Village and will not have the authority to enter into agreements or make policy on behalf of the Village. Accordingly, the Village shall not be called upon to assume or share any liability or direct payment of any salaries, wages, contribution to pension funds, insurance premiums or payments, workers compensation benefits under Chapter 440, Florida Statute, or any other amenities of employment to any Monroe County personnel performing services, duties, and responsibilities pursuant to this Contract.

14. Enforcement of Municipal Ordinances.

- 14.1 The Village does hereby vest in each sworn officer of MCSO who, from time to time, may be assigned to the Islamorada District of MCSO, to the extent allowed by law, the police powers of the Village which are necessary to implement and carry forth the services, duties and responsibilities imposed upon MCSO hereby, for the sole and limited purpose of giving official and lawful status and validity to the performance thereof by such sworn officers. Each sworn officer of MCSO so empowered hereby and engaged in the performance of the

Services, duties, and responsibilities described and contemplated herein shall be deemed to be a sworn officer of the Village while performing such Services, duties, and responsibilities, which constitute municipal functions and are within the scope of this Contract. Accordingly, such sworn officers of MCSO are hereby vested with the power to enforce the ordinances of the Village, to make arrest incident to the enforcement thereof, and to do such other things and perform such other acts as is necessary with respect thereto.

- 14.2 The Village agrees to provide the Captain, the Undersheriff, and MCSO General Counsel with the text of proposed ordinances in time sufficient for review and discussion with the Manager. MCSO will provide the Manager with advice from a practical law enforcement perspective concerning any proposed criminal ordinance and whether MCSO can enforce the ordinance prior to the Village's adoption of the draft regulations.

15. Legal Claims, Notices of Suit and Lawsuits.

- 15.1 The parties shall provide each other with complete and prompt notification of any legal claim, notice of suit, or lawsuit that involves the provision of services hereunder, and shall cooperate in the mutual defense of any such claim.

16. Uniforms and Marking of Patrol Vehicles and Vessels.

- 16.1 MCSO shall ensure that every member of the Islamorada District is provided with a fully equipped marked patrol vehicle, as well as uniforms. Personnel assigned to Islamorada shall be provided uniforms consistent with those uniforms issued to other MCSO uniform personnel including specialty uniforms for marine and bicycle patrol with the following exception. In lieu of the standard MCSO deputy patch, officers assigned to the Islamorada District will wear a patch on the left shoulder depicting the Islamorada, Village of Islands Official Village Seal.

17. Records/ Inspection/Audit.

- 17.1 MCSO shall keep records with respect to the expenditure of funds paid by the Village and the services provided to the Village under this Contract. All of these records shall be retained by MCSO for a minimum of five (5) years from the date of termination or expiration of this Contract. MCSO shall maintain accounting records on expenditures under this Contract in accordance with generally accepted accounting standards, generally accepted government accounting standards, MCSO

policies and procedures, state retention schedules, and other applicable standards.

- 17.2 The Manager, or his or her designee, may inspect and audit the records upon reasonable notice to MCSO. Reasonable notice should include a written request not less than seven working days prior to the intended site visit and the identification of the specific records to be inspected.
- 17.3 MCSO shall provide records access to the Manager, or his or her designee, during regular business hours. MCSO agrees to provide the assistance, as may be necessary, to facilitate the inspection or audit by the Village to ensure compliance with applicable accounting and financial standards.

18. Compensation.

- 18.1 Islamorada agrees to pay the sum of \$3,079,678.00 (three million, seventy-nine thousand, six hundred seventy-eight dollars) for Services, equipment and supplies provided during the first year of this Contract (10/1/2024–9/30/2025). This sum is referred to as the “Contract Price.”
- 18.2 An analysis of the cost is provided on Exhibit “A-2024” attached hereto. Care has been taken to include in Exhibit “A-2024” all personnel costs and every item of equipment and supply necessary to provide Services called for in this Contract, including those provided under Section 5 herein. However, any cost item not listed on Exhibit “A-2024” or provided at no cost pursuant to Section 5 of this Contract will be itemized and billed separately to the Village.
- 18.3 The Village shall include the total cost shown on Exhibit “A-2024” in the Village municipal budget for fiscal year 2024-2025 and make timely provision to secure the funds necessary to fund the Contract. The Village will pay 2 /12 of the total contract price to the Monroe County Clerk of Court no later than October 26, 2024, and thereafter Islamorada will pay 1/12 of the total contract price on or before the first day of each succeeding month until the total contract price is paid.
- 18.4 MCSO will provide a fully marked and properly equipped police vehicle for each member of the Islamorada District. The Village will pay all monthly vehicle lease costs to MCSO and will pay for fuel, maintenance, and other operating costs actually incurred by the County on the Village’s behalf, as outlined in this Contract.
- 18.5 Vehicles assigned to the Village by the Sheriff’s Office shall be amortized over a five-year replacement cycle. At the end of each replacement cycle, the Village shall have the option, in its sole discretion, to take title to the vehicle for \$1 (one dollar) each.



- 18.6 Approval from the Village Council shall be required prior to a boat being purchased. Boats purchased under this contract by MCSO for use in the Village shall be titled to and insured by the Sheriff. The Village will reimburse MCSO for such boats in accordance with terms agreed upon for each necessary purchase, and will pay for fuel, routine maintenance, and other ordinary operating costs actually incurred by the Sheriff on the Village's behalf. At the end of their useful life, or in the event of a termination of the Contract pursuant to Section 4, the Village shall have the option, in its sole discretion, to take title to the boats for \$1 (one dollar) each, provided any outstanding purchase price balance owed to MCSO on a particular boat is satisfied. In the event that a boat purchased under this contract is damaged beyond repair or "totaled" according to MCSO criteria, such boat will be replaced at MCSO cost with one that is similar or better in terms of make, model, age, mileage, and condition.
- 18.7 The Village shall have the right to participate in MCSO's periodic vehicle fleet review in connection with any vehicles to be acquired or replaced for use within the Islamorada District, in order to select the type of vehicles to be used, including the use of patrol cruisers, SUVs, hybrids, etc., in accordance with MCSO vehicle specifications.
- 18.8 At the sole discretion of the Village, the Village may elect to purchase vehicles directly using MCSO vehicles specifications, as they may change from time-to-time. If the Village so elects to purchase the vehicles, the Village will notify MCSO in order for MCSO and the Village to coordinate the transition of the existing vehicles with the Village for the following fiscal year. If the Village elects to directly purchase these vehicles, the title for these vehicles purchased by the Village will be subsequently transferred to MCSO for the sum of one dollar for each and for the duration of the Contract. The Village will pay for any fuel, maintenance, and other operating costs actually incurred by the County on the Village's behalf, as outlined in this Contract. After expiration or termination of the Contract, and if there is no renewal of the Contract, MCSO agrees to transfer title to all vehicles originally purchased with Village funds back to the Village for the sum of one dollar for each and provide the Village with copies of all current maintenance records. The sale of these vehicles back to the Village will be phased in during the transition period as provided in Article 25. MCSO will continue to own, operate, and maintain possession of any of these vehicles during the transition period when necessary to supply patrol officers with vehicles in order to maintain services pursuant to this Contract. In the event that a vehicle that was originally purchased with Village funds and subsequently titled to MCSO is damaged beyond repair or "totaled" according to MCSO criteria, such vehicle will be replaced with a vehicle from the existing fleet that is similar in terms of

make, model, age, mileage, and condition. Furthermore, these vehicles that were originally purchased with Village funds and subsequently titled to MCSO will be retired according to MCSO policies. The Village will be responsible for replacing these vehicles as they are retired. MCSO will notify the Village of the number of vehicles anticipated for retirement. Retired vehicles will be transferred back to the Village for the sum of one dollar for each vehicle.

19. Cost Reports and Cost /Contract Price Options.

- 19.1 MCSO shall provide the Village monthly financial reports including ADP payroll reports detailing all cost incurred by MCSO to provide services under this Contract.
- 19.2 If incurred costs equal ninety-five per cent (95%) of the total cost recited in this Contract, then:
 - a. MCSO may stop providing any of the services in order not to exceed the contract price or the Village may issue a written commitment to MCSO to pay for continuation of services as agreed to by Islamorada and MCSO.

20. Year –End Reconciliation.

- 20.1 At the end of each fiscal year, incurred costs shall be reconciled with total payments made by the Village. MCSO external auditors will determine the final balance. If incurred costs exceed total payments, the Village will reimburse MCSO for the excess cost. If total payments exceed incurred costs, MCSO shall reimburse the Village for the excess payment amount. This reconciliation shall include both MCSO and County cost portions of the annual budget.

21. Future Year Pricing.

- 21.1 The Village and MCSO shall negotiate payment for the second, third, fourth and fifth years of the Term of this Contract in time sufficient for preparation of budgets and tax rolls. When agreement is reached, the Manager shall prepare a memorandum stating the new terms and acknowledging the Village's acceptance of them. An amendment of this Contract signed by the parties shall be sufficient to amend the financial terms of this Contract, subject to all required approvals by the governing bodies of the parties to this Contract.
- 21.2 If the parties are unable to agree on payments for future years on a timely basis, this Contract will terminate on September 30th of the current Contract year by written notice.

22. Traffic Fines and Forfeitures.

22.1 The parties acknowledge the Village's entitlement to fines and forfeitures pursuant to Florida Statutes §318.21, as amended from time to time.

23. Florida Contraband Forfeiture Act Proceeds.

23.1 The parties shall determine an equitable share for the Village of proceeds of any forfeiture pursuant to the Florida Contraband Forfeiture Act in cases involving the participation of officers assigned to the Islamorada District. This share shall be based upon the ratio that the Islamorada District's participation bears to the participation of all law enforcement agencies participating in the criminal case, seizure and subsequent forfeiture. This share shall be deposited by MCSO into the Sheriff's Law Enforcement Trust Fund for the Sheriff's use in the Village. The Village may apply to the Sheriff for the use of such funds consistent with the limitations of the Contraband Forfeiture Act. The Sheriff agrees to submit such request to the Monroe County Board of County Commissioners for appropriation, and upon appropriation, will use the funds for the intended purpose.

23.2 The parties agree that the decision to use or dispose of personal or real property, or currency, seized within the Village shall be in the sole discretion of MCSO. If MCSO elects to use seized personal property outside of the Village or to sell seized real estate within the Village, MCSO shall allocate funds to the Law Enforcement Trust Fund in amount to the Village's equitable share of the market value of the property less liens, mortgages, encumbrances and cost to MCSO for the seizure and forfeiture. In both cases the allocated share shall be earmarked for use by MCSO within the Village.

23.3 MCSO will make every possible good faith effort to provide the Village with periodic reports detailing all pending forfeiture or seizure cases within the Village, the status of such cases, and all real and personal property, and currency or funds forfeited or seized.

24. Indemnification.

The Village, as a state agency or subdivision defined in Section 768.28, Florida Statutes, agrees to be fully responsible to the limits set forth in such statute for its own negligent acts or omissions, or intentional tortious actions, which result in claims or suits against either MCSO or Village, and agrees to be liable to the statutory limits for any damages proximately caused by said acts or omissions, or intentional tortious acts.

MCSO, as a sub-division of the State of Florida, as defined in Section 768.28, Florida Statutes, agrees to be fully responsible to the limits set forth in such statute for its own negligent acts or omissions, or intentional tortious acts, which result in claims or suits against either the Village or MCSO, and agrees to be liable to the statutory limits for any damages proximately caused by said acts or omissions, or intentional tortious acts.

Nothing contained in this Section shall be construed to be a waiver by either party of any protections under sovereign immunity, Section 768.28 Florida Statutes, or any other similar provision of law. Nothing contained herein shall be construed to be a consent by either party to be sued by third parties in any matter arising out of this or any other Agreement.

25. Transition.

- 25.1 In the event of the termination or expiration of this Contract, MCSO and the Village shall cooperate in good faith in order to effectuate a smooth and harmonious transition and to maintain during the transition period, the same high quality of police protection prescribed by this Contract for the residents, businesses and visitors of the Village.
- 25.2 Upon the termination or expiration of this Contract, the transition period shall be no less than 12 months.
- 25.3 Upon completion of the transition period and in the further event that the Village is unable to provide the same level of local police protection through its own police force at the time of the termination or expiration, the term of this Contract shall be extended upon the written request of the Manager in 90 day increments or until the Village is capable of rendering the police service.
- 25.4 The compensation to be paid to MCSO during the phase-out period shall be a pro-rated at the time of termination or expiration, and shall be in an amount agreed to by the parties.

26. Station Facilities and Office Expenses.

- 26.1 The Village shall provide station facilities for the Islamorada District to operate. The Village shall provide a qualified civilian administrative assistant employed by Islamorada to assist the Captain. When not engaged in performing the work of the Islamorada District, the administrative assistant shall perform other duties as directed by and for

Islamorada. MCSO personnel will be responsible for the entry of traffic ticket data.

27. Law Enforcement Educational Assessments.

- 27.1 All law enforcement education funds levied and collected by the Clerk of the Court and earmarked for Islamorada pursuant to Section 943.25 Florida Statute shall be assigned to and / or specifically allocated to the Islamorada District and used by the Islamorada District for law enforcement education and training purposes authorized by statute.

28. Mutual Aid.

- 28.1 The parties recognize their obligation to provide emergency assistance to other jurisdictions (including without limitations the Cities of Key West, Marathon, Key Colony Beach, Layton, the Ocean Reef Public Safety District, unincorporated Monroe County and any municipalities incorporated in Monroe County after the effective date of this contract) pursuant to the Florida Mutual Aid Act and in the event of a catastrophe. MCSO may direct Islamorada District officers to render aid in either case in a manner consistent with the deployment by MCSO of other MCSO officers without financial set-off or deduction by the Village, provided that such deployment does not exceed 24 hours. Should MCSO's deployment of Islamorada District officers to other jurisdictions exceed 24 hours, the Village shall be given a credit for such officers' actual personnel costs. Should MCSO bring in officers from other jurisdictions to render emergency or catastrophe assistance to the Village, and such deployment exceeds 24 hours, then MCSO shall invoice the Village for such officers' actual personnel costs. The Manager shall be given all possible notice of such a deployment and written reports of the actions of officers so deployed.

29. Paragraph Headings Not Dispositive.

- 29.1 The parties agree that the headings given the paragraphs and other subdivisions of this Contract are for ease of reference only and are not dispositive in the interpretation of Contract language.

30. No Presumption Against Drafter.

- 30.1 The parties agree that this Contract has been freely negotiated by both parties, and that in any dispute over the meaning, interpretation, validity or enforceability of this Contract or any of its terms or provisions, there shall be no presumption whatsoever against either party by virtue of their having drafted this Contract or any portion thereto.

31. Entire Agreement/Modification/Amendment.

- 31.1 This writing contains the entire Agreement of the parties and supersedes any prior oral or written representations. No representations were made or relied upon by either party, other than those that are expressly set forth herein.
- 31.2 No agent, employee, or other representative of either party is empowered to modify or amend the terms of this Agreement, unless executed with the same formality as this document.
- 31.3 This Contract may be modified at any time during the term of mutual written consent of both parties.

IN WITNESS WHEREOF, the parties have executed this Contract as of the dates indicated below.

MONROE COUNTY SHERIFF'S OFFICE

By: _____

Richard A. Ramsay

Date Executed: 10/01/20

**MONROE COUNTY SHERIFF'S OFFICE
APPROVED AS TO FORM**

By: _____

General Counsel

**ISLAMORADA, VILLAGE OF ISLANDS,
A Florida Municipal Corporation**

By: _____

Signed by:

Joseph B. Pinder III

FBI63AB00790E1

Mayor

Date Executed: 10/1/2024

ATTEST:

By: ^{DocuSigned by:} Marie E. McGrath
Village Clerk

APPROVED AS TO FORM AND
LEGALITY FOR THE USE AND
BENEFIT OF ISLAMORADA,
VILLAGE OF ISLANDS

By: ^{Signed by:} [Signature]
Village Attorney

BOARD OF COUNTY COMMISSIONERS
OF MONROE COUNTY, FLORIDA

By: [Signature]
Mayor/Chairman

Date: 10/16/2024

Attest: , Kevin Madok Clerk of Court

By: [Signature]
As Deputy Clerk

Date: 10/16/2024



MONROE COUNTY ATTORNEY
APPROVED AS TO FORM

MONROE COUNTY ATTORNEY
APPROVED AS TO FORM
[Signature]
PEDRO J. MERCADO
ASSISTANT COUNTY ATTORNEY
Date: 10/9/24

FILED FOR RECORD

2024 NOV -7 PM 4:29

CLERK OF COURT
MONROE COUNTY, FLA.

By: _____
Sr. Assistant County Attorney

Date: _____

Exhibit A 2024

29-May-24

Updated by: Jill Cranney-Black
BUDGET - ISLAMORADA
2 YEAR COMPARISON FOR FYE 2024 TO FYE 2025

	ADOPTED BUDGET FYE 2024	PROPOSED BUDGET FYE 2025	DIFFERENCE + OR (-)
<u>PERSONNEL SERVICES</u>			
Headcount	18.0	18.0	-
Executive Salary	-	-	-
Regular Salaries	1,575,371	1,664,929	89,558
Overtime	78,489	82,413	3,925
Incentive	12,600	13,199	600
Employer Taxes	127,484	134,681	7,197
Retirement Contribution	520,899	560,273	39,374
Life & Health Insurance	2,000	2,000	-
Unemployment Compensation	-	-	-
Total Personnel Services	2,316,842	2,457,496	140,654
<u>OPERATING EXPENSES</u>			
Expenses Other Than Salaries	-	-	-
Professional Services	4,750	4,750	-
Other Contractual Services	-	-	-
Investigations	-	-	-
Travel & Per Diem	1,500	1,500	-
Communications	9,500	9,500	-
Freight & Postage	100	100	-
Utility Services	-	-	-
Rentals	-	-	-
Insurance	43,000	53,000	10,000
Repairs & Maintenance	79,391	92,641	13,250
Printing	-	-	-
Advertising	-	-	-
Office Supplies	2,050	2,050	-
Operating Supplies	12,185	12,185	-
Books/Subscriptions/Memberships	1,000	1,000	-
Tuition	-	-	-
Training	2,000	2,000	-
Total Operating Expenses	155,476	178,726	23,250
<u>CAPITAL OUTLAY</u>			
Other Building Improvements	-	-	-
Automobiles/Machinery/Equip.	144,169	144,169	-
Total Capital Outlay	144,169	144,169	-
<u>OTHER USES</u>			
Aids to Government Agencies	-	-	-
Aids to Private Organizations	-	-	-
Intragovernmental Transfers	-	-	-
Total Other Uses	-	-	-
TOTAL SHERIFF'S BUDGET	2,616,487	2,780,391	163,904
COUNTY COSTS:*			
- Health Insurances	257,904	257,904	-
- Worker's Compensation	42,708	41,383	(1,325)
- County Allocation	-	-	-
Total County Expenses	300,612	299,287	(1,325)
*Estimates			
TOTAL BUDGET	2,917,099	3,079,678	162,579
			5.57%



Council Communication

To: Mayor and Village Council
From: A.J. Engelmeyer, Public Works Director
Date: July 7, 2026
SUBJECT: **Resolution Approving Work Authorization #2 with Wade Trim Inc. to Provide Project Controls and Construction Oversight for the Conversion of the Village's NPK Transfer Pump Station Upgrade Project TAB 6**

Background:

On April 9, 2025, the Village published a Request for Qualifications for Professional General Engineering, Architectural, Environmental and Surveying Services (RFQ 25-01). At its regular meeting on July 22, 2025, the Village Council adopted Resolution No. 25-07-57, thereby approving the final ranking and recommendations of the RFQ 25-01 review committee. Wade Trim, Inc. ("Wade Trim"), was approved for civil engineering services through this process, and a Continuing Services Agreement ("CSA") was entered into between Wade Trim and the Village effective August 8, 2025 for a five (5) year period (through August 8, 2030).

Analysis:

The attached Resolution provides for approval of Work Authorization No. 2 (Exhibit "A" to the Resolution) under the 2025 CSA with Wade Trim to provide project controls and construction oversight for the conversion of the Village's NPK Transfer Pump Station upgrade project effective upon adoption of this resolution, through project completion for a maximum not-to-exceed amount of \$731,380.00.

Work Authorization No. 2 provides for:

- Task 1 – Construction Phase Services
 - o 1.1 – Project Controls and Construction Oversight
 - o 1.2 – Oversight of Design Consultant During Construction
 - o 1.3 – Construction Change Services
 - o 1.4 – Resident Project Representative Services
 - o 1.5 – Testing/Startup and Training Support
 - o 1.6 – Close-Out Services
- Task 2 – Miscellaneous Services

Each of these areas is described in detail in the Scope of Services attached as Exhibit "1" to Work Authorization No. 2.

Budget Impact:

The proposed Work Authorization No. 2 with Wade Trim will cover the CEI services for the NPK Booster Project with a cost of \$767,360.00 over the complete project. This would increase the not-to-exceed amount from \$731,380.00 to \$821,380.00, representing a total increase of \$90,000.00 for FY25/26. The remaining cost (\$677,360.00) will be over the following two fiscal years (FY26/27 and FY27/28). This cost will be funded through the Village's Wastewater Enterprise Utility Fund and recorded within the NPK Pump Station Projects Capital Outlay account, as these professional engineering services are integral to the NPK Pump Station Project as a whole.

The NPK Pump Station Project is funded through a combination of wastewater service charge revenues and grant funding. Historically, payments for wastewater-related engineering services provided by Wade Trim have been eligible for reimbursement of up to 65% through the U.S. Army Corps of Engineers (USACE) under the Florida Keys Water Quality Improvement Program (FKWQIP), subject to the availability and appropriation of funding.

In addition, Stewardship Act grant proceeds totaling \$4,125,000.00 have already been earmarked for this project.

Staff Impact:

The Public Works and Wastewater Director would coordinate activities under this agreement and work authorization with Wade Trim.

Recommendation:

It is recommended that the Village Council adopt the attached resolution, thereby approving and authorizing Work Authorization No. 2 with Wade Trim.

Attachments: 1. Resolution 26-07- WadeTrim

RESOLUTION NO. 26-

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, APPROVING WORK AUTHORIZATION NO. 2 BETWEEN WADE TRIM, INC. AND ISLAMORADA, VILLAGE OF ISLANDS, PURSUANT TO RFQ 25-01; AUTHORIZING VILLAGE OFFICIALS TO IMPLEMENT THE TERMS AND CONDITIONS OF WORK AUTHORIZATION; AUTHORIZING THE VILLAGE MANAGER TO EXPEND BUDGETED FUNDS; AUTHORIZING THE VILLAGE MANAGER TO EXECUTE THE WORK AUTHORIZATION; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, on April 9, 2025, Islamorada, Village of Islands, (the "Village") published Request for Qualifications for Professional General Engineering, Architectural, Environmental and Surveying Services (RFQ 25-01); and

WHEREAS, on July 22, 2025, the Village Council adopted Resolution No. 25-07-57, thereby approving the final rankings and recommendations of the RFQ 25-01 Selection Committee, whereby Wade Trim, Inc. ("Wade Trim") was selected for civil engineering services; and

WHEREAS, the Village entered into a Continuing Services Agreement (the "Agreement") with Wade Trim for civil engineering services effective August 8, 2025, for a five (5) year period; and

WHEREAS, on November 10, 2025, the Village Council adopted Resolution No. 25-11-122 thereby approving Work Authorization No. 1 under the Agreement effective October 1, 2025, through September 30, 2026 (FY 2025-2026); and

WHEREAS, the Village and Wade Trim desire to enter into Work Authorization No.

2 under the Agreement to provide general engineering and wastewater utility-related services as set forth in Exhibit "A" for a not-to-exceed amount of Seven Hundred Sixty Seven Thousand Three Hundred and Sixty and no/100 Dollars (\$767,360.00); and

WHEREAS, the Village Council finds that approval of the Work Authorization No. 2 with Wade Trim is in the best interest of the Village.

NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE COUNCIL OF ISLAMROADA, VILLAGE OF ISLANDS, FLORIDA, AS FOLLOWS:

Section 1. Recitals. The above recitals are true and correct and incorporated into this Resolution by this reference.

Section 2. Approval of Work Authorization. The Village Council hereby approves Work Authorization No. 2 between Wade Trim and the Village for provision of Project Controls and Construction Oversight for the conversion of the NPK Transfer Pump Station to In-Line Booster Stater (RFP26-05), a copy of which is attached as Exhibit "A," together with such non-material changes as may be acceptable to the Village Manager and approved as to form and legality by the Village Attorney.

Section 3. Authorization of Village Officials. The Village Manager and/or his designee and the Village Attorney are authorized to take all actions necessary to implement the terms and conditions of the Work Authorization.

Section 4. Authorization of Fund Expenditure. Notwithstanding the limitations imposed upon the Village Manager pursuant to the Village's Purchasing

Procedures Ordinance, the Village Manager is authorized to expend budgeted funds to implement the terms and conditions of the Work Authorization.

Section 5. Execution of Work Authorization. The Village Manager is authorized to execute the Work Authorization on behalf of the Village, to execute any required agreements and/or documents to implement the terms and conditions of the Work Authorization and to execute any extensions and/or amendments to the Work Authorization, subject to the approval as to form and legality by the Village Attorney.

Section 6. Effective Date. This Resolution shall take effect immediately upon adoption.

Motion to adopt by _____, second by _____.

FINAL VOTE AT ADOPTION

VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS

Mayor Don Horton	_____
Vice Mayor Sharon Mahoney	_____
Councilman Steve Friedman	_____
Councilwoman Deb Gillis	_____
Councilwoman Anna Richards	_____

PASSED AND ADOPTED ON THIS ____ DAY OF _____, 2026.

DON HORTON, MAYOR

ATTEST:

MARNE MCGRATH, VILLAGE CLERK

APPROVED AS TO FORM AND LEGALITY
FOR THE EXCLUSIVE USE AND BENEFIT
OF ISLAMORADA, VILLAGE OF ISLANDS:

JOHN J. QUICK, VILLAGE ATTORNEY



Council Communication

To: Mayor and Village Council
From: A.J. Engelmeyer, Public Works Director
Date: July 7, 2026
SUBJECT: **Resolution for Approval of Final Rankings and Recommendations of the RFP 26-05 NPK Booster Pump Station Upgrade TAB 7**

Background:

In 2020 the North Plantation Key Transfer Station was identified by staff as needing replacement due to deteriorating conditions and continuous surging of the conveyance force main (CFM) to Key Largo Wastewater Treatment District (KLWTD) causing system failures in CFM. Multiple breaks in the pipe of the CFM have occurred in the past ten years. An analysis of the system was conducted and continues to be monitored. It was determined that a change of the current re-pump system into an inline booster system would help to alleviate the large surges the system is currently experiencing.

On October 15, 2025, Islamorada received a consent order from Florida Department of Environmental Protection (FDEP) provided hereto as Exhibit "B". The consent order outlines requirements that the Village would need to complete. The North Plantation Key Booster Pump Station is one of the items on the list. All items must be completed by January 30, 2028.

Analysis:

On April 24, 2026, the Village issued Request for Proposals ("RFP") 26-05 with the objective of entering into an agreement with an experienced contractor to solicit proposals from qualified proposers to upgrade the Northern Plantation Key Booster Pump Station. The Village received four (4) proposals from four (4) firms in response to RFP 26-05 by the submission deadline of June 17, 2026. The RFP was advertised for a total of 54 days on (1) the Village's website; (2) DemandStar, and (3) the Village's Facebook page.

To evaluate the proposals, the Village Manger appointed an RFP 26-05 Evaluation Committee (the "Committee") comprised of Village Public Works Director A.J. Engelmeyer; Clay Boggess, Wastewater Operations Manager; Sheila Denoncourt, Building Official; Peter Frezza, Environmental Resources Manager; Daniel Parabok, Assistant Planning Director. Consultants from Wade Trim Tom Brzezinski, David Mullen and Jakob Martinez were present for clarifications of bids.

Due to the type of services sought through this RFP, cost is not the only factor considered during an evaluation. Consideration is also given to each firm's organization, experience and qualifications. The proposals were reviewed and scored by the Committee in a publicly noticed meeting on June 24th, 2026. The proposals were first reviewed and scored on qualifications with a maximum of 50 points. Proposals must have received an average score of 30 points minimum to be considered qualified. All nonqualified proposals would receive their sealed

price proposal back. All qualified price proposals were reviewed and scored by the Committee following the qualification review with a maximum of 50 points for price. A maximum of 100 points were available in the combined scoring system, for a total maximum score by the Committee of 500 points. The Committee ranked the proposals as follows according to the criteria and point system provided in the RFP:

<u>Rank</u>	<u>Proposer/Firm Name</u>	<u>Points</u>	<u>Cost Proposal</u>
1	Comtech	457	\$6,700,500.00
2	Reynolds	447.05	\$7,289,000.00
3	Belle	436	\$7,343,568.00
4	Toppino and Sons	416.75	\$8,234,500.00

Adoption of the attached Resolution would approve the ranking of the RFP 26-05 Evaluation Committee and the recommended selection of Comtech for the requested services. The proposed Resolution would also authorize the Village Manager and Village Attorney to negotiate and enter into an agreement with Comtech for the requested services in substantially the form of Agreement provided as an exhibit to RFP 26-05 and provided hereto as Exhibit "1" to the proposed Resolution. The proposal from Comtech is provided as Exhibit "A" to the form of Agreement.

Budget Impact:

The total cost of the Project, including demolition of the old pump station and upgrade, is expected not to exceed \$6,700,500.00.

The NPK Pump Station Project is funded through a combination of wastewater service charge revenues and grant funding. Historically, eligible project costs associated with wastewater infrastructure improvements have been reimbursed at up to 65% through the U.S. Army Corps of Engineers (USACE) under the Florida Keys Water Quality Improvement Program (FKWQIP), subject to the availability and appropriation of funding. Any reimbursement associated with this project remains subject to program eligibility requirements and available funding.

The majority of costs associated with this work authorization are anticipated to occur during Fiscal Year 2026-2027. Funding for those costs will be included as part of the Village's annual budget process.

In addition, Stewardship Act grant proceeds totaling \$4,125,000 have been allocated to the NPK Pump Station Project.

Staff Impact:

The Public Works and Wastewater Director assisted by the Public Works Coordinator would act as Project Manager.

Recommendation:

It is recommended that the Village Council adopt the attached resolution, thereby approving the selection of Comtech for the Northern Plantation Key Booster Pump Station Upgrade Project and authorizing the Village Manager and Village Attorney to negotiate and enter into an agreement.

- Attachments:**
1. RFP-26-05 NPK BOOSTER PUMP
 2. _Minutes-evaluation_committee_RFP_26-05 Second Meeting
 3. _Minutes-evaluation_committee_RFP_26-05
 4. Score Sheets
 5. Comtech Engineering Bid Package - RFP 26-05 NPK Booster Pump Station
 6. Proposals Not Selected

RESOLUTION NO. 26-07-

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, APPROVING THE FINAL RANKINGS AND RECOMMENDATIONS OF THE RFP 26-05 EVALUATION COMMITTEE FOR SELECTION OF A CONTRACTOR FOR NORTHERN PLANTATION KEY BOOSTER PUMP STATION UPGRADE PROJECT, CONSULTING, AND SUPPORT SERVICES; AUTHORIZING THE VILLAGE MANAGER AND VILLAGE ATTORNEY TO NEGOTIATE AN AGREEMENT FOR THE PROJECT; AUTHORIZING THE VILLAGE MANAGER TO EXECUTE THE AGREEMENT; AUTHORIZING THE VILLAGE MANAGER TO EXPEND BUDGETED FUNDS; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, Islamorada, Village of Islands (the "Village"), recognizes that the conversion of the existing North Plantation Key (NPK) Wastewater Transfer Station into an In-Line Wastewater Booster Station is a critical and important project to comply with the Department of Environmental Protection (DEP) Consent Order; and

WHEREAS, the Village is seeking construction services for the conversion of the existing NPK Wastewater Transfer Station; and

WHEREAS, on April 24, 2026, the Village issued a Request for Proposals (RFP 26-05) to solicit proposals from qualified vendors to provide construction services for the conversion of the existing NPK Wastewater Transfer Station into an In-Line Wastewater Booster Station, including demolition, new facility construction, installation of pumps and electrical systems, temporary bypass pumping, sitework, permitting and full system commissioning (the "Project"); and

WHEREAS, RFP 26-05 was issued in accordance with Sec. 2-327(b) and (c)(4) of the Village's

Purchasing Guidelines in the Village Code of Ordinances; and

WHEREAS, the Village received a total of four (4) responsive proposals in connection with RFP 26-05 following the advertisement period; and

WHEREAS, the Village Manager established an Evaluation Committee (the "Committee") to review responsive proposals and make a recommendation to the Village Council for the selection of a Contractor to complete the Project; and

WHEREAS, the Committee reviewed the proposals using the selection criteria detailed in RFP 26-05 and recommends selection of the highest-ranked proposal from ComTech Engineering for completion of the Project for an annual amount not to exceed Six million, seven hundred thousand, five hundred dollars (\$6,700,500.00); and

WHEREAS, the Village Council finds that the adoption of this resolution is in the best interest of the Village and its residents.

NOW THEREFORE, BE IT RESOLVED BY THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, AS FOLLOWS:

Section 1. **Recitals.** The above recitals are true and correct and incorporated into this Resolution by this reference.

Section 2. **Approval of Selection.** The Village Council hereby approves of the ranking of the proposals as provided by the Committee and approves the selection of ComTech Engineering to complete the Project.

Section 3. **Authorization of Village Officials.** The Village Manager or designee and the Village Attorney are authorized to execute an Agreement with ComTech Engineering on behalf of the Village.

Section 4. **Execution of Agreement.** The Village Manager is authorized to execute an Agreement with Langton Consulting on behalf of the Village, to execute any other required documents to implement the terms and conditions of the Agreement, and to execute any extension or amendments to the Agreement, subject to approval as to form and legality by the Village Attorney. If such negotiations are unsuccessful, then the Village Manager or designee and the Village Attorney are authorized to negotiate with the second ranked contractor.

Section 5. **Authorization of Fund Expenditures.** Notwithstanding the limitations imposed upon the Village Manager pursuant to the Village's Purchasing Procedures Ordinance, the Village Manager is hereby authorized to expend budgeted funds for the Project.

Section 6. **Effective Date.** This Resolution shall become effective immediately upon its adoption.

Remainder of the page intentionally left blank.

Motion to adopt by _____, seconded by _____.

FINAL VOTE AT ADOPTION

VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS

Mayor Don Horton

Vice Mayor Sharon Mahoney

Councilman Steve Friedman

Councilwoman Deb Gillis

Councilwoman Anna Richards

PASSED AND ADOPTED THIS 7th DAY OF JULY, 2026.

DON HORTON, MAYOR

ATTEST:

MARNE MCGRATH, VILLAGE CLERK

APPROVED AS TO FORM AND LEGALITY
FOR THE SOLE USE AND BENEFIT OF
ISLAMORADA, VILLAGE OF ISLANDS:

JOHN J. QUICK, VILLAGE ATTORNEY



**Summary Minutes of the
ISLAMORADA, VILLAGE OF ISLANDS
EVALUATION COMMITTEE MEETING
NORTH PLANTATION KEY BOOSTER PUMP STATION UPGRADE
PROJECT
(RFP 26-05)**

Islamorada Administrative Center and Public Safety Headquarters
86800 Overseas Highway, 3rd floor conference room
Islamorada, FL 33036
June 24, 2026
12:30 PM

The meeting was open to in-person attendance by the public.

CALL TO ORDER

Procurement and Capital Assets Administrator Stefanie Peel called the meeting to order at 12:33 p.m. All evaluation committee members were present: Building Official Sheila Denoncourt, Wastewater Operation Manager Clay Bogges, Public Works Director Andrew Engelmeyer, Assistant Planning Director Daniel Parabok, and Environmental Resources Manager Peter Frezza. Public Works Coordinator Natalie Keene, one consultant from Wade Trim, and two members of the public were also present.

DISCUSSION AND EVALUATION

Stefanie Peel opened the meeting by adding up the qualifications section of evaluation scorecard.

Stefanie then read out cost proposals. Points were distributed based on cost in relation to each other, with the lowest bidder receiving fifty (50) points. The cost proposal point distribution was as follows:

- Belle Construction: 45.2
- ComTech Engineering: 50
- Reynolds Construction: 45.61
- Toppino and Sons: 38.55

Committee members confirmed they had completed their evaluations and submitted their scoring sheets to Stefanie Peel. The maximum possible score was 100 points per evaluator, for a total of 500 points for the committee. The following tabulation was recorded:

<i>Committee Member</i>	Belle Construction	Comtech Engineering	Reynolds Construction	Toppino and Sons
Clay Boggess	90.2	92	85.61	82.55
Sheila Denoncourt	86.2	85	90.61	84.55
Andrew Engelmeyer	87.2	91	89.61	80.55
Peter Frezza	85.2	95	90.61	85.55
Daniel Parabok	86.2	94	90.61	83.55
TOTAL	436	457	447.05	416.75

The committee unanimously agreed to recommend that the Village Council approve an agreement with ComTech Engineering. Staff plan to add the item to the July Council meeting agenda. The recommendation to Council will include approval of the ranking and approval of an agreement with the selected contractor to complete the project

ADJOURNMENT

The meeting adjourned at 1:01 p.m.

Stefanie M. Peel

Procurement and Capital Assets Administrator

**Summary Minutes of the
ISLAMORADA, VILLAGE OF ISLANDS
EVALUATION COMMITTEE MEETING
NORTH PLANTATION KEY BOOSTER PUMP STATION UPGRADE
PROJECT
(RFP 26-05)**

Islamorada Administrative Center and Public Safety Headquarters
86800 Overseas Highway, 3rd floor conference room
Islamorada, FL 33036
June 22, 2026
3:00 PM

The meeting was open to in-person attendance by the public.

CALL TO ORDER

Procurement and Capital Assets Administrator Stefanie Peel called the meeting to order at 3:05 p.m.

Evaluation Committee Members Present

- Clay Boggess, Wastewater Operations Manager
- Sheila Denoncourt, Building Official
- Andrew Engelmeyer, Public Works Director
- Peter Frezza, Environmental Resources Manager
- Daniel Parabok, Assistant Planning Director

Others Present

- Natalie Keene, Public Works Coordinator
- Consultants from Wade Trim: David Mullen, Tom Brzezinski, Jakob Martinez
- Three members of the public

DISCUSSION AND EVALUATION

Stefanie Peel opened the meeting with a reminder of the rules surrounding evaluation committee meetings and the continued cone of silence pertaining to this project. She noted that the RFP was issued on April 24, 2026, and bids were due June 17, 2026, for a total of 53 days advertised on the Village website, DemandStar and published in Keys Weekly for first week of the advertising period. Stefanie confirmed that the Village received four (4) proposals in response to the RFP, and responses were distributed to the committee members on June 17, 2026.

Consultants from Wade Trim opened the discussion by examining the pros and cons of each proposal.

Reynolds Construction

Strengths

- Addressed key project factors including coordination with school and community, early procurement, and potential weather impacts.
- Strong emphasis on safety and community coordination.
- Proposed start of September 2026 with substantial completion by October 2027 (considered realistic per consultants). Timeline complies with consent order from DEP.
- Experience with local projects.

Concerns

- Did not address parking logistics.
- Several referenced projects experienced delays or additional charges.
- One referenced project used a pre-fabricated building rather than a new build as required.

Reference Feedback: City of Key West reported higher cost but high-quality work.

Toppino & Sons, Inc.

Strengths

- Clear, well-structured project approach emphasizing service continuity and early procurement.
- Demonstrated understanding of local conditions and coordination with Key Largo Wastewater Treatment District.
- All referenced projects completed on time.
- Mobilization timeline (2-3 days) considered achievable given location of firm.

Concerns

- No mention of school coordination or community outreach.
- Ten days unaccounted for in the proposed schedule but could potentially be considered floater days.
- Similar projects were less directly comparable to the bid project than other firms but still relevant.

Reference Feedback: Reference was pleased with the company.

Bell Construction

Strengths

- Thorough proposal with strong understanding of local building conditions.
- Included a separate schedule for procurement and accounted for coordination of equipment.

- Clear that the professional who would be leading that section of the project wrote the corresponding section of the proposal.
- Emphasized safety and coordination with the Village, local community, and Key Largo Wastewater Treatment District.
- Noted building specific issues such as termites.
- Plan to provide shared file access for real-time project updates.

Concerns

- Limited detail on booster pump installation and related components.
- Similar projects were less aligned with this project's scope.
- Project manager's experience primarily in building construction. Other members of team include experience in non-utility related projects.
- Proposed start date of July 20 unrealistic; adjusted schedule still has project substantially complete by December 2027.
- Did not mention coordination with school or local community.

Reference Feedback: Company is eager to work but may struggle to provide detailed paperwork.

ComTech Engineering

Strengths

- Complete, though less detailed, project approach.
- Only proposer to mention dewatering and field testing.
- Emphasized uninterrupted service and safety.

Concerns

- Limited local experience; most projects in Miami-Dade and Broward County.
- No public or Key Largo Wastewater Treatment District coordination plan.
- No procurement schedule for long-lead items.
- Substantial completion date range included non-compliant dates.
- Similar projects listed were rehabilitation-focused, not new construction.
- All referenced projects exceeded schedule and cost.
- Staff assigned to this proposal were not the staff who worked on the projects listed under the similar projects section.

Reference Feedback: Delays and added costs attributed to gaps in drawings.

Committee Member Comments

- Sheila Denoncourt: Asked whether a CUC license was required for this project (answer: no). Noted concern about some of the firms with limited or no experience working in Monroe County.

- Daniel Parabok: Observed differences in generator demolition timing across proposals and noted concern surrounding timing and hurricane season.

Next Steps

Andrew Engelmeyer outlined the upcoming process:

- Review qualifications
- Open cost proposals

The next meeting is scheduled for Wednesday, June 24, at 12:30pm.

ADJOURNMENT

The meeting adjourned at 4:13 p.m.

Stefanie M. Peel

Procurement and Capital Assets Administrator

ISLAMORADA, VILLAGE OF ISLANDS

RFP 26-05 Northern Plantation Key Booster Pump Station Upgrade Project

Evaluator: Clay Bogges

Date: 6/24/26

Qualification Proposal Scoring Sheet

Evaluators are directed to score every proposal for each criterion based upon their unbiased evaluation of the proposal materials. Evaluators are reminded of their signed confirmation of no conflict of interest and commitment to provide an objective review of all proposals and unbiased evaluation and scoring.

<i>Proposer</i>					
<i>Criteria</i>	Belle Construction Group	Comtech Engineering	Reynolds Construction	Topino and Sons	
Project Approach (0-20 points)	20	16	15	19	
Staff & Similar Projects (0-20 points)	15	16	15	15	
References (0-10 points)	10	10	10	10	
SUBTOTAL POINT RANGE 0-50 POINTS (Minimum Qualification 30 Points)	45	42	40	44	

Evaluator: Clay Baggess
 Date: 6/24/26

ISLAMORADA, VILLAGE OF ISLANDS
RFP 26-04 Grant Writing, Consulting, and Support Services

Qualification Proposal Scoring Sheet

Evaluators are directed to score every proposal for each criterion based upon their unbiased evaluation of the proposal materials. Evaluators are reminded of their signed confirmation of no conflict of interest and commitment to provide an objective review of all proposals and unbiased evaluation and scoring.

<i>Proposer</i>						
<i>Criteria</i>		Belle Construction Group	Comtech Engineering	Reynolds Construction	Topino and Sons	
Cost (0-50 points)		45.2	50	45.61	38.55	
SUBTOTAL POINT RANGE 0-50 POINTS		45	42	40	44	
TOTAL POINTS RECEIVED	(0 100 points)	45	42	40	44	

90.2 92 85.61 82.55

Bell 7343 568
 Comtech 6700 500
 Reynolds 7289 000
 Topino 8234 500

ISLAMORADA, VILLAGE OF ISLANDS

RFP 26-05 Northern Plantation Key Booster Pump Station Upgrade Project

Evaluator: Denoncourt

Date: 6/22/26

Qualification Proposal Scoring Sheet

Evaluators are directed to score every proposal for each criterion based upon their unbiased evaluation of the proposal materials. Evaluators are reminded of their signed confirmation of no conflict of interest and commitment to provide an objective review of all proposals and unbiased evaluation and scoring.

<i>Proposer</i>					
<i>Criteria</i>	Belle Construction Group	Comtech Engineering	Reynolds Construction	Topino and Sons	
Project Approach (0-20 points)	16	12	17	18	
Staff & Similar Projects (0-20 points)	15	13	18	18	
References (0-10 points)	10	10	10	10	
SUBTOTAL POINT RANGE 0-50 POINTS (Minimum Qualification 30 Points)	41	35	45	46	

ISLAMORADA, VILLAGE OF ISLANDS

RFP 26-04 Grant Writing, Consulting, and Support Services

Qualification Proposal Scoring Sheet

Evaluator: Demarcourt

Date: 6/22/26

Evaluators are directed to score every proposal for each criterion based upon their unbiased evaluation of the proposal materials. Evaluators are reminded of their signed confirmation of no conflict of interest and commitment to provide an objective review of all proposals and unbiased evaluation and scoring.

<i>Proposer</i>		7343,568	6,709,500	7,289,000	8,234,500
<i>Criteria</i>		Belle Construction Group	Comtech Engineering	Reynolds Construction	Topino and Sons
Cost (0-50 points)		45.2	50	45.61	38.55
SUBTOTAL POINT RANGE 0-50 POINTS		41	35	45	46
TOTAL POINTS RECEIVED (0 100 points)		86.2	85	90.61	84.55

ISLAMORADA, VILLAGE OF ISLANDS**RFP 26-05 Northern Plantation Key Booster Pump Station Upgrade Project**

Evaluator:

A. J. Eaganberger

Date:

24 June 2026**Qualification Proposal Scoring Sheet**

Evaluators are directed to score every proposal for each criterion based upon their unbiased evaluation of the proposal materials. Evaluators are reminded of their signed confirmation of no conflict of interest and commitment to provide an objective review of all proposals and unbiased evaluation and scoring.

<i>Proposer</i>					
<i>Criteria</i>	Belle Construction Group	Comtech Engineering	Reynolds Construction	Topino and Sons	
Project Approach (0-20 points)	17	15	17	17	
Staff & Similar Projects (0-20 points)	15	16	17	15	
References (0-10 points)	10	10	10	10	
SUBTOTAL POINT RANGE 0-50 POINTS (Minimum Qualification 30 Points)	42	41	44	42	

ISLAMORADA, VILLAGE OF ISLANDS**RFP 26-05 Northern Plantation Key Booster Pump Station Upgrade Project**Evaluator: A. Engelmeier

Date: _____

Qualification Proposal Scoring Sheet

Evaluators are directed to score every proposal for each criterion based upon their unbiased evaluation of the proposal materials. Evaluators are reminded of their signed confirmation of no conflict of interest and commitment to provide an objective review of all proposals and unbiased evaluation and scoring.

<i>Proposer</i>					
<i>Criteria</i>	Belle Construction Group	Comtech Engineering	Reynolds Construction	Topino and Sons	
Cost (0-50 points)	45.2	50	45.61	38.55	
SUBTOTAL POINT RANGE 0-50 POINTS	42	41	44	42	
TOTAL POINTS RECEIVED (0 100 points)	87.5	91	89.61	80.55	

ISLAMORADA, VILLAGE OF ISLANDS

RFP 26-05 Northern Plantation Key Booster Pump Station Upgrade Project

Evaluator:

Peter Ferra

Date:

6-24-26

Qualification Proposal Scoring Sheet

Evaluators are directed to score every proposal for each criterion based upon their unbiased evaluation of the proposal materials. Evaluators are reminded of their signed confirmation of no conflict of interest and commitment to provide an objective review of all proposals and unbiased evaluation and scoring.

<i>Proposer</i>					
<i>Criteria</i>	Belle Construction Group	Comtech Engineering	Reynolds Construction	Topino and Sons	
Project Approach (0-20 points)	<i>18</i>	<i>16</i>	<i>16</i>	<i>19</i>	
Staff & Similar Projects (0-20 points)	<i>12</i>	<i>19</i>	<i>19</i>	<i>18</i>	
References (0-10 points)	<i>10</i>	<i>10</i>	<i>10</i>	<i>10</i>	
SUBTOTAL POINT RANGE 0-50 POINTS (Minimum Qualification 30 Points)	<i>40</i>	<i>45</i>	<i>45</i>	<i>47</i>	

ISLAMORADA, VILLAGE OF ISLANDS

RFP 26-05 Northern Plantation Key Booster Pump Station Upgrade Project

Evaluator: Daniel Parobek

Date: 6-13-26

Qualification Proposal Scoring Sheet

Evaluators are directed to score every proposal for each criterion based upon their unbiased evaluation of the proposal materials. Evaluators are reminded of their signed confirmation of no conflict of interest and commitment to provide an objective review of all proposals and unbiased evaluation and scoring.

<i>Proposer</i>						
<i>Criteria</i>	Belle Construction Group	Comtech Engineering	Reynolds Construction	Topino and Sons		
Project Approach (0-20 points)	16	15	18	17		
Staff & Similar Projects (0-20 points)	16	19	17	18		
References (0-10 points)	10	10	10	10		
SUBTOTAL POINT RANGE 0-50 POINTS (Minimum Qualification 30 Points)	42	44	45	45		

ISLAMORADA, VILLAGE OF ISLANDS**RFP 26-05 Northern Plantation Key Booster Pump Station Upgrade Project**Evaluator: Daniel Parabook

Date: _____

Qualification Proposal Scoring Sheet

Evaluators are directed to score every proposal for each criterion based upon their unbiased evaluation of the proposal materials. Evaluators are reminded of their signed confirmation of no conflict of interest and commitment to provide an objective review of all proposals and unbiased evaluation and scoring.

<i>Proposer</i>					
<i>Criteria</i>	Belle Construction Group	Comtech Engineering	Reynolds Construction	Topino and Sons	
Cost (0-50 points)	45.2	50	45.41	38.55	
SUBTOTAL POINT RANGE 0-50 POINTS	42	44	45	45	
TOTAL POINTS RECEIVED (0 100 points)	87.2	94	90.41	83.55	

NORTHERN PLANTATION KEY BOOSTER PUMP STATION UPGRADE PROJECT

(RFP 26-05)

SUBMITTED BY

Comtech Engineering, Inc.
7900 SW 57 Avenue, Suite 11
Miami, FL 33143



Islamorada, Village of Islands

Attn: Village Manager / Selection Committee
86800 Overseas Highway
Islamorada, Florida 33036

Re: Proposal for Conversion of NPK Transfer Pump Station to In-Line Booster Station

Dear Members of the Selection Committee,

Comtech Engineering, Inc. is pleased to submit our proposal for the construction of the conversion of the North Plantation Key (NPK) Transfer Pump Station into an in-line wastewater booster station for the Islamorada, Village of Islands.

This project represents a critical infrastructure improvement involving the demolition of existing facilities, construction of a new booster station structure, installation of pumps and associated mechanical and electrical systems, yard piping, and full restoration of the site, while maintaining continuous wastewater service throughout construction.

Comtech is a South Florida-based contractor with over 30 years of experience specializing in underground utilities, pump stations, force mains, and water and wastewater infrastructure. Our team has successfully delivered similar projects involving new pump station construction, rehabilitation of existing facilities, and complex tie-ins within active systems. We understand the technical and operational challenges associated with maintaining service continuity, including the implementation of temporary bypass pumping systems and phased construction sequencing to minimize risk and avoid disruptions.

We have extensive experience constructing pump stations that include civil, structural, mechanical, and site components, as well as coordinating electrical and instrumentation work with specialty subcontractors. Our approach emphasizes clear planning, disciplined field execution, and strong coordination with the Owner, engineer, and regulatory agencies to meet all contract requirements.

Comtech fully understands the requirements of this project, including maintaining the existing transfer station in operation during construction, limiting shutdown durations, and completing the transition to the new booster station in a controlled and efficient manner. We recognize that this type of work requires careful scheduling, experienced field supervision, and a proactive approach to resolving conflicts related to existing utilities, site constraints, and permitting conditions.

Our construction team has a proven track record working in similar environments throughout South Florida, including projects for Miami-Dade County, Broward County, and local municipalities. These projects have involved new pump station construction, force main installations, and system upgrades under tight operational constraints. We bring that same level of experience and reliability to this project.

Safety, quality, and schedule performance are fundamental to our operations. We maintain strict adherence to all regulatory requirements and industry standards, and we place strong emphasis on protecting existing infrastructure, maintaining access, and minimizing impacts to the surrounding community throughout construction.

Comtech is committed to delivering this project on time, within budget, and in full compliance with the contract documents. We are confident in our ability to construct a reliable, fully operational in-line booster station that will serve the Village effectively for years to come.

We appreciate the opportunity to submit this proposal and look forward to working with the Islamorada Village of Islands on this important project. Should you have any questions or require additional information, please do not hesitate to contact us.

Sincerely,

Jose Sierra
President
Comtech Engineering, Inc.



Legal Name of Proposer

Comtech Engineering, Inc.

Federal employee identification (FEIN) number

65-0939997

Mailing Address City State Zip

7900 SW 57 Avenue, Suite 11,
Miami, FL 33143

Contact person's name, Title

Jose Sierra, President

Email Address

jsierra@comtecheng.com

Phone number

Office: 305-397-8283
Cell: 305-772-9007

Fax Number

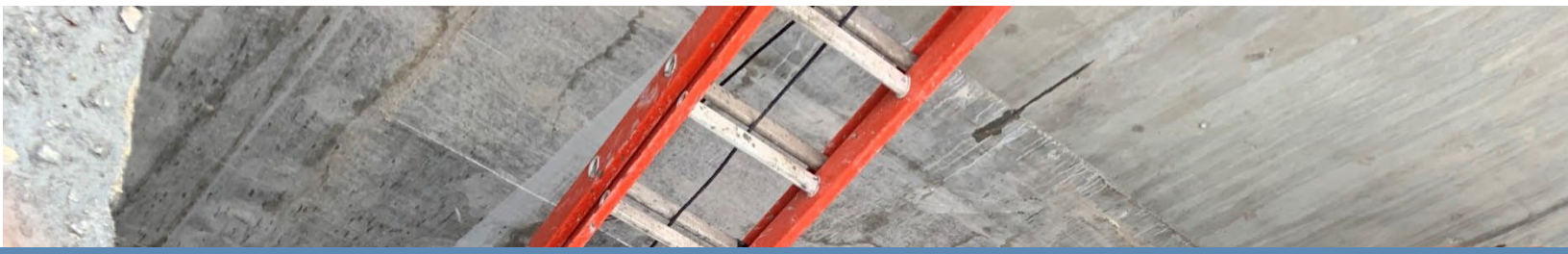
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6. **Warranty**
7. **Ability to obtain bonds**
8. **State and Local Authorization to Transact Business**
9. **Sign Contract Documents**



COMTECH
engineering , inc.



2.0



Project Approach

1. PROJECT UNDERSTANDING

Comtech Engineering, Inc. understands that the Northern Plantation Key Booster Pump Station Upgrade Project consists of converting the existing North Plantation Key (NPK) Transfer Pump Station into a fully operational in-line wastewater booster station while maintaining continuous service to the existing system throughout construction. This effort requires careful coordination of demolition, construction, mechanical and electrical installation, and system integration within an active wastewater facility.

The work includes selective demolition of existing infrastructure, construction of a new booster station structure, installation of pumping equipment and associated piping systems, yard piping and appurtenances, electrical and control system upgrades, instrumentation integration, standby power installation, testing and commissioning, decommissioning of obsolete facilities, and full site restoration.

A key project constraint is keeping the existing transfer station operational throughout construction. Shutdowns must be minimized and carefully coordinated to always maintain system reliability. Comtech understands that this requirement governs the entire construction sequence, especially utility verification, bypass planning, tie-in work, and final system transition.

The primary risks associated with this project include working within an active facility, confirming existing underground utilities, managing long-lead equipment, coordinating multiple trades within a constrained site, and executing the final transition without service disruption. Comtech's approach is specifically structured to manage these risks through disciplined planning, phased execution, and proactive coordination.

2. CONSTRUCTION APPROACH AND METHODOLOGY

Comtech will execute the Project using a phased construction approach that allows new infrastructure to be built and commissioned while maintaining uninterrupted operation of the existing system.



The project will begin with a structured pre-construction phase focused on establishing full control of the work. Activities will include review of contract documents, verification of site conditions, confirmation of access and staging, development of the baseline CPM schedule, initiation of submittals, and coordination of

long-lead procurement. Early coordination with the Village and Engineer will define operational constraints, inspection requirements, and tie-in procedures.

Following mobilization, Comtech will perform field verification of all existing utilities and connections prior to excavation or demolition. This includes confirming both horizontal and vertical alignments, identifying conflicts, and verifying tie-in points. Any discrepancies will be addressed immediately to prevent delays and reduce risk to ongoing operations.

Construction will proceed with controlled site preparation and selective demolition. Demolition activities will be sequenced to preserve all systems required for ongoing operations. Facilities will only be removed when they are no longer required or when temporary measures, including bypass systems, are in place and operational.

The new booster station will be constructed beginning with excavation, foundation installation, and structural work, followed by building construction. Mechanical, electrical, and instrumentation work will then proceed in a coordinated manner. Mechanical installation will include pumps, piping systems, valves, and appurtenances. Electrical and instrumentation installation will include conduits, power distribution systems, control panels, instrumentation, and SCADA integration.

Continuous wastewater operations will be maintained throughout the project. Where temporary system interruptions are required, Comtech will implement a bypass pumping system designed to meet operational demands. The bypass system will be installed and tested prior to any shutdown and will remain in place until final transition is complete.

Upon completion of construction, Comtech will perform staged testing and commissioning of all systems. Final system tie-in will be completed within approved shutdown windows under controlled conditions. Following successful startup, remaining existing facilities will be decommissioned and demolished, and full site restoration will be completed.

3. ORGANIZATION OF TASKS TO COMPLETE THE PROJECT

Comtech will organize the Project into defined task groups aligned with each phase of work to ensure efficient sequencing and coordination.

Project management and administration will be maintained throughout the Project and will include schedule control, submittal tracking, procurement coordination, cost monitoring, documentation, and communication with the Village and Engineer. Field engineering will support layout, utility verification, and as-built documentation.

Construction activities will be organized into the following phases: pre-construction and mobilization; utility verification and bypass preparation; demolition and clearing; civil and structural construction; mechanical installation; electrical and instrumentation installation; testing and commissioning; system transition; final demolition; and restoration and closeout.

Each phase will be advanced in accordance with the CPM schedule, ensuring that prerequisite work is completed prior to proceeding. Daily coordination between the Project Manager, Superintendent, and subcontractors will maintain alignment between trades and ensure that field operations progress as planned. This structured approach allows Comtech to maintain control of the work, minimize conflicts, and maintain schedule performance.



4. PROJECT PROCUREMENT APPROACH

Comtech's procurement strategy is integrated directly with the project schedule and is focused on protecting the critical path, particularly with respect to long-lead equipment.

Immediately following Notice to Proceed, Comtech will prioritize procurement submittals for key equipment, including pumps, electrical gear, control systems, and generator equipment. These submittals will be expedited to allow early review and approval.

Comtech will implement an early release procurement strategy for long-lead items to ensure fabrication begins as soon as possible. Direct coordination with manufacturers will confirm lead times, production schedules, and delivery requirements. Procurement progress will be tracked continuously and aligned with construction sequences to ensure equipment availability when needed.

Subcontractors responsible for electrical and instrumentation work will be engaged early to support procurement planning and installation coordination. Material deliveries will be scheduled to support field activities while avoiding congestion and unnecessary handling.

This approach ensures that procurement supports construction operations and prevents delays associated with late equipment delivery.

5. PROPOSED CPM SCHEDULE

A detailed Critical Path Method (CPM) schedule is included as part of this proposal in accordance with the requirements of the RFQ. The schedule is limited to a maximum of forty (40) activities and is presented in an 11-inch by 17-inch landscape format to provide a clear and concise representation of the sequence of work.

The CPM schedule includes all major components of the Project, including pre-construction activities, submittal preparation and approval, procurement of long-lead equipment, mobilization, utility verification, bypass system installation, demolition, excavation, structural construction, mechanical and electrical installation, testing and commissioning, system tie-in, startup, decommissioning, restoration, and closeout.

Logical relationships between activities are clearly defined to illustrate the sequence of work and identify the critical path. The critical path runs through submittal approval, procurement of major equipment, structural construction, mechanical and electrical installation, system testing, final tie-in, and startup.

The schedule includes key milestones such as Notice to Proceed, start of construction, equipment procurement and delivery, mechanical completion, system tie-in, substantial completion, and final completion. Activity durations reflect Comtech's experience with similar projects and represent a realistic contractor's estimate for completion of the work.

The included 11×17 CPM schedule is intended to serve as both a planning and communication tool, providing the Village with a clear understanding of how the Project will be executed from award through final completion.

6. PROJECT CONTROLS, SAFETY, AND ENVIRONMENTAL MANAGEMENT

6.1 Dewatering

Comtech recognizes that dewatering may be required during excavation for foundations, piping, and below-grade structures. Dewatering will be planned and executed in a controlled manner to maintain a stable work area, protect adjacent facilities, and prevent impacts to existing operations.

Dewatering methods will be selected based on site conditions and may include wellpoints, sump pumping, or localized drainage systems. All discharges will be managed in accordance with applicable regulations to prevent erosion, sediment transport, or impacts to surrounding areas. Comtech will monitor groundwater conditions during construction and adjust dewatering operations as necessary to maintain safe and compliant working conditions.

6.2 Contaminated Site and Stormwater Pollution Prevention

Comtech will implement procedures to address potential contaminated materials and prevent environmental impacts during construction. Any suspect soil encountered will be handled in accordance with regulatory requirements and coordinated with the Engineer and appropriate agencies.

A Stormwater Pollution Prevention Plan (SWPPP) will be implemented as required. Erosion and sediment controls will be installed prior to construction activities and maintained throughout the duration of the project. These controls will include stabilized construction entrances, silt fencing, inlet protection, and other best management practices necessary to prevent sediment migration.

Comtech will perform regular inspections of all stormwater controls and will maintain documentation to demonstrate compliance with permit requirements. Corrective actions will be implemented immediately if deficiencies are identified.

6.3 Service Reliability

Maintaining continuous wastewater service is a primary requirement of this project and is central to Comtech's construction approach. The existing transfer station will remain operational throughout construction until the new booster system is fully constructed, tested, and ready for service.

Temporary bypass pumping systems will be utilized where required to maintain uninterrupted flow. These systems will be designed with redundant capacity and backup power to ensure reliability under varying conditions. All tie-ins and system transitions will be carefully planned, coordinated, and executed within approved shutdown windows to minimize operational risk. At no time will construction activities compromise system reliability.

6.4 Time Management

Comtech will manage project duration through a detailed CPM schedule that defines all major activities, logical relationships, and critical path elements. The schedule included in this proposal reflects a realistic construction duration based on the scope of work, procurement requirements, and operational constraints.

Progress will be monitored continuously against the baseline schedule. Updates will be performed regularly to track actual progress, identify potential delays, and implement corrective actions as needed. Critical activities, including procurement of long-lead equipment and system tie-ins, will receive focused management attention to ensure that the overall project schedule is maintained.

6.5 Cost Management and Control

Comtech will implement strict cost control procedures throughout the project. This includes tracking labor, equipment, materials, and subcontractor costs against the project budget.



Any potential changes to the work will be identified early, documented clearly, and communicated promptly to the Village and Engineer. Cost impacts associated with unforeseen conditions or scope changes will be evaluated and managed proactively to avoid schedule disruption.

Through disciplined project management, Comtech will maintain control of project costs while delivering the work in accordance with contract requirements.

6.6 Construction Safety

Safety, quality, and schedule performance are fundamental to Comtech's operations and are fully integrated into the planning and execution of this Project. We maintain strict adherence to all applicable regulatory requirements and industry standards, while placing a strong emphasis on protecting existing infrastructure, maintaining access, and minimizing impacts to residents, businesses, and the traveling public during construction.

Safety will be actively managed throughout the duration of the Project. Comtech will implement a site-specific Health and Safety Plan tailored to the hazards associated with constructing an in-line booster station within an active wastewater system. These hazards include excavation, confined space entry, heavy equipment operations, mechanical and electrical installations, and work in proximity to existing utilities and facilities. Hazard identification and job safety analyses will be completed for critical work activities, with control measures implemented prior to execution, consistent with standard project safety planning practices.

All personnel, including subcontractors, will be required to comply with established safety procedures. This includes the use of appropriate personal protective equipment (PPE), adherence to safe work practices, and participation in regular safety meetings and toolbox talks. Safety responsibilities apply to all levels of the project team, and each worker is expected to make safety an integral part of their daily activities.

Comtech will maintain a safe work environment through continuous field oversight, routine inspections, and enforcement of safety standards. Unsafe conditions will be identified and corrected immediately. Coordination with the Village and facility operators will be maintained to ensure safe operations are preserved throughout construction, particularly within the active wastewater environment.

Our approach reflects Comtech's overall commitment to accident prevention, worker protection, and public safety. By integrating safety into construction planning, scheduling, and day-to-day operations, Comtech is confident in its ability to deliver this Project safely, on time, and within budget, while providing a reliable and fully operational facility that will serve the Village of Islamorada for years to come.

6.7 Quality Assurance and Quality Control (QA/QC)

Comtech will implement a comprehensive Quality Assurance and Quality Control (QA/QC) program to ensure that all work complies with the Contract Documents.

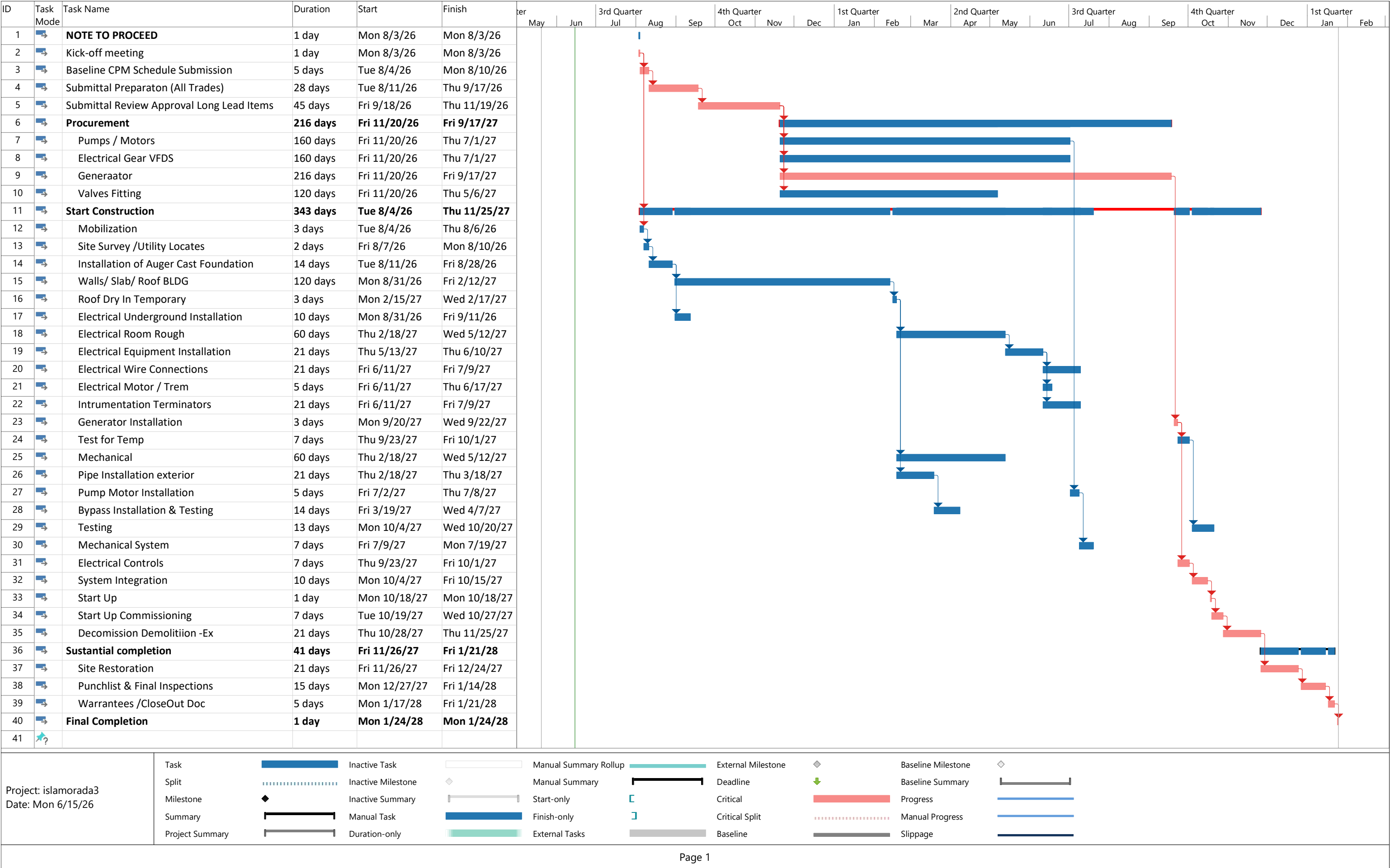
Quality Control procedures will include inspection and verification of materials, equipment, and installation at each stage of construction. Submittals will be reviewed and approved prior to procurement and installation, and all work will be documented in accordance with project requirements.

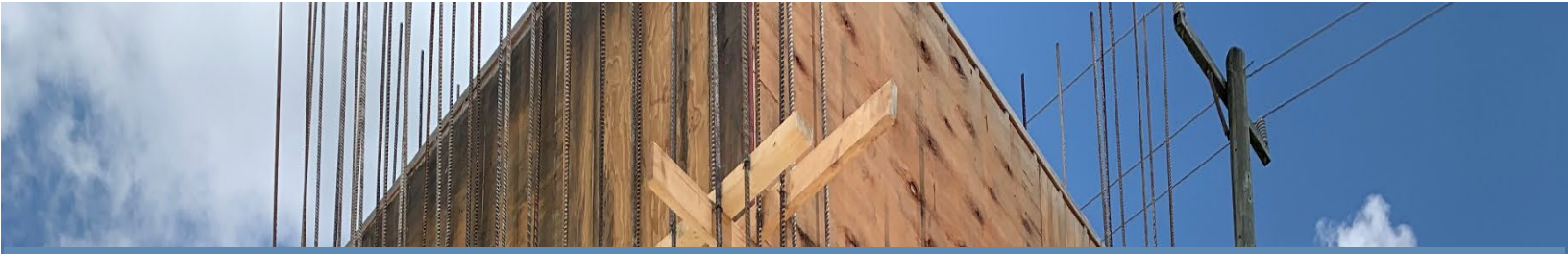
Testing and commissioning activities will be performed to verify system performance prior to startup. Any deficiencies identified during inspections or testing will be corrected promptly to ensure that the completed facility meets all operational and performance requirements.

7. CONCLUSION

Comtech Engineering Inc. has a clear and practical understanding of the Northern Plantation Key Booster Pump Station Upgrade Project. Our approach is based on maintaining continuous operations, executing construction in controlled phases, integrating procurement with scheduling, and managing risk through disciplined field practices.

Through experienced project management, coordinated field execution, and proactive communication with the Village and Engineer, Comtech is fully prepared to deliver the Project safely, efficiently, and in accordance with all requirements.





3.0



Staff & Similar Projects

Similar Project No. 1

Consent Decree Project 5.4
Upgrade of Pump Station 0414

Project:

Location 13940 NW 60th Avenue
Miami Lakes, Florida 33014
PCTS No. 13997 / ER No. S049027

Owner:

Miami Dade Water and Sewer Department
3070 SW 38th Avenue Miami, Florida 33146-1520

EOR:

HDR
8333 NW 53 Street Suite 302
Doral, Florida 33166

Cost:

Original Project Cost: \$4,747,314.19
Final Construction Cost: \$5,154,139.00.

Timeline:

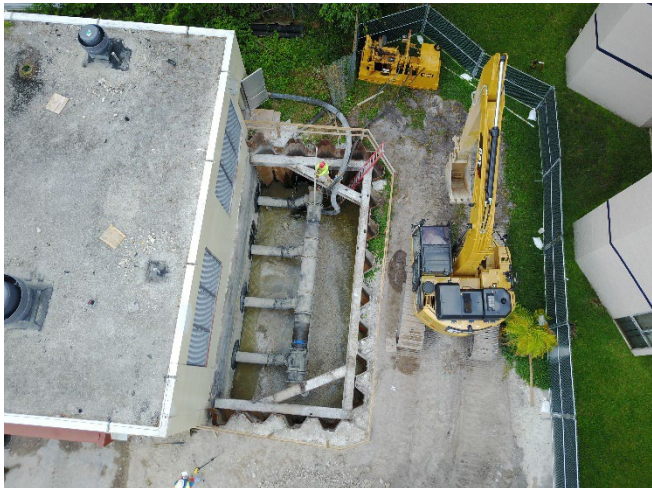
Original Project NTP: Sep. 21, 2017
Final Completion: July 18, 2018
Substantial Completion Granted: on 6/11/2019

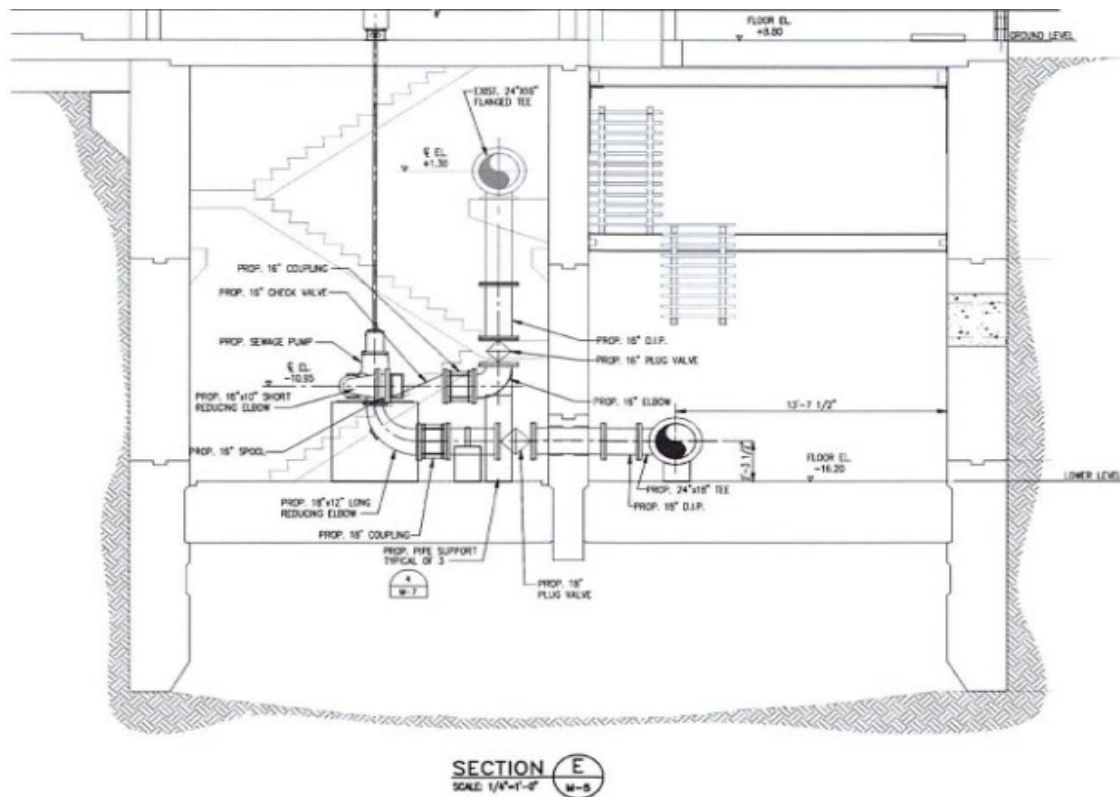
Project was completed on time and within budget. Additional time and monies were added to the contract for additional work requested by EOR and Owner.

Description of Work

- A. The work consisted of furnishing all materials, labor, and equipment necessary to rehabilitate Pump Station 0414, which includes three new pump and motors rated at 200 HP, new pump station valves and piping, and electrical building expansion to install new switchgear and VFDs. The upgrade included the following:
 - 1. Structural and Architectural:
 - a. Retrofit the existing odor control room and expand the room to accommodate the electrical upgrades and code requirements and create new separate access door for electrical room.
 - b. Demolition of existing wet well internal structures and convert area to accommodate pipe for new booster station suction lines.
 - c. Demolition of restroom.
 - d. Replacement of louvers and provide fixed masonry and concrete closures as indicated.

- e. Demolition of masonry walls, concrete floors, beams, columns, and equipment supports.
- f. New pipe and equipment supports.
- g. Modification to existing lower pump room floors to accommodate slopes for sump pump drains and run offs.
- h. Installation of new metal staircases and railing systems.
- 2. Electrical:
 - a. Replacement of Main Voltage Switchgear
 - b. Replacement of Motor Starters with New VFDs
 - c. Modify all I/O to the RTU to accommodate electrical changes.
 - d. Replace all pressure transmitters, flow switches and flow meters.
- 3. Mechanical:
 - a. Installation of three new Morris 7100 series vertical open shaft large dry pit pumps and three US Motor 200 HP.
 - b. Conversion of Wet Well to suction manifold pipe network in old wet well location.
 - c. Replacement of Flowmeter and installation of new bypass.
 - d. Replace all discharge and suction pipe and valves.
 - e. Installation of new HVAC and Purifil System.
 - f. Provide ventilation to new pump room and old wet well area.
- 4. Civil:
 - a. Modification of yard pipe for new booster pump station conversion.
 - b. Installation of new 24-to-36-inch mechanical pipe.
 - c. Repair of pavement and concrete sidewalk.
 - d. Site Restoration to restore finished site to new proposed grade and elevations.





Similar Project No. 2

Consent Decree Project 5.6
Upgrade of Pump Station 0416

Project Location:

7301 NW 186 Street
Hialeah, Florida 33015
PCTS No. 13075 / ER No. S049036

Owner:

Miami Dade Water and Sewer Department
3070 SW 38th Avenue Miami, Florida 33146-1520

EOR:

HDR
8333 NW 53 Street Suite 302
Doral, Florida 33166

Cost:

Original Project Cost: \$4,720,441.66

Final Construction Cost \$5,016,998.00.

Timeline:

Original Project NTP: 7-19-2017

Final Completion: May 15, 2018

Substantial Completion Granted: on 6/11/2019

Project was completed on time and within budget. Additional time and monies were added to the contract for additional work requested by EOR and Owner.

Description of Work:

A. The work consists of furnishing all materials, labor, and equipment necessary to rehabilitate Booster Pump Station 0416. Station Upgrade included the installation of (3) new pumps and motors rated at 125 HP each, installation of new piping and valves, electrical building expansion, installation of new switchgear and VFDs. The upgrade included the following:

1. Structural and Architectural:

- a. Expand generator room and convert to new electrical room to accommodate new electrical upgrades, construct new access for new code requirements.
- b. Pump Room layout updated to accommodate future fourth pump.
- c. Replace louvers and provide fixed closures on building structure as shown on the drawings.
- d. Demolition of masonry walls, concrete floors, footers, columns, beams, and equipment pads.
- e. Construction of new pipe and equipment supports.
- f. Modification to lower pump room for new pipe penetrations.
- g. Lower pump room slab floor upgrade to provide necessary pitch and slope to aid with water run to new proposed sump pit.

2. Electrical:

- a. Replace new main switchgear.
- b. Replace motor starters with new VFDs.
- c. Modify all I/O to the RTU to accommodate electrical changes.
- d. Installation of all instruments, pressure transmitters, control panels.
- e. Provide new 600KW Generator.

3. Mechanical:

- a. Replace suction and discharge piping and valves.



Similar Project No. 3

Consent Decree Project 5.7
Upgrade of Pump Station 0417

Project Location:

7870 NW 178 Street
Miami, Florida 33015
PCTS No. 13347 / ER No. S049029

Owner:

Miami Dade Water and Sewer Department
3070 SW 38th Avenue
Miami, Florida 33146-1520

EOR:

HDR
8333 NW 53 Street Suite 302
Doral, Florida 33166

Cost:

Original Project Cost: \$4,831,880.00
Final Construction Cost: \$5,792,995.00

Timeline:

Original Project NTP: 2-12-2018
Final Completion: April 8, 2019,
Original Project Cost: \$4,831,880.00
Substantial Completion: Granted on 6/11/2019

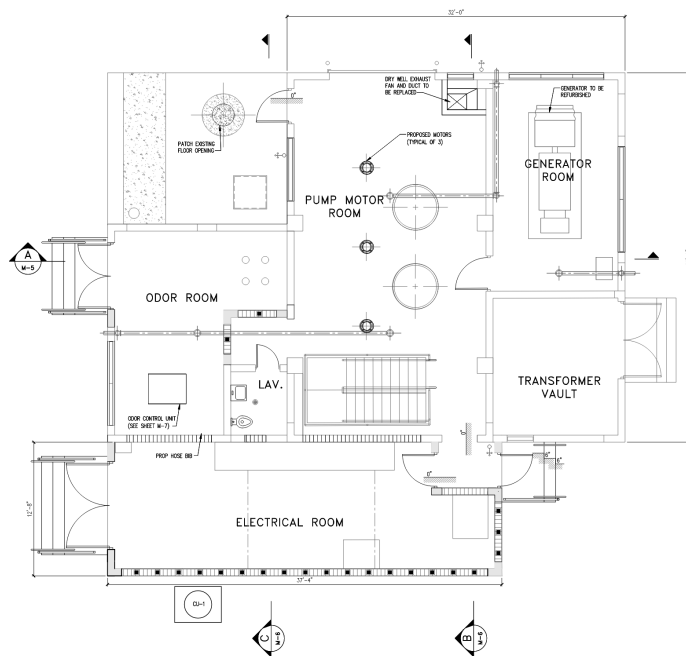
Project was completed on time and within budget. Additional time was added to the contract for additional work requested by EOR and Owner.

Description of Work

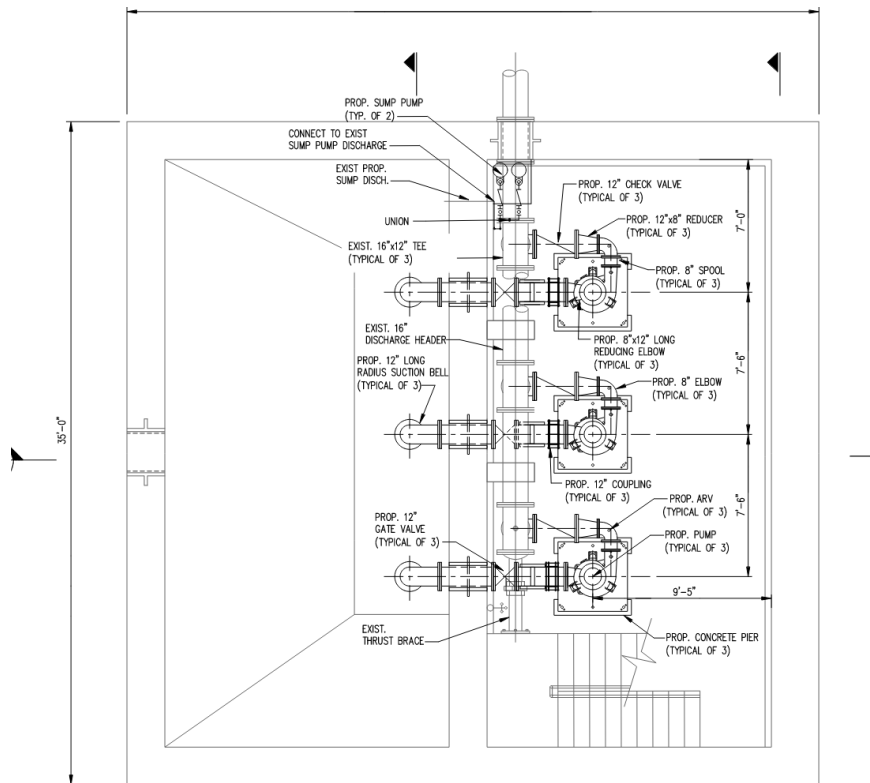
- A. The work consisted of furnishing all materials, labor, and equipment necessary to rehabilitate Pump Station No. 0417 which includes three (3) new pump and motors rated at 125 HP, new pump station valves and piping, refurbished odor control room, and electrical building expansion to install new switchgear and VFDs. The upgrade included the following:
 - 1. Structural and Architectural:
 - a. Built new electrical room to accommodate the electrical upgrades and code requirements and create new separate access door for electrical room.

- b. Refurbish the existing odor control room to relocate a odor control system.
 - c. Demolish existing staircase in wet well.
 - d. Replace louvers or provided fixed closure of louvers as indicated.
 - e. Partial demolition of masonry walls, concrete floors and concrete equipment supports.
 - f. New piping and equipment support.
 - g. Lower pump room floor was modified with additional slope to aid with water run-off into sump drain.
 - h. New metal staircase in wet well room.
2. Electrical:
- a. Replacement of main voltage switchgear.
 - b. Replacement of the motor starters with new VFDs.
 - c. Modification of the existing i/O to the RTU to accommodate electrical upgrades.
 - d. Replacement of all instrumentation equipment, gauges, flow switches, pressure transmitters, and new venturi mag meter.
3. Mechanical:
- a. Replacement of three existing pumps and motors with new pumps and motors.
 - b. Replacement of suction and discharge piping and valves.
 - c. Provide new HVAC with Purifil system to serve new electrical room.
 - d. Provide new ventilation to pump room old wet well and overall station.
 - e. Provide pipe relocation of odor control system.
 - f. Installation Venturi Meter and Valve Vault with pipe bypass.
4. Civil:
- a. Repair of pavement in yard.
 - b. Place a new vortex manhole with new gravity pipe.
 - c. Site restoration to restore the finish job to preconstruction and new site plan upgrades.





GROUND FLOOR PLAN
PROPOSED PUMP ROOM PLAN AT ELEV. +10.0'
SCALE: 1/4"=1'-0"





Jose Sierra, CGC, CUC

Design Build Project Manager

Professional Registrations

- CGC - FL
- CUC – FL
- General Engineering Contractor License

Education + Training

- B.S., Construction Management, Florida International University
- OSHA

Affiliations + Memberships

- FSAWWA

Languages Spoken

- English
- Spanish

Mr. Sierra has over 30 years of experience in the water and wastewater industry. Before founding Comtech Engineering, Inc. over 23 years ago, Mr. Sierra worked as a construction manager for the Miami-Dade Water and Sewer Department.

Mr. Sierra has vast experience in all facets wastewater pumping station construction. He has overseen the construction of numerous wastewater pumping stations throughout South Florida. He is responsible for coordination of all subcontractors and suppliers, coordination between the engineer and owner, enforcement of safety protocols and overall project completion.

Project Experience

Water and Wastewater – Design Build Projects

Miami-Dade College, North Campus Water and Fire Loop, Miami, FL

Design build for design, permitting and installation of 12-inch fire main and 8-inch water main.

Miami-Dade Water and Sewer Department, Installation of a 48-inch Transmission Water Main, Miami, FL

Design build for design, permitting and installation of over 5,000 linear feet of 16-inch force main.

Miami-Dade Water and Sewer Department, 48-inch Biscayne Boulevard Force Main Extension Reroute to Pump Station No. 2, Miami, FL

Design build for design, permitting and installation of over 5,000 linear feet of 12-inch water main.

Project Experience

Water and Wastewater– Pump Station and Pipeline Construction

Florida International University (FIU), FIU Biscayne Bay Campus Lift Station Upgrade, Miami, FL

Construction of a new triplex sanitary sewer pumping system with a generator. Project includes demolition of the existing pumping station nearby.

Jose Sierra, CGC,CUC**Design Build Project Manager****Miami-Dade Water and Sewer Department, Perrine/Cutler Ridge Area, Basin C Water and Sewer Piping and Pump Station Improvements, Miami, FL**

Construction of a new triplex sanitary sewer pumping station, water main, force main and gravity sewer main. Pumping station included a new generator.

City of Coral Gables, Sanitary Pump Station Cocoplum #3 Rehabilitation Project, Coral Gables, FL

Rehabilitation of an existing duplex sanitary sewer pumping station and installation of a new force main.

City of Coral Gables, Sanitary Sewer Pump Station Journey's End Rehabilitation Project, Coral Gables, FL

Rehabilitation of an existing duplex sanitary sewer pumping station and installation of a new force main.

Miami-Dade Water & Sewer Department, East Bird Road Sewer Improvements, Miami, FL

Installation of 13,000 linear feet of directional drill force main.

Miami-Dade Water & Sewer Department, Pump Station 698, Miami, FL

Construction of a new triplex sanitary sewer pumping station, 24-inch gravity sewer and 24-inch force main.

Miami-Dade Water & Sewer Department, Pump Station 414, Miami, FL

Rehabilitation of Master Pump Station 414.

Miami-Dade Water & Sewer Department, Pump Station 416, Miami, FL

Rehabilitation of Master Pump Station 416.

Miami-Dade Water & Sewer Department, Pump Station 417, Miami, FL

Rehabilitation of Master Pump Station 417.

Broward County Water and Wastewater Services, Generic Short Line Extensions and Relocations (2020 – ongoing), Broward County, FL

Installation of various water and wastewater underground infrastructure throughout Broward County. Work completed to date under this contract includes installation of new force mains, gravity mains, water mains and associated infrastructure.

Project Experience**Water and Wastewater— Wastewater Plant Construction****Miccosukee Tribe of Indians of Florida, Water Treatment Plant Upgrades, Miami, FL**

Construction of upgrades to the existing wastewater treatment plant, including installation of a pellet softening system, gravity filter system and backwash pump system, low lift pump system, caustic and carbon dioxide systems and chemical injection and mixing systems.

All projects listed above are from the last five years. Additional information can be provided upon request.

**Work performed at previous firm.*



Christine Sierra

Project Health and Safety Manager

Education + Training

- OSHA

Affiliations + Memberships

- FSAWWA

Languages Spoken

- English
- Spanish

Mrs. Sierra has over 27 years of experience in the water and wastewater construction industry. Since co-founding Comtech Engineering, Inc. over 27 years ago, Mrs. Sierra has been responsible for contract coordination and management, office administration and accounting. Mrs. Sierra is also responsible for implementing construction health and safety protocols for the firm. Mrs. Sierra is responsible for ensuring site safety and making sure that all industry standard and project specific safety requirements are met.

Project Experience

Water and Wastewater – Design Build Projects

City of Fort Lauderdale, New River Water Main Extension – Phase II, Fort Lauderdale, FL

Design, permitting and construction of approximately 1,400 linear feet of 16-inch PVC water main.

Miami-Dade College, North Campus Water and Fire Loop, Miami, FL

Design, permitting and installation of 12-inch fire main and 8-inch water main.

Miami-Dade Water and Sewer Department, Installation of a 48-inch Transmission Water Main, Miami, FL

Design, permitting and installation of over 5,000 linear feet of 16-inch force main.

Miami-Dade Water and Sewer Department, 48-inch Biscayne Boulevard Force Main Extension Reroute to Pump Station No. 2, Miami, FL

Design, permitting and installation of over 5,000 linear feet of 12-inch water main.

Project Experience

Water and Wastewater– Pump Station and Pipeline Construction

Broward County Water and Wastewater Services, Generic Short Line Extensions and Relocations (2020 – ongoing), Broward County, FL

Installation of various water and wastewater underground infrastructure throughout Broward County. Work completed to date under this contract includes installation of new force mains, gravity mains, water mains and associated infrastructure.

Christine Sierra

Project Health and Safety Manager

City of Sunrise, Lift Station 128 & 210 Rehabilitation

Rehabilitation of one suction lift station and one wet pit-dry pit lift station, including demolition, structural rehabilitation, new pumps, piping and appurtenances, electrical and instrumentation.

Florida International University (FIU), FIU Biscayne Bay Campus Lift Station Upgrade, Miami, FL

Rehabilitation of LS 210, a suction lift station, and LS 128, a wet pit-dry pit station,

City of Coral Gables, Sanitary Sewer Pump Station Journey's End Rehabilitation Project, Coral Gables, FL

Rehabilitation of an existing duplex sanitary sewer pumping station and installation of a new force main.

City of Coral Gables, Sanitary Pump Station Cocoplum #3 Rehabilitation Project, Coral Gables, FL

Rehabilitation of an existing duplex sanitary sewer pumping station and installation of a new force main.

Miami-Dade Water and Sewer Department, Perrine/Cutler Ridge Area, Basin C Water and Sewer Piping and Pump Station Improvements, Miami, FL

Construction of a new triplex sanitary sewer pumping station, water main, force main and gravity sewer main. Pumping station included a new generator.

Miami-Dade Water & Sewer Department, Pump Station 698, Miami, FL

Construction of a new triplex sanitary sewer pumping station, 24-inch gravity sewer and 24-inch force main.

Miami-Dade Water & Sewer Department, Pump Station 414, Miami, FL Rehabilitation of Master Pump Station 414.

Miami-Dade Water & Sewer Department, Pump Station 416, Miami, FL

Rehabilitation of Master Pump Station 416.

Miami-Dade Water & Sewer Department, Pump Station 417, Miami, FL

Rehabilitation of Master Pump Station 417.

Project Experience

Water and Wastewater— Wastewater Plant Construction

Miami-Dade Water and Sewer Department, South District Wastewater Treatment Plant (SDWWTP) Onsite Sodium Hypochlorite Generation (OSHG) Sodium Hypochlorite Tank No. 2 Repairs

Structural rehabilitation to the existing Sodium Hypochlorite Tank No. 2 repairs, including installation of a new liner and associated mechanical pipe and electrical relocation work.

Miccosukee Tribe of Indians of Florida, Water Treatment Plant Upgrades, Miami, FL

Construction of upgrades to the existing wastewater treatment plant, including installation of a pellet softening system, gravity filter system and backwash pump system, low lift pump system, caustic and carbon dioxide systems and chemical injection and mixing systems.

Atlantic Sapphire, OG3 Trickling Filters North and South, Homestead, FL

Construction of new baffle walls, filter removal and replacement, bypass, repair and reinstallation of caustic and acid chemical piping and metering pumps.

All projects listed above are from the last five years. Additional information can be provided upon request.

**Work performed at previous firm.*

David Rodriguez

Project Manager



Mr. Rodriguez has four years of experience in the water and wastewater industry. After graduating with a degree in Mechanical Engineering, he began working at Comtech Engineering as a Project Manager. He has a strong knowledge of engineering fundamentals.

Mr. Rodriguez's construction management experience is listed below. He acted as the main point of contact on these projects and helped to close them out. He is responsible for coordination of subcontractors and suppliers, communication with the engineer and owner, enforcement of safety protocols, and overall project execution.

Education + Training

- B.S., Mechanical Engineering, New York University

Languages Spoken

- English

Water and Wastewater Pump Station and Pipeline Construction

City of Sunrise, Lift Stations 128 & 210 Rehabilitation, Sunrise, FL

Rehabilitation of two existing duplex sanitary sewer lift stations, including new wet well and valve vault structures, and installation of new force main.

City of Sunny Isles Beach, Golden Shores Pump Station Rehabilitation, FL

Rehabilitation of an existing duplex stormwater pump station, including structural, mechanical, and electrical work.

Broward County Water and Wastewater Services, Generic Short Line Extensions and Relocations (2024 – ongoing), Broward County, FL

Installation of various water and wastewater underground infrastructure throughout Broward County. Work completed to date under this contract includes installation of new force mains, gravity mains, water mains, and associated infrastructure.

Water and Wastewater Facility Construction

Miami-Dade County Water and Sewer Department, Central District Wastewater Treatment Plant (CDWWTP) Chlorination Facility Hardening and Addition of Two Sodium Hypochlorite Tanks, S-978

Construction of a shell structure to enclose the existing hypochlorite storage facility, for protection against weather. Includes the installation of a bridge crane beam, two new chemical storage tanks, and all associated HVAC, mechanical, electrical, and controls work for a chemical-safe facility.

City of Sunrise, Southwest Water Treatment Facility Return Activated Sludge Piping and Water Main Improvements, Sunrise, FL

Installation of new water main and return activated sludge piping within the water treatment plant, including connection to existing piping and structures, and restoration of disturbed areas of work.

Miami-Dade County Water and Sewer Department, South District Wastewater Treatment Plant (SDWWTP) Onsite Sodium Hypochlorite Generation (OSHG) Sodium Hypochlorite Tank No.2 Repairs, S-980

Structural rehabilitation to the existing Sodium Hypochlorite Tank No. 2, including installation of a new liner and associated mechanical pipe and electrical relocation work.

Benito Sanchez

General Superintendent

Education + Training

- OSHA

Affiliations + Memberships

- FSAWWA

Languages Spoken

- Spanish

Mr. Sanchez has over 20 years of experience in the water and wastewater construction industry. Since joining Comtech Engineering, Inc. 7+ years ago, Mr. Sanchez has overseen and managed the successful completion of numerous sewer pump station projects. Mr. Sanchez' responsibilities as General Superintendent have included, but not been limited to, site management and coordination, including inspection and quality control, enforcement of safety protocols, and coordination between all parties involved.

Project Experience

Water and Wastewater – Design Build Projects

Miami-Dade College, North Campus Water and Fire Loop, Miami, FL

Design build for design, permitting and installation of 12-inch fire main and 8-inch water main.

Miami-Dade Water and Sewer Department, Installation of a 48-inch Transmission Water Main, Miami, FL

Design build for design, permitting and installation of over 5,000 linear feet of 16-inch force main.

Miami-Dade Water and Sewer Department, 48-inch Biscayne Boulevard Force Main Extension Reroute to Pump Station No. 2, Miami, FL

Design build for design, permitting and installation of over 5,000 linear feet of 12-inch water main.

Project Experience

Water and Wastewater– Pump Station and Pipeline Construction

Florida International University (FIU), FIU Biscayne Bay Campus Lift Station Upgrade, Miami, FL

Construction of a new triplex sanitary sewer pumping system with a generator. Project includes demolition of the existing pumping station nearby.

Benito Sanchez

General Superintendent

Miami-Dade Water and Sewer Department, Perrine/Cutler Ridge Area, Basin C Water and Sewer Piping and Pump Station Improvements, Miami, FL

Construction of a new triplex sanitary sewer pumping station, water main, force main and gravity sewer main. Pumping station included a new generator.

City of Coral Gables, Sanitary Pump Station Cocoplum #3 Rehabilitation Project, Coral Gables, FL

Rehabilitation of an existing duplex sanitary sewer pumping station and installation of a new force main.

City of Coral Gables, Sanitary Sewer Pump Station Journey's End Rehabilitation Project, Coral Gables, FL

Rehabilitation of an existing duplex sanitary sewer pumping station and installation of a new force main.

Miami-Dade Water & Sewer Department, East Bird Road Sewer Improvements, Miami, FL

Installation of 13,000 linear feet of directional drill force main.

Miami-Dade Water & Sewer Department, Pump Station 698, Miami, FL

Construction of a new triplex sanitary sewer pumping station, 24-inch gravity sewer and 24-inch force main.

Miami-Dade Water & Sewer Department, Pump Station 414, Miami, FL

Rehabilitation of Master Pump Station 414.

Miami-Dade Water & Sewer Department, Pump Station 416, Miami, FL

Rehabilitation of Master Pump Station 416.

Miami-Dade Water & Sewer Department, Pump Station 417, Miami, FL

Rehabilitation of Master Pump Station 417.

Broward County Water and Wastewater Services, Generic Short Line Extensions and Relocations (2020 – ongoing), Broward County, FL

Installation of various water and wastewater underground infrastructure throughout Broward County. Work completed to date under this contract includes installation of new force mains, gravity mains, water mains and associated infrastructure.

Project Experience

Water and Wastewater– Wastewater Plant Construction

Miccosukee Tribe of Indians of Florida, Water Treatment Plant Upgrades, Miami, FL

Construction of upgrades to the existing wastewater treatment plant, including installation of a pellet softening system, gravity filter system and backwash pump system, low lift pump system, caustic and carbon dioxide systems and chemical injection and mixing systems.

All projects listed above are from the last five years. Additional information can be provided upon request.

**Work performed at previous firm.*

**Eduardo M. Luis, E.I.****QA/QC Manager****Professional Registrations**

- Florida State Board of Professional Engineers

Education + Training

- B.S., Civil Engineering, Florida International University

Languages Spoken

- English & Spanish

Eduardo is a seasoned engineer and project manager, with over 36 years of project management and design experience. During his tenure with Miami Dade Water and Sewer Department he has been responsible for managing and designing major large diameter pipeline, pump stations, water and wastewater treatment plant capital projects. These projects require extensive experience in the design, management and administration of complex projects, and require a high level of engineering technical expertise in the design of large diameter pipe and various phases of the treatment process. This specialized knowledge is required in order to meet the challenge of ever advancing technology, infrastructure improvement and more stringent regulatory requirements.

Project Experience**EXP, New River Water Main Extension along SE 1st Avenue from Riverwalk North to Broward Blvd, Fort Lauderdale, FL, USA**

Water & Wastewater Senior Technical Advisor, (March 2023 – Present)
Provide quality control, technical review of design submittals at all milestones.

***Miami-Dade County, 60-inch Force Main (NL-1A) (EAST and WEST SEGMENT) Along NW 162 Street from NW 6 Avenue to NE 8 Avenue (WEST), Miami, FL, USA**

Project Manager, Capital Program Management Division, (February 2019 – September 2022) Provide quality control and oversee design work, negotiate design fees proposals, and define project scope for Utilities projects. Review design submittals at all milestones.

***Miami-Dade County, 42 Inch Transmission Water Main and 10 Inch Force Main for Port of Miami, Between intersection of Biscayne Boulevard and NE 5 Street to Port of Miami and Pump Station 9141, Miami, FL, USA**

Project Manager, Capital Program Management Division, (March 2017 – May 2021) Provide quality control and oversee design work, budget, project schedule negotiate design fee proposals, define project scope and review design submittals at all milestones.

***Miami-Dade Water and Sewer Department (WASD), Water and Sewer Capital Program Management, Priority Projects Division Under the Assistant Director of Capital Projects, Various Projects, Miami, FL, USA**

Engineer 3/Project Manager (March 2017 –2022). Responsible for project management of WASD priority projects that are not in the Consent Decree (CD) Program and Ocean Outfall Legislation (OOL) programs. Priority projects are prioritized projects that WASD determines to accelerate and complete within stringent deadlines.

Eduardo Luis, EI - continued***Miami-Dade Water and Sewer Department (WASD), Water and Sewer Pipeline, Pump Station, and Treatment Plant Priority Project Division Under Assistant Director of Capital Project, Various Projects, Miami, FL, Program-Project Manager**

Directed and supervised the WASD priority projects that are not in the Consent Decree (CD) Program and Ocean Outfall Legislation (OOL) programs. These projects included the installation of major water transmission mains, sewer force mains and major pump station upgrades. In charge of two priority programs that highly impact the consumers and communities:

- Consumer Line Relocation CLR (CLR) and General Obligation Bond (GOB) program.
- Planned and managed the CIP priority project capital funding, project schedules and project reports.
- Directly worked with WASD upper management and municipality officers to coordinate project scopes and schedules. The team worked with WASD other program managers and engineering staff for project coordination and conflict resolutions.
- Directed and oversaw the design work by outside consultants. Negotiated design fee proposals, defined project scope of work, tracked project schedules and handled risk management and change management. Authorized the consultant work and approved billing invoices. In charge of selecting and hiring the Geo technical consultants for WASD projects. Supported and oversaw the construction work during construction phases. Provided technical support to field changes and change orders.
- Coordinated with design consultants and contractors to complete projects on time and within budget.

Reference: Rena Chen, PE, PHD – Ph., 786-552-4503/

Rena.Chen@miamidade.gov. Dates: January 2017 – February 2019.

***Miami-Dade Water and Sewer Department (WASD), Water and Sewer Pipeline, Pump Station and Treatment Plant- Engineering Division, Various Projects, Miami, FL, Design Manager**

Directed and supervised the day-to-day operations of the WASD Engineering Design Section, ensuring proper coordination, technical quality reviews, timely performance, and control of quality and cost for departmental engineering design projects.

- Oversaw the engineering design process, including technical analysis, site information evaluations, equipment selection, development of plans and technical specifications, and acquisition of permits; reviewed construction plans and coordinated engineering functions related to

**Work performed at previous firm.*

Eduardo Luis, EI - continued

treatment plants, well fields, sludge lagoons, major pump stations, sewer force mains, and water distribution and transmission systems.

- Supervised in-house professional engineering staff across architectural/civil structural, mechanical, electrical, and instrumentation/control disciplines, as well as project estimation and budgeting, design scheduling, and permitting; reviewed project scope and preliminary designs, oversaw design review and finalization, established design priorities and schedules, and directed priority project engineering reports, evaluations, and design activities.
- Managed consultant contractual and evaluation processes and technical review submittals; negotiated service agreements, service orders, and change orders; inspected sites for construction, preliminary design, and information gathering and verification; oversaw project manager engineers for outside consultant contracts and approved progress invoices and scope changes.
- Supervised, assigned, and reviewed capital funding, ERP, and project tracking system database updates; approved project scopes, cost estimates, and budgets; made recommendations for bid awards and change orders; and supervised and maintained project status reports for all Engineering and Design Section projects.
- Exercised independent judgment in managing priority design projects and providing conceptual design for long- and short-term treatment system development and infrastructure upgrades; examined complex engineering drawings, specifications, and documents and made changes, additions, and corrections.
- Established and maintained effective working relationships with subordinates, superiors, regulatory agencies, the general public, private consultants, and contractors; coordinated with Operations and Maintenance staff to support departmental functions; and established and implemented priorities and policies for the Engineering Design Section.

Reference: Rena Chen, PE, PHD – Ph., 786-552-4503/Rena.Chen@miamidade.gov. Dates: January 2011 - 2017.

***Miami-Dade Water and Sewer Department (WASD), Project Management Division, Various Projects, Miami, FL, Project Manager**

Served as Section Chief responsible to lead the division's project managers in managing, planning, monitoring, and coordinating the critical WASD projects under priority programs within the department. The programs consist of Consent Decree/Settlement Agreement (CD/SA) / Pump Station Improvement Program (PSIP), General Obligation Bond (GOB), Water Use Permit (WUP) projects and other multi-million-dollar projects which are typically time driven.

- Planned, assigned, and reviewed the work of subordinate project managers, construction managers and PEs actively supervising the function of design A & E consultants and contractors engaged in water and sewer projects to meet the environmental regulatory deadlines.
- Directed subordinates project data updating in the WASD's Project Control Tracking System (PCTS) as part of the Department's project management policy. Established policies and procedures for processing consultants' invoices, requisitions, and purchase orders.
- Was responsible for providing project scheduling and cost projection updates on WASD's Capital Improvement Projects under the aforementioned programs to comply with the County's Office of Capital Improvements reporting requirements.
- Was responsible for analyzing special conditions or circumstances which arise on projects, assisting subordinates with unusual or difficult solutions to complex construction and engineering problems, and

**Work performed at previous firm.*

Eduardo Luis, EI - continued

assisting in the preparation of capital budget for the aforementioned Programs and the establishment of division objectives.

- Conducted meetings with consultants, user agencies and contractors; established design guidelines and construction standards for projects. Acted as active Selection Committee member for selecting consultants and made recommendations for award of contracts.
- Periodically attended meetings with Commissioners and City Municipalities and reported progress updates of new water and sewer projects in their district or jurisdiction.
- Other duties and responsibilities included the preparation of task authorizations, review, and negotiations of consultant's fee proposals, participated in consultant selection committees, review of project submittals, and provided technical input. Met with upper management to discuss project related issues. Coordinated and discussed project issues with various governmental agencies. Was involved in all aspects of project development from conception to construction.
- Actively involved in major reports requested from the County Manager's office, OCI, different commission district offices and public such as:
 - WASD capital project list for the GOB Bond Sale Projections
 - WASD capital project list for Industrial Forum 2008 and 2009
 - OSMB request for annexations
 - WASD capital projects for the GOB 6-Year Plan (Funding reduction thus changing project priority)
 - WASD Capital Project status report for the Director Meeting
 - WASD Capital Project Expenditure Report for the Director's Office

Reference: Ren Chen, PE, PHD - Ph, 786-552-4503/Rena.Chen@miamidade.gov. Dates: August 2007 - January 2011.

***Miami-Dade Water and Sewer Department (WASD), Management Division, Various Projects, Miami, FL, Project Manager/Task Leader**

Participated in communication with responsible opinion to the Engineering Division for final decision. Provided answers and solutions to any technical support questions on the request for information (RFI) from contractors. Provided a prompt and clear response regarding RFI inquiries to all parties involved to prevent delays or unnecessary costs to the department. Prepared list of materials for projects and checked and reviewed drawings.

- Reviewed design drawings, permit applications, and inspected the rehabilitation of Biscayne Aquifer Water Wells at the Northwest, Newton, and Everglades well fields. Designed water drainage systems for the department and developed a system to automate the process.
- Worked as a Plant Review Engineer for the Utility Development Section, to eliminate the backlog of designs pending review. Provided and contributed the best technical support to the Engineering Staff by providing complete review of water and sewer drawings and pump station designs submitted by consultant engineers and verifying and examining all related calculations.
- Designed Biscayne Aquifer Water Wells from 12" Dia. to 48" Dia. Involved in the rehabilitation of Biscayne Aquifer Water Wells for WASD Injection well and A.R.S. wells. Made decisions on how and up to what depth we should install our water wells.

Reference: Rena Chen, PE, PHD – Ph., 786-552-4503/Rena.Chen@miamidade.gov. Dates: August 1993 - August 2007.

**Work performed at previous firm.*

Eduardo Luis, EI - continued

***Miami-Dade Water and Sewer Department (WASD), Engineering and Design Division, Miami, FL, Designer/
Project Manager/Engineer I**

- Designed from scope to release-for-construction Ductile Iron or PCCP water transmission, distribution, low pressure, and raw water mains, gravity sewer systems with force mains and Pump Station design flows. Crossing of Bay, river, and canals (aerials and subaqueous). Railroads and state roads (Bore and Jack, directional drilling).
- Estimated design fee proposal, estimated construction cost, and estimated materials cost for all projects. Supervised draftspersons within the unit making necessary design changes to their work.
- Prepared documentation and requested all permits required for each project. Checked line drawings from pipe manufacturer. Requested core borings for jobs. Prepared survey routes requested and checked survey information. Checked legal descriptions for parcels, easements, and rights of way. Field checked job route and gave design guidelines.
- Supervised and instructed draftspersons on the use of AutoCAD, which innovated the design process, thus streamlining processes and dramatically increasing the Engineering Division's productivity.

Reference: Rena Chen, PE, PHD – Ph., 786-552-4503/Rena.Chen@miamidade.gov. Dates: August 1987 - 1993.

Miami-Dade Water and Sewer Department (WASD), Engineering and Design Division, Miami, FL, Engineer Drafter II

- Gathered and organized all the information required to develop an engineering project. Reduced, interpreted, and plotted field book information.
- Designed and drafted water and sewer projects and assisted in supervising other draftspersons within the unit, instructing them on AutoCAD and Softdesk Civil.

Reference: Rena Chen, PE, PHD – Ph., 786-552-4503/Rena.Chen@miamidade.gov. Dates: March 1981 - 1987.



Jason Robert Stuckert, E.I.

Field Engineer

Professional Registrations

- Florida State Board of Professional Engineers, Fundamentals of Engineering (FE)
- Temporary Traffic Control (TTC) Advanced, No. 611874, 2023
- SOLIDWORKS CAD Design Associate (CSWA), C-FD4GNMZSHL, 2023
- SOLIDWORKS Sustainability Associate, C-N82B6X4TKS, 2023
- SOLIDWORKS Additive Manufacturing Associate, C-PTX9Z3WJM5, 2023

Education + Training

- B.S., Mechanical Engineering, University of South Florida, Tampa, FL, 2025
- A.A., Mechanical Engineering, Miami Dade College, Miami, Florida, 2022
- Combo 3A and 3B MEWP Training for JLG 450AJ and SkyJack SJ6832 RT
- MTA NYC Transit Track Safety Certification
- OSHA 30-Hour Construction Safety and Health Training, 2024

Languages Spoken

- English
- Spanish

Jason is a highly energetic and motivated individual specializing in water/wastewater, roadways, and drainage systems. With years of experience in Civil Design he has developed a great understanding of how to complete these projects with cost efficiency, ensuring the success of the project with minimal changes, and streamlining the permitting process. Furthermore, having flexibility to work on projects outside his main field and willingness to assist with any given task.

Project Experience

GTL Effluent Force Main WWTP Effluent Redundant Project - CITY OF FORT LAUDERDALE

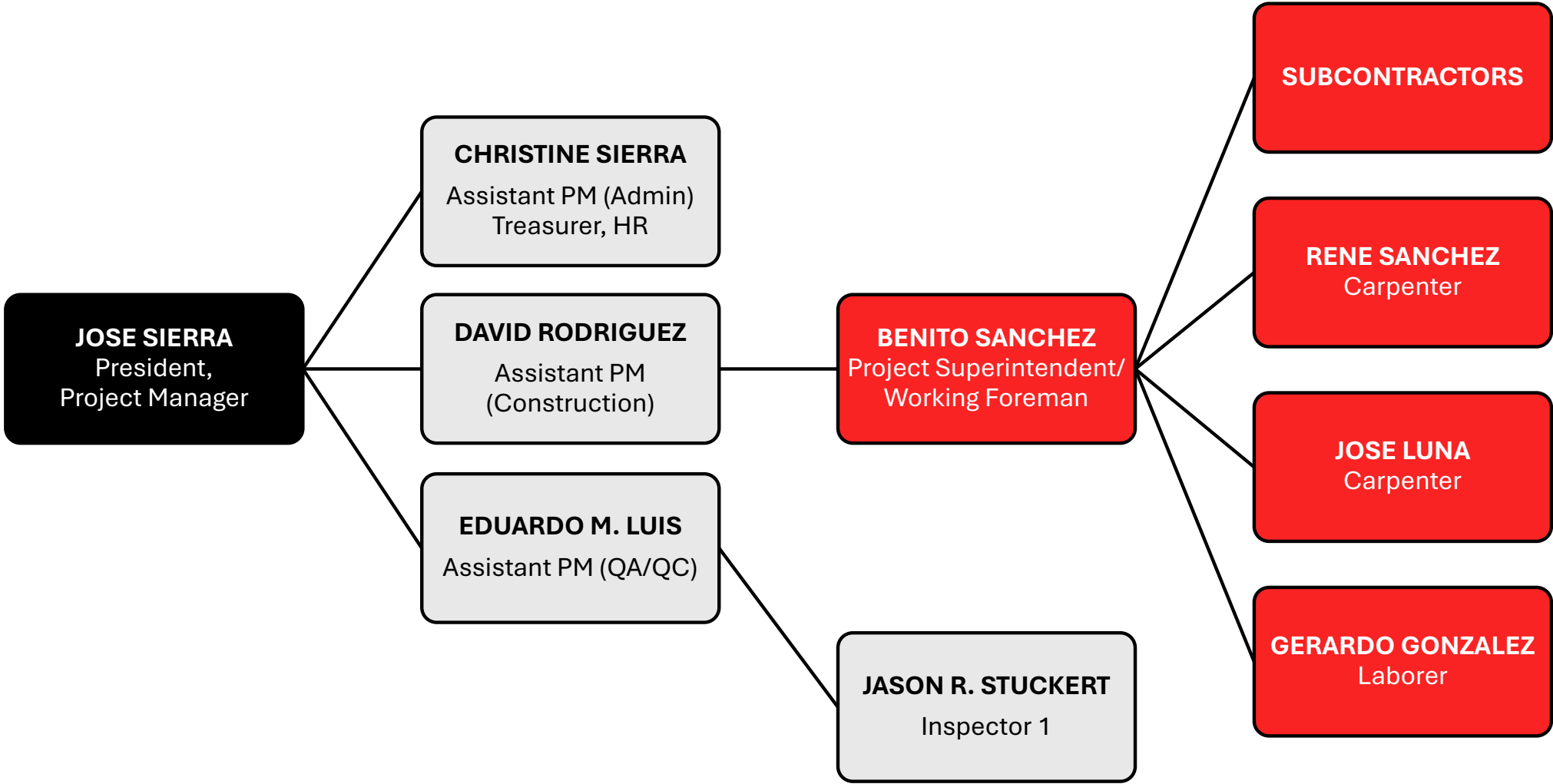
The purpose of this project was to construct a new and functional stormwater collection system and improve the roadway. Additionally, inspections were conducted on the assembly of the microtunneling boring machine and the construction of a force main. Oversaw daily construction drainage, roadway and force main inspections, coordinating with the design-build contractor. Maintained a daily log of activities to ensure compliance with the contract plans. Assisted in reviewing the pay application submitted by the contractor and confirmed the performance of work. Reference: Manda Metzger, GIP, (412) 728-5361.

NY MTA Rockaway Resiliency and Rehab | Queens, New York | Field Engineer

Jason assisted in Rockaway Resiliency project by travelling to New York City to assist with the General Orders (GO), providing site inspections, concrete testing, approving of formations for concrete pouring, slope checks for proper grading to allow runoff and general oversight of Contractors. The GO was on the top side of the railway and was completed on-time to return the track to the MTA, the repair details were followed as per EXP's standards and was ensured by Jason's oversight. Jason operated a scissor, articulating, and telescopic lifts to measure defects present within the underside spans. These measurements were utilized to create the red line and final inspection reports for concrete quantities to be provided to the MTA. Further assistance was provided by creating design reports and verifying new defects, separate from the RFC drawing, by inspecting specific spans to check for new defects as per the PRDC.

Cost: \$392M **Date:** Q4 2023-Q4 2026

CHAIN OF AUTHORITY AND CONTACT INFORMATION



4.0



References

Mr. Roger F. Williams PE
Associate Vice President, Program Manager
AECOM, Water

7650 Corporate Center Dr.
Miami, Florida 33126
Roger.F.williams@aecom.com
Cell Phone: 305-804-5820
Office No. 305-262-7466

Mr. Reynaldo Julián Abreu
Director of Water/Wastewater
EXP US Service, Inc

201 Alhambra Circle, Suite 800
Coral Gables, Florida 33134
reynaldo.abreu@exp.com
Cell Phone 305-606-1683
Office No. 786-774-5369

Mr. Christopher Kish PE
Associate Vice President
Hazen and Sawyer

999 Ponce de Leon Boulevard PH 1150
Coral Gables, Florida 33134
ckish@hazenandsawyer.com
Cell Phone 305-934-2708
Office No. 305-443-4001

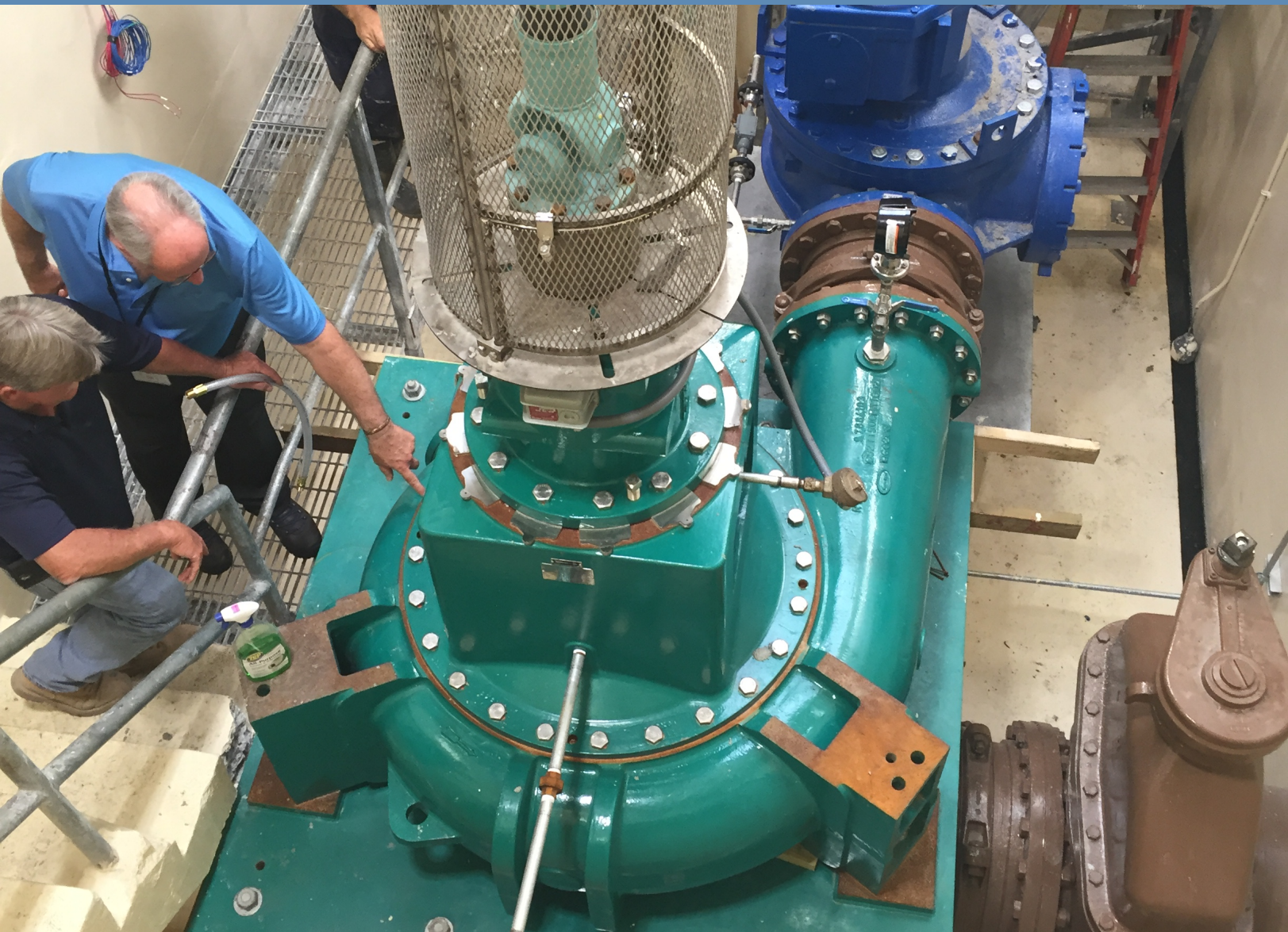
Mr. Kevin Keane PE
Construction Manager
BND Engineers Inc.

2100 Ponce de Leon Blvd, Suite 1270
Coral Gables, Florida 33134
kevin.keane@miamidade.gov
Cell Phone 786-236-3503
Office No. 305-599-8495

Mr. Juan Curiel PE
Assistant Director Utility Construction
Miami Dade Water and Sewer Department

3071 SW 38 Avenue Suite 517
Miami, Florida 33146
juan.curiel@miamidade.gov
Cell Phone 786-812-6342
Office Number 786-552-8399

5.0



Cost Proposal

PRICE PROPOSAL SUBMISSION

In accordance with the requirements of RFP No. 26-05 for the Northern Plantation Key Booster Pump Station Upgrade Project, Comtech Engineering, Inc. confirms that its Price Proposal has been submitted separately from this technical proposal.

The pricing is included in the sealed envelope provided for that purpose, as required by the solicitation documents. The enclosed Price Proposal contains all costs necessary to complete the work in accordance with the Contract Documents.

This submission format follows the requirements of the RFP and ensures that pricing remains separate from the technical evaluation.

6.0



Warranty

Warranty Commitment

All work performed under this project will be warranted in full compliance with the requirements established in the RFQ/RFP and contract documents. The Contractor will provide a comprehensive warranty covering materials, equipment, and workmanship for a minimum period of one (1) year from the date of Substantial Completion, unless otherwise specified in the contract.

During the warranty period, the Contractor will promptly repair or replace, at no additional cost to the Owner, any defects in workmanship or materials that become evident. This includes the correction of installation deficiencies, operational issues, or premature failures to ensure the system performs as intended and in accordance with the design criteria.

In addition to the general one-year warranty for the completed work, all installed equipment, including pumps, motors, valves, electrical and instrumentation components, controls, and appurtenances, will carry their respective manufacturer warranties. These warranties will be provided in accordance with each manufacturer's standard terms, and all documentation will be submitted to the Owner as part of the project closeout package.

The Contractor will coordinate with equipment manufacturers and suppliers to ensure all warranties are properly registered, valid, and fully transferable to the Owner upon project completion. Any extended warranties available for critical equipment will be identified and offered for Owner consideration.

This approach ensures that the Owner receives a fully protected system with both a comprehensive project warranty and individual equipment coverage, thereby minimizing risk and ensuring long-term reliability of the upgraded facilities.

7.0



Ability to obtain Bonds



June 1, 2026

Islamorada, Village of Islands
86800 Overseas Highway
Islamorada, Florida 33036

RE: Comtech Engineering, Inc. – Pre-Qualification Letter
Project: RFP 26-05 NPK Booster Pump Station Upgrade

To Whom It May Concern:

This is to advise you that our office provides suretyship for Comtech Engineering, Inc. They are currently being bonded by Berkley Insurance Company a Best's Rated, Treasury A+ (Superior) and a financial size of XV and is authorized to do business in the State of Florida.

Based upon normal and standard underwriting criteria at the time of the request, we should be in a position to provide Performance and Payment Bonds for projects in the \$20,000,000 single size range and \$40,000,000 in the aggregate. It must be understood; however, that we reserve the right to review all contractual documents prior to final commitment to issue any bonds.

Comtech Engineering, Inc. is an excellent contractor and we hold them in high regard. We feel extremely confident in them and encourage you to offer them an opportunity to execute any upcoming projects.

This letter is not an assumption of liability, nor is it a bid or performance & payment bond. It is issued only as a bonding reference requested by our respected client. If you should have any questions, please do not hesitate to give me a call.

Very truly yours,

A handwritten signature in blue ink that reads "Charles D. Nielson". The signature is written in a cursive, flowing style.

Charles D. Nielson
Resident Agent

A photograph of an industrial facility, likely a water treatment plant. In the foreground, there are several large, green industrial pumps with red flanges and pipes. The pumps are mounted on concrete bases. In the background, there are more pipes, valves, and a large black horizontal pipe. The ceiling has exposed pipes and fluorescent lights. The overall scene is a complex industrial environment.

8.0

State and Local Authorization to Transact Business

Licenses



Ron DeSantis, Governor

Melanie S. Griffin, Secretary



STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
CONSTRUCTION INDUSTRY LICENSING BOARD

THE GENERAL CONTRACTOR HEREIN IS CERTIFIED UNDER THE
PROVISIONS OF CHAPTER 489, FLORIDA STATUTES

SIERRA, JOSE LUIS
COMTECH ENGINEERING INC
7900 SW 57 AVENUE
SUITE 11
SOUTH MIAMI FL 33143

LICENSE NUMBER: CGC1506663
EXPIRATION DATE: AUGUST 31, 2028
Always verify licenses online at MyFloridaLicense.com

ISSUED: 05/26/2026
Do not alter this document in any form.

This is your license. It is unlawful for anyone other than the licensee to use this document.





Ron DeSantis, Governor

Melanie S. Griffin, Secretary



STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
CONSTRUCTION INDUSTRY LICENSING BOARD

THE UNDERGROUND UTILITY & EXCAVATION CO HEREIN IS CERTIFIED UNDER THE
PROVISIONS OF CHAPTER 489, FLORIDA STATUTES

SIERRA, JOSE LUIS
COMTECH ENGINEERING INC
7900 SW 57 AVENUE
SUITE 11
SOUTH MIAMI FL 33143

LICENSE NUMBER: CUC1223979
EXPIRATION DATE: AUGUST 31, 2028
Always verify licenses online at MyFloridaLicense.com

ISSUED: 05/26/2026
Do not alter this document in any form.

This is your license. It is unlawful for anyone other than the licensee to use this document.



State of Florida

Department of State

I certify from the records of this office that COMTECH ENGINEERING, INC. is a corporation organized under the laws of the State of Florida, filed on August 9, 1999.

The document number of this corporation is P99000070386.

I further certify that said corporation has paid all fees due this office through December 31, 2026, that its most recent annual report/uniform business report was filed on January 27, 2026, and that its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Twenty-seventh day of
January, 2026*




Secretary of State

Tracking Number: 3984473595CC

To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.

<https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication>

Local Business Tax Receipt

Miami-Dade County, State of Florida

-THIS IS NOT A BILL - DO NOT PAY

6138531

BUSINESS NAME/LOCATION

COMTECH ENGINEERING INC
7900 SW 57TH AVE STE 11
SOUTH MIAMI FL 33143-5545

RECEIPT NO.

RENEWAL
7643678



SEC. TYPE OF BUSINESS

196 SPECIALTY ENGINEERING CONTRACT
CUC1223979

OWNER

COMTECH ENGINEERING INC
JOSE LUIS SIERRA, QUALIFIER

Worker(s)

1



This Local Business Tax Receipt only confirms payment of the Local Business Tax. The Receipt is not a license, permit, or a certification of the holder's qualifications, to do business. Holder must comply with any governmental or nongovernmental regulatory laws and requirements which apply to the business.

The RECEIPT NO. above must be displayed on all commercial vehicles - Miami-Dade Code Sec 8a-276.

For more information, visit mdctaxcollector.gov



EXPIRES

SEPTEMBER 30, 2026

Must be displayed at place of business

Pursuant to County Code

Chapter 8A - Art. 9 & 10

PAYMENT RECEIVED
BY TAX COLLECTOR

\$45.00 07/09/2025

FPPD09-25-003695



066500
107_01-222 6/25

DARIEL FERNANDEZ

**TAX COLLECTOR
MIAMI-DADE COUNTY**

200 NW 2nd Avenue | Miami, FL 33128

For information regarding
Transfer of Business/Owner,
please visit mdctaxcollector.gov

Presorted
First-Class Mail
US Postage

PAID

Miami, FL
Permit #231

**COMTECH ENGINEERING INC
C/O JOSE L SIERRA, PRES
7900 SW 57TH AVE STE 11
SOUTH MIAMI FL 33143-5545**

FED7SP1 33143



Page 180 of 438

Local Business Tax Receipt

Miami-Dade County, State of Florida

-THIS IS NOT A BILL - DO NOT PAY

6138531

BUSINESS NAME/LOCATION

COMTECH ENGINEERING INC
7900 SW 57TH AVE STE 11
SOUTH MIAMI FL 33143-5545

OWNER

COMTECH ENGINEERING INC
JOSE LUIS SIERRA, QUALIFIER

Worker(s)

5

RECEIPT NO.

RENEWAL
6401707



SEC. TYPE OF BUSINESS

196 GENERAL BUILDING CONTRACTOR
CGC1506663



EXPIRES

SEPTEMBER 30, 2026

Must be displayed at place of business
Pursuant to County Code
Chapter 8A - Art. 9 & 10

**PAYMENT RECEIVED
BY TAX COLLECTOR**

**\$58.50 07/09/2025
FPPD09-25-003695**

LBT

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The RECEIPT NO. above must be displayed on all commercial vehicles - Miami-Dade Code Sec 8a-278.

For more information, visit mdctaxcollector.gov



DARIEL FERNANDEZ

**TAX COLLECTOR
MIAMI-DADE COUNTY**

200 NW 2nd Avenue | Miami, FL 33128

107_01-222 6/25

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For information regarding
Transfer of Business/Owner,
please visit mdctaxcollector.gov

Presorted
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US Postage

PAID

Miami, FL
Permit #231

**COMTECH ENGINEERING INC
C/O JOSE L SIERRA, PRES
7900 SW 57TH AVE STE 11
SOUTH MIAMI FL 33143-5545**

FBD7SP1 33143



Local Business Tax Receipt

Miami-Dade County, State of Florida

-THIS IS NOT A BILL - DO NOT PAY

4360467

BUSINESS NAME/LOCATION

COMTECH ENGINEERING INC
7900 SW 57TH AVE STE 11
SOUTH MIAMI FL 33143-5545

RECEIPT NO.

RENEWAL
4551181



SEC. TYPE OF BUSINESS

196 GENERAL ENGINEERING CONTRACTOR
E20301

OWNER

COMTECH ENGINEERING INC
C/O JOSE L SIERRA PRES

Worker(s) 1



EXPIRES

SEPTEMBER 30, 2026

Must be displayed at place of business
Pursuant to County Code
Chapter 8A - Art. 9 & 10

**PAYMENT RECEIVED
BY TAX COLLECTOR**

**\$45.00 07/09/2025
FPPD09-25-003695**

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For more information, visit mdctaxcollector.gov



DARIEL FERNANDEZ

**TAX COLLECTOR
MIAMI-DADE COUNTY**

200 NW 2nd Avenue | Miami, FL 33128

107_01-222 6/25

06/16/25

For information regarding
Transfer of Business/Owner,
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COMTECH ENGINEERING INC
C/O JOSE L SIERRA PRES
7900 SW 57TH AVE STE 11
SOUTH MIAMI FL 33143-5545

FED7SP1 33143



Page 184 of 438

CITY OF SOUTH MIAMI
6130 Sunset Dr. South Miami, FL 33143
305 668-2503

LOCAL BUSINESS TAX

2026

Business Name: JOSE LUIS SIERRA
7900 SW 57TH AVE SUITE 11
South Miami, FL 33143-5522

License Number: 26 - 2021-0232

Class: OFFICE BUSINESS OR PROF.

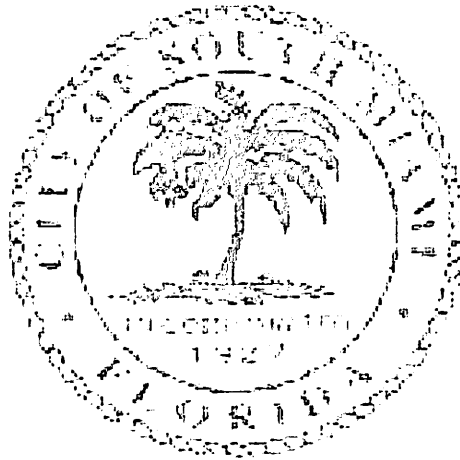
Issue Date: 9/13/2021 Expiration Date: 9/30/2026

Total: \$

Restriction: CONSTRUCTION SERVICES

Comments: CONSTRUCTION SERVICES

THIS LICENSE MUST BE DISPLAYED IN A CONSPICUOUS PLACE
In accordance with Article 1, Chapter 13 City Code of



Business License

City of South Miami City Hall
Code Enforcement Division
6130 Sunset Drive
South Miami, FL 33143

(305) 668-2503

JOSE LUIS SIERRA
7900 SW 57TH AVE SUITE 11
South Miami, FL 33143-5522

CITY OF SOUTH MIAMI
6130 Sunset Dr. South Miami, FL 33143
305 668-2503

LOCAL BUSINESS TAX

2026

Business Name: COMTECH ENGINEERING INC.
7900 SW 57 AVE SUITE 11
South Miami, FL 33143-5522

License Number: 26 - 2021-0231

Class: OFFICE BUSINESS OR PROF.

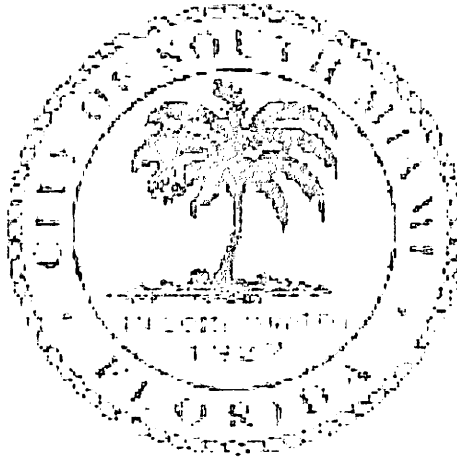
Issue Date: 9/13/2021 Expiration Date: 9/30/2026

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Business License

City of South Miami City Hall
Code Enforcement Division
6130 Sunset Drive
South Miami, FL 33143

(305) 668-2503

COMTECH ENGINEERING INC.
7900 SW 57 AVE SUITE 11
South Miami, FL 33143-5522



**Internal Services Department
Small Business Development**

111 NW 1 Street, 19th Floor
Miami, Florida 33128
T 305-375-3111
F 305-375-3160

April 12, 2020

Jose Rodriguez
Advance Electric, Inc.
13020 SW 128TH STREET
Miami, FL 33186

Approval Date: March 9, 2020 - Small Business Enterprise - Construction (SBE-Con)
Anniversary Date: February 28, 2021

Dear Jose Rodriguez,

Miami-Dade County Small Business Development (SBD), a division of Internal Services Department (ISD), is pleased to notify you of your firm's continuing eligibility as a certified Small Business Enterprise - Construction (SBE-Con). The Small Business Enterprise (SBE) programs are governed by sections 2-8.1.1.1.1; 2-8.1.1.1.2; 2-10.4.01; 10-33.02 of Miami-Dade County's Codes. Your firm is certified in the categories listed below.

The Small Business Enterprise - Construction (SBE-Con) certification is continuing through the Anniversary Date listed above, contingent upon your firm maintaining its eligibility based on the criteria outlined in the aforementioned code. You will be notified of your annual responsibilities in advance of the Anniversary Date. You must submit the annual AFFIDAVIT FOR CONTINUING ELIGIBILITY no later than the Anniversary Date to maintain your eligibility. Your firm's name and tier level will be listed in the directory for all SBE certified firms, which can be accessed through Miami-Dade County's SBD website:
<http://www.miamidade.gov/smallbusiness/certification-lists.asp>.

If there is a material change in your firm, you must advise this office by submitting a status change form with the associated supporting documentation, within thirty (30) days. Changes may include, but are not limited to, ownership, officers, directors, management, key personnel, scope of work performed, daily operations, on-going business relationships with other firms or individuals or the physical location of your firm. After our review, you will receive instructions as to how you should proceed, if necessary. Failure to do so will be deemed a failure on your part to cooperate and will result in action to remove your firm's certification.

It is strongly recommended that you register your firm as a vendor with Miami-Dade County. To register, you may visit:
<http://www.miamidade.gov/procurement/vendor-registration.asp>. If you have any questions or concerns, you may contact our office at 305-375-3111 or email sbdcert@miamidade.gov.

Sincerely,

Claudious Thompson, Section Chief
Small Business Development

CATEGORIES: (Your firm may bid or participate on contracts only under these categories)

NAICS 238210: ELECTRICAL CONTRACTORS AND OTHER WIRING INSTALLATION CONTRACTORS



**Internal Services Department
Small Business Development**

111 NW 1 Street, 18th Floor
Miami, Florida 33128
T 305-375-3111
F 305-375-3180

September 28, 2021

Jose L. Sierra
COMTECH ENGINEERING, INC.
12491 SW 134TH CT SUITE 17
MIAMI, FL 33186

Approval Date: September 22, 2021 - Disadvantaged Business Enterprise (DBE)
Anniversary Date: September 22, 2022

Dear Jose L. Sierra,

Miami-Dade County Small Business Development (SBD), a division of the Internal Services Department (ISD), is pleased to notify you that your firm is certified under the Florida Unified Certification Program (UCP). Your firm meets the eligibility requirements for certification as a Disadvantaged Business Enterprise (DBE) in accordance with 49 CFR Part 26.

DBE certification is continuous with no expiration date; however, firms are required to attest that there are no changes via the No Change Declaration form on or before the firm's anniversary date to remain certified. You will be notified of your annual responsibilities in advance of the Anniversary Date listed above. You must submit the annual No Change Declaration form no later than the Anniversary Date to maintain your eligibility. Your firm will be listed in the UCP DBE Directory which can be accessed through the Florida Department of Transportation's website: <http://www3b.dot.state.fl.us/EqualOpportunityOfficeBusinessDirectory/>.

DBE certification is NOT a guarantee of work, but it enables the firm to compete for and perform contract work on all USDOT Federal Aid (FAA, FTA and FHWA) projects in Florida as a DBE contractor, sub-contractor, consultant, sub-consultant or material supplier.

If at any time there is a material change in your firm, you must advise this office by sworn affidavit and supporting documentation within thirty (30) days. Changes include, but are not limited to ownership, officers, directors, management, key personnel, scope of work performed, daily operations, on-going business relationships with other firms, individuals or the physical location of your firm. After our review, you will receive instructions as to how you should proceed, if necessary. Failure to comply will result in action to remove your firm's DBE certification.

It is strongly recommended that you register your firm as a vendor with Miami-Dade County. To register, you may visit: <http://www.miamidade.gov/procurement/vendor-registration.asp>. Thank you for your interest in doing business with Miami-Dade County. If you have any questions or concerns, you may contact our office at 305-375-3111 or sbdcert@miamidade.gov.

Sincerely,



Jeanise Cummings-Labossiere
Section Chief, Small Business Development

NAICS & Industry Title: (Your firm is eligible to compete for and perform work on all USDOT Federal Aid projects throughout Florida and may earn DBE or ACDBE credit for work performed in the following areas.)

NAICS 236115: NEW SINGLE-FAMILY HOUSING CONSTRUCTION (EXCEPT FOR-SALE BUILDERS)
NAICS 236116: NEW MULTIFAMILY HOUSING CONSTRUCTION (EXCEPT FOR-SALE BUILDERS)
NAICS 236117: NEW HOUSING FOR-SALE BUILDERS
NAICS 236118: RESIDENTIAL REMODELERS
NAICS 236210: INDUSTRIAL BUILDING CONSTRUCTION
NAICS 236220: COMMERCIAL AND INSTITUTIONAL BUILDING CONSTRUCTION
NAICS 237110: WATER AND SEWER LINE AND RELATED STRUCTURES CONSTRUCTION
NAICS 237120: OIL AND GAS PIPELINE AND RELATED STRUCTURES CONSTRUCTION
NAICS 237130: POWER AND COMMUNICATION LINE AND RELATED STRUCTURES CONSTRUCTION
NAICS 237210: LAND SUBDIVISION
NAICS 237310: HIGHWAY, STREET, AND BRIDGE CONSTRUCTION
NAICS 237990: OTHER HEAVY AND CIVIL ENGINEERING CONSTRUCTION
NAICS 238110: POURED CONCRETE FOUNDATION AND STRUCTURE CONTRACTORS
NAICS 238120: STRUCTURAL STEEL AND PRECAST CONCRETE CONTRACTORS
NAICS 238910: SITE PREPARATION CONTRACTORS

An aerial photograph of a coastal road, likely the Overseas Highway in Florida. The road is a two-lane highway with a median, flanked by dense green trees and sandy areas. It runs along a narrow strip of land that separates a shallow, turquoise lagoon on the left from a deeper, darker blue body of water on the right. In the distance, a small island with buildings and a bridge is visible. The sky is blue with some light clouds.

9.0

Sign Contract Documents

12. SUSPENSION AND DEBARMENT

(1) This contract is a covered transaction for purposes of 2 C.F.R. pt. 180 and 2 C.F.R. pt. 3000. As such, the contractor is required to verify that none of the contractor's principals (defined at 2 C.F.R. § 180.995) or its affiliates (defined at 2 C.F.R. § 180.905) are excluded (defined at 2 C.F.R. § 180.940) or disqualified (defined at 2 C.F.R. § 180.935).

(2) The contractor must comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C, and must include a requirement to comply with these regulations in any lower tier covered transaction it enters into.

(3) This certification is a material representation of fact relied upon by Islamorada, Village of Islands. If it is later determined that the contractor did not comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C, in addition to remedies available to Islamorada, Village of Islands, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment.

(4) The bidder or proposer agrees to comply with the requirements of 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C while this offer is valid and throughout the period of any contract that may arise from this offer. The bidder or proposer further agrees to include a provision requiring such compliance in its lower tier covered transactions.



Signature of Authorized Certifying Official



Name and Title of Authorized Certifying Official



Date

APPENDIX A, 44 C.F.R. PART 18 – CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The Contractor certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. Chap. 38, Administrative Remedies for False Claims and Statements, apply to this certification and disclosure, if any.



Signature of Authorized Certifying Official

 **PRESIDENT**

Name and Title of Authorized Certifying Official



Date

ADDITIONAL CONTRACT TERMS FOR FEDERAL AND FEMA FUNDED PROJECTS

The following clauses will form part of the agreement between Islamorada, Village of Islands and the Contractor resulting from this RFP.

A. Access to Records:

The following access to records requirements shall apply to the contract.

1. The Contractor agrees to provide Islamorada, Village of Islands, the FEMA Administrator, the Comptroller General of the United States, or any of their authorized representatives access to any books, documents, papers, and records of the Contractor which are directly pertinent to this contract for the purposes of making audits, examinations, excerpts, and transcriptions.
2. The Contractor agrees to permit any of the foregoing parties to reproduce by any means whatsoever or to copy excerpts and transcriptions as reasonably needed.
3. The Contractor agrees to provide the FEMA Administrator or his authorized representatives access to construction or other work sites pertaining to the work being completed under the contract.
4. In compliance with the Disaster Recovery Act of 2018, Islamorada, Village of Islands and the Contractor acknowledge and agree that no language in this contract is intended to prohibit audits or internal reviews by the FEMA Administrator or the Comptroller General of the United States.

B. Changes to the Contract:

Any changes to the contract between Islamorada, Village of Islands and the Contractor modification, change order, or constructive change must be allowable, allocable, within the scope of the grant or cooperative agreement, and reasonable for the completion of project scope.

- C. **Non-use of DHS Seal, Logo, and Flags:** The Contractor shall not use the DHS seal(s), logos, crests, or reproductions of flags or likenesses of HSS agency officials without specific FEMA pre-approval.
- D. **Compliance with Federal Law, Regulations, and Executive Orders:** This is an acknowledgement that FEMA financial assistance will be used to fund all or a portion of the contract. The contractor will comply with all applicable Federal law, regulations, executive orders, FEMA policies, procedures and directives.
- E. **No Obligation by Federal Government:** The Federal Government is not a party to this contract and is not subject to any obligations or liabilities to the non-Federal entity, contractor, or any other party pertaining to any matter resulting from the contract.

- F. **Program Fraud and False or Fraudulent Statement or Related Facts:** The Contractor acknowledges that 31 U.S.C. Chap. 38 (Administrative Remedies for False Claims and Statements) applies to the Contractor's actions pertaining to this contract.

Jose Sierra

Signature of Contractor's Authorized Official

JOSE SIERRA PRESIDENT

Name and Title of Contractor's Authorized Official

5-29-26

Affidavit Attesting to Noncoercive Conduct for Labor or Services

Nongovernment Entity name: Comtech Engineering Inc ("Vendor")

Vendor FEIN: 65-093-9997

Address: 7900 SW 57 AVENUE SUITE 11

City: Miami State: Florida Zip: 33143

Phone number: 305 377-8283 Email Address: jsierra@comtecheng.com

As a nongovernmental entity executing, renewing, or extending a contract with a government entity, **Vendor** is required to provide an affidavit under penalty of perjury attesting that **Vendor** does not use coercion for labor or services in accordance with Section 787.06, Florida Statutes.

As defined in Section 787.06(2)(a), coercion means:

1. Using or threatening to use physical force against any person;
2. Restraining, isolating, or confining or threatening to restrain, isolate, or confine any person without lawful authority and against her or his will;
3. Using lending or other credit methods to establish a debt by any person when labor or services are pledged as a security for the debt, if the value of the labor or services as reasonably assessed is not applied toward the liquidation of the debt, the length and nature of the labor or service are not respectively limited and defined;
4. Destroying, concealing, removing, confiscating, withholding, or possessing any actual or purported passport, visa, or other immigration document, or any other actual or purported government identification document, of any person;
5. Causing or threatening to cause financial harm to any person;
6. Enticing or luring any person by fraud or deceit; or
7. Providing a controlled substance as outlined in Schedule I or Schedule II of Section 893.03 to any person for the purpose of exploitation of that person.

As a person authorized to sign on behalf of **Vendor**, I certify that **Vendor** does not use coercion for labor or services in accordance with Section 787.06.

Written Declaration

Under penalties of perjury, I declare that I have read the foregoing Affidavit and that the facts stated in it are true.

By: Jose Sierra
Authorized Signature

Print Name and Title: JOSE SIERRA PRESIDENT

Date: 5-29-26

APPENDIX A

ACKNOWLEDGMENT OF ADDENDA AND DOCUMENTS

The Proposer hereby acknowledges the receipt of the following addenda issued by the Village and incorporated into and made part of this RFP. In the event the Proposer fails to include any addenda in the table below, submission of this form shall constitute acknowledgment of receipt of all addenda, whether or not received by him/her.

ADDENDUM NUMBER	DATE RECEIVED
<u>No. 1</u>	<u>5-29-26</u>
<u>No. 2</u>	<u>5-29-26</u>
<u>No. 3</u>	<u>6-8-26</u>
<u> </u>	<u> </u>
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<u> </u>	<u> </u>
<u> </u>	<u> </u>

Jose Sierra

Signature

JOSE SIERRA

Print name

PRESIDENT

Title

5/29/26

Date



Proposal

For

Northern Plantation Key Booster Pump Station

Upgrade Project

(RFP 26-05)

Prepared for Islamorada, Village of Islands, Florida

6.17.26

Islamorada, Village of Islands
Attn: Village Clerk
86800 Overseas Highway
Islamorada, Florida 33036

Re: Proposal for Northern Plantation Key Booster Pump Station Upgrade Project (RFP 26-05)

Dear Selection Committee,

Belle Construction Services, LLC ("Belle") is pleased to submit its proposal for the Northern Plantation Key Booster Pump Station Upgrade Project. We have carefully reviewed the Request for Proposals and are confident in our ability to successfully deliver the full scope of work, including demolition of the existing transfer station, construction of the new in-line wastewater booster station, installation of pumps and electrical systems, temporary bypass pumping, sitework, permitting, and final system commissioning.

Belle has a strong presence throughout the Florida Keys, providing comprehensive general contracting services across commercial and municipal infrastructure projects. Belle's experience spans the full lifecycle of construction, from design-phase coordination and permitting through underground utility installation and final project delivery. This breadth of capability allows us to manage complex infrastructure upgrades such as this project with efficiency, precision, and accountability.

Our firm brings direct, relevant experience in contracting on federally funded projects requiring Davis Bacon wages, underground utilities, wastewater systems, and large-scale construction management. We have successfully completed projects involving sewer line installation, utility coordination, and full-site development, demonstrating our ability to perform work comparable in scope and technical complexity to this booster station upgrade.

As a 100% woman owned business, Belle's approach emphasizes proactive project management, clear communication with stakeholders, and a commitment to quality workmanship. Our familiarity with local permitting processes and environmental considerations in the Florida Keys further strengthens our ability to deliver this project efficiently while minimizing disruptions and ensuring compliance with all applicable regulations.

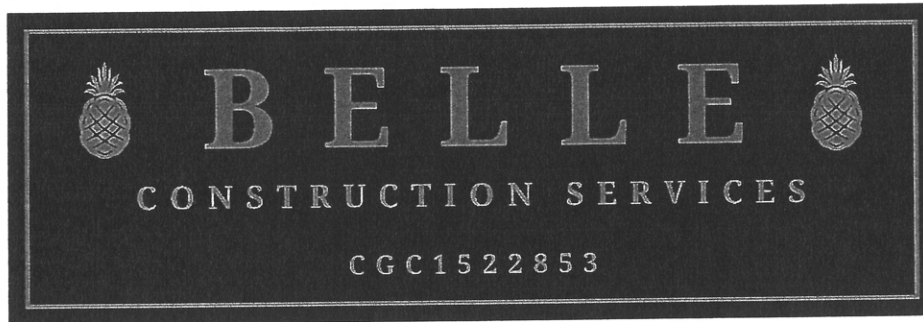
We believe Belle Construction Services is uniquely qualified to perform this project due to our proven track record, technical expertise, and dedication to delivering reliable infrastructure solutions. We are committed to completing this project safely, on time, and within budget.

Thank you for your consideration. We look forward to the opportunity to contribute to the successful completion of this important project.

Sincerely,

A handwritten signature in black ink, appearing to read "Blis L. Ku", written over a horizontal line.

Authorized Representative
Belle Construction Services, LLC



Project Approach

Northern Plantation Key Booster Pump Station Upgrade Project (RFP 26-05)

Prepared for Islamorada, Village of Islands, Florida

Project Understanding

NPK Transfer Pump Station Conversion to In-Line Booster Station

The Village of Islamorada project consists of the conversion of the existing NPK Transfer Pump Station into a new in-line booster pump station located at 286 Gardenia Street, Plantation Key, Florida. The work includes demolition of existing wastewater transfer and treatment components, construction of a new booster pump station building, installation of new mechanical and electrical systems, installation of a septage receiving facility, integration of instrumentation and controls, installation of a new standby generator system, civil/site improvements, and restoration of disturbed areas.

Successful sequencing of the project will rely on a comprehensive submittal package being completed in the early stages. The procurement will be done with special attention to the long lead time items, including the generator, the booster pumps and piping and the septage structure, to ensure on time completion.

The project is located within an active wastewater pumping facility that must remain operational throughout construction. The existing wastewater transfer and pumping systems are to remain in service until the new in-line booster pump station is built and the pumping systems and generator are fully operational and approved for service. Once the conversion to the new booster pump system is completed, the demolition of the existing treatment basin will be completed. This substantial demolition includes removal of existing treatment basins, pumps, piping, valves, odor control systems, generator equipment, concrete structures, and associated electrical/ control systems.

The new booster station building will require careful coordination with the underground utilities. The building foundation will be laid out with consideration of existing utilities. Piping modifications will be required and will be made in such way that the waste treatment operations are unaffected and the projected commences seamlessly. The new booster station includes, construction of the booster station building, new booster pumps and piping systems, new electrical distribution and standby power generation, new septage receiving facility, mechanical ventilation and HVAC systems, instrumentation and SCADA integration.

Civil improvements include site grading, yard piping modifications, site restoration and drainage improvements.

Successful completion of this project will require detailed sequencing, careful coordination with Village operations personnel, maintenance of continuous wastewater service, proactive procurement of long-lead equipment, and disciplined safety and quality control procedures throughout all phases of work.

Construction Approach and Methodology

1. Pre-Construction and Project Planning

Prior to mobilization, our team will conduct a comprehensive review of all contract drawings, specifications, permitting requirements, and operational constraints. A detailed construction schedule will be developed identifying critical path activities, long-lead procurement items, required shutdown windows, and critical construction milestones.

Key pre-construction activities will include:

- Review of all civil, structural, mechanical, electrical, and instrumentation drawings
- Utility locates and verification of existing underground utilities
- Site investigation and verification of existing conditions
- Preparation of site-specific safety plans
- Development of traffic control and access maintenance plans
- Coordination meetings with the Village, Engineer, utility providers, and facility operators
- Preparation of sequencing and shutdown plans
- Procurement and submittal tracking for pumps, generator, controls, MCC equipment, valves, and instrumentation

Special attention will be given to sequencing requirements identified within the instrumentation and controls drawings to ensure uninterrupted wastewater pumping operations during construction.

2. Mobilization and Site Preparation

Our team will not hesitate to mobilize. Once the notice to proceed is issued, site videos will be uploaded to our shared information drive and we will begin mobilization.

Mobilization activities will include:

- Installation of temporary fencing and site security improvements
- Establishment of staging and material storage areas
- Installation of erosion and sediment control measures
- Temporary utility setup
- Protection of existing facilities remaining in service
- Establishment of safe access routes for plant personnel and construction staff
- Installation of standby generator

Construction staging will be organized to minimize interference with active facility operations and maintain safe ingress/egress throughout the project duration.

3. Selective Demolition Phase

The demolition phase will be carefully sequenced to maintain continuous operation of the existing wastewater system.

Demolition activities will include:

- Removal of existing generator and fuel tank systems
- Removal of concrete slabs where required
- Selective demolition of yard piping and electrical conduits
- Capping of obsolete piping
- Disposal of debris and unsuitable materials
- Stocking of reusable fill

Demolition operations will be coordinated with Utility providers, the Village and KLWTD to prevent additional work tasks. Temporary supports, bypass arrangements, and protection measures will be implemented as necessary.

4. Civil and Underground Utility Construction

Following demolition, civil construction will begin excavation, grading, underground utility installation, and site preparation.

Work will include:

- Excavation to expose underground piping at anticipated tie in locations
- Excavation for building foundation
- Installation of new yard piping and underground utilities
- Installation of ductile iron and PVC piping systems below grade
- Excavation, backfill and compaction for concrete pads and foundations
- Rough in drainage and grading improvements

Underground work will be coordinated closely with structural, electrical, and plumbing trades to avoid conflicts and rework.

5. Structural and Building Construction

The structural phase will include construction of the new booster pump station building and associated concrete structures.

Activities will include:

- Foundation installation to include installation of Augers and Grade beam (Drill Auger, Build and Install Cage, and Pump Concrete, Form Grade beam and Install Steel and Pump Concrete.)
- Installation of 12" Shear wall (Form Wall to Elevation, Install Shoring, Bend Auger Steel, Install Steel Reinforcement, Pump Concrete)
- Installation of Blindside Waterproofing and Backfill and Grading and Compaction in 8" Lifts (Coordinate backfill and compaction with underground, electrical, plumbing and mechanical utilities).
- Termite Treatment
- Installation of Building Slab, Generator Slab and Septage Slab and sidewalks (Install forms and shoring for slabs as necessary, Install Moisture barrier, Rebar Matt, Reinforcing for Pipe Penetrations, Pump/Finish Concrete
- Installation of CBS Masonry Units in lifts up to bond beams
- Installation of Vertical Reinforcing Steel, Bond Beams, Columns, Tie beams, Lintels and Concrete Work for Fill Cells
- Extend Vertical Reinforcement, Secondary Pour above TB, CBS Masonry and Vertical Reinforcement for Parapet Wall, Grout HC Roof Panels, 2" Fill Cell and Concrete Topping
- Install Tapered Insulation and TPO Roofing
- Install Equipment Pads
- Stucco and Paint
- Install Flashing, Interior and Exterior doors, Window, Louvers, Loading dock stairs and platform, railings and ladders
- Touch up paint

The building will be constructed with the methodology to support operational efficiency, access for the trades to work concurrently, and safety. Coordination and clear information sharing with the EOR, inspectors and Village staff will be maintained using our shared electronic drive that updates in real time. Compaction and concrete testing results, schedule progress updates and project progress photos will be delivered using our electronic drive. Our superintendent will keep daily construction logs that will detail the coordination efforts between the trades, material deliveries, efficiency improvements to MOT, daily progress and new strategies to improve performance. Belle Construction has 17 year's experience with ground up commercial building construction ranging from medical facilities, Condo common area buildings and facilities, AC storage facilities, commercial storefront, and public utility facilities. Our extensive knowledge of concrete shell construction will facilitate seamless integration with the underground utilities and expeditious scheduling and execution of the project.

6. Plumbing/Mechanical Systems Installation

Mechanical installation activities will include:

- Underground Plumbing Utility Installation to Include Drainage Piping, Water Supply Piping, FM Piping, Piping for Booster Pumps, and Piping for the Septage Receiving Facility
- Rough in Floor Drains, Clean out, hose bibs, Sump Pump and Booster pump Flanges

- Install Booster Pumps, Equipment, Valves, Flow Meter, Instruments, Piping and Bypass Piping connections for future conversion for seamless transition to the new system
- Prep Yard piping, booster pump piping, septage piping, FM piping and drainage piping connections for future conversion for seamless transition to the new system
- Equipment supports and pipe hangers
- Coat all Exposed Piping with the Tnemec Coating System and Final Coat of Paint on the Building
- Install Septage Receiving Facility, Pumps Piping
- Install Sump, Floor Drain Covers, and Hose Bibs
- Odor control system piping modifications
- Install HVAC conduit, control wire harness and ventilation ducting
- Install HVAC Equipment, motors and dampers
- Testing and balancing

Pump installation and alignment will be performed in strict accordance with manufacturer recommendations. Page Excavating, the plumbing and underground utility subcontractor works extensively with the Village and KLWTD. Our teams extensive knowledge and experience with the waste treatment facilities specifically in the Florida Keys will allow us to expertly execute the installation of the new booster station.

7. Electrical and Instrumentation Installation

Electrical construction will include:

- New electrical service and equipment
- Grounding systems
- Conduit and cable installation
- MCC and control panel installation
- Generator and automatic transfer switch installation
- Lighting and receptacles
- SCADA and PLC integration
- Instrumentation installation and calibration

Electrical shutdowns will be coordinated with the Village Staff and limited to approved outage windows. Hamker Electric, our Electrical subcontractor has worked with KLWTD, installing generators and electrical systems and has specific knowledge of the project requirements and coordination with KLWTD and the other key subcontractors. Hamker is a Cummins dealer and has specific training on these generators.

8. Startup, Testing, and Commissioning

Commissioning activities will be performed systematically to ensure reliable operation of all systems prior to final acceptance.

Startup/Conversion procedures will include:

- Equipment inspections
- Functional testing, Loop checks, Generator testing
- SCADA verification
- Pump performance testing, Instrument calibration, Operational simulations
- Staff training

The new booster pumping system will be fully operational and accepted prior to decommissioning of the existing systems.

9. Final Demolition Phase

Demolition activities will include:

- Removal of existing odor control systems
- Removal of existing generator and fuel tank systems
- Pump out repump station and lawfully dispose of contents
- Demolition of treatment basins and associated structures
- Removal of concrete slabs and foundations where required
- Selective demolition of electrical systems and conduits
- Disposal of debris and unsuitable materials

10. Site Work Improvements and Final Cleaning

Site work activities will include:

- Final grading and drainage improvements and Installation of grass in the swale areas
- Installation of 57 rock in open areas and any disturbed areas
- Installation of filter fabric and wood borders
- Final cleaning and demobilization

Our team understands that this project requires careful coordination, detailed sequencing, and uninterrupted operation of critical wastewater infrastructure. Through proactive planning, experienced supervision, disciplined scheduling, and close coordination with the Village and Engineer, we will safely and efficiently complete the conversion of the NPK Transfer Pump Station into a fully operational in-line booster station that meets all operational, regulatory, and performance requirements.

Belle Construction Services will warrantee the building and improvements for a period of twelve months following final acceptance and payment of the project.

Procurement Approach

This procurement approach has been developed using the project plans, technical specifications, instrumentation requirements, and the proposed 480-calendar-day CPM schedule for the Conversion of the NPK Transfer Pump Station to an In-Line Booster Station. The procurement strategy is intended to support continuous wastewater operations, minimize schedule risk, and ensure that all long-lead equipment and materials are available prior to system shutdowns and commissioning activities.

Procurement Objectives

The procurement program will focus on early identification and acquisition of critical long-lead equipment, coordinated submittal review, supplier management, delivery tracking, and quality assurance. Procurement activities will be integrated directly into the CPM schedule to maintain the project completion duration of 480 calendar days and support phased construction activities while maintaining uninterrupted wastewater transfer service.

Long-Lead Equipment Procurement

Major long-lead procurement items include booster pumps, variable frequency drives (VFDs), emergency generator equipment, switchboards, PLC/SCADA systems, instrumentation panels, process valves, HVAC equipment, and specialized piping materials. Procurement of these systems will begin immediately following Notice to Proceed and completion of the preconstruction phase. Based on the CPM schedule, procurement activities are aligned with the early project phases including submittals, shop drawing review, electrical coordination, and equipment fabrication. The procurement team will maintain continuous communication with manufacturers and suppliers to monitor fabrication status, identify schedule risks, and expedite production where necessary.

Submittal and Shop Drawing Coordination

All procurement activities will follow the project submittal procedures identified within the technical specifications. Shop drawings and product data will be prioritized according to procurement criticality and installation sequencing. Early submittals will include:

- Booster pumps and motors
- Variable frequency drives
- Emergency generator and transfer switch
- Electrical switchboards and panelboards
- PLC and SCADA equipment
- Instrumentation and controls
- Process piping and valves
- HVAC systems

A procurement and submittal log will be maintained throughout the project and reviewed during monthly progress meetings to ensure timely approvals and fabrication release.

Supplier Coordination and Material Tracking

Procurement staff will coordinate directly with equipment manufacturers, fabricators, and distributors to confirm fabrication schedules, shipping dates, and onsite delivery requirements. Weekly procurement status reports will be prepared identifying:

- Approved submittals
- Pending reviews
- Fabrication progress
- Shipping schedules
- Delivery dates
- Potential procurement risks
- Required expediting actions

Special attention will be given to

electrical and instrumentation equipment due to current industry lead times for switchgear, generators, PLC hardware, and control panels.

Delivery, Storage, and Material Protection

Deliveries will be coordinated with site logistics and installation sequencing to avoid congestion and minimize handling. Long-lead and critical equipment will be stored in secured and weather-protected staging areas. All electrical and instrumentation equipment will be stored in climate-protected environments in accordance with manufacturer recommendations. Materials required for shutdown-related work shall be onsite prior to scheduled shutdowns in accordance with the project sequencing requirements. Delivery coordination will support phased installation activities and continuous operation of the existing wastewater transfer system.

Integration with CPM Schedule

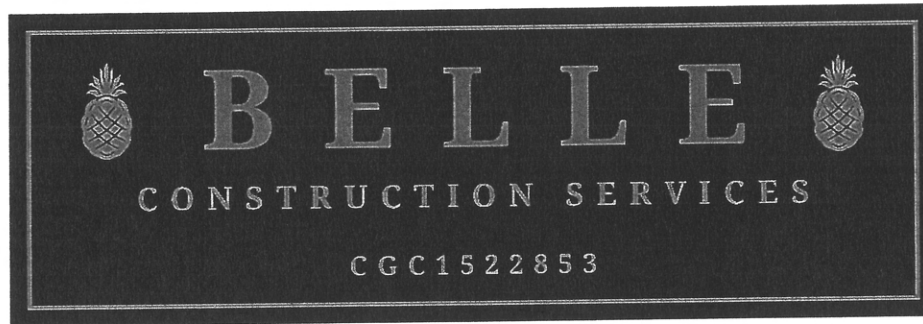
Procurement milestones have been integrated into the proposed CPM schedule. Major procurement activities occur during the early phases of the project including the submittal and procurement phase, site preparation, and structural construction activities. Critical procurement milestones include: • Completion of major equipment submittals • Approval of shop drawings • Release for fabrication • Delivery of electrical and process equipment • Installation readiness verification • Startup and commissioning support The procurement schedule will be updated monthly and coordinated with construction progress to ensure that all materials are available to support installation activities without delay.

Quality Assurance and Commissioning Support

All procured equipment and materials will comply with the project specifications and approved submittals. Factory testing documentation, certifications, and manufacturer startup services will be coordinated as part of the procurement process. Procurement staff will coordinate manufacturer representatives for startup, testing, operator training, and commissioning activities. Warranty documentation, spare parts, operation manuals, and maintenance manuals will be collected and submitted as part of project closeout requirements.

Conclusion

This procurement approach provides a structured and proactive strategy for managing equipment acquisition, supplier coordination, submittal review, delivery logistics, and commissioning support for the Booster Station project. The approach is specifically tailored to the project's operational constraints, phased construction requirements, and the 480-day CPM schedule to ensure timely completion and uninterrupted wastewater operations throughout construction.



Staff and Similar Projects

Northern Plantation Key Booster Pump Station Upgrade Project (RFP 26-05)

Prepared for Islamorada, Village of Islands, Florida

BLAINE L. KEARNS

95175 Overseas Highway, Key Largo FL 33037

305 710-9911

Belleconstructionservices@gmail.com

EDUCATION

Bachelors of Arts in Business Administration with a major in Finance,
specializing in
Entrepreneurship from University of Florida. Graduated May 2006 GPA 3.9/4.0

LICENSES

Florida Building Contractors License
Florida General Contractors License
Internachi Building Inspectors License
Private Pilot License

EXPERIENCE

General Contractor for commercial projects with involvement in land development,
design phase, permitting and land use modifications, underground and ground up
construction, FFE and market analysis.

Projects Completed

Project	Address	SQ FT	Project Type
Dade Medical College	2601 South Military Trail, West Palm Beach	38,000	Offices, Medical Clinic, Classrooms, Xray/MRI Facility
DMC Corporate Office	95 Merrick Way, Coral Gables	12,000	Corporate Office
Southernmost University	9559 Regency Square Blvd. Jacksonville	16,000	Offices and Classrooms
Dade Medical College	2222 Ponce De Leon Blvd.	8,000	Clinic, Offices and Classrooms

DMC Physical Therapy	240 N Krome Ave, Homestead	1,800	Physical Therapy Facility
Tiki Watersports	94381 Overseas Hwy.	3,500	Retail Remodel, Underground Utilities
Marker 88	88000 Overseas Highway	5,900	Underground Utilities
Mattress Firm	99550 Overseas Highway	3,900	Retail Stand alone Bldg.
Key Largo Ocean Resort	94825 Overseas Highway	22 Acres	284 Condo Units, Sitework and Project Management
Travel Trailer Town	96401 Overseas Highway, Key Largo	2 Acres	RV Facility
Bungalows Key Largo	99010 Overseas Hwy. Key	12 Acres	124 Unit Boutique Hotel,
Bonefish Storage	12695 Overseas Hwy. Marathon	22,000	Storage Facility
Bayside Inn	99490 Overseas Hwy. Key Largo	23,000	Hotel Remodel
Wesley House Family Services	5 Homestead Ave., Key Largo	9,500	Owner Rep for a Commercial Office Building
KLOR Marina	94825 Overseas Hwy. Key Largo	84 Slips	New Seawall, Pier and Docks
KLWTD OC Project	Key Largo to Tavernier	6 Stations	New Odor Control Facilities

Kathy Hutson
Max Construct LLC
95175 Overseas Hwy. Key Largo, FL 33037
Belleconstructionservices@gmail.com

Professional Summary

Detail-oriented and organized Construction Secretary with over 20 years of experience in providing administrative support in fast-paced construction environments. Proficient in managing schedules, handling correspondence, and ensuring efficient office operations. Strong knowledge of construction terminology and processes, local permitting coupled with communication skills to effectively coordinate with project managers, subcontractors, and clients.

Core Competencies

- Administrative Support
- Document Management
- Scheduling & Coordination
- Customer Service
- File Organization & Retrieval
- AutoCAD and AI proficient

Professional Experience

Belle Construction Services
Construction Secretary
Key Largo FL
2019 – Present

- Provide comprehensive administrative support ensuring efficient operation of daily activities.
- Maintain project files, including contracts, plan drawings and change orders, ensuring all documentation is accurate and current.
 - Schedule meetings and assist in coordination of project timelines, ensuring all parties are informed and updated.
 - Prepare and distribute correspondence, reports, and project updates to our subcontractors and clients, fostering clear communication.
 - Assist with invoicing and tracking project budgets, contributing to accurate financial reporting.

Education

Landscape Architecture
Auburn University
Graduated Cum Laude 1993

Bachelor of Arts: Graphic Design and Photography
University of Central Florida
Graduated 1984

Belle Construction Services: CPM for NPK Booster Pump Station Upgrade

Task ID	Task Description	Proposed Duration	Predecessors	Start Day	Finish Day	Start Date	Finish Date
1	Notice to Proceed	1		1	2	07/20/2026	07/21/2026
2	Pre-Construction Meeting and Safety Meeting, and Site Videos	3	1	1	4	07/23/2026	07/26/2026
3	Submittals & Procurement	129	1	1	130	06/14/2026	10/21/2026
4	Mobilization	3	2	2	5	07/22/2026	07/25/2026
5	Temporary Facilities, Erosion Control, Utility Locates & Site Verification	12	2	7	19	07/27/2026	08/08/2026
6	Installation of Standby Generator, Selective Demolition, Capping of Obsolete Piping, Pipe Rerouting and Yard Piping Installation	28	5	19	47	08/08/2026	09/05/2026
7	Surveying, Layout and Excavation for Foundation, Rough in of Swales and Site Grading, Removal or Storage of Fill	17	5,6	48	65	09/06/2026	09/23/2026
8	Installation of Augers (Drill Auger, Build and Install Cage, Pump Concrete and Concrete Testing, Form Grade beam and Install Steel and Pump Concrete and Concrete Testing)	34	7	65	99	09/26/2026	10/30/2026
9	Installation of 12" Shear wall (Form Wall to Elevation, Install Steel, Pump Concrete and Concrete Testing)	28	8	100	128	10/28/2026	11/25/2026
10	Underground Electric Utility Installation to Include Electrical Service Conduit and Underground to ATS	14	9	129	143	11/26/2026	12/10/2026
11	Underground Plumbing Utility Installation to Include Drainage Piping, Water Supply Piping, FM Piping, Piping for Booster Pumps, and the Septage Receiving Facility Precast Component	51	9	129	180	11/26/2026	01/16/2027
12	Installation of Blindsie Waterproofing and Backfill and Grading and Compaction in 8" Lifts, and Density Testing	12	10, 11	180	192	01/16/2027	01/28/2027
13	Installation of Building slab, Generator slab/sidewalk and Septage Slab (Install Rebar Matt, Reinforcing for Pipe Penetrations, Pump/Finish Concrete and Installation of CBS Masonry Units)	58	12	193	251	01/29/2027	03/28/2027
14	Installation of Vertical Reinforcing Steel, Bond Beams, Columns, Tie beams, Lintels and Concrete Work for Fill Cells	43	13	251	294	03/28/2027	05/10/2027
15	Install HC Precast Roof Panels and Grout Connections	3	14	294	297	05/10/2027	05/13/2027
16	Extend Vertical Reinforcement, Secondary Pour above TB, CBS Masonry and Vertical Reinforcement for Parapet Wall, Grout HC Roof Panels, 2" Fill Cell and Concrete Topping	51	15	297	348	05/13/2027	07/03/2027
17	Install Tapered Insulation and TPO Roofing	10	16	348	358	07/03/2027	07/13/2027
18	Install Flashing, Interior and Exterior doors, Window, Louvers, Loading dock stairs and platform, railings and ladders	44	16	348	392	07/03/2027	08/16/2027
19	Install temporary lighting, Rough in Electrical Conduit and Boxes, Electrical Panels, and Instrumentation Panels	30	17	385	415	08/09/2027	09/08/2027
20	Rough in HVAC and Exhaust fan ducting	21	17	358	379	07/13/2027	08/03/2027
21	Rough in Floor Drains, Clean out, hose bibs, Sump Pump and Booster pump Flanges	28	17	358	386	07/13/2027	08/10/2027
22	Install Equipment Pads, Generator pad and sidewalks	30	21	386	416	08/10/2027	09/09/2027
23	Install Stucco	21	17	358	379	07/13/2027	08/03/2027
24	Install First Coat of Paint and down spouts	14	17,23	379	393	08/03/2027	08/17/2027
25	Install Septage Pumps and connect Piping	26	13	279	305	04/25/2027	05/21/2027
26	Install Booster Pumps, Equipment, Valves, Flow Meter, Instruments, Piping and Bypass Piping up to point of system change over	17	22	446	463	10/09/2027	10/26/2027
27	Install Electrical Receptacles, Lighting, Emergency Signage/Lighting,	34	19, 24	393	427	08/17/2027	09/20/2027
28	Wire Electrical Panels and Instrumentation Panels	26	27	427	453	09/20/2027	10/16/2027
29	Install HVAC Equipment and Test	10	28	453	463	10/16/2027	10/26/2027
30	Install Sump, Floor Drain Covers, and Hose Bibs	10	11, 21	386	396	08/10/2027	08/20/2027
31	Coat all Exposed Piping the Tnemec Coating System and Final Coat of Paint on Building	14	26	463	477	10/26/2027	11/09/2027
32	Generator & ATS Installation	21	3, 10, 1, 19	415	436	09/08/2027	09/29/2027
33	Equipment Startup, Generator Testing, Pump Performance Testing and SCADA Integration	5	32	436	441	09/29/2027	10/04/2027
34	Commissioning & Functional Testing	1	32, 33	441	442	10/04/2027	10/05/2027
35	Owner Training & O&M Manuals	1	34	442	443	10/05/2027	10/06/2027
36	Full Conversion to In Line Booster Station	1	33, 34, 35	443	444	10/06/2027	10/07/2027
37	Pump out Repump Station	2	36	444	446	10/07/2027	10/09/2027
38	Demolition of Treatment Basin, Repump Station, Effluent FM, Chlorine Tank and Odor Control System	20	36, 37	446	466	10/09/2027	10/29/2027
39	Site Restoration to include Final grading, grass swales, 57 Rock, Wood Boarders	11	38	466	477	10/29/2027	11/09/2027
40	Final Completion & Demobilization	2	39	477	479	11/09/2027	11/12/2027

Belle Construction Services

Tentative Procurement Schedule											
Discipline	Discipline	Discipline	Lead Time (wks)	Discipline	Discipline	Fabrication Release (days)	On Site Delivery (day)	Install Task (week)	Responsible	Critical	
E-01	Generator Set	Electrical	50	15	35	40	390	57 - 60	PM/Procurement	YES	
E-02	ATS	Electrical	28	15	35	40	250	57-60	PM/Procurement	YES	
E-03	MCC	Electrical	32	15	35	40	260	61 - 63	Electrical (HAMKER)	YES	
E-04	Switchboard	Electrical	30	15	35	40	250	61 - 63	Electrical (HAMKER)	YES	
E-05	PLC Panels	I&C	24	20	40	45	220	61 - 63	I&C	YES	
E-06	SCADA Hardware	I&C	20	20	40	45	200	61 - 63	I&C	YES	
M-01	Booster Pumps	Mechanical	24	15	35	40	210	63 - 66	Mechanical	YES	
M-02	VFDs	Mechanical/Elec	24	15	35	40	220	63 - 66	Electrical (HAMKER)	YES	
M-03	Valves	Mechanical	18	20	40	45	170	63 - 66	Mechanical	NO	
M-04	Flow Meter	I&C	16	30	50	55	180	63 - 66	I&C	NO	
C-01	DIP Pipe	Civil	12	30	45	50	120	18 - 60	Civil	NO	
C-02	Precast Components	Structural	16	30	50	55	170	42 - 43	Structural	NO	

Page Excavating

Project management experience.

For 37 years, Page has operated locally throughout the Florida Keys, performing services for professional excavation and underground utility projects.

Below is a non-exhaustive list of various projects throughout the Village of Islands and the Keys, which describes the qualifications and experience of Page Excavating, Inc.'s professional engagements.

Tavernier Creek Marina

- Demolition of Sewage System
- Construction Treatment Plant
- Installation of Lift Station

Creekside Inn

- Installation of Vacuum Pit

Turek Building

- Installation of Vacuum Pit

BB&T Bank

- Directly Drill under USI and Tie into Force Main

Coral Shores Coin Laundry

- Installation of Dual Buffer Tank

Coral Shores High School

- Wet Tap Force Main on Old Highway

Woods Corner

- Installation of Dual Buffer Tank and Diverter

Jerry Drowney

- Waterline Directional Drill, 6-inch waterline along US 1 for use at Plantation Key Elementary School and Jerry Drowney residence
- Job was permitted by FKAA, who completed the remaining project.

Southeast Marine

- Water supply

- 8-inch directional drill from Seminole Boulevard to Southeast Marine Building on US I
- Installation of 4-inch RPDA for fire
- Job was permitted by FKAA, who completed remaining project.

Founders Park

- Installation of Duplex Lift Station at soccer field, bore pipe to road and tied in,
- Rehabilitation of Lift Station at tennis courts,
- Installation of Lift Station at new marina building, and bore the force main,
- Installation of duplex lift station at beach, - Rehabilitation of lift station at USI restrooms, - Demolition Sewage Treatment Plant.

Islamorada Mini Storage

- Directionally drill 8-inch pipe under US 1,
- Supplied all services leading up to storage supply fire hydrant,
- 6-inch RPDA job permitted by FKAA, who completed the remaining project.

Coconut Grove Resort

- Installation of Duplex,
- Installation of Lift Station,
- Executed all plumbing services.

Chesapeake Beach Resort

- Demolition of Sewage Treatment Plant.

Ocean Gardens

- Supply, Fire Hydrant Job,
- Permitted by FKAA, who completed remaining project.

Seafoam Coin Laundry

- Installation of Gravity Sewer to Vacuum Pit, - Demolition of Sewage Treatment Plant.

Lorelei Restaurant

- Installation of grease traps,
- Installation of Dual Buffer Tank.

Islamorada Fire House

- Installation of Gravity Sewer,
- Repair pavement and Concrete.

Cheeca Lodge & Spa

- Installation of Stormwater Management system.

CHAD CRAWFORD

PERSONAL PROFILE

Mechanically inclined individual with ability to safely operate, drive, and maintain heavy equipment. Looking for a Heavy Equipment Operator position to utilize a lifetime of experience operating construction equipment and maintenance experience. Coming with strong communication skills, familiarity with workplace safety practices, and High School Diploma.

CONTACT

 704 N Emerald
Key Largo, FL 33037

 ccrawford0923@gmail.com

 (989) 413 - 2381

 /chad-crawford-129b87140

EDUCATION

Onaway Senior High School
Graduation Year: 1990

SKILLS

- Extensive 40 hours OSHA certification
- Completion of Dale Carnegie leadership and professional development course
- CPR/ First Aid certification
- The ability to lead teams in both the field and in the office using adaptive leadership strategies.
- Proficiency in operating heavy equipment safely, effectively, and with an attention to detail.

WORK EXPERIENCE

Green For Life, Heavy Equipment Operator
SEPTEMBER 2020 - PRESENT

- Maintained and repair heavy equipment in the field
- Operated heavy equipment in compliance with safety policies and procedure
- Expertise in operating a wide range of different equipment.

Great Lakes Fusion, Chief Financial Officer
JANUARY 2006 -AUGUST 2020

- Estimated, invoiced, managed accounts receivable and accounts payable.
- Lead and managed a team of 80+ employees
- Oversaw supervisors, sales, and multiple crews at different locations in Michigan.

District Manager, Waste Management
JANUARY 1993 - DECEMBER 2006

- Supervised the day to day operations of many different landfills in Northern and Mid Michigan
- Spearheaded monthly Profit & Loss reviews
- Project manager for many diverse projects from construction to public relations.



Overview:

Hamker Enterprises Corp. is a family-owned business that has been operating since 1988 serving the communities of South Florida ranging from West Palm to Key West. We specialize in everything from Commercial and Industrial to Residential and Agricultural electrical work.

Role:

Hamker Enterprises Corp. will be responsible for the installation of the 450kw generator at KLWTD.

Job References:

- Ocean Reef Club: Marina – 2023-2024
 - Installation of new marina and pedestals.
- Homestead Miami Speedway: Fire Alarm – 2021-2024
 - Installation of new fire alarm.
- Ocean Reef Club: Staff Housing – 2024- Current
 - Installation of all electrical, generator included.
- Buccaneer Island – 2024-Current
 - Installation of new electrical for the island.
- Ready to Grow – 2024
 - Installation of new electrical for building.
- Arco Murray: Coconut Palm Trucking - 2024-Current
 - Installation of underground and parking lot lighting.
- Valfair: Princeton Parking lot – 2024-Current
 - Installation of underground and parking lot lighting.
- 26 Sunset: Generator – 2023 - 2024
 - Installation of new generator.
- Seagull Condominiums: Generator – 2024
 - Installation of new generator.



Mobilized team/Job duty:

Blaise Hamker – President/Contractor (Licenses attached)

Yasmany Leon – Service Supervisor

Osmany Gomez – Journeyman

Edvin Amanza – Laborer

Samuel Mato-Gomez – Laborer

Jesse Tyre – Equipment Operator

Angel Martinez – Laborer

Anthony Leon – Laborer

Austin Armont – Laborer

Eduardo “Jay” Valerio – Laborer

Hector Alberdis – Electrician

Jason Crespo – Electrician

Jeovany Hernandez – Laborer

John Mercado – Electrician

Jonathan Perez – Laborer

Michael “Scott” Satterfield -Electrician

Ramon Lopez – Laborer

Equipment Schedule:



John deere- Combination

2- Cat mini excavators

2- bucket trucks

Altec drill truck

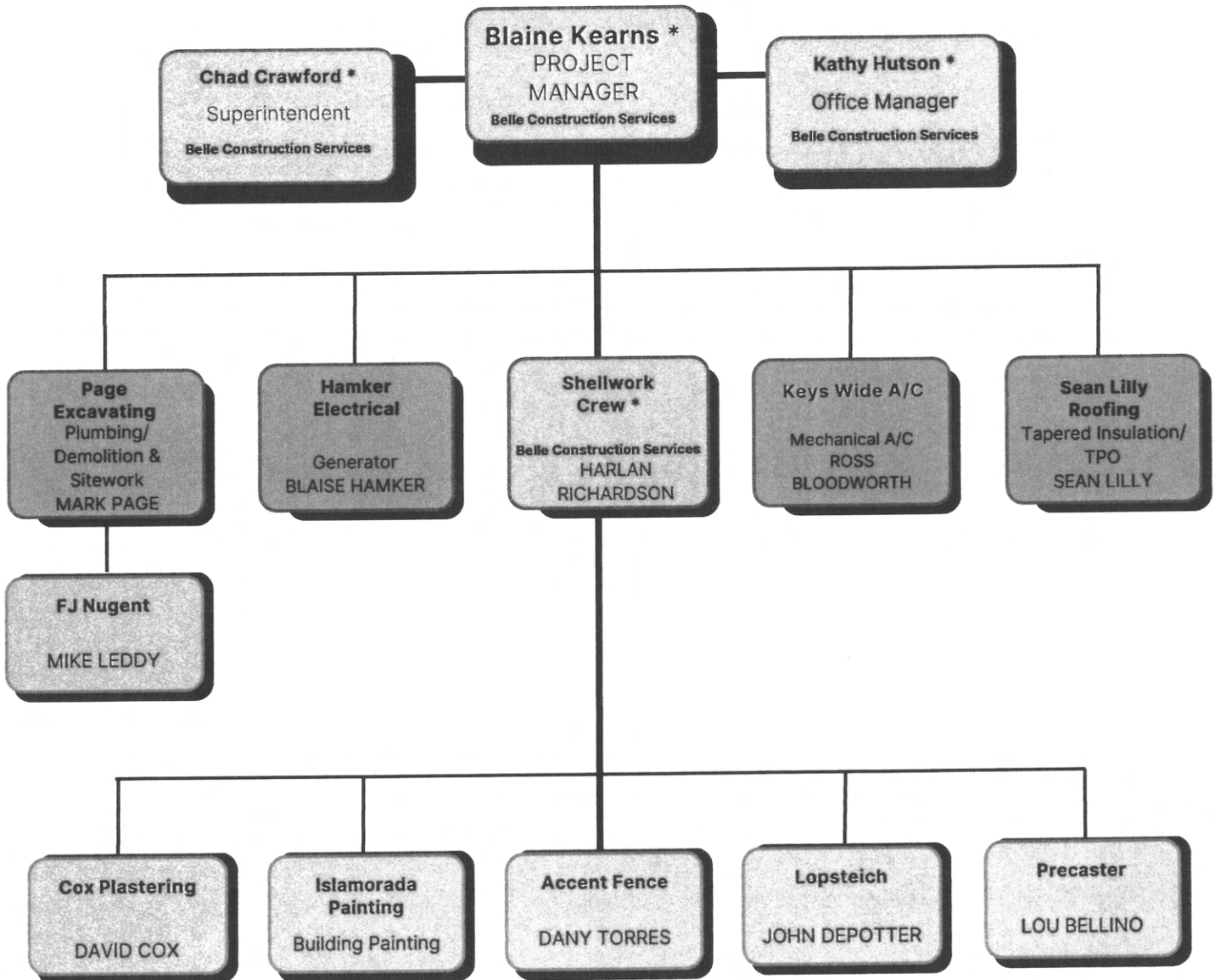
Cat- Skid steer

Ingersoll- Air compress

7-F45 service vehicles



ORGANIZATIONAL CHART



- Professional staff assigned to the project.

Similar Projects

KLWTD Vacuum Stations Odor Control Project

Address: 103355 Overseas Hwy., Key Largo, FL 33037

Date of Commencement: April 2025 - Completion: substantial completion, final slated for August 14, 2026 due to known generator housing lead time at start of project.

Project Budget: \$4,009,000

Belle removed and replaced odor control systems at 6 separate Vacuum Stations located throughout Key Largo. Belle installed new odor control tanks and associated foundations, structures, piping and electrical infrastructure in accordance with the plans and specifications. Additionally, the two existing generators and day tanks located inside the buildings were removed and 2 new generators will be installed outside of the buildings.

Bonefish Storage

Address: 12693 Overseas Hwy., Marathon, FL 33050

Date of Commencement: 2020 Completion: 2022

Project Budget: \$3,207,649.59 with change orders of \$507,080.10

Final Cost: \$3,714,729.69

Bonefish Storage retained Belle's certified general contracting and permitting services to construct a 22,000 sq. ft. storage facility. Belle oversaw the project from start to finish and provided all the necessary materials, equipment, and labor for the project. Belle estimated costs, controlled project expenses, and successfully managed project timelines.

Marker 88

Address: 88000 Overseas Hwy., Islamorada, FL 33036

Date of Commencement: October 2018 Completion: February 2019 **Project Budget:**

Project Budget: \$80,000

Project was developed on schedule within budget.

Belle provided certified general contracting services to install all underground utilities for a 3,900 sq. ft. restaurant. The project included the abandonment of injection wells, the installation of piping and

sewer systems/lift station, and the installation of grease traps. Belle managed all subcontractors and provided all the necessary materials, equipment, and labor.

Mattress Firm

Address: 99550 Overseas Hwy., Key Largo, FL 33037

Date of Commencement: March 2017 Completion: June 2019

Project Budget: \$2,330,000

Project was developed on schedule within budget.

Belle provided certified general contracting and permitting services for a 3,900 sq. ft. retail standalone building, installed a storm water management system and fire system. Belle planned, executed, oversaw, and conducted the entire construction, ensuring the satisfactory completion of all required inspections, in accordance with Florida Building Code. Belle provided all necessary materials, equipment, and labor for the project. Belle managed and retained the services of all subcontractors to timely commence and complete all necessary work.

Founders Park

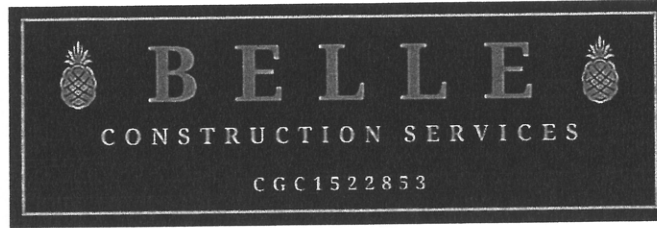
Address: 87000 Overseas Hwy, Islamorada, FL 33036

Date of Commencement: February 2019 - July 2019

Project Budget: \$76,200

Project was developed on schedule within budget.

This project required pump and clean lift station. Demolition of the sewage treatment plant and install duplex lift station and bore pipe for the tie in at road.



REFERENCES

Reference 1

Project Name: KLWTD Vacuum Stations Odor Control Project

Contact Name: Richard Lindsay

Address: 6805 Overseas Hwy. Marathon FL 33050

Phone Number: (305) 849-6356

Email Address: Richard.Lindsay@apexcoss.com

Reference 2

Project Name: Founders Park/ Install Duplex Lift Station

Contact Name: Clay Boggess / Village of Islands

Address: 86800 Overseas Hwy., Islamorada FL 33050

Phone Number: (305) 509-1760

Email Address:

Reference 3

Project Name: Tavernier Creek Marina

Contact Name: Clay Boggess / Village of Islands

Address: 86800 Overseas Hwy., Islamorada FL 33050

Phone Number: (305) 509-1760

Email Address:

Reference 4

Project Name: Chesapeake Beach Resort

Contact Name: Shiv Shahi

Address: AEC 224 Datura St. Suite 709, West Palm Beach, FL 33401

Phone Number: (561) 889-6621

Email Address: info@AECbuild.com

ACKNOWLEDGEMENT OF WARRANTY FOR INSTALLED EQUIPMENT

Belle Construction Services, LLC hereby acknowledges and agrees that all installed equipment, materials, and workmanship associated with the project shall be warranted in accordance with the contract requirements and manufacturer specifications. The Contractor guarantees all portions of the work against defective workmanship and faulty materials for a period of twelve (12) months following final acceptance and payment of the project. During the warranty period, Belle Construction Services, LLC shall promptly correct or replace any defective work, equipment, or materials identified by the Owner at no additional cost.

The Contractor further acknowledges that all manufacturer warranties, including applicable terms, durations, inclusions, and exclusions, shall be provided to the Owner upon project completion. This acknowledgement is made as part of the Contractor's commitment to deliver a complete, fully operational, and compliant project.

Accepted By:

A handwritten signature in black ink, appearing to read "Belle L. Kim", is written over a horizontal line.

Authorized Representative
Belle Construction Services, LLC



May 01, 2026

Islamorada, Village of Islands
Attn: Village Clerk
86800 Overseas Highway
Islamorada, Florida 33036

RE: Belle Construction Services, LLC.
Project: NORTHERN PLANTATION KEY BOOSTER PUMP STATION UPGRADE
PROJECT (RFP 26-05)

To Whom It May Concern,

This is to advise you that our office provides Bid, Performance, and Payment Bonds for Belle Construction Services, LLC. Their Surety is United States Fire Insurance Company, which carries an A.M. Best Rating of A+ (Excellent) XV and is listed in the Department of the Treasury's Federal Register. If requested to do so, we are in a position to consider bonding single projects of approximately \$8,000,000 with an aggregate program of approximately \$12,000,000.

Based upon normal and standard underwriting criteria at the time of the request, we should be in a position to provide Performance and Payment Bonds. We obviously reserve the right to review all contractual documents, bond forms, and obtain satisfactory evidence of funding prior to final commitment to issue any bonds.

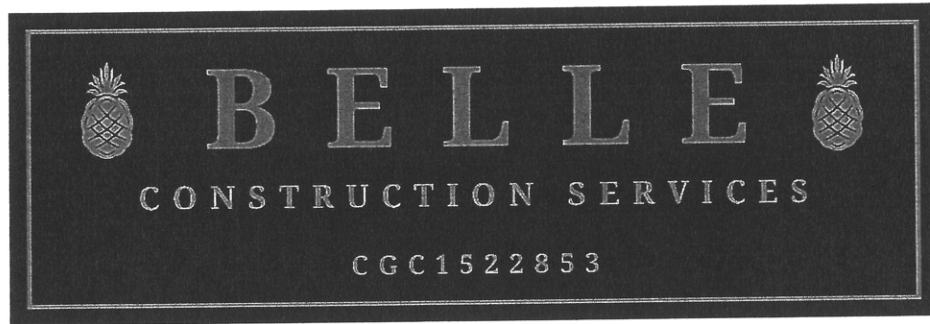
I would like to extend my highest recommendation on behalf of Belle Construction Services, LLC. After bonding millions of dollars of work for them, I have yet to have a single complaint from an owner, subcontractor or supplier. A great case could be made for the fact that Belle Construction Services, LLC. is one of the best managed and most professionally run construction organizations in the Florida Keys.

This letter is not an assumption of liability, nor is it a bid or performance and payment bond. It is issued only as a bonding reference requested by our respected client. If you should have any questions, please do not hesitate to give me a call.

Sincerely yours,

Acrisure

Jarrett Merlucci
Resident Agent



State and Local Authorization to Conduct Business

Northern Plantation Key Booster Pump Station Upgrade Project (RFP 26-05)

Prepared for Islamorada, Village of Islands, Florida

Ron DeSantis, Governor

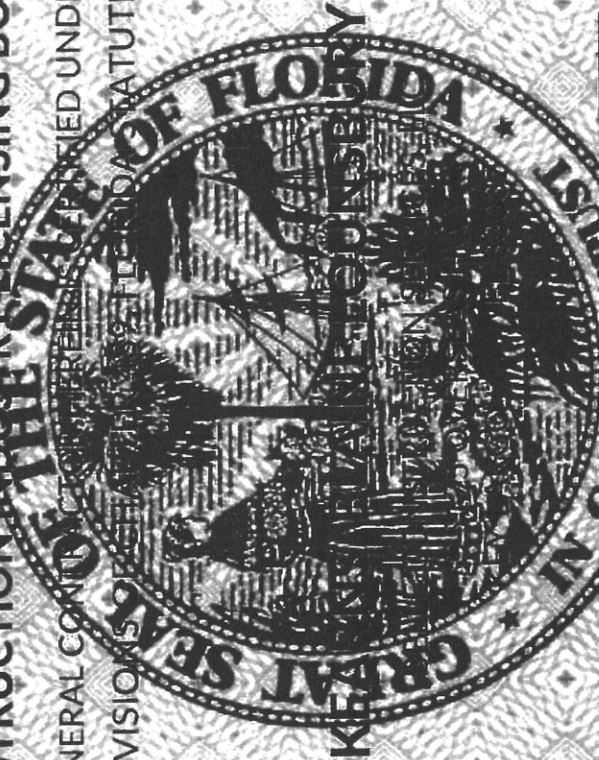
Melanie S. Griffin, Secretary



STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

CONSTRUCTION INDUSTRY LICENSING BOARD

THE GENERAL CONTRACTOR LICENSE IS GRANTED UNDER THE
PROVISIONS OF CHAPTER 488, FLORIDA STATUTES



LICENSE NUMBER: GC1322853

EXPIRATION DATE: AUGUST 31, 2026

Always verify licenses online at MyFloridaLicense.com

ISSUED: 08/19/2024

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THE OFFICIAL SITE OF THE FLORIDA DEPARTMENT OF BUSINESS &
PROFESSIONAL REGULATION



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Department of Business
& Professional Regulation

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1:42:46 PM 4/30/2026

Data Contained In Search Results Is Current As Of 04/30/2026 01:31 PM.

Search Results - 4 Records

Please see our glossary of terms for an explanation of the license status shown in these search results.

For additional information, including any complaints or discipline, click on the name.

License Type	Name	Name Type	License Number/ Rank	Status/Expires
Registered Plumbing Contractor	PAGE, MARK SCOTT	Primary	RF11067477 Reg Plumbing	Current, Active 08/31/2027
Address*:		License Location		
		156 PUEBLO ST TAVERNIER, FL 33070		
		Main Address*:		
		88005 OVERSEAS HIGHWAY ISLAMORADA, FL 33036		
Certified Plumbing Contractor	PAGE, MARK SCOTT	Primary	CFC1431593 Cert Plumbing	Current, Active 08/31/2026
Main Address*: 88005 OVERSEAS HIGHWAY ISLAMORADA, FL 33036				
Certified Plumbing Contractor	PAGE, MARK SCOTT	Primary	CFC1432490 Cert Plumbing	Current, Active 08/31/2026
Address*:		License Location		
		609 BOYD DR KEY LARGO, FL 33037		
		Main Address*:		
		88005 OVERSEAS HIGHWAY ISLAMORADA, FL 33036		
Certified Underground Utility and Excavation Contractor	PAGE, MARK SCOTT	Primary	Cert Under	Eligible for Exam
Main Address*: 88005 OVERSEAS HIGHWAY ISLAMORADA, FL 33036				

[Back](#) [New Search](#)

*** denotes**

Main Address - This address is the Primary Address on file.

Mailing Address - This is the address where the mail associated with a particular license will be sent (if different from the Main or License Location addresses).

License Location Address - This is the address where the place of business is physically located.

2601 Blair Stone Road, Tallahassee FL 32399 :: Email: Customer Contact Center :: Customer Contact Center: 850.487.1395

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Under Florida law, email addresses are public records. If you do not want your email address released in response to a public-records request, do not send electronic mail to this entity. Instead, contact the office by phone or by traditional mail. If you have any questions, please contact 850.487.1395. *Pursuant to Section 455.275(1), Florida Statutes, effective October 1, 2012, licensees licensed under Chapter 455, F.S. must provide the Department with an email address if they have one. The emails provided may be used for official communication with the licensee. However email addresses are public record. If you do not wish to supply a personal address, please provide the Department with an email address which can be made available to the public. Please see our **Chapter 455** page to determine if you are affected by this change.



Ron DeSantis, Governor

Melanie S. Griffin, Secretary



STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

ELECTRICAL CONTRACTORS' LICENSING BOARD

THE ELECTRICAL CONTRACTOR HEREIN IS CERTIFIED UNDER THE
PROVISIONS OF CHAPTER 489, FLORIDA STATUTES



LICENSE NUMBER EC13007773

EXPIRATION DATE: AUGUST 31, 2026

Always verify licenses online at MyFloridaLicense.com

ISSUED: 09/03/2024

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Detail by Entity Name

Florida Limited Liability Company
BELLE CONSTRUCTION SERVICES, LLC

Filing Information

Document Number	L14000190188
FEI/EIN Number	47-2539388
Date Filed	12/15/2014
Effective Date	12/15/2014
State	FL
Status	ACTIVE

Principal Address

95175 Overseas Hwy
Key Largo, FL 33037

Changed: 02/08/2019

Mailing Address

95175 Overseas Hwy
Key Largo, FL 33037

Changed: 02/08/2019

Registered Agent Name & Address

KEARNS, BLAINE L
95175 Overseas Hwy
Key Largo, FL 33037

Name Changed: 03/17/2022

Address Changed: 02/08/2019

Authorized Person(s) Detail

Name & Address

Title MGR

KEARNS, Blaine L
95175 Overseas Hwy
Key Largo, FL 33037

Annual Reports

Report Year	Filed Date
2024	02/06/2024
2025	02/05/2025
2026	01/08/2026

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Detail by Entity Name

Florida Profit Corporation
PAGE EXCAVATING, INC.

Filing Information

Document Number	P97000014561
FEI/EIN Number	65-0738739
Date Filed	02/12/1997
State	FL
Status	ACTIVE
Last Event	AMENDMENT
Event Date Filed	11/03/2009
Event Effective Date	11/04/2009

Principal Address

515 N. Flagler Drive
P-300
West Palm Beach, FL 33401

Changed: 05/20/2022

Mailing Address

515 N. Flagler Drive
P-300
West Palm Beach, FL 33401

Changed: 05/20/2022

Registered Agent Name & Address

Rohan, Rory K
515 N Flagler DR
Suite P-300
West Palm Beach, FL 33401

Name Changed: 04/29/2013

Address Changed: 08/30/2016

Officer/Director Detail

Name & Address

Title PD

PAGE, MARK
515 N. Flagler Drive
P-300
West Palm Beach, FL 33401

Annual Reports

Report Year	Filed Date
2024	04/03/2024
2025	03/11/2025
2026	04/15/2026

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04/29/2021 -- ANNUAL REPORT	View image in PDF format
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04/25/2019 -- ANNUAL REPORT	View image in PDF format
03/12/2018 -- ANNUAL REPORT	View image in PDF format
03/06/2017 -- ANNUAL REPORT	View image in PDF format
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Detail by Entity Name

Florida Profit Corporation

HAMKER ENTERPRISES CORPORATION

Filing Information

Document Number	K11412
FEI/EIN Number	65-0025580
Date Filed	01/08/1988
State	FL
Status	ACTIVE
Last Event	AMENDMENT
Event Date Filed	09/17/2018
Event Effective Date	NONE

Principal Address

520 NW 9TH AVE.
HOMESTEAD, FL 33030

Changed: 06/21/1993

Mailing Address

520 NW 9TH AVE.
HOMESTEAD, FL 33030

Changed: 06/21/1993

Registered Agent Name & Address

HAMKER, Blaise R
520 NW 9TH AVE
HOMESTEAD, FL 33030

Name Changed: 01/30/2017

Address Changed: 07/18/1997

Officer/Director Detail

Name & Address

Title PS

HAMKER, JOSEPH H
520 NW 9TH AVE.
HOMESTEAD, FL 33030

Title VP

Hamker, Blaise R
520 NW 9 Avenue
Homestead, FL 33030

Annual Reports

Report Year	Filed Date
2024	02/01/2024
2025	01/31/2025
2026	01/07/2026

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<u>09/17/2018 -- Off/Dir Resignation</u>	View image in PDF format
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03/01/1999 -- ANNUAL REPORT	View image in PDF format
01/20/1998 -- ANNUAL REPORT	View image in PDF format
07/18/1997 -- ANNUAL REPORT	View image in PDF format
02/07/1996 -- ANNUAL REPORT	View image in PDF format
01/24/1995 -- ANNUAL REPORT	View image in PDF format

Florida Department of State, Division of Corporations

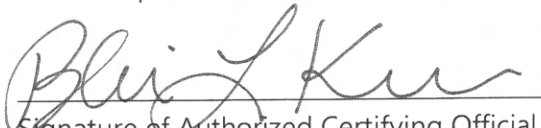
12. SUSPENSION AND DEBARMENT

(1) This contract is a covered transaction for purposes of 2 C.F.R. pt. 180 and 2 C.F.R. pt. 3000. As such, the contractor is required to verify that none of the contractor's principals (defined at 2 C.F.R. § 180.995) or its affiliates (defined at 2 C.F.R. § 180.905) are excluded (defined at 2 C.F.R. § 180.940) or disqualified (defined at 2 C.F.R. § 180.935).

(2) The contractor must comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C, and must include a requirement to comply with these regulations in any lower tier covered transaction it enters into.

(3) This certification is a material representation of fact relied upon by Islamorada, Village of Islands. If it is later determined that the contractor did not comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C, in addition to remedies available to Islamorada, Village of Islands, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment.

(4) The bidder or proposer agrees to comply with the requirements of 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C while this offer is valid and throughout the period of any contract that may arise from this offer. The bidder or proposer further agrees to include a provision requiring such compliance in its lower tier covered transactions.


Signature of Authorized Certifying Official

MANAGER/QUALIFIER
Name and Title of Authorized Certifying Official

6.17.26
Date

APPENDIX A, 44 C.F.R. PART 18 – CERTIFICATION REGARDING LOBBYING

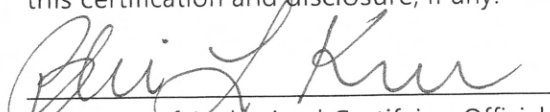
Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The Contractor certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. Chap. 38, Administrative Remedies for False Claims and Statements, apply to this certification and disclosure, if any.


Signature of Authorized Certifying Official

MANAGER/QUALIFIER

Name and Title of Authorized Certifying Official

6.17.26

Date

ADDITIONAL CONTRACT TERMS FOR FEDERAL AND FEMA FUNDED PROJECTS

The following clauses will form part of the agreement between Islamorada, Village of Islands and the Contractor resulting from this RFP.

A. Access to Records:

The following access to records requirements shall apply to the contract.

1. The Contractor agrees to provide Islamorada, Village of Islands, the FEMA Administrator, the Comptroller General of the United States, or any of their authorized representatives access to any books, documents, papers, and records of the Contractor which are directly pertinent to this contract for the purposes of making audits, examinations, excerpts, and transcriptions.
2. The Contractor agrees to permit any of the foregoing parties to reproduce by any means whatsoever or to copy excerpts and transcriptions as reasonably needed.
3. The Contractor agrees to provide the FEMA Administrator or his authorized representatives access to construction or other work sites pertaining to the work being completed under the contract.
4. In compliance with the Disaster Recovery Act of 2018, Islamorada, Village of Islands and the Contractor acknowledge and agree that no language in this contract is intended to prohibit audits or internal reviews by the FEMA Administrator or the Comptroller General of the United States.

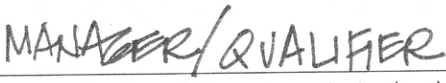
B. Changes to the Contract:

Any changes to the contract between Islamorada, Village of Islands and the Contractor modification, change order, or constructive change must be allowable, allocable, within the scope of the grant or cooperative agreement, and reasonable for the completion of project scope.

- C. **Non-use of DHS Seal, Logo, and Flags:** The Contractor shall not use the DHS seal(s), logos, crests, or reproductions of flags or likenesses of HSS agency officials without specific FEMA pre-approval.
- D. **Compliance with Federal Law, Regulations, and Executive Orders:** This is an acknowledgement that FEMA financial assistance will be used to fund all or a portion of the contract. The contractor will comply with all applicable Federal law, regulations, executive orders, FEMA policies, procedures and directives.
- E. **No Obligation by Federal Government:** The Federal Government is not a party to this contract and is not subject to any obligations or liabilities to the non-Federal entity, contractor, or any other party pertaining to any matter resulting from the contract.

- F. **Program Fraud and False or Fraudulent Statement or Related Facts:** The Contractor acknowledges that 31 U.S.C. Chap. 38 (Administrative Remedies for False Claims and Statements) applies to the Contractor's actions pertaining to this contract.


Signature of Contractor's Authorized Official


Name and Title of Contractor's Authorized Official

Affidavit Attesting to Noncoercive Conduct for Labor or Services

Nongovernment Entity name: BELLE CONSTRUCTION SERVICES ("Vendor")
Vendor FEIN: 47-2539388
Address: 95175 OVERSEAS HWY.
City: KEY WARD State: FL Zip: 33037
Phone number: 305 710-9911 Email Address: belleconstructionservices@gmail.com

As a nongovernmental entity executing, renewing, or extending a contract with a government entity, **Vendor** is required to provide an affidavit under penalty of perjury attesting that **Vendor** does not use coercion for labor or services in accordance with Section 787.06, Florida Statutes.

As defined in Section 787.06(2)(a), coercion means:

1. Using or threatening to use physical force against any person;
2. Restraining, isolating, or confining or threatening to restrain, isolate, or confine any person without lawful authority and against her or his will;
3. Using lending or other credit methods to establish a debt by any person when labor or services are pledged as a security for the debt, if the value of the labor or services as reasonably assessed is not applied toward the liquidation of the debt, the length and nature of the labor or service are not respectively limited and defined;
4. Destroying, concealing, removing, confiscating, withholding, or possessing any actual or purported passport, visa, or other immigration document, or any other actual or purported government identification document, of any person;
5. Causing or threatening to cause financial harm to any person;
6. Enticing or luring any person by fraud or deceit; or
7. Providing a controlled substance as outlined in Schedule I or Schedule II of Section 893.03 to any person for the purpose of exploitation of that person.

As a person authorized to sign on behalf of **Vendor**, I certify that **Vendor** does not use coercion for labor or services in accordance with Section 787.06.

Written Declaration

Under penalties of perjury, I declare that I have read the foregoing Affidavit and that the facts stated in it are true.

By: [Signature]
Authorized Signature

Print Name and Title: MANAGER/QUALIFIER

Date: 6.17.20

APPENDIX A

ACKNOWLEDGMENT OF ADDENDA AND DOCUMENTS

The Proposer hereby acknowledges the receipt of the following addenda issued by the Village and incorporated into and made part of this RFP. In the event the Proposer fails to include any addenda in the table below, submission of this form shall constitute acknowledgment of receipt of all addenda, whether or not received by him/her.

ADDENDUM NUMBER

DATE RECEIVED

ADDENDUM # 1

5.29.26

ADDENDUM # 2

5.29.26

ADDENDUM # 3

6.08.26

Brian L. Kearns

Signature

BLANE L. KEARNS

Print name

MANAGER/QUALIFIER

Title

6.8.26

Date



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

04/13/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Caribbean Insurance Group Inc 15715 South Dixie Highway Suite 311 Palmetto Bay FL 33157	CONTACT NAME: Allan S. Lipp PHONE (A/C, No, Ext): 305-252-7772 E-MAIL ADDRESS: insurance@caribbeaninsgroup.com FAX (A/C, No): 305-252-4044
INSURED Belle Construction Services LLC 95175 Overseas Highway Suite #1 Key Largo FL 33037	INSURER(S) AFFORDING COVERAGE INSURER A: Southlake Specialty Insurance Company INSURER B: Lloyds of London INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PROJECT ☐ LOC OTHER:	X		DACP0001633-00	04/14/2026	04/14/2027	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N N / A					PER STATUTE ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
B	Professional Liability *****Claims Made Basis*****			ANE5423638.26	04/14/2026	04/14/2027	Limit \$1,000,000 Deductible \$2,500 Retroactive Date 04/14/2020

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Construction Project Manager: 95175 Overseas Highway Suite #1; Key Largo, FL 33037
Blanket Additional Insured / Blanket Waiver Transfer of Rights for General Liability
License # CGC1522853

CERTIFICATE HOLDER**CANCELLATION**

Islamorada, Village of Islands Building Dept.
86800 Overseas Highway

Islamorada

FL 33036

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Allan S. Lipp

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CONTRACTORS POLLUTION LIABILITY COVERAGE PART DECLARATIONS

Policy Number: DACP0001633-00

Policy Issue Date: 4/24/2026

ITEM 1. NAMED INSURED AND MAILING ADDRESS
Belle Construction Services LLC
95175 Overseas Hwy Suite #1
Key Largo, FL 33037

ITEM 2. POLICY PERIOD: From: 4/14/2026 To: 4/14/2027
at 12:01 A.M. Standard Time at your mailing address shown above.

ITEM 3. LIMITS OF INSURANCE

Contractors Pollution Liability Occurrence	
Aggregate Limit	\$2,000,000
Each Pollution Condition Limit	\$1,000,000

ITEM 4. RETROACTIVE DATE (For Claims Made Coverage Only):

If no Retroactive Date is shown above, the Retroactive Date is the beginning of the policy period for this insurance.

ITEM 5. DEDUCTIBLE AMOUNT: \$2,500 Deductible Each Pollution Condition

ITEM 6. ENDORSEMENTS ATTACHED TO THE POLICY AT INCEPTION:
See attached Schedule B – Schedule of Forms and Endorsements



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

05/11/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Progressive Insurance PO Box 94739, Cleveland, OH 44101		CONTACT NAME: Progressive Commercial Lines Customer and Agent Servicing PHONE (A/C, No, Ext): 1-800-444-4487 FAX (A/C, No): E-MAIL ADDRESS: progressivecommercial@email.progressive.com	
		INSURER(S) AFFORDING COVERAGE	NAIC #
		INSURER A : Progressive Express Insurance Company	10193
		INSURER B :	
		INSURER C :	
		INSURER D :	
		INSURER E :	
		INSURER F :	

COVERAGES

CERTIFICATE NUMBER: 929054277793069301D051126T141614

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☐ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC ☐ OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
A	AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☒ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY	N	N	866301497	11/28/2025	05/28/2026	COMBINED SINGLE LIMIT (Ea accident) \$2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED ☐ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ Y/N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A					PER STATUTE ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	See ACORD 101 for additional coverage details.	N	N	866301497	11/28/2025	05/28/2026	\$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

ISLAMORADA, VILLAGE OF THE ISLANDS
BUIDLING DEPARTMENT
86800 OVERSEAS HWY
ISLAMORADA, FL 33036

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
04/13/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Attune Insurance Services, LLC 60 Broad Street 24th Floor #2502 New York NY 10004		CONTACT NAME: Henry Sinnott PHONE (A/C, No, Ext): +1 (888) 530-4650 Ext 3 FAX (A/C, No): E-MAIL ADDRESS: ADPhelp@attuneinsurance.com
INSURED BELLE CONSTRUCTION SERVICES, LLC 95175 Overseas Highway Key Largo FL 33037		INSURER(S) AFFORDING COVERAGE INSURER A: American Builders Insurance Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:
		NAIC # 11240

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADD'L SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☐ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PROJECT ☐ LOC OTHER:					EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ NON-OWNED AUTOS ONLY					
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED ☐ RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N ☒ N ☐ Y	WCV 0664254 02	03/26/2026	03/26/2027	☒ PER STATUTE ☐ OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Waiver of Transfer of Rights Against Others to Us wording applies per attached form WC 00 03 13 04 84.

CERTIFICATE HOLDER

CANCELLATION

Islamorada, Village of Islands Building Dept. 86800 Overseas Hwy. Islamorada, FL 33036	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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NORTHERN PLANTATION KEY BOOSTER PUMP STATION UPGRADE PROJECT

Islamorada, Village of Islands, Florida

Submitted:

June 17, 2026



Josh Vondersaar, Vice President

✉ joshua.vondersaar@reynoldscon.com

📍 12421 San Jose Blvd, Suite 200B,
Jacksonville, FL 32223

☎ 317-832-5987

REYNOLDS



June 17, 2026

Islamorada, Village of Islands
Village Clerk

RE: Proposal for Northern Plantation Key Booster Pump Station Upgrade Project (RFP 26-05)

Dear Village Clerk:

Reynolds Construction of Florida LLC is pleased to submit our proposal for the Northern Plantation Key Booster Pump Station Upgrade Project.

While this project involves constructing a new booster pump station, the true challenge extends far beyond building new infrastructure. Success will be measured by the Village's ability to maintain reliable wastewater conveyance while safely transitioning from the existing transfer station to a modernized booster station with minimal disruption to ongoing operations, nearby residents, Plantation Key School, and the surrounding community.

Reynolds understands these challenges because we live them every day. From Key Largo to Key West, our teams have delivered pump stations, lift station improvements, treatment plant upgrades, emergency power facilities, and other critical water and wastewater infrastructure projects while maintaining active operations and protecting essential public services. This experience is rooted in the same operating environments, logistical constraints, and community expectations that define this project.

Our project team is uniquely positioned to deliver this work. We maintain an established presence in the Keys through our Marathon office and equipment yard, and our management team, superintendents, foremen, and craft professionals routinely perform work throughout Monroe County. This local presence allows us to respond quickly, coordinate effectively, and understand the logistical, environmental, and community considerations unique to construction in the Florida Keys.

The Reynolds approach is built around a simple principle: *Maintain Operations First*. Every decision involving procurement, construction sequencing, temporary conditions, startup, commissioning, and final transition planning will be evaluated through the lens of maintaining reliable wastewater conveyance and minimizing operational risk to the Village.

Included within this proposal are examples of recently completed Florida Keys projects that demonstrate our experience delivering complex infrastructure improvements in active operating environments, coordinating long-lead equipment procurement, managing temporary systems, maintaining public access, and successfully transitioning facilities into service.

The Village is not simply replacing infrastructure—it is investing in the continued reliability of a critical wastewater conveyance system that serves residents, businesses, schools, and visitors throughout the community. Reynolds is prepared to bring the local knowledge, operational experience, and construction expertise necessary to deliver that outcome safely and successfully. We appreciate the opportunity to submit our qualifications and look forward to partnering with Islamorada to deliver a project that minimizes risk, protects ongoing operations, and provides long-term value to the Village.

Josh Vondersaar, Vice President, will serve as the primary point of contact and authorized representative for this Proposal. Reynolds affirms compliance with all requirements of the Request for Proposal and acknowledges receipt of all addenda issued for this procurement.

Sincerely,

REYNOLDS CONSTRUCTION OF FLORIDA, LLC



Josh Vondersaar
Vice President
Authorized Representative

Primary Proposal Contact

Josh Vondersaar
317-832-5987
joshua.vondersaar@reynoldscon.com

C E R T I F I C A T E

The undersigned, Elizabeth L. Smith, hereby certifies that she is the duly elected, qualified, and acting Executive Vice President and Secretary of Reynolds Construction, LLC, a Delaware corporation (the "Company"), and as such is familiar with the books and records of said Company, and does hereby certify the following:

1. that the resolutions set forth below were adopted by the Board of Managers of the Company by unanimous written consent, dated as of April 21, 2026; that the following is a true and correct copy of such resolutions as they appear in the minute books of the Company; and that such resolutions are in full force and effect:

AUTHORITY TO ENTER INTO CONTRACTS

WHEREAS, the managers deem it in the best interests of the corporation to state the bid, contract and purchase order limits of the various officers and employees of the corporation.

NOW, THEREFORE, BE IT RESOLVED, that effective as of April 21, 2026, the authority of the following officers and employees of the corporation to (i) accept customer purchase orders and affix the corporate seal thereon and (ii) issue bids and/or enter into contracts with customers in the name of and on behalf of the corporation, shall be for an amount up to and including the amount set forth beside each of their titles in the following schedule:

<u>Title</u>	<u>Amount</u>
President	\$20,000,000
Executive Vice President.....	\$10,000,000
Vice President.....	\$5,000,000

FURTHER RESOLVED, that the authority of the following officers and employees of the corporation to enter into contracts with vendors in connection with the purchase of supplies and equipment (other than purchases of capital equipment), or the contracting for professional services in the name of and on behalf of the corporation, shall be for an amount up to and including the amount set forth beside each of their titles in the following schedule:

<u>Title</u>	<u>Amount</u>
President	\$10,000,000
Executive Vice President.....	\$5,000,000
Vice President.....	\$1,000,000
Group Manager.....	\$500,000
Project Manager.....	\$250,000

FURTHER RESOLVED, that for the purchase of capital equipment, only the Director or President is authorized to execute such transactions in an amount not to exceed \$1,000,000. Any capital expenditures in excess of this, amount must be approved by two members of the Board of Managers, with one approving member being the Director.

FURTHER RESOLVED, that the President, Executive Vice President, or Vice President of the corporation may delegate the authority to enter into contractual commitments which they are authorized to execute pursuant to these resolutions to any other officer, district manager, group lead or other employee of the corporation and may, as requested by any third party, indicate such delegation by addressing a letter or other written document to such third party.

FURTHER RESOLVED, that prior to execution thereof, pursuant to the preceding resolution, any contract, in excess of the authorized limits granted herein must be approved by both the President and the Director; provided, however, that the execution of any contract in accordance with the preceding resolution may be considered by all third parties

to be conclusive evidence that all appropriate authority pursuant to these resolutions has been granted.

FURTHER RESOLVED, that the secretary, any assistant secretary, or any other officer of the corporation be, and they hereby are, authorized to certify a copy of these resolutions, and any customer of the corporation is hereby authorized to rely upon said certificate as so presented.

2. that the resolutions set forth below were adopted by the Board of Managers of the Company by unanimous written consent, dated as of April 21, 2026; that the following is a true and correct copy of such resolutions as they appear in the minute books of the Company; and that such resolutions are in full force and effect:

APPOINTMENT OF OFFICERS

RESOLVED, that all of the acts, actions and things done for, in the name of, and on behalf of this corporation by its officers during the preceding year be, and the same hereby are, ratified, confirmed and approved.

RESOLVED, that the following persons be, and they hereby are, elected to the offices set opposite their respective names, to serve in such capacities at the pleasure of the Board of Managers until the next annual meeting of the Board of Managers and until their successors are duly elected and qualified:

Jeffrey J. Reynolds	— Director	Randolph E. Tummers	— Vice President
Leslie F. Archer	— President	Jeffrey P. Berning	— Vice President
Scott E. Huber	— Executive Vice President	Joshua R. Vondersaar	— Vice President
Michael P. Burton	— Executive Vice President	Eduardo Medina	— Vice President
Adam K. Ralph	— Executive Vice President	Greg Slone	— Vice President
Kevin D. Shemwell	— Executive Vice President	Danielle Bailey	— Controller
Eric Griffin	— Executive Vice President	Jeanie M. Lucas	— Assistant Secretary
Elizabeth L. Smith	— Executive Vice President and Secretary	Jon D. Kinney	— Assistant Secretary
John R. Chase	— Vice President	Freddye Churbock	— Assistant Secretary
William R. Ryon	— Vice President	Stephanie A. Keffer	— Assistant Secretary

RESOLVED, that all of the acts, actions and things done for, in the name of and on behalf of this corporation and its officers, shall also be deemed to apply to all of the company's state specific operating names including:

Reynolds Construction of Alabama, LLC
Reynolds Construction of Arkansas, LLC
Reynolds Construction of Arizona, LLC
Reynolds Construction of Delaware, LLC
Reynolds Construction of Florida, LLC
Reynolds Construction of Georgia, LLC
Reynolds Construction of Indiana, LLC
Reynolds Construction, LLC of Louisiana
Reynolds Construction, LLC of Michigan
Reynolds Construction of Mississippi, LLC
Reynolds Construction of Missouri, LLC

Reynolds Construction of Montana, LLC
Reynolds Construction of Nebraska, LLC
Reynolds Construction of New Jersey, LLC
Reynolds Southwest, LLC
Reynolds Construction of New York, LLC
Reynolds Construction of Pennsylvania, LLC
Reynolds Lone Star Construction, LLC
Reynolds Construction of Utah, LLC
Reynolds Construction of Washington, LLC
Reynolds Construction of West Virginia, LLC

IN WITNESS WHEREOF, Elizabeth L. Smith has hereunto set her hand this 21st day of April, 2026.


Elizabeth L. Smith — Executive Vice President and Secretary
Reynolds Construction, LLC
6225 N County Road 75 E Orleans, IN 47452

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**COVER LETTER
CONTRACT AUTHORITY**

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SEPARATELY SEALED**

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**ADDITIONAL
MANDATORY ITEMS**

APPENDICES

A: ADDENDA ACKNOWLEDGMENT

B: RESUMES

REYNOLDS 

A photograph of an industrial facility. Large white pipes run horizontally across the frame, supported by metal brackets. To the right, a metal walkway or staircase structure extends upwards. A tall light pole is visible in the background against a blue sky with some clouds. The text "SECTION 1: PROJECT APPROACH" is overlaid in the center-right.

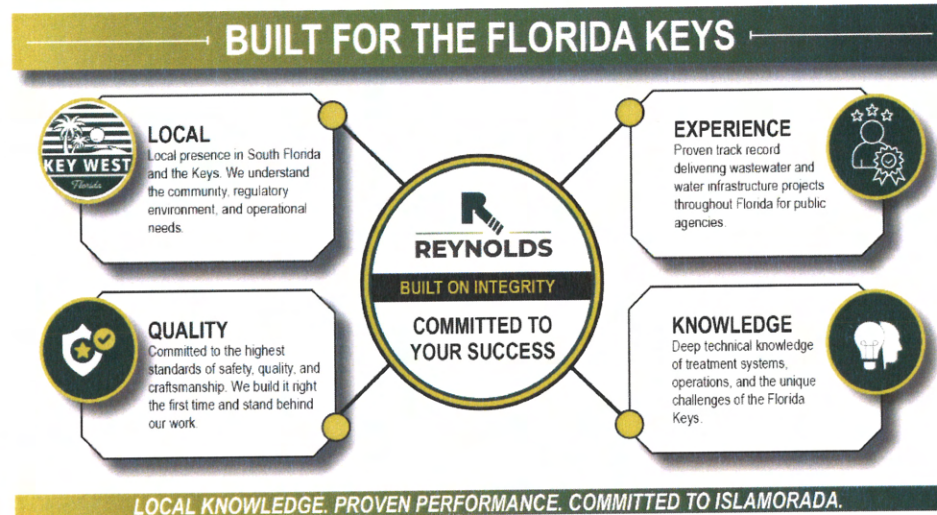
SECTION 1: PROJECT APPROACH



THE DEFINING CHALLENGE OF THIS PROJECT

The defining challenge of the Northern Plantation Key Booster Pump Station Upgrade Project is maintaining reliable wastewater conveyance while transitioning from the existing transfer-station configuration to a new in-line booster station without disrupting service to the Village.

Every major construction activity, including force main tie-ins, utility transitions, temporary flow management, startup, commissioning, and final operational cutover, must be planned around that objective. Success will be measured by the Village's ability to place the new booster station into service safely and efficiently, with minimal impact on ongoing wastewater operations.



As part of developing this approach, the Reynolds Team conducted project-specific due diligence, including multiple site visits and discussions with operations personnel about existing system challenges and operational constraints associated with the new booster station, system transition, and demolition activities. These efforts enabled Reynolds to develop a construction sequencing and transition strategy that supports the Village's project goals while identifying opportunities to further reduce operational risk, improve operational readiness, and support a successful system transition.

PROJECT CHALLENGES AND OWNER PRIORITIES

MAINTAINING CONTINUOUS WASTEWATER CONVEYANCE

Maintaining wastewater conveyance throughout construction is the Village's highest operational priority and the project's greatest execution risk. The existing transfer station must remain operational while new facilities are constructed, tested, commissioned, and prepared for service.

Reynolds will develop activity-specific maintenance-of-operations plans for every construction activity that could affect active wastewater infrastructure. Operationally sensitive work will be coordinated with Village personnel, staged in advance, and executed within planned transition windows. This approach minimizes operational risk while maintaining system reliability throughout construction.

TRANSITIONING FROM EXISTING INFRASTRUCTURE TO NEW INFRASTRUCTURE

Constructing the new booster station is only part of the challenge. The more complex effort is the safe transition of operations from the existing transfer station to the new facility.

Force main connections, electrical cutovers, controls integration, startup activities, and final operational acceptance must occur in a deliberate sequence to minimize risk and protect system performance. Reynolds will identify all transition activities early, establish execution prerequisites, verify readiness before implementation, and maintain contingency procedures for each critical operation.

PROJECT APPROACH

ISLAMORADA, VILLAGE OF ISLANDS: NORTHERN PLANTATION KEY BOOSTER PUMP STATION UPGRADE

MANAGING TEMPORARY CONDITIONS

Temporary systems frequently pose the highest risk on wastewater infrastructure projects. Temporary piping, temporary controls, temporary power, and temporary operational procedures must perform with the same level of reliability as permanent infrastructure.

Reynolds will treat temporary systems as critical project components. Redundancy, backup equipment, monitoring systems, emergency response procedures, and contingency planning will be incorporated into all temporary operations to protect system reliability throughout construction.

WORKING WITHIN AN ACTIVE COMMUNITY ENVIRONMENT

The project's proximity to Plantation Key School and neighboring community facilities creates unique logistical considerations. Construction traffic, equipment deliveries, material transportation, and site access must be managed without creating unnecessary impacts to school operations, emergency responders, or the public.

Construction activities will be coordinated to minimize impacts during school arrival and dismissal periods while maintaining safe access for residents, Village personnel, and adjacent facilities.

REYNOLDS EXECUTION STRATEGY

MAINTAIN OPERATIONS FIRST

Maintaining operations is not a separate activity performed during construction. It is the framework through which construction activities are planned, sequenced, and executed. Reynolds will coordinate closely with Village operations personnel to identify operational constraints, preferred shutdown windows, emergency procedures, and system sensitivities before work begins.

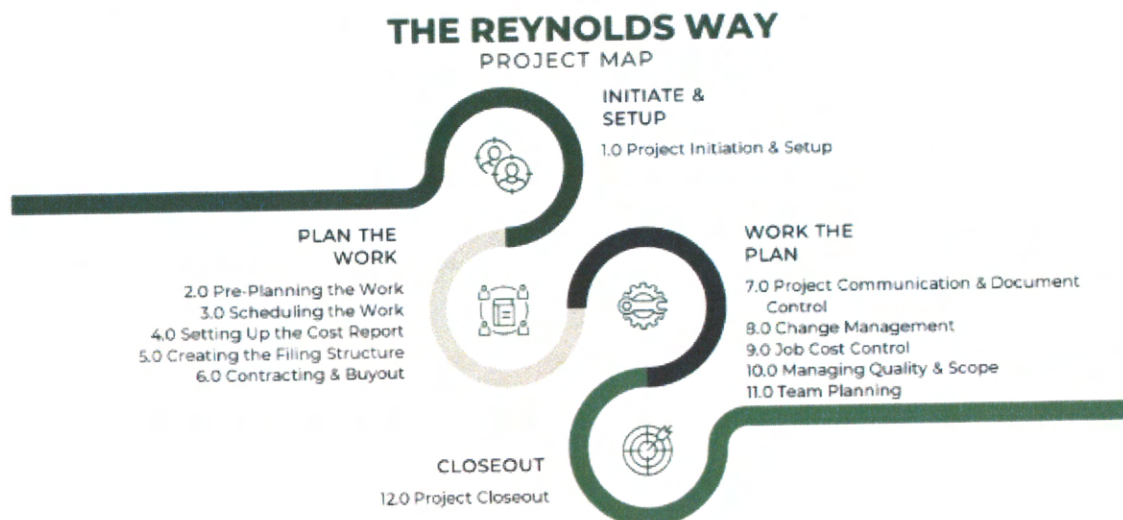
Every construction decision will be evaluated against a single question:

**WILL THIS MAINTAIN RELIABLE
WASTEWATER CONVEYANCE FOR
THE VILLAGE?**

MANAGING TEMPORARY CONDITIONS

Temporary conditions often determine the success or failure of infrastructure projects. Reynolds will develop detailed plans governing temporary power, temporary controls, temporary piping, and transition activities.

Each temporary condition will include clearly defined responsibilities, emergency procedures, communication protocols, monitoring requirements, and contingency measures. Equipment will be inspected, tested, and verified prior to implementation.



SEQUENCING THE TRANSITION

Reynolds will sequence work to allow construction of the new booster station while existing operations remain active. Once major construction activities are complete, the project will progress through equipment installation, testing, startup, operational transition, and demolition in a controlled sequence.

This approach minimizes operational exposure and reduces risk during critical transition activities.

PROCUREMENT STRATEGY

Successful project delivery depends on more than construction execution. Long-lead equipment procurement, submittal reviews, manufacturing lead times, and supplier coordination can all affect critical project milestones, startup activities, and the final operational transition to the new booster station.

Reynolds will initiate procurement planning immediately upon Notice of Award by identifying long-lead and schedule-critical components, including booster pumps, generator equipment, electrical gear, controls, instrumentation, HVAC equipment, and specialty process equipment. Early procurement activities will be integrated into the project schedule to coordinate submittal preparation, review cycles, fabrication durations, delivery requirements, and installation sequencing. The project team will prioritize procurement of long-lead equipment early in the project lifecycle to reduce schedule exposure and maintain flexibility if market conditions or supplier availability change during execution.

MANAGING SCHEDULE, PROCUREMENT, AND OPERATIONAL TRANSITION RISKS

The greatest schedule risks on this project are not associated with routine construction activities. They are associated with obtaining critical equipment, coordinating system integration activities, successfully transitioning wastewater operations from the existing transfer station to the new booster station, and maintaining progress through weather conditions that can affect equipment deliveries, field activities, and critical project milestones in the Florida Keys.

Reynolds will proactively manage these risks through early procurement planning, supplier coordination, schedule monitoring, milestone-based execution planning, and contingency planning for critical activities vulnerable to weather-related disruptions. Long-lead equipment will be identified immediately upon Notice of Award, incorporated into the project schedule, and tracked through procurement, fabrication, delivery, installation, and startup.



The project team will maintain a procurement log that tracks equipment status, submittal progress, fabrication milestones, delivery dates, and procurement risks that could affect construction, startup, or operational transition activities. Regular coordination with manufacturers, suppliers, and the Engineer will allow the team to identify potential delays early and implement corrective actions before they impact the project schedule.

By integrating procurement planning, construction sequencing, startup planning, and operational transition activities into a single execution strategy, Reynolds will maintain schedule certainty, reduce risk during critical project milestones, and support a successful transition to the new booster station with minimal impact to ongoing wastewater operations.

CONSTRUCTION SEQUENCING

Construction sequencing has been developed to maintain wastewater conveyance, support safe operational transitions, and minimize risk during startup and final cutover activities.

PROJECT APPROACH

ISLAMORADA, VILLAGE OF ISLANDS: NORTHERN PLANTATION KEY BOOSTER PUMP STATION UPGRADE

PHASE 1 – CONSTRUCT NEW INFRASTRUCTURE

Construction activities will begin with site preparation, erosion control, installation of auger-cast piles, installation of foundations, installation of underground utilities, and construction of the new booster station structure. The existing transfer station will remain operational throughout this phase.

Additional activities include installing electrical duct banks, utility improvements, generator-replacement infrastructure, and constructing the septage receiving station.

PHASE 2 – INSTALL AND INTEGRATE SYSTEMS

Following completion of the building structure, Reynolds will install booster pumps, process piping, valves, electrical equipment, instrumentation, controls, HVAC systems, generator facilities, and associated appurtenances.

Equipment suppliers, manufacturers' representatives, and technical specialists will be incorporated into installation planning to ensure systems are properly prepared for startup and commissioning.

PHASE 3 – STARTUP AND COMMISSIONING

Startup activities begin long before equipment is energized. Reynolds will verify mechanical completion, electrical integrity, instrumentation functionality, control system operation, and equipment readiness before transitioning to operational testing.

Testing activities will include equipment checkout, loop checks, functional testing, system verification, and performance confirmation.

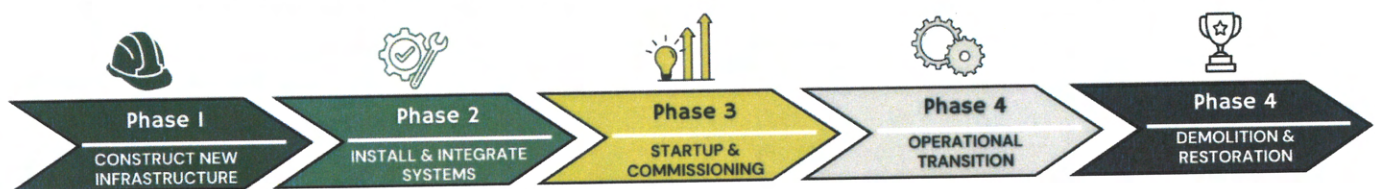
PHASE 4 – OPERATIONAL TRANSITION

Operational transition activities represent the highest-risk portion of the project. Force main tie-ins, controls integration, final startup, and operational cutover activities will be executed using detailed transition plans developed in coordination with Village personnel.

Materials, equipment, personnel, and contingency resources will be staged in advance to minimize transition durations and reduce operational exposure.

PHASE 5 – DEMOLITION AND RESTORATION

Following successful startup and operational acceptance of the new booster station, Reynolds will proceed with demolition of obsolete facilities, removal of equipment, disposal activities, grading, restoration, and project closeout.



MAINTENANCE OF OPERATIONS

Maintaining uninterrupted wastewater conveyance is the Village's highest operational priority and the foundation of Reynolds' maintenance-of-operations strategy.

Maintenance of operations planning will address:

- Utility transitions
- Force main tie-ins
- Startup activities
- Operational cutovers
- Emergency response procedures
- Communication protocols
- Contingency planning



Operations personnel will remain actively involved throughout planning and execution to ensure operational considerations are incorporated into project decision-making.

FLOW DIVERSION OF FORCE MAIN WITH TRANSFER FLOW

Based on site visits and the existing pipe routing as detailed in the contract drawing, Reynolds has developed a flow diversion plan that will allow for the transfer of media while utilizing portions of the current system. Reynolds will install a monitored diversion that will be maintenance free for the Village of Islamorada.

The Reynolds monitored plan shall install a piping reroute while tapping into the existing force mains with isolation valves during low flow hours. These tie-ins will be performed at the most feasible time to have the least amount of impact on existing processes for the Village. The installation of the flow diversion will allow for successful demolition and construction to occur.

Reynolds does not plan to have an active bypass pump system for the project. A detailed written plan and drawings will be provided at the initial phase of the project.

COMMUNITY COORDINATION

Community coordination planning will be integrated into construction sequencing, delivery scheduling, and site logistics planning to minimize impacts to Plantation Key School, neighboring facilities, Village personnel, emergency responders, and the public.

Coordination measures will include:

- Delivery scheduling
- Traffic management
- School coordination
- Noise management
- Site security
- Emergency vehicle access
- Community awareness

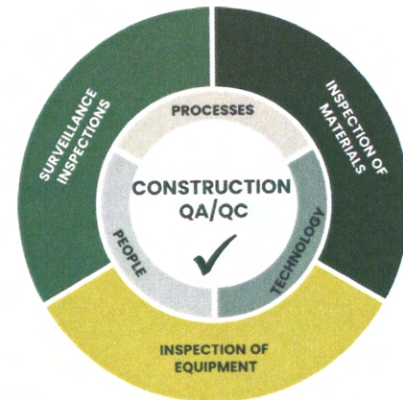


These measures help maintain public safety while minimizing disruption throughout construction.

QUALITY MANAGEMENT

The Village's expectation is not simply completion of construction activities, but successful startup, reliable operation, and long-term performance of the new booster station. Reynolds' quality management program focuses on prevention rather than correction by verifying that work is installed correctly, thoroughly tested, and prepared for the operational transition before startup.

Quality management begins during planning and continues through commissioning, operational transition, and final turnover. Project managers, superintendents, subcontractors, suppliers, and quality personnel will work together to establish quality expectations, review constructability considerations, verify installation requirements, and identify potential issues before they affect construction progress or operational readiness.



Throughout construction, Reynolds will implement a comprehensive quality management program that includes:

- Material inspections and testing
- Equipment inspections and installation verification
- Surveillance inspections to verify subcontractor performance
- Independent survey verification, where applicable
- Standard electrical testing, including grounding and insulation resistance testing
- Coordination of manufacturer inspections and startup support
- Instrumentation, controls, and system verification testing
- Commissioning checks and performance testing
- Documentation, training, and turnover verification

PROJECT APPROACH

ISLAMORADA, VILLAGE OF ISLANDS: NORTHERN PLANTATION KEY BOOSTER PUMP STATION UPGRADE

Quality verification activities will be incorporated into construction sequencing, startup planning, and operational transition activities to ensure systems are fully tested and functioning as intended before being placed into service. Deficiencies identified during inspections or testing will be documented, corrected, retested, and verified prior to operational acceptance.

By integrating planning, inspections, testing, commissioning, and performance verification into a single quality management process, Reynolds will help ensure the new booster station is delivered in accordance with contract requirements, operates as intended, and supports a successful transition from the existing transfer station to long-term wastewater conveyance operations.

SITE SAFETY

The highest safety risks on this project are not associated with routine construction activities. They are associated with working around active wastewater infrastructure, executing force main tie-ins, performing electrical and controls integration activities, and safely transitioning operations from the existing transfer station to the new booster station.

Reynolds will incorporate safety planning into every phase of project execution, including MOPO, temporary systems, startup procedures, operational cutovers, and commissioning activities. Safety planning will begin before work starts through activity-specific hazard assessments, constructability reviews, and coordination meetings involving project personnel, subcontractors, suppliers, and Village representatives.

Project-specific safety measures will include:

- Activity-specific Job Hazard Analyses (JHAs)
- Daily safety briefings and task planning meetings
- Confined-space entry procedures and monitoring
- Lockout/Tagout procedures for electrical and mechanical systems
- Force main tie-in and shutdown safety planning
- Equipment inspections and operational readiness verification
- Traffic and delivery coordination adjacent to Plantation Key School and neighboring facilities
- Emergency response planning and communication protocols
- Continuous safety training and subcontractor coordination



Safety performance will be continuously monitored throughout construction, startup, and operational transition activities to ensure work is performed safely, maintain reliable wastewater conveyance, and protect project personnel, Village operations staff, and the surrounding community.

By integrating safety planning into construction sequencing, temporary operations, startup activities, and operational transition procedures, Reynolds will reduce risk, protect personnel, and support successful project delivery without compromising system reliability or public safety.

PROJECT MANAGEMENT, COST CONTROL, AND COMMUNICATION

Successful project delivery requires more than managing construction activities. It requires timely decision-making, transparent communication, proactive risk management, and continuous coordination among the Village, Engineer, operators, suppliers, and construction team.

The Reynolds management team will maintain project controls that provide real-time visibility into schedule performance, procurement status, budget conditions, risk items, startup readiness, and operational transition activities.

PROJECT APPROACH

ISLAMORADA, VILLAGE OF ISLANDS: NORTHERN PLANTATION KEY BOOSTER PUMP STATION UPGRADE

Regular coordination meetings, progress reporting, procurement reviews, and risk-management discussions will support informed decision-making throughout project execution.

Project controls will be structured to identify potential issues early, evaluate impacts before they affect critical milestones, and implement corrective actions that maintain progress toward startup, operational transition, and final owner acceptance.

CHANGE MANAGEMENT

Infrastructure projects rarely proceed without change. The key to successful change management is identifying potential issues early, evaluating impacts quickly, and maintaining transparency throughout the decision-making process.

Reynolds will manage changes through a structured process that includes issue identification, impact evaluation, pricing development, schedule assessment, documentation, review, and approval. Proposed changes will be evaluated not only for cost impacts, but also for potential effects on wastewater operations, startup activities, operational transition milestones, and overall project performance.

This approach provides the Village with timely information, supports informed decision-making, and helps minimize impacts to project budget, schedule, and operational reliability.

PROJECT CLOSEOUT AND OWNER TURNOVER

Project completion does not occur when construction ends. Project completion occurs when the Village can confidently operate and maintain the new booster station as part of its wastewater conveyance system.

Reynolds will maintain a continuous focus on startup readiness, documentation, training, testing, commissioning, and turnover requirements throughout project execution. Operations personnel will be involved throughout startup and transition activities to ensure familiarity with the equipment, controls, procedures, and operational requirements prior to final acceptance.

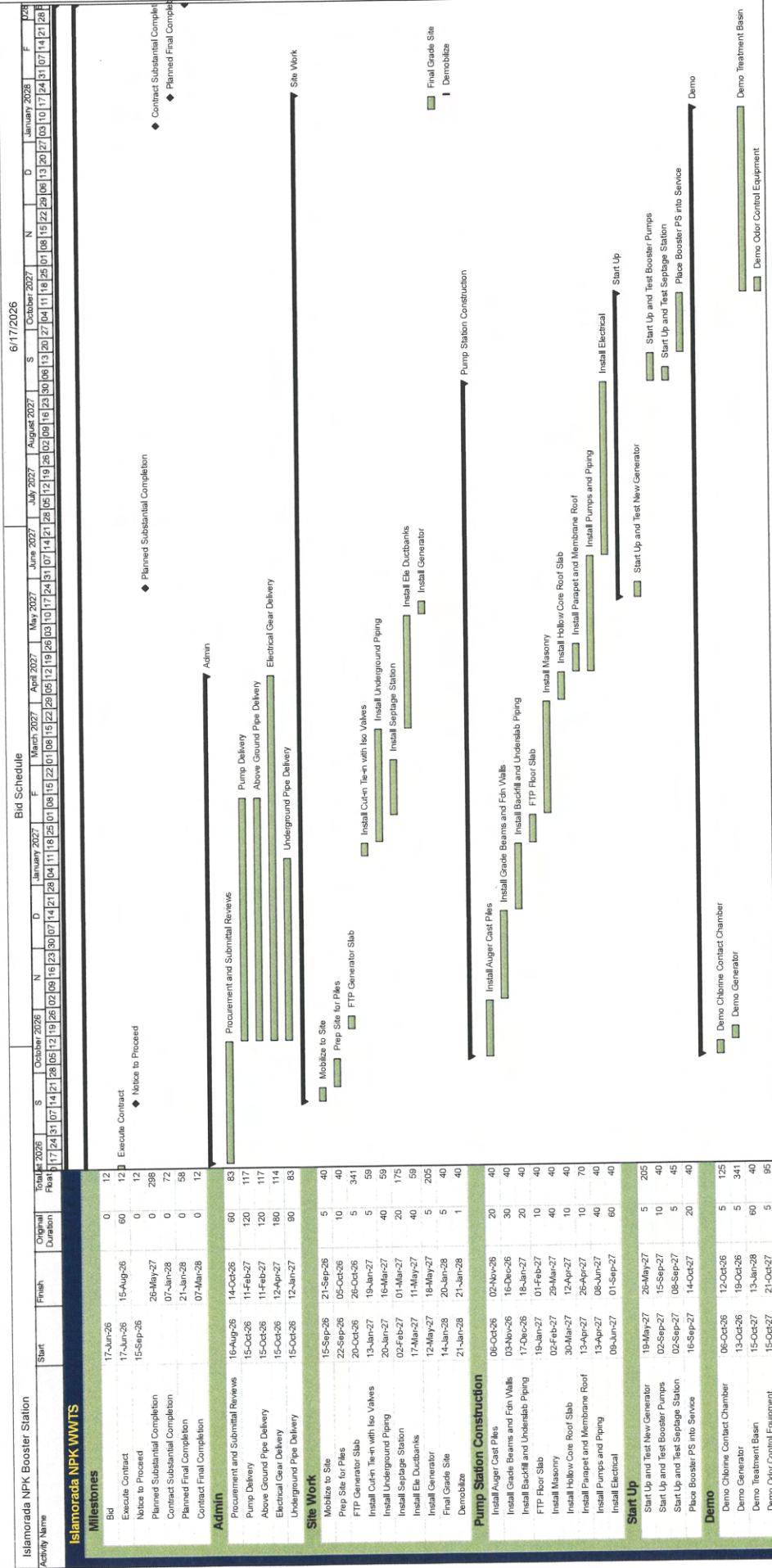
Closeout activities will include completion of testing and commissioning requirements, delivery of record documentation, operator training, warranty coordination, startup support, and verification that all systems are operating as intended.

The Village is not purchasing a booster station. The Village is purchasing a reliable transition from aging infrastructure to a modern wastewater conveyance facility.

Achieving that outcome requires more than successful construction. It requires maintaining wastewater conveyance throughout execution, safely managing temporary conditions, deliberately coordinating operational transitions, proactively controlling procurement and schedule risks, verifying system performance during startup and commissioning, and preparing Village personnel for the long-term operation of the new facility.

Every aspect of Reynolds' approach, from planning and procurement through construction, startup, operational transition, and owner turnover, is structured to achieve that outcome while minimizing risk to ongoing wastewater operations and the community the system serves.





Key Milestones

NTP – September 15, 2026

Booster Station Startup – September 2027

Place Into Service – October 2027

Substantial Completion – January 2028

Final Completion – March 2028



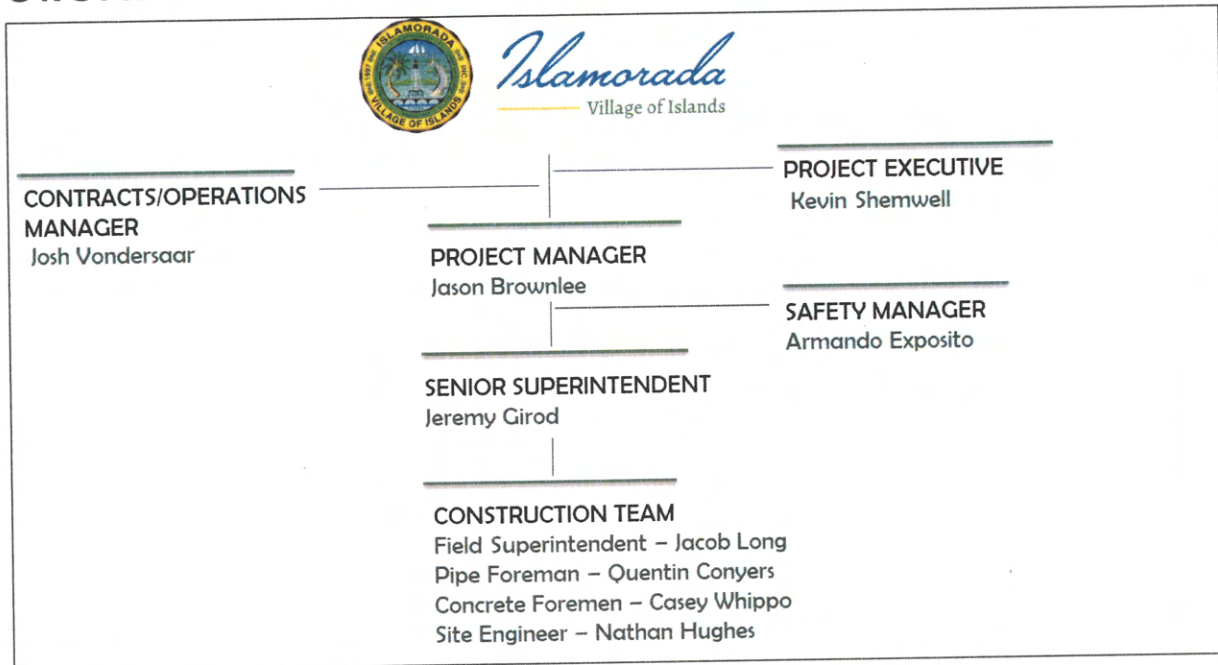


SECTION 2: STAFF & SIMILAR PROJECTS

STAFF AND SIMILAR PROJECTS

ISLAMORADA, VILLAGE OF ISLANDS: NORTHERN PLANTATION KEY BOOSTER PUMP STATION UPGRADE

ORGANIZATIONAL CHART



Please refer to Appendix B for Staff Resumes.

SIMILAR PROJECTS

PROJECT 1

Project Name and Location: KERMIT H. LEWIN RO
GENERATOR FACILITY - KEY WEST, FL

Owner: Florida Keys Aqueduct Authority (FKAA)

Month/Year Completed: December 2024

Project Description: Construction of an emergency standby electrical power generation facility consisting of two Tier 2 rated, high-speed emergency engine generators. Each generator will be furnished with an exhaust silencer, protected-type day tanks to be located in separate sprinkled rooms with remote pumps to supply fuel to the engine-generators. The generators will be protected against a 500-year flood event by locating the generators inside a raised building, at an elevation outside the Special Flood Hazard Area (SFHA). The project also includes a 480V motor control center (MCC), network rack, local control panels for both engine generators and fuel tanks, and lighting panel for low voltage lighting and miscellaneous loads. Switchgear and PLC monitoring and controlling the generators will be located in the electrical room in the New Kermit H. Lewin Reverse Osmosis Facility project and provided under a separate contract.

Initial Contract Amount: \$7,977,000 **Final Contract Amount:** \$8,142,448

Reason for Changes: Installation of new grinder station and length extension of auger piles. Addition of handhole to fuel trench duct bank. Costs of labor, material, and equipment for the installation of 2 electrical junction boxes.

Original Contractual Completion Date: October 14, 2023 **Actual Completion Date:** December 20, 2024

Reason for Delays: Generator was significantly delayed.



STAFF AND SIMILAR PROJECTS

ISLAMORADA, VILLAGE OF ISLANDS: NORTHERN PLANTATION KEY BOOSTER PUMP STATION UPGRADE

Project Staff Involved: Kevin Shemwell, Project Executive; Josh Vondersaar, Project Manager; Jason Brownlee, Assistant Project Manager; Jeremy Girod, Superintendent/QA/QC; Armando Exposito, Safety

PROJECT 2

Project Name and Location: MARATHON DISTRIBUTION PUMP STATION, PH 1 - MARATHON, FL

Owner: Florida Keys Aqueduct Authority

Month/Year Completed: In Progress. Estimated completion August 2026.



Project Description: This project is part of a 3-phase expansion to an existing water treatment facility. The scope of work includes the demolition of an existing .5 MGD tank and replacing it with two new elevated concrete structures. One structure is to hold a premanufactured pump station, and the other is to hold an owner supplied generator.

Initial Contract Amount: \$3,898,950 **Final Contract Amount:** \$3,898,950
Reason for Changes: N/A

Original Contractual Completion Date: May 28, 2026 **Actual Completion Date:** Estimated August 5, 2026
Reason for Delays: Significant delay in the prefabricated pump station and owner-supplied generator.

Project Staff Involved: Kevin Shemwell, Project Executive; Josh Vondersaar, Project Manager; Jason Brownlee, Project Manager/Quality Control Manager; Jeremy Girod, Superintendent; Quentin Conyers, Foreman; Armando Exposito, Safety

PROJECT 3

Project Name and Location: MARATHON AREA 7 – MARATHON, FL

Owner: City of Marathon

Month/Year Completed: December 2024



Project Description: The construction of this project consists of upgrades to the filters and static screen at the Area 7 WWTP. The upgrades include the installation of two-disc filters and a metal platform. Modification to the existing headworks platform as well as the purchase and installation of a new static screen will occur.

Initial Contract Amount: \$1,225,000 **Final Contract Amount:** \$1,236,413.33
Reason for Changes: The Owner requested we add additional valves and relocate a stairway.

Original Contractual Completion Date: May 27, 2024 **Actual Completion Date:** December 19, 2024
Reason for Delays: Delivery of the owner-supplied equipment was delayed.

Project Staff Involved: Josh Vondersaar, Project Executive/Estimator; Jason Brownlee, Project Manager; Armando Exposito, Safety

STAFF AND SIMILAR PROJECTS

ISLAMORADA, VILLAGE OF ISLANDS: NORTHERN PLANTATION KEY BOOSTER PUMP STATION UPGRADE

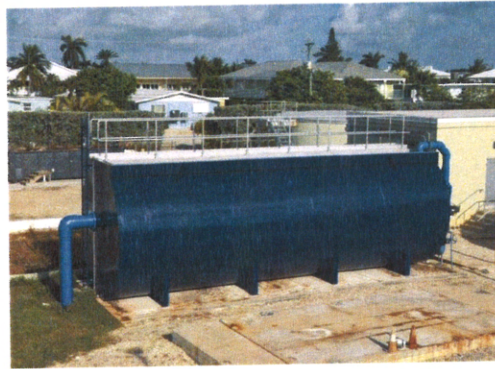
PROJECT 4

Project Name and Location: WRF UV CONTACT TANK REHAB, DIGESTER, AND STAIRS – KEY COLONY BEACH, FL

Owner: City of Key Colony Beach, FL

Month/Year Completed: December 2025

Project Description: The Project consisted of demolition of the existing digester stairs and platform. Furnishing and installing a new aluminum staircase to the digester tank. Supplying and tying into a temporary UV holding tank to maintain the water reclamation facility operations. Existing electrical equipment demolition, removal, and replacement. Sequenced demolition of the existing UV tank and setting of the new owner-purchased UV treatment tank. Installation of new influent header piping and effluent pipe to the new tank. Demolished and replaced an existing lift station with new grinder pumps at the plant.



Initial Contract Amount: \$833,481 **Final Contract Amount:** \$748,476

Reason for Changes: Following the award, Reynolds proposed a value-engineering alternative in which the Owner directly purchased the UV treatment tank. This approach reduced the Reynolds contract value while maintaining project objectives. The final contract amount was adjusted to \$748,476 through implementation of the owner-purchased equipment strategy and several minor change orders.

Original Contractual Completion Date: January 6, 2025 **Actual Completion Date:** December 31, 2025

Reason for Delays: The owner purchasing the tank initially delayed the project a few weeks. QA/QC issues from the manufacturer delayed it a total of 5 months due to defects in the coating of the tank.

Project Staff Involved: Kevin Shemwell, Project Executive; Josh Vondersaar, Project Manager/Estimator/Operations Manager; Jeremy Girod, Superintendent/QA/QC; Quentin Conyers, Foreman; Armando Exposito, Safety

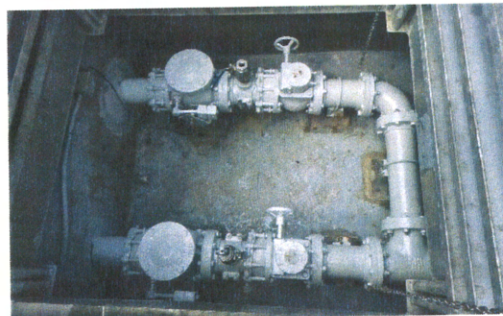
PROJECT 5

Project Name and Location: SUMMERLAND LIFT STATION UPGRADES - SUMMERLAND KEY, FL

Owner: Florida Keys Aqueduct Authority

Month/Year Completed: May 2026

Project Description: This project was a complete rehabilitation and lining of the FKA lift station located on Summerland Key. This included bypassing of the lift station, replacement of all interior piping, pumps, and hardware and lining of the station.



Initial Contract Amount: \$472,950 **Final Contract Amount:** \$483,056.18

Reason for Changes: Field changes.

Original Contractual Completion Date: July 8, 2026 **Actual Completion Date:** May 20, 2026

Reason for Delays: N/A

Project Staff Involved: Josh Vondersaar, Project Executive; Jason Brownlee, Project Manager; Jeremy Girod, Superintendent; Quentin Conyers, Foreman; Armando Exposito, Safety



SECTION 3: REFERENCES



SECTION 3: REFERENCES

ISLAMORADA, VILLAGE OF ISLANDS: NORTHERN PLANTATION KEY BOOSTER PUMP STATION UPGRADE

REFERENCES

The following references highlight projects of similar scope and complexity completed by Reynolds within the past five years. These demonstrate our experience delivering successful construction services while maintaining strong client relationships, effective communication, and high-quality project execution. Included below are references with contact information for owners and representatives familiar with our team's performance and capabilities.

- 1) **Matt Willman, Utilities Director**, City of Key West, 1300 White St, Key West FL 33040, (305) 809-3721, mwillman@cityofkeywest-fl.gov
- 2) **Marnie Walterson, Construction Manager**, Florida Keys Aqueduct Authority, 1100 Kennedy Drive, Key West, FL 33040, (305) 295-2154, mwalterson@fkaa.com
- 3) **Daniel Saus, Utilities Director**, City of Marathon, 9805 Overseas Hwy Marathon, FL 33050, (305) 289-5009, Sausd@ci.marathon.fl.us
- 4) **David Hackworth, P.E., Director of Engineering**, Florida Keys Aqueduct Authority, 1100 Kennedy Drive, Key West, FL 33040, (305) 295-2152, dhackworth@fkaa.com
- 5) **Jason R. Shepler, P.E., Vice President – North Florida Infrastructure**, CPH, 580 Wells Road, Orange Park, FL 32073, (904) 392-9536, Jason.Shepler@cphcorp.com

**SECTION 4:
COST PROPOSAL
SEPARATELY SEALED**



SECTION 5: ADDITIONAL MANDATORY ITEMS

1. WARRANTY
2. ABILITY TO OBTAIN BONDS
3. STATE AND LOCAL AUTHORIZATION
4. SIGNED CONTRACT DOCUMENTS



ADDITIONAL MANDATORY ITEMS

ISLAMORADA, VILLAGE OF ISLANDS: NORTHERN PLANTATION KEY BOOSTER PUMP STATION UPGRADE

WARRANTY

1. Reynolds warrants that all materials and equipment furnished under the Construction Phase of this Agreement will be new unless otherwise specified, of good quality, and in conformance with the Specifications set forth in the Contract Documents. Reynolds further warrants that the Work shall be free from defects in materials and workmanship not intrinsic in the design or materials required in the Contract Documents. Reynolds warranty does not include remedies for defects or damages caused by normal wear and tear during normal usage, use, or operation for a purpose for which the Project was not intended, improper or insufficient maintenance, inadequate, incomplete, or defective design, modifications performed by the Owner or Others, or abuse. TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW, ALL IMPLIED WARRANTIES OF MERCHANTABILITY, SUITABILITY, AND FITNESS FOR PARTICULAR PURPOSE ARE HEREBY DISCLAIMED AND ARE NULL AND VOID. Reynolds warranty pursuant to this Subparagraph shall commence on the earlier of (a) the Date of Substantial Completion of the Work or the designated portion as agreed to by the Owner and Reynolds, and (b) the date the Owner takes beneficial use of the Work or designated portion of the Work as agreed to by the Owner and Reynolds.
2. Reynolds shall use commercially reasonable efforts to obtain from its Subcontractors and Material Suppliers any special or extended warranties expressly required by the Contract Documents. Reynolds liability for such warranties shall be limited to the one-year correction period referred to in the RFP. After that period, Reynolds shall assign them to the Owner and provide reasonable assistance to the Owner in enforcing the obligations of Subcontractors and Material Suppliers.



Bond & Financial Products
7465 W. 132nd Street
Overland Park, KS
Phone: (913)402-5436
Fax: (913)402-5457

June 17, 2026

Islamorada, Village of Islands
Attn: Village Clerk
86800 Overseas Highway
Islamorada, FL 33036

RE: REYNOLDS CONSTRUCTION, LLC

PROJECT: Northern Plantation Key Booster Pump Station Upgrade Project (RFP 26-05)

To Whom It May Concern:

This letter will serve to confirm Reynolds Construction, LLC has the ability to provide single project bonding in excess of \$50 million with an aggregate limit of \$325 million, available bonding limit of \$200 million.

Travelers Casualty and Surety Company's commitment to write any final bond is conditioned upon several factors being reviewed and accepted by us as satisfying our underwriting criteria at the time the final bonds are required. Those factors include, but are not limited to, the final contract documents and all related contracts, the bid results, financing arrangements for the project, the financial condition of Reynolds Construction, LLC based on the most recent information available to us at the time of the final bonds are required and the terms of the requested final bonds.

This letter is issued only as a bonding reference as requested from our client and is not an assumption of liability or a bond. We assume no liability to third parties or to you if, for any reason, we do not execute said bonds.

Travelers Casualty and Surety Company of America, a member of the Travelers Group, is rated as A++(Superior), Financial Classification XV by A.M. Best Company and appears on the U.S. Treasury Department List of approved sureties and is licensed to conduct business in all 50 states. Should you require additional information regarding our relationship with Reynolds Construction, LLC, please contact us at the Louisville, KY address below.

It is with pride we recommend Reynolds Construction, LLC.

Sincerely,

William A. Kantlehner, IV
Authorized Surety Representative

Arthur J. Gallagher Risk Management Services, LLC
1601 Alliant Avenue
Louisville, KY 40299-6338
(502)415-7000

State of Florida

Department of State

I certify from the records of this office that REYNOLDS CONSTRUCTION OF FLORIDA, LLC is a Delaware limited liability company authorized to transact business in the State of Florida, qualified on September 26, 2016.

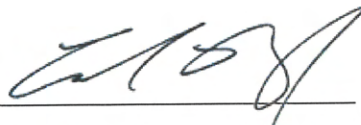
The document number of this limited liability company is M16000007628.

I further certify that said limited liability company has paid all fees due this office through December 31, 2026, that its most recent annual report was filed on March 27, 2026, and that its status is active.

I further certify that said limited liability company has not filed a Certificate of Withdrawal.

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Fifteenth day of May, 2026*




Secretary of State

Tracking Number: 9798143385CU

To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.

<https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication>

2025 / 2026
MONROE COUNTY BUSINESS TAX RECEIPT
EXPIRES SEPTEMBER 30, 2026

RECEIPT# 30140-119423

Business Name: REYNOLDS CONSTRUCTION LLC

Owner Name: LES ARCHER, KEVIN SHEMWELL
Mailing Address:

6225 N COUNTY RD 75E
ORLEANS, IN 47452

Business Location: MO CTY
KEY WEST, FL 33040

Business Phone: 877-770-0127
Business Type: CONTRACTOR (CERTIFIED GENERAL)

Employees 5

STATE LICENSE: CGC1523303

Tax Amount	Transfer Fee	Sub-Total	Penalty	Prior Years	Collection Cost	Total Paid
20.00	0.00	20.00	0.00	0.00	0.00	20.00

Paid WRB-24-00080711 07/08/2025 20.00

THIS BECOMES A TAX RECEIPT
WHEN VALIDATED

Sam C. Steele, CFC, Tax Collector
PO Box 1129, Key West, FL 33041

THIS IS ONLY A TAX.
YOU MUST MEET ALL
COUNTY AND/OR
MUNICIPALITY
PLANNING, ZONING AND
LICENSING
REQUIREMENTS.

MONROE COUNTY BUSINESS TAX RECEIPT
P.O. Box 1129, Key West, FL 33041-1129
EXPIRES SEPTEMBER 30, 2026

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Paid WRB-24-00080711 07/08/2025 20.00

1. REMEDIES FOR BREACH

In addition to all other remedies included in this FEMA Appendix, Contractor shall, at a minimum, be liable to the Village for all foreseeable damages it incurs as a result of Contractor violation or breach of the terms of this contract. This includes without limitation any costs incurred to remediate defects in Contractor's services and/or the additional expenses to complete Contractor's services beyond the amounts agreed to in this contract, after Contractor has had a reasonable opportunity to remediate and/or complete its services as otherwise set for in this contract. All remedies provided for in this contract may be exercised individually or in combination with any other remedy available hereunder or under applicable laws, rules and regulations. The exercise of any remedy shall not preclude or in any way be deemed to waive any other remedy.

2. TERMINATION FOR CAUSE AND CONVENIENCE

Any Agreement resulting from a procurement activity by Islamorada, Village of Islands (the "VILLAGE") may be terminated by either party for cause, or the VILLAGE for convenience, upon ten (10) days written notice by the VILLAGE to CONTRACTOR in which event the CONTRACTOR shall be paid its compensation for services performed to termination date. In the event that the CONTRACTOR abandons this Agreement or causes it to be terminated, he shall indemnify the VILLAGE against any loss pertaining to this termination up to a maximum of the full contracted fee amount. All finished or unfinished documents, data, studies, plans, surveys, and reports prepared by CONTRACTOR shall become the property of VILLAGE and shall be delivered by CONTRACTOR to VILLAGE.

3. DAVIS BACON ACT

Applies to the Emergency Management Preparedness Grant Program, Homeland Security Grant Program, Nonprofit Security Grant Program, Tribal Homeland Security Grant Program, Port Security Grant Program, and Transit Security Grant Program. It DOES NOT apply to other FEMA grant and cooperative agreement programs, including the Public Assistance Program.

- a. All transactions regarding this contract shall be done in compliance with the Davis-Bacon Act (40 U.S.C. 3141- 3144, and 3146-3148) and the requirements of 29 C.F.R. pt. 5 as may be applicable. The contractor shall comply with 40 U.S.C. 3141-3144, and 3146-3148 and the requirements of 29 C.F.R. pt. 5 as applicable.
- b. Contractors are required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor.
- c. Additionally, contractors are required to pay wages not less than once a week.

4. EQUAL EMPLOYMENT OPPORTUNITY

During the performance of this contract, the contractor agrees as follows:

(1) The contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, or national origin. The contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to the following:

Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.

(2) The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin.

(3) The contractor will not discharge or in any other manner discriminate against any employee or applicant for employment because such employee or applicant has inquired about, discussed, or disclosed the compensation of the employee or applicant or another employee or applicant. This provision shall not apply to instances in which an employee who has access to the compensation information of other employees or applicants as a part of such employee's essential job functions discloses the compensation of such other employees or applicants to individuals who do not otherwise have access to such information, unless such disclosure is in response to a formal complaint or charge, in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or is consistent with the contractor's legal duty to furnish information.

(4) The contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided advising the said labor union or workers' representatives of the contractor's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

(5) The contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.

(6) The contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the administering agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

(7) In the event of the contractor's noncompliance with the nondiscrimination clauses of this contract or with any of the said rules, regulations, or orders, this contract may be canceled, terminated, or suspended in whole or in part and the contractor may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with

procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

(8) The contractor will include the portion of the sentence immediately preceding paragraph (1) and the provisions of paragraphs (1) through (8) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The contractor will take such action with respect to any subcontract or purchase order as the administering agency may direct as a means of enforcing such provisions, including sanctions for noncompliance:

Provided, however, that in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the administering agency, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

The applicant further agrees that it will be bound by the above equal opportunity clause with respect to its own employment practices when it participates in federally assisted construction work: *Provided*, That if the applicant so participating is a State or local government, the above equal opportunity clause is not applicable to any agency, instrumentality or subdivision of such government which does not participate in work on or under the contract.

The applicant agrees that it will assist and cooperate actively with the administering agency and the Secretary of Labor in obtaining the compliance of contractors and subcontractors with the equal opportunity clause and the rules, regulations, and relevant orders of the Secretary of Labor, that it will furnish the administering agency and the Secretary of Labor such information as they may require for the supervision of such compliance, and that it will otherwise assist the administering agency in the discharge of the agency's primary responsibility for securing compliance.

The applicant further agrees that it will refrain from entering into any contract or contract modification subject to Executive Order 11246 of September 24, 1965, with a contractor debarred from, or who has not demonstrated eligibility for, Government contracts and federally assisted construction contracts pursuant to the Executive Order and will carry out such sanctions and penalties for violation of the equal opportunity clause as may be imposed upon contractors and subcontractors by the administering agency or the Secretary of Labor pursuant to Part II, Subpart D of the Executive Order. In addition, the applicant agrees that if it fails or refuses to comply with these undertakings, the administering agency may take any or all of the following actions: Cancel, terminate, or suspend in whole or in part this grant (contract, loan, insurance, guarantee); refrain from extending any further assistance to the applicant under the program with respect to which the failure or refund occurred until satisfactory assurance of future compliance has been received from such applicant; and refer the case to the Department of Justice for appropriate legal proceedings.

5. COPELAND ANTI-KICKBACK ACT

Applies to all contracts for construction or repair work above \$2,000 in situations where the Davis-Bacon Act also applies. It does not apply to the FEMA Public Assistance Program.

- a. Contractor. The contractor shall comply with 18 U.S.C. § 874, 40 U.S.C. § 3145, and the requirements of 29 C.F.R. pt. 3 as may be applicable, which are incorporated by reference into this contract.
- b. Subcontracts. The contractor or subcontractor shall insert in any subcontracts the clause above and such other clauses as FEMA may by appropriate instructions require, and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The prime contractor shall be responsible for the compliance by any subcontractor or lower tier subcontractor with all of these contract clauses.
- c. Breach. A breach of the contract clauses above may be grounds for termination of the contract, and for debarment as a contractor and subcontractor as provided in 29 C.F.R. § 5.12.

6. RIGHTS TO INVENTIONS MADE UNDER A CONTRACT OR AGREEMENT

- a. Standard. If the FEMA award meets the definition of "funding agreement" under 37 C.F.R. § 401.2(a) and the non-Federal entity wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the non-Federal entity must comply with the requirements of 37 C.F.R. Part 401 (Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements), and any implementing regulations issued by FEMA. See 2 C.F.R. Part 200, Appendix II(F).
- b. Applicability. This requirement applies to "funding agreements," but it DOES NOT apply to the Public Assistance, Hazard Mitigation Grant Program, Fire Management Assistance Grant Program, Crisis Counseling Assistance and Training Grant Program, Disaster Case Management Grant Program, and Federal Assistance to Individuals and Households – Other Needs Assistance Grant Program, as FEMA awards under these programs do not meet the definition of "funding agreement."
- c. Funding Agreements Definition. The regulation at 37 C.F.R. § 401.2(a) defines "funding agreement" as any contract, grant, or cooperative agreement entered into between any Federal agency, other than the Tennessee Valley Authority, and any contractor for the performance of experimental, developmental, or research work funded in whole or in part by the Federal government. This term also includes any assignment, substitution of parties, or subcontract of any type entered into for the performance of experimental, developmental, or research work under a funding agreement as defined in the first sentence of this paragraph."

7. CONTRACT WORK HOURS AND SAFETY STANDARDS ACT

Applies to all FEMA contracts awarded by the non- federal entity in excess of \$100,000 under grant and cooperative agreement programs that involve the employment of mechanics or laborers. It is applicable to construction work. These requirements do not apply to the purchase of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

(1) Overtime requirements. No contractor or subcontractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic in any workweek in which he or she is employed on such work to work in excess of forty hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of forty hours in such workweek.

(2) Violation; liability for unpaid wages; liquidated damages. In the event of any violation of the clause set forth in paragraph (b)(1) of this section the contractor and any subcontractor responsible therefor shall be liable for the unpaid wages. In addition, such contractor and subcontractor shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, to such District or to such territory), for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of the clause set forth in paragraph (b)(1) of this section, in the sum of \$27 for each calendar day on which such individual was required or permitted to work in excess of the standard workweek of forty hours without payment of the overtime wages required by the clause set forth in paragraph (b)(1) of this section.

(3) Withholding for unpaid wages and liquidated damages. Islamorada, Village of Islands shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld, from any moneys payable on account of work performed by the contractor or subcontractor under any such contract or any other Federal contract with the same prime contractor, or any other federally-assisted contract subject to the Contract Work Hours and Safety Standards Act, which is held by the same prime contractor, such sums as may be determined to be necessary to satisfy any liabilities of such contractor or subcontractor for unpaid wages and liquidated damages as provided in the clause set forth in paragraph (b)(2) of this section.

(4) Subcontracts. The contractor or subcontractor shall insert in any subcontracts the clauses set forth in paragraph (b)(1) through (4) of this section and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The prime contractor shall be responsible for compliance by any subcontractor or lower tier subcontractor with the clauses set forth in paragraphs (b)(1) through (4) of this section.

8. CLEAN AIR ACT AND FEDERAL WATER POLLUTION CONTROL ACT

Clean Air Act

This requirement applies to contracts awarded by a non-federal entity of amounts in excess of \$150,000 under a federal grant.

1. The contractor agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act, as amended, 42 U.S.C. § 7401 et seq.
2. The contractor agrees to report each violation to Islamorada, Village of Islands, and understands and agrees that Islamorada, Village of Islands will, in turn, report each violation as required to assure notification to the Federal Emergency Management Agency, and the appropriate Environmental Protection Agency Regional Office.
3. The contractor agrees to include these requirements in each subcontract exceeding \$150,000 financed in whole or in part with Federal assistance provided by FEMA.

Federal Water Pollution Control Act

1. The contractor agrees to comply with all applicable standards, orders, or regulations issued pursuant to the Federal Water Pollution Control Act, as amended, 33 U.S.C. 1251 et seq.
2. The contractor agrees to report each violation to the Islamorada, Village of Islands, and understands and agrees that Islamorada, Village of Islands will, in turn, report each violation as required to assure notification to the Federal Emergency Management Agency, and the appropriate Environmental Protection Agency Regional Office.
3. The contractor agrees to include these requirements in each subcontract exceeding \$150,000 financed in whole or in part with Federal assistance provided by FEMA.

9. PROCUREMENT OF RECOVERED MATERIALS

The Contractor agrees to comply with all applicable requirements of Section 6002 of the Solid Waste Disposal Act as amended by the Resource Conservation and Recovery Act.

In the performance of this contract, the Contractor shall make maximum use of products containing recovered materials that are EPA-designated items unless the product cannot be acquired—

1. Competitively within a timeframe providing for compliance with the contract performance schedule;
2. Meeting contract performance requirements; or
3. At a reasonable price.

In performance of this contract, the Contractor shall procure solid waste management services in a manner that maximizes energy and resource recovery and establish an affirmative procurement program for procurement of recovered materials identified in EPA guidelines.

Information about this requirement, along with the list of EPA- designated items, is available at EPA's Comprehensive Procurement Guidelines web site,
<https://www.epa.gov/smm/comprehensive-procurement-guideline-cpg-program>.

10. CONTRACTING WITH SMALL AND MINORITY BUSINESSES, WOMEN'S BUSINESS ENTERPRISES, AND LABOR SURPLUS AREA FIRMS

In accordance with 2 C.F.R. §200.321, the Consultant/Contractor shall take the following affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used whenever possible:

- i. Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
- ii. Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;
- iii. Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;
- iv. Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;
- v. Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and
- vi. Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in paragraphs i. through v. of this subparagraph.

b. The requirement outlined in subparagraph a. above, sometimes referred to as "socioeconomic contracting," does not impose an obligation to set aside either the solicitation or award of a contract to these types of firms. Rather, the requirement only imposes an obligation to carry out and document the six affirmative steps identified above.

c. The "socioeconomic contracting" requirement outlines the affirmative steps that the Consultant/Contractor must take; the requirements do not preclude the Consultant/Contractor from undertaking additional steps to involve small and minority businesses and women's business enterprises.

d. The requirement to divide total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises, does not authorize the Consultant/Contractor to break a single project down into smaller components in order to circumvent the micro-purchase or small purchase thresholds so as to utilize streamlined acquisition procedures (e.g. "project splitting").

11. RETENTION OF RECORDS

Financial records, supporting documents, statistical records, and all other non-Federal entity records pertinent to a Federal award must be retained for a period of three (3) years from the date of submission of the final expenditure report or, for Federal awards that are renewed quarterly or annually, from the date of the submission of the quarterly or annual financial report, respectively, as reported to the Federal awarding agency or passthrough entity in the case of a subrecipient. Federal awarding agencies and pass-through entities must not impose any other record retention requirements upon non-Federal entities. The only exceptions are the following:

- (a) If any litigation, claim, or audit is started before the expiration of the three (3)-year period, the records must be retained until all litigation, claims, or audit findings involving the records have been resolved and final action taken.
- (b) When the non-Federal entity is notified in writing by the Federal awarding agency, cognizant agency for audit, oversight agency for audit, cognizant agency for indirect costs, or pass-through entity to extend the retention period.
- (c) Records for real property and equipment acquired with Federal funds must be retained for three (3) years after final disposition.
- (d) When records are transferred to or maintained by the Federal awarding agency or pass-through entity, the three (3)-year retention requirement is not applicable to the non-Federal entity.
- (e) Records for program income transactions after the period of performance. In some cases recipients must report program income after the period of performance. Where there is such a requirement, the retention period for the records pertaining to the earning of the program income starts from the end of the non-Federal entity's fiscal year in which the program income is earned.
- (f) Indirect cost rate proposals and cost allocations plans. This paragraph applies to the following types of documents and their supporting records: indirect cost rate computations or proposals, cost allocation plans, and any similar accounting computations of the rate at which a particular group of costs is chargeable (such as computer usage chargeback rates or composite fringe benefit rates).
 - (1) If submitted for negotiation. If the proposal, plan, or other computation is required to be submitted to the Federal government (or to the pass-through entity) to form the basis for negotiation of the rate, then the three (3)-year retention period for its supporting records starts from the date of such submission.
 - (2) If not submitted for negotiation. If the proposal, plan, or other computation is not required to be submitted to the Federal government (or to the pass-through entity) for negotiation purposes, then the three (3)-year retention period for the proposal, plan, or computation and its supporting records starts from the end of the fiscal year (or other accounting period) covered by the proposal, plan, or other computation.

12. SUSPENSION AND DEBARMENT

- (1) This contract is a covered transaction for purposes of 2 C.F.R. pt. 180 and 2 C.F.R. pt. 3000. As such, the contractor is required to verify that none of the contractor's principals (defined at 2 C.F.R. § 180.995) or its affiliates (defined at 2 C.F.R. § 180.905) are excluded (defined at 2 C.F.R. § 180.940) or disqualified (defined at 2 C.F.R. § 180.935).
- (2) The contractor must comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C, and must include a requirement to comply with these regulations in any lower tier covered transaction it enters into.
- (3) This certification is a material representation of fact relied upon by Islamorada, Village of Islands. If it is later determined that the contractor did not comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C, in addition to remedies available to Islamorada, Village of Islands, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment.
- (4) The bidder or proposer agrees to comply with the requirements of 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C while this offer is valid and throughout the period of any contract that may arise from this offer. The bidder or proposer further agrees to include a provision requiring such compliance in its lower tier covered transactions.



Signature of Authorized Certifying Official

Joshua Vondersaar, Vice President

Name and Title of Authorized Certifying Official

June 17, 2026

Date

13. BYRD ANTI-LOBBYING AMENDMENT, 31 U.S.C. § 1352 (as amended)

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 who in turn will forward the certification(s) to the awarding agency.

If applicable, contractors must sign and submit to the non-federal entity the following certification: APPENDIX A, 44 C.F.R. PART 18 – CERTIFICATION REGARDING LOBBYING. The certification is found on the next page.

APPENDIX A, 44 C.F.R. PART 18 – CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

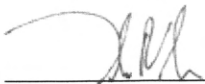
1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The Contractor certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. Chap. 38, Administrative Remedies for False Claims and Statements, apply to this certification and disclosure, if any.



Signature of Authorized Certifying Official

Joshua Vondersaar, Vice President

Name and Title of Authorized Certifying Official

June 17, 2026

Date

ADDITIONAL CONTRACT TERMS FOR FEDERAL AND FEMA FUNDED PROJECTS

The following clauses will form part of the agreement between Islamorada, Village of Islands and the Contractor resulting from this RFP.

A. Access to Records:

The following access to records requirements shall apply to the contract.

1. The Contractor agrees to provide Islamorada, Village of Islands, the FEMA Administrator, the Comptroller General of the United States, or any of their authorized representatives access to any books, documents, papers, and records of the Contractor which are directly pertinent to this contract for the purposes of making audits, examinations, excerpts, and transcriptions.
2. The Contractor agrees to permit any of the foregoing parties to reproduce by any means whatsoever or to copy excerpts and transcriptions as reasonably needed.
3. The Contractor agrees to provide the FEMA Administrator or his authorized representatives access to construction or other work sites pertaining to the work being completed under the contract.
4. In compliance with the Disaster Recovery Act of 2018, Islamorada, Village of Islands and the Contractor acknowledge and agree that no language in this contract is intended to prohibit audits or internal reviews by the FEMA Administrator or the Comptroller General of the United States.

B. Changes to the Contract:

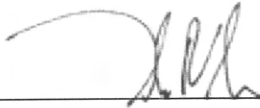
Any changes to the contract between Islamorada, Village of Islands and the Contractor modification, change order, or constructive change must be allowable, allocable, within the scope of the grant or cooperative agreement, and reasonable for the completion of project scope.

- C. **Non-use of DHS Seal, Logo, and Flags:** The Contractor shall not use the DHS seal(s), logos, crests, or reproductions of flags or likenesses of HSS agency officials without specific FEMA pre-approval.

- D. **Compliance with Federal Law, Regulations, and Executive Orders:** This is an acknowledgement that FEMA financial assistance will be used to fund all or a portion of the contract. The contractor will comply with all applicable Federal law, regulations, executive orders, FEMA policies, procedures and directives.

- E. **No Obligation by Federal Government:** The Federal Government is not a party to this contract and is not subject to any obligations or liabilities to the non-Federal entity, contractor, or any other party pertaining to any matter resulting from the contract.

- F. **Program Fraud and False or Fraudulent Statement or Related Facts:** The Contractor acknowledges that 31 U.S.C. Chap. 38 (Administrative Remedies for False Claims and Statements) applies to the Contractor's actions pertaining to this contract.



Signature of Contractor's Authorized Official

Joshua Vondersaar, Vice President

Name and Title of Contractor's Authorized Official

Affidavit Attesting to Noncoercive Conduct for Labor or Services

Nongovernment Entity name: Reynolds Construction, LLC dba Reynolds Construction of Florida, LLC ("**Vendor**")

Vendor FEIN: 81-3995757

Address: 12421 San Jose Blvd Suite 200B

City: Jacksonville State: Florida Zip: 32223

Phone number: 317-832-5987 Email Address: Joshua.vondersaar@reynoldscon.com

As a nongovernmental entity executing, renewing, or extending a contract with a government entity, **Vendor** is required to provide an affidavit under penalty of perjury attesting that **Vendor** does not use coercion for labor or services in accordance with Section 787.06, Florida Statutes.

As defined in Section 787.06(2)(a), coercion means:

1. Using or threatening to use physical force against any person;
2. Restraining, isolating, or confining or threatening to restrain, isolate, or confine any person without lawful authority and against her or his will;
3. Using lending or other credit methods to establish a debt by any person when labor or services are pledged as a security for the debt, if the value of the labor or services as reasonably assessed is not applied toward the liquidation of the debt, the length and nature of the labor or service are not respectively limited and defined;
4. Destroying, concealing, removing, confiscating, withholding, or possessing any actual or purported passport, visa, or other immigration document, or any other actual or purported government identification document, of any person;
5. Causing or threatening to cause financial harm to any person;
6. Enticing or luring any person by fraud or deceit; or
7. Providing a controlled substance as outlined in Schedule I or Schedule II of Section 893.03 to any person for the purpose of exploitation of that person.

As a person authorized to sign on behalf of **Vendor**, I certify that **Vendor** does not use coercion for labor or services in accordance with Section 787.06.

Written Declaration

Under penalties of perjury, I declare that I have read the foregoing Affidavit and that the facts stated in it are true.

By: 
Authorized Signature

Print Name and Title: Joshua Vondersaar, Vice President

Date: June 17, 2026





APPENDIX A

ACKNOWLEDGMENT OF ADDENDA AND DOCUMENTS

The Proposer hereby acknowledges the receipt of the following addenda issued by the Village and incorporated into and made part of this RFP. In the event the Proposer fails to include any addenda in the table below, submission of this form shall constitute acknowledgment of receipt of all addenda, whether or not received by him/her.

ADDENDUM NUMBER	DATE RECEIVED
<u>1</u>	<u>5/29/2026</u>
<u>2</u>	<u>5/29/2026</u>
<u>3</u>	<u>6/8/2026</u>
<u> </u>	<u> </u>
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<u> </u>	<u> </u>



Signature
Joshua Vondersaar
Print name

Vice President
Title
6/17/2026
Date



APPENDIX B: RESUMES



KEVIN SHEMWELL | Project Executive



Education:

BS, Civil Engineering Technology,
Western Kentucky University

Training and Certifications:

OSHA 30-Hour

CPR and First Aid

USACE Construction
Management for Contractors

Licensed FL # CGC1525041

Licensed Utility Manager in
Georgia: UM102775

Total Years Experience:
27

Joined Reynolds Construction:
2008*

References:

Jeffrey S. Lovell, PE
President/Principal Engineer
LEA
3998 Inner Perimeter Road,
Suite C
Valdosta, GA 31602
(229) 253-0900, Ext. 21
jlovell@lea-pc.com

Patrick C. Brooks, P.E.
Senior Vice President
Parsons
5875 Trinity Parkway
Suite 220
Centreville, VA 20120
(703) 218-6292

*Date provided is indicative of the year the employee either joined Reynolds Construction, or one of the former companies in the Reynolds history (Reynolds, Inc. or Layne Heavy Civil, Inc.).

Summary of Qualifications

Mr. Shemwell joined Reynolds in 2008 as a Project Manager where his organizational skills & leadership abilities allowed him to excel. As such, he was promoted to District Manager of our office in Dallas, Texas in 2012. He continued to take on greater management responsibilities while still maintaining detailed attention to projects and their timely completion. In 2014, he was promoted to Vice President of Southern Construction, and to Executive Vice President in 2018, where he leads our Southeast Pipeline, Facilities, and Tunnel/Marine Groups. He has a strong background in heavy construction with over 27 years of experience in water and wastewater treatment construction.

Project Experience

- **Marathon Distribution Pump Station Ph 1: Florida Keys Aqueduct Authority, Marathon, FL** – Project Executive. This project is part of a 3-phase expansion to an existing water treatment facility. The scope of work includes the demolition of an existing .5 MGD tank and replacing it with two new elevated concrete structures. One structure is to hold a premanufactured pump station the other is to hold an owner supplied generator. Contract amount \$3.8M. Completion May 2026.
- **Peachtree City DB WWTF Improvements: Peachtree City Water & Sewage Authority, Peachtree, GA** – Project Executive. Improvements at Line Creek include new mechanical screening at the headworks and replacement of an existing Trojan UV system with a DeNora system. At Rockaway, a new disc filter will work in tandem with the existing filter and replacement of the UV system will improve operational flexibility. The design, permitting and construction activities will revolve around pre-selected equipment for each project location. This project is not intended to increase wastewater treatment capacity. Reynolds will self-perform, underground piping, concrete work and equipment installation. Contract amount \$5.5M. Completion February 2026.
- **Key Largo Filtration: Key Largo Wastewater District, Key Largo, FL** – Project Executive. The Key Largo Wastewater Treatment District intends to install a third disc filtration unit to treat its effluent prior to disinfection and disposal. The facility currently has two disc filter units. The third unit will be added to increase throughput and to provide additional reliability. The work includes installation of the new disc filter, including foundation, platform and filtration unit. All associated work needed to provide a fully functional system, including installation of 18" and 20" ductile iron pipe, replacement of booster pump, elevated concrete platform, and electrical work. Contract amount \$2.2M. Completion October 2025.

- **WRF UV Contact Tank Rehab and Digester: City of Key Colony Beach, Key Colony Beach, FL** – Project Executive. The Project consists of: temporary tankage with associated components to allow bypassing of the City's existing UV Contact Tank (design, procurement, installation, and demolition/removal of system); existing UV Contact Tank removal; installation of 28,978 gallon welded stainless steel replacement UV Contact Tank with interior and exterior coatings; replacement of all existing control systems (ultrasonic level detector, transducers, floats, etc.); miscellaneous restoration; and other improvements. Contract Amount \$748K. December 2025.
- **Key Largo Wastewater Treatment District Vacuum Stations Modifications: Key Largo Wastewater District, Key Largo, FL** – Project Executive. The District is performing capital upgrades of its vacuum pump stations to allow emergency operation using a trailer-mounted vacuum pump skid and control panel. Upgrades will take place at all 7 pump station locations. Contract amount \$2.7M. Completion July 2025
- **Kermit H Lewin RO: Florida Keys Aqueduct Authority, Key West, FL** – Project Executive. This project consists of the construction of an emergency standby electrical power generation facility consisting of two Tier 2 rated, high-speed emergency engine generators. Each generator will be furnished with an exhaust silencer, protected-type day tanks to be located in separate sprinkled rooms with remote pumps to supply fuel to the engine-generators. Contract amount \$8.1M. Completion December 2024.
- **Sigsbee Master Lift Station: Florida Keys Aqueduct Authority, Dredger's Key, Key West, FL** – Project Executive. This project included replacing the existing wastewater master lift station. The facility consists of several force mains, an existing pump station, and wet well. Contract amount \$2.7M. Completion July 2023.
- **Walnut Creek Lift Station: Clayton County Water Authority, Hampton, GA** – Project Executive. Project included installation of new lift station, wetwell, screening structure, valve vault, electrical building, generator, piping, and mechanical equipment. Installation of concrete driveway, crush stoned areas, and demolition of existing station once new station was on-line. Contract amount \$2.7M. Completion March 2023.
- **Area 3, 4, & 5 WWTP Upgrades: City of Marathon, Marathon, FL** – Project Executive. This project upgraded the city's wastewater treating capacity. Area 3: Reynolds replaced an existing membrane disc filter, modified existing screenings equipment, installed a new equalization basin, and replaced existing blowers. Area 4: Reynolds installed a new membrane disc filter and rehabilitated the existing sand filters. Area 5: upgraded the MBR system, installed a new screening system with free standing elevated steel platform, along with multiple pump and piping upgrades Contract amount \$9M. Completion January 2022.
- **Big Coppitt Wastewater Treatment Plant Tertiary Filtration Improvements: Florida Keys Aqueduct Authority, Key West, FL** – Executive. This project included installation of 2 additional disk filters at the Big Coppitt Wastewater Treatment Plant that were furnished by FKAA. Two (2) membrane disk filters were installed which involved a coordinated shutdown that included the installation of 10" PVC pipe, flowmeters and chemical injection relocation. All electrical and Instrumentation and controls upgraded. Contract amount \$784,764. Completion June 2021.
- **Withlacoochee WWTP Secondary EQ Basin: City of Valdosta, Valdosta, GA** – Project Executive. This project included a lined 7.26 MG excavated basin, a new pump station, and associated gravity pipe and forcemain. The liner system included 115,000 SF of a 200 M n IL non-woven geotextile, a geosynthetic clay liner, and a 60 MIL HDPE geomembrane. Contract amount \$1.8M. Completion November 2020.
- **Key Largo WWTP: Key Largo Wastewater District, Key Largo, FL** – Project Executive. Capital upgrades on three of the WWTP systems. Contract amount \$1.1M. Completion May 2019.

JOSH VONDERSAAR | Contracts Manager / Operations Manager



Education:

BS, Building Construction Management, Purdue University
BS, Business Administration
University of Indianapolis

Training and Certifications:

OSHA 40
AIC Constructor
Purdue Site Supervision Training

Professional Affiliations:

American Waterworks Assoc.
Metro Indianapolis Coalition for Construction Safety (MICCS)
Purdue University - School of Technology - BCM - Capstone Mentor
Purdue University - School of Technology - CAC Member

Total Years Experience:

31

Joined Reynolds Construction: 2013*

References:

David Hackworth, P.E.
FKAA
(305) 295-2154

Michael L. Convery, PE
Aqua America
(610) 520-6347

Jason Shepler, P.E.
CPH
(904) 644-0644

Language:

English

*Date provided is indicative of the year the employee either joined Reynolds Construction, or one of the former companies in the Reynolds history (Reynolds, Inc. or Layne Heavy Civil, Inc.).

Summary of Qualifications

With 31 years of experience in the industry, Mr. Vondersaar specializes in the construction implementation of complex and challenging projects often associated with wastewater and water applications. His experience includes design, alternative applications, and construction management with multifaceted construction projects. Mr. Vondersaar is a goal-driven leader with the ability to direct a multi-tasking team with positive results. He manages construction projects with a focus on overall project success seeking the most cost effective and efficient manner. Mr. Vondersaar carries a broad range of experience from Superintendent to Construction Manager providing him the necessary and extensive insight needed to successfully manage new projects.

Project Experience

- **Summerland Lift Station Upgrades: Florida Keys Aqueduct Authority, Summerland Key, FL** – Project Executive, Estimator. This project was a complete rehabilitation and lining of the FKAA lift station located on Summerland Key. This included bypassing of the lift station, replacement of all interior piping, pumps, and hardware and lining of the station. Contract amount \$483K. Completion May 2026.
- **Marathon Distribution Pump Station Ph 1: Florida Keys Aqueduct Authority, Marathon, FL** – Sr. Project Manager. This project is part of a 3-phase expansion to an existing water treatment facility. The scope of work includes the demolition of an existing .5 MGD tank and replacing it with two new elevated concrete structures. One structure is to hold a premanufactured pump station the other is to hold an owner supplied generator. Contract amount \$3.8M. Completion May 2026.
- **Key Largo Filtration: Key Largo Wastewater District, Key Largo, FL**– Project Executive/ Project Manager, Estimator. The Key Largo Wastewater Treatment District intends to install a third disc filtration unit to treat its effluent prior to disinfection and disposal. The facility currently has two disc filter units. The third unit will be added to increase throughput and to provide additional reliability. The work includes installation of the new disc filter, including foundation, platform and filtration unit. All associated work needed to provide a fully functional system, including installation of 18" and 20" ductile iron pipe, replacement of booster pump, elevated concrete platform, and electrical work. Contract amount \$2.2M. Completion October 2025.
- **WRF UV Contact Tank Rehab and Digester: City of Key Colony Beach, Key Colony Beach, FL** – Project Manager, Estimator. The Project consists of: temporary tankage with associated components to allow bypassing of the City's existing UV Contact Tank (design, procurement, installation, and demolition/removal of system); existing UV Contact Tank removal; installation of 28,978 gallon welded stainless steel replacement UV Contact Tank with interior and exterior coatings; replacement of all existing control systems (ultrasonic level detector,

transducers, floats, etc.); miscellaneous restoration; and other improvements. Contract Amount \$748K. Completion December 2025.

- **Key Largo Wastewater Treatment District Vacuum Stations Modifications: Key Largo Wastewater District, Key Largo, FL**– Senior Project Manager, Estimator. The District is performing capital upgrades of its vacuum pump stations to allow emergency operation using a trailer-mounted vacuum pump skid and control panel. Upgrades will take place at all 7 pump station locations. Contract amount \$2.7M. Completion July 2025.
- **Richard A Heyman Environmental Protection Facility: RAS & WAS Pump System Replacement: City of Key West, Key West, FL**– Project Executive. This project will include the removal and replacement of the pumps, valves, plumbing, and meters. As well as VFD's instrumentation, controls, and supports for the WAS and RAS system. Contract amount \$3.6M. Completion June 2025.
- **Kermit H Lewin RO: Florida Keys Aqueduct Authority, Key West, FL**– Project Manager. This project consists of the construction of an emergency standby electrical power generation facility consisting of two Tier 2 rated, high-speed emergency engine generators. Each generator will be furnished with an exhaust silencer, protected-type day tanks to be located in separate sprinkled rooms with remote pumps to supply fuel to the engine-generators. Contract amount \$8.1M. Completion December 2024.
- **Marathon, Area 7: City of Marathon, Marathon, FL**– Project Executive. The construction of this project consists of upgrades to the filters and static screen at the Area 7 WWTP. The upgrades include the installation of two-disc filters and a metal platform. Modification to the existing headworks platform as well as the purchase and installation of a new static screen will occur. Contract amount \$1.2M. Completion December 2024.
- **Sigsbee Wastewater Lift Station Replacement: Florida Keys Aqueduct Authority, Dredger's Key, Key West, FL**– Senior Project Manager. This project included replacing the existing wastewater master lift station. The facility consists of several force mains, an existing pump station, and wet well. Contract amount \$2.7M. Completion July 2023.
- **Walnut Creek Lift Station: Clayton County Water Authority, Hampton, GA** – Project Executive. Project included installation of new lift station, wetwell, screening structure, valve vault, electrical building, generator, piping, and mechanical equipment. Installation of concrete driveway, crush stoned areas, and demolition of existing station once new station was on-line. Contract amount \$2.7M. Completion March 2023.
- **Cobb James E Quarles Dewater Liquid Lime System Improvements: Cobb County Marietta Water Authority, Marietta, GA** – Project Executive/Estimator. This project consisted of, Demolition of existing slaked lime system, installation of new liquid lime system in outside concrete containment including tanks, pumps, piping, and valves. New liquid lime feed pump skid inside existing building. New sludge condition tank inside existing building. Integration of all new systems into the existing SCADA system. Installation of a temporary Liquid lime storage and feed system maintaining continuous operation until the new system is online. All work was performed with continuous plant operations of the lime system with no incidents. Contract amount \$2.3M. Completion January 2022.
- **Area 3, 4, & 5 WWTP Upgrades: City of Marathon, Marathon, FL** – Construction Manager. This project upgraded the city's wastewater treatment capacity. Area 3: Reynolds replaced an existing membrane disc filter, modified existing screenings equipment, installed a new equalization basin, and replaced existing blowers. Area 4: Reynolds installed a new membrane disc filter and rehabilitated the existing sand filters. Area 5: upgraded the MBR system, installed a new screening system with free standing elevated steel platform, along with multiple pump and piping upgrades Contract amount \$9M. Completion January 2022.
- **Big Coppitt Wastewater Treatment Plant Tertiary Filtration Improvements: Florida Keys Aqueduct Authority – Key West, FL** – Project Manager. This project included installation of 2 additional disk filters at the Big Coppitt Wastewater Treatment Plant that were furnished by FKAA. Two (2) membrane disk filters were installed which involved a coordinated shutdown that included the installation of 10" PVC pipe, flowmeters and chemical injection relocation. All electrical and Instrumentation and controls upgraded. Contract amount \$784,764. Completion June 2021.

JASON BROWNLEE | Project Manager



Education:

Bachelor of Science in Civil Engineering from Mississippi State University

Training and Certifications:

OSHA 10

Purdue Site Supervision Training
First Aid & CPR Certified

Total Years Experience:

7

Joined Reynolds Construction:
2020

References:

Robert Archer
Project Manager
Garney Construction
370 E Crown Point Rd,
Winter Garden, FL 34787
(970)-631-2533
Rarcher@Garney.com

Christina Lopez
Recruiting Coordinator
Garney Construction
370 E Crown Point Rd,
Winter Garden, FL 34787
(407) 947-5001
Clopez@Garney.com

Summary of Qualifications

Mr. Brownlee is a dedicated Project Engineer motivated to maintain safety and contribute to the project's success. He is experienced in pipework both below grade and mechanical. He is also experienced in site layout and concrete work. Mr. Brownlee is a valuable addition to any project team.

Project Experience

- **Summerland Lift Station Upgrades: Florida Keys Aqueduct Authority, Summerland Key, FL** – Project Manager. This project was a complete rehabilitation and lining of the FKA lift station located on Summerland Key. This included bypassing of the lift station, replacement of all interior piping, pumps, and hardware and lining of the station. Contract amount \$483K. Completion May 2026.
- **Marathon Distribution Pump Station Ph 1: Florida Keys Aqueduct Authority, Marathon, FL** – Project Manager, QA/QC. This project is part of a 3-phase expansion to an existing water treatment facility. The scope of work includes the demolition of an existing .5 MGD tank and replacing it with two new elevated concrete structures. One structure is to hold a premanufactured pump station the other is to hold an owner supplied generator. Contract amount \$3.8M. Completion May 2026.
- **Key Largo Wastewater Treatment District Vacuum Stations Modifications: Key Largo Wastewater District, Key Largo, FL**– Project Manager. The District is performing capital upgrades of its vacuum pump stations to allow emergency operation using a trailer-mounted vacuum pump skid and control panel. Upgrades will take place at all 7 pump station locations. Contract amount \$2.7M. Completion July 2025.
- **Richard A Heyman Environmental Protection Facility: RAS & WAS Pump System Replacement: City of Key West, Key West, FL**– Project Manager. This project will include the removal and replacement of the pumps, valves, plumbing, and meters. As well as, VFD's instrumentation, controls, and supports for the WAS and RAS system. Contract amount \$3.6M. Completion June 2025.
- **Kermit H Lewin RO: Florida Keys Aqueduct Authority, Key West, FL**– Assistant Project Manager. This project consists of the construction of an emergency standby electrical power generation facility consisting of two Tier 2 rated, high-speed emergency engine generators. Each generator will be furnished with an exhaust silencer, protected-type day tanks to be located in separate sprinkled rooms with remote pumps to supply fuel to the engine-generators. Contract amount \$8.1M. Completion December 2024.

- **Marathon, Area 7: City of Marathon, Marathon, FL**– Project Manager. The construction of this project consists of upgrades to the filters and static screen at the Area 7 WWTP. The upgrades include the installation of two-disc filters and a metal platform. Modification to the existing headworks platform as well as the purchase and installation of a new static screen will occur. Contract amount \$1.2M. Completion December 2024.
- **Marathon WWTP Chemical System Upgrades: City of Marathon, Marathon, FL** – Project Manager. Project included capital upgrades on chemical feed systems for the 5 wastewater treatment facilities located in the city. Systems include pumps and controls for feed of sodium hydroxide, alum, sodium hypochlorite. Contract amount \$2.8M. Completion September 2024.
- **Sigsbee Master Lift Station: Florida Keys Aqueduct Authority, Dredger's Key, Key West, FL** – Project Manager. This project included replacing the existing wastewater master lift station. The facility consists of several force mains, an existing pump station, and wet well. Contract amount \$2.7M. Completion July 2023.
- **NAS Key West Boca Chica Field- West Fire Pumping Station: Florida Keys Aqueduct Authority, Key West, FL** – Project Engineer. The project consisted of replacing three fire pumps and motors, associated fuel systems, water piping and non-operable storage tank valves at the West fire pumping stations at NAS Key West Boca Chica Field for the U.S. Navy, which is owned and operated by FKA. Contract amount \$1.1M. Completion February 2023.
- **Area 4 Upgrades: City of Marathon, Marathon, FL** – Project Manager and Engineer. Project included installation of a concrete slab, concrete stairs, and a new monorail system at Marathon Area 4 WWTP. Contract amount \$1.6M. Completion January 2023.
- **Multiple Area 4 Upgrades: City of Marathon, Marathon, FL** – Project Manager. Project included installation of a concrete slab, concrete stairs, and a new monorail system at Marathon Area 4 WWTP. Contract amounts ranged from: \$105,592-\$1.6M. Completion November 2021.
- **Big Coppitt WWTP Tertiary Filtration Improvements: Florida Keys Aqueduct Authority, Key West, FL** – Project Engineer. This project included installation of 2 additional disk filters at the Big Coppitt Wastewater Treatment Plant that were furnished by FKA. Two (2) membrane disk filters were installed which involved a coordinated shutdown that included the installation of 10" PVC pipe, flowmeters and chemical injection relocation. All electrical and Instrumentation and controls upgraded. Contract amount \$784,764. Completion June 2021.

Previous Project Experience

- **MPWW Plant Expansion: MPWW, Mt. Pleasant, SC** – Field Engineer with Garney Construction. Robotic Total Station surveying for wall form layout. As-builds using total station. Worked with crew on forming and pouring walls with reinforcing, box-outs and water stop. Inspecting Gang Forms and rebar prior to concrete placement for quality control. Contract amount \$70M. Completion April 2021.

KEVIN CONKEY | Sr. Project Manager/Lead Estimator



Education:

BS, Construction Management,
Michigan State University

Training and Certifications:

OSHA 10-hour

Fall Hazards in Construction and
Maintenance

USACE QA/QC Certified

Trenching and Excavation
Competent Person

Personal Protective Equipment

Certified SWPPP Preparer and
Inspector

Total Years Experience:

28

Joined Reynolds Construction:

2012*

References:

Ed Castle, PE

Weiler Engineering
(305) 289-4161

Steve Suggs

Weiler Engineering
(941) 323-1787

David Wilson, PE

Program Manager
Arcadis US, Inc.
(423) 954-8707

*Date provided is indicative of the year the employee either joined Reynolds Construction, or one of the former companies in the Reynolds history (Reynolds, Inc. or Layne Heavy Civil, Inc.).

Summary of Qualifications

Mr. Conkey currently serves as Project Manager for Reynolds Construction. His duties include subcontractor and vendor procurement, project scheduling, shop drawing and submittal review/approval, review of construction activities, project startup and project closeout/turnover. Mr. Conkey has worked in the construction industry for 28 years and specifically in the water and wastewater industry for 12 years in varying capacities including hands-on field work, surveying, estimating, quality control, commissioning and project management. Kevin's experience includes projects with the Design-Build delivery method. Some of the previous projects he has been involved with include conventional wastewater treatment facilities, storm water control systems, raw water pump stations, industrial wastewater treatment facilities and power generation facilities including multiple design-build projects and projects with the USACE.

Project Experience

- **Peachtree City DB WWTF Improvements: Peachtree City Water & Sewage Authority, Peachtree, GA** – Estimator. Improvements at Line Creek include new mechanical screening at the headworks and replacement of an existing Trojan UV system with a DeNora system. At Rockaway, a new disc filter will work in tandem with the existing filter and replacement of the UV system will improve operational flexibility. The design, permitting and construction activities will revolve around pre-selected equipment for each project location. This project is not intended to increase wastewater treatment capacity. Reynolds will self-perform, underground piping, concrete work and equipment installation. Contract amount \$5.5M. Completion February 2026.
- **South Cobb Filtration Rehab: Cobb County Water System, Austell, GA** – Project Manager/Estimator. This project includes removing and replacing the filter media and porous plates in 7 sand filters. Reynolds will also be repairing the filter bridges and accessories associated with the bridges. Contract amount \$3.7M. Completion October 2025.
- **Whitwell WTP New Clearwells and HSPS: Tennessee American Water, Whitwell, TN** – Project Manager/Estimator. This job consists of running pipe from the existing plant to a new prefabricated pump station and two new clearwells. The goal of this job is to expand the plant's existing storage capacity. It does this by providing an additional 240,000 gallons of storage. Reynolds will be self-performing the installation of the pipe, retaining wall, and the pad for the new prefabricated clearwells to sit on. Contract amount \$2.2M. Completion July 2025.

- **Galleria Area Outfall Sewer Replacement: Cobb County Water, Atlanta, GA** – Senior Project Manager. This project was a sewer replacement for Cobb County. It included 500lf of 84" tunnel with shafts, 200' of open cut pipe -30", 1,500' of 18 FPVC installed inside of a 7'x7' box culvert, as well as a bypass system to carry all of the sewer during construction. Contract amount \$9.3M. Completion February 2025.
- **James E Quarles WTP Valve & Actuator Replacement: Cobb County-Marietta Water, Marietta, GA** – Project Manager. Reynolds was contracted to repair and replace the existing valves for the sand filters in the treatment plant, as they would not fully seal. This project included the removal of 34 electric actuators and the installation of 112 valve and actuator assemblies, as well as the installation of 5 actuators on the raw water pumps control valves. Replacement of 10 electric actuators and demolition of concrete to install grating around the bonnets of the influent valves on filters was also necessary to this project. Contract amount \$3.8M. Completion October 2024.
- **WJ Hooper Clayton County: Clayton County Water Authority, Stockbridge, GA** – Project Manager. The project consisted of the following major items: Construction of a new sludge thickener and pump vault, Demolition, modifications and installation of new sludge collection equipment and pumps, Modifications to existing sludge loading facility including new conveyor system and truck scale, Replacement of equipment in two existing sludge thickeners, New underground electrical network with modifications to the SCADA system, Installation of new underground piping and valves and modifications to existing valves. Contract amount \$7.6M. Completion March 2023.
- **Walnut Creek Lift Station: Clayton County Water Authority, Hampton, GA** – Project Manager. Project included installation of new lift station, wetwell, screening structure, valve vault, electrical building, generator, piping, and mechanical equipment. Installation of concrete driveway, crush stoned areas, and demolition of existing station once new station was on-line. Contract amount \$2.7M. Completion March 2023.
- **Area 3, 4, & 5 WWTP Upgrades: City of Marathon, Marathon, FL** – Project Manager. This project upgraded the city's wastewater treating capacity. Area 3: Reynolds replaced an existing membrane disc filter, modified existing screenings equipment, installed a new equalization basin, and replaced existing blowers. Area 4: Reynolds installed a new membrane disc filter and rehabilitated the existing sand filters. Area 5: upgraded the MBR system, installed a new screening system with free standing elevated steel platform, along with multiple pump and piping upgrades Contract amount \$9M. Completion January 2022.
- **Cobb James E Quarles Dewater Liquid Lime System Improvements: Cobb County Marietta Water Authority, Marietta, GA** – Project Manager. This project consisted of demolition of existing slaked lime system, installation of new liquid lime system in outside concrete containment including tanks, pumps, piping, and valves. New liquid lime feed pump skid inside existing building. New sludge condition tank inside existing building. Integration of all new systems into existing SCADA system. Installation of a temporary Liquid lime storage and feed system maintaining continuous operation until new system is online. All work was performed with continuous plant operations of the lime system with no incidents. Contract amount \$2.3M. Completion January 2022
- **Key Largo WWTP: Key Largo Wastewater District, Key Largo, FL** – Project Manager. Capital upgrades on three of the WWTP systems. Contract amount \$1.1M. Completion May 2019.
- **Orchard Knob Pump Station Improvements: City of Chattanooga, Chattanooga, TN** – Project Manager. This project consisted of new wet 31' diameter wet well to replace the existing structure and to install new influent and effluent lines made up of 42" DIP and manholes. Contract amount \$3.5M. Completion April 2019.
- **Design-Build: DDCWSA Sweetwater Creek Side Stream Filter Retrofit: Google, Douglasville, GA** – The project included the demolition of the existing sand filters, modifications to the concrete structures, piping modifications, installation and commissioning of new disc filters, installation of a new overhead crane for maintenance of the filters, electrical wiring, instrumentation and integration with the Douglasville-Douglas County Water and Sewer Authority (DDCWSA) SCADA network to provided more capacity and better quality of effluent to the owner. Completion February 2017.

NATE HUGHES | Site Engineer



Education:

Construction Management,
University of Florida

Training and Certifications:

OSHA 30
First Aid

Total Years Experience:

4

Joined Reynolds Construction: 2026

References: (list 2 - 3)

Lucas Saunders
Senior Project Manager
Eagle Construction of VA
10618 Patterson Ave.,
Henrico, VA 23238
(804) 801-4146

Allan Gladstone
Senior Project Manager
The Whiting Turner Contracting
Company
2 Knights Run Ave.,
Tampa, FL 33602
(941) 266-8028

Languages:

English

Summary of Qualifications

Mr. Hughes's background includes project coordination, subcontractor management, scheduling, project documentation, quality control, and jobsite safety compliance in fast-paced field environments. With experience in both field labor and project engineering roles, Nate brings a strong foundation in construction operations and a commitment to delivering quality results and supporting successful project execution.

Previous Experience

- **Mote Marine Laboratory and Aquarium: Mote Marine, Sarasota FL** – Field Engineer. Supported field operations on a large-scale aquarium project, enforcing OSHA safety protocols, coordinating subcontractor activities, and maintaining project schedules. Contract Amt: \$110M. Completed October 2025.
- **Greengate Luxury Townhomes: Eagle Construction of Virginia, Richmond, VA** – Project Engineer. Assisted Project Managers and Superintendents with scheduling, documentation, and day-to-day coordination on luxury residential townhome development. Contract Amt: \$30M. Completed 2023.
- **Foushee Mews Luxury Townhomes: Eagle Construction Of Virginia, Richmond, VA** – Project Engineer. Supported project coordination and developed tracking methods to improve jobsite progress transparency on a boutique luxury townhome project. Contract Amt: \$7M. Completed 2023.

ARMANDO EXPOSITO | Safety Coordinator



Training and Certifications:

OSHA 10 HR Construction
OSHA 30 HR Construction
OSHA 510 Construction
OSHA 500 Construction
CPR
First Aid
Florida Advance MOT
Certification

Total Years Experience:

31

Joined Reynolds Construction: 2019

References:

Alejandro Alvarez
(305) 967-5890

Orly Maldonado
(305) 610-0014

Hector Mejia
(786) 334-3492

Languages:

English, Spanish

Summary of Qualifications

Armando has more than 30 years of experience in the construction industry, including hands-on underground utility install, production, supervision and operations management experience. Armando has a proven ability to contribute to business success via management skills, safety training, productivity initiatives, safety incentives, cost control, reward plans and operational efficiency improvements. He is able to direct multiple teams, projects and locations simultaneously. Armando is truly a dedicated team player committed to performing all necessary tasks for the overall success of the company.

Project Experience

- **Summerland Lift Station Upgrades: Florida Keys Aqueduct Authority, Summerland Key, FL** – Safety. This project was a complete rehabilitation and lining of the FKAA lift station located on Summerland Key. This included bypassing of the lift station, replacement of all interior piping, pumps, and hardware and lining of the station. Contract amount \$483K. Completion May 2026.
- **Marathon Distribution Pump Station Ph 1: Florida Keys Aqueduct Authority, Marathon, FL** – Safety. This project is part of a 3-phase expansion to an existing water treatment facility. The scope of work includes the demolition of an existing .5 MGD tank and replacing it with two new elevated concrete structures. One structure is to hold a premanufactured pump station the other is to hold an owner supplied generator. Contract amount \$3.8M. Completion May 2026.
- **Peachtree City DB WWTF Improvements: Peachtree City Water & Sewage Authority, Peachtree, GA** – Safety. Improvements at Line Creek include new mechanical screening at the headworks and replacement of an existing Trojan UV system with a DeNora system. At Rockaway, a new disc filter will work in tandem with the existing filter and replacement of the UV system will improve operational flexibility. The design, permitting and construction activities will revolve around pre-selected equipment for each project location. This project is not intended to increase wastewater treatment capacity. Reynolds will self-perform, underground piping, concrete work and equipment installation. Contract amount \$5.5M. Completion February 2026.
- **South Cobb Filtration Rehab: Cobb County Water System, Austell, GA** – Safety. This project includes removing and replacing the filter media and porous plates in 7 sand filters. Reynolds will also be repairing the filter bridges and accessories associated with the bridges. Contract amount \$3.7M. Completion October 2025.

- **Key Largo Filtration: Key Largo Wastewater District, Key Largo, FL** – Safety. The Key Largo Wastewater Treatment District intends to install a third disc filtration unit to treat its effluent prior to disinfection and disposal. The facility currently has two disc filter units. The third unit will be added to increase throughput and to provide additional reliability. The work includes installation of the new disc filter, including foundation, platform and filtration unit. All associated work needed to provide a fully functional system, including installation of 18" and 20" ductile iron pipe, replacement of booster pump, elevated concrete platform, and electrical work. Contract amount \$2.2M. Completion October 2025.
- **WRF UV Contact Tank Rehab and Digester: City of Key Colony Beach, Key Colony Beach, FL** – Safety. The Project consists of: temporary tankage with associated components to allow bypassing of the City's existing UV Contact Tank (design, procurement, installation, and demolition/removal of system); existing UV Contact Tank removal; installation of 28,978 gallon welded stainless steel replacement UV Contact Tank with interior and exterior coatings; replacement of all existing control systems (ultrasonic level detector, transducers, floats, etc.); miscellaneous restoration; and other improvements. Contract Amount \$748K. Completion December 2025.
- **Key Largo Wastewater Treatment District Vacuum Stations Modifications: Key Largo Wastewater District, Key Largo, FL** – Safety. The District is performing capital upgrades of its vacuum pump stations to allow emergency operation using a trailer-mounted vacuum pump skid and control panel. Upgrades will take place at all 7 pumpstation locations. Contract amount \$2.7M. Completion July 2025.
- **Richard A Heyman Environmental Protection Facility: RAS & WAS Pump System Replacement: City of Key West, Key West, FL**– Safety. This project will include the removal and replacement of the pumps, valves, plumbing, and meters. As well as VFD's instrumentation, controls, and supports for the WAS and RAS system. Contract amount \$3.6M. Completion June 2025.
- **Kermit H Lewin RO: Florida Keys Aqueduct Authority, Key West, FL**– Safety. This project consists of the construction of an emergency standby electrical power generation facility consisting of two Tier 2 rated, high-speed emergency engine generators. Each generator will be furnished with an exhaust silencer, protected-type day tanks to be located in separate sprinkled rooms with remote pumps to supply fuel to the engine-generators. Contract amount \$8.1M. Completion December 2024.
- **Marathon WWTP Chemical System Upgrades: City of Marathon, Marathon, FL** – Safety Representative. Project included capital upgrades on chemical feed systems for the 5 wastewater treatment facilities located in the city. Systems include pumps and controls for feed of sodium hydroxide, alum, and sodium hypochlorite. Contract amount \$2.8M. Completion September 2024.
- **Walnut Creek Lift Station: Clayton County Water Authority, Hampton, GA** – Safety. Project included installation of new lift station, wetwell, screening structure, valve vault, electrical building, generator, piping, and mechanical equipment. Installation of concrete driveway, crush stoned areas, and demolition of existing station once new station was on-line. Contract amount \$2.7M. Completion March 2023.
- **Area 3, 4, & 5 WWTP Upgrades: City of Marathon, Marathon, FL** – Safety Representative. This project upgraded the city's wastewater treatment capacity. Marathon Area 3, Reynolds replaced an existing disc filter, modified existing screenings equipment, installed a new equalization basin, and replaced existing blowers. Marathon Area 4, Reynolds installed a new disc filter and rehabilitated the existing sand filters. Contract amount \$6.9M. Completion January 2022.
- **Big Coppitt Wastewater Treatment Plant Tertiary Filtration Improvements: Florida Keys Aqueduct Authority – Key West, FL** – Safety. This project included installation of 2 additional disk filters at the Big Coppitt Wastewater Treatment Plant that were furnished by FKAA. Two (2) membrane disk filters were installed which involved a coordinated shutdown that included the installation of 10" PVC pipe, flowmeters and chemical injection relocation. All electrical and Instrumentation and controls upgraded. Contract amount \$784,764. Completion June 2021.

JERMEY GIROD | Senior Superintendent



Training and Certifications:

Carpenter Journeyman
Millwright Accreditations
OSHA 40-Hour
HazMat Training
Scaffold Erection & Inspection
Erosion Control
First Aid, CPR and AED

Total Years Experience:
34

Joined Reynolds Construction:
2015*

References:

Don Hubble
Inspector, Carollo
(970) 412-2937

Scott Koons
Thienman Construction
(765) 730-4093

Steve Suggs, PE
Weiler Engineering
(941) 323-1787

Language:
English

*Date provided is indicative of the year the employee either joined Reynolds Construction, or one of the former companies in the Reynolds history (Reynolds, Inc. or Layne Heavy Civil, Inc.).

Summary of Qualifications

Mr. Girod joined Reynolds Construction in 2015 and has 34 years of experience in the construction industry. He has served as superintendent for the last 16 years, acting as foreman previously. His extensive experience includes concrete, underground piping and mechanical work, welding, and sheet metal.

Project Experience

- **Summerland Lift Station Upgrades: Florida Keys Aqueduct Authority, Summerland Key, FL** – Superintendent. This project was a complete rehabilitation and lining of the FCAA lift station located on Summerland Key. This included bypassing of the lift station, replacement of all interior piping, pumps, and hardware and lining of the station. Contract amount \$483K. Completion May 2026.
- **Marathon Distribution Pump Station Ph 1: Florida Keys Aqueduct Authority, Marathon, FL** – Superintendent. This project is part of a 3-phase expansion to an existing water treatment facility. The scope of work includes the demolition of an existing .5 MGD tank and replacing it with two new elevated concrete structures. One structure is to hold a premanufactured pump station the other is to hold an owner supplied generator. Contract amount \$3.8M. Completion May 2026.
- **Key Largo Filtration: Key Largo Wastewater District, Key Largo, FL**– Superintendent. The Key Largo Wastewater Treatment District intends to install a third disc filtration unit to treat its effluent prior to disinfection and disposal. The facility currently has two disc filter units. The third unit will be added to increase throughput and to provide additional reliability. The work includes installation of the new disc filter, including foundation, platform and filtration unit. All associated work needed to provide a fully functional system, including installation of 18" and 20" ductile iron pipe, replacement of booster pump, elevated concrete platform, and electrical work. Contract amount \$2.2M. Completion October 2025.
- **WRF UV Contact Tank Rehab and Digester: City of Key Colony Beach, Key Colony Beach, FL** – Superintendent, QA/QC. The Project consists of: temporary tankage with associated components to allow bypassing of the City's existing UV Contact Tank (design, procurement, installation, and demolition/removal of system); existing UV Contact Tank removal; installation of 28,978 gallon welded stainless steel replacement UV Contact Tank with interior and exterior coatings; replacement of all existing control systems (ultrasonic level detector, transducers, floats, etc.); miscellaneous restoration; and other improvements. Contract Amount \$748K. Completion December 2025.

- **Key Largo Wastewater Treatment District Vacuum Stations Modifications:** Key Largo Wastewater District, Key Largo, FL– Superintendent, QA/QC. The District is performing capital upgrades of its vacuum pump stations to allow emergency operation using a trailer-mounted vacuum pump skid and control panel. Upgrades will take place at all 7 pump station locations. Contract amount \$2.7M. Completion July 2025.
- **Richard A Heyman Environmental Protection Facility: RAS & WAS Pump System Replacement:** City of Key West, Key West, FL– Assistant Superintendent. This project will include the removal and replacement of the pumps, valves, plumbing, and meters. As well as, VFD's instrumentation, controls, and supports for the WAS and RAS system. Contract amount \$3.6M. Completion June 2025.
- **Kermit H Lewin RO:** Florida Keys Aqueduct Authority, Key West, FL– Superintendent. This project consists of the construction of an emergency standby electrical power generation facility consisting of two Tier 2 rated, high-speed emergency engine generators. Each generator will be furnished with an exhaust silencer, protected-type day tanks to be located in separate sprinkled rooms with remote pumps to supply fuel to the engine-generators. Contract amount \$8.1M. Completion December 2024.
- **Sigsbee Master Lift Station:** Florida Keys Aqueduct Authority, Dredger's Key, Key West, FL – Superintendent. This project included replacing the existing wastewater master lift station. The facility consists of several force mains, an existing pump station, and wet well. Contract amount \$2.7M. Completion July 2023.
- **Walnut Creek Lift Station:** Clayton County Water Authority, Hampton, GA – Superintendent. Project included installation of new lift station, wetwell, screening structure, valve vault, electrical building, generator, piping, and mechanical equipment. Installation of concrete driveway, crush stoned areas, and demolition of existing station once new station was on-line. Contract amount \$2.7M. Completion March 2023.
- **Area 3, 4, & 5 WWTP Upgrades:** City of Marathon, Marathon, FL – Superintendent. This project upgraded the city's wastewater treating capacity. Area 3: Reynolds replaced an existing membrane disc filter, modified existing screenings equipment, installed a new equalization basin, and replaced existing blowers. Area 4: Reynolds installed a new membrane disc filter and rehabilitated the existing sand filters. Area 5: upgraded the MBR system, installed a new screening system with free standing elevated steel platform, along with multiple pump and piping upgrades Contract amount \$9M. Completion January 2022.
- **Marathon Pretreatment:** City of Marathon, Marathon, FL– Superintendent. This project consisted of construction of concrete structural columns with an elevated deck, the installation of SS blower piping, the installation of ozone generators with blowers. Additionally, it included the power and control wiring. Contract amount \$389K. Completion July 2019
- **Key Largo WWTP:** Key Largo Wastewater District, Key Largo, FL – Superintendent. Capital upgrades on three of the WWTP systems. Contract amount \$1.1M. Completion May 2019.
- **Metro Par 1085:** Metro Wastewater Reclamation District, Denver, CO – Superintendent. In order to obtain access to the transmission water main, the project was designed with a combination of Horizontal Directional Drill (HDD) and Open Cut pipeline. The HDD consisted of installing 635 LF of 16" Steel Casing in which a 10" Fusible PVC potable Waterline was installed. The remainder of the project included installation of 1,300 LF of Restrained Joint Ductile Iron Pipe that was constructed through a portion of Denver Water Reclamation facility and public roadways. The Project included a Pressure Reducing Valve Vault, Metering Vault, Backflow Prevention Facility, Electrical and SCADA Communication lines. Contract amount \$1.9M. Completion May 2016.

JACOB LONG | Field Superintendent



Education:

AA, Liberal Arts, Itawamba
Community College

Presently Pursuing BS in
Construction Management,
University of Southern Mississippi

Training and Certifications:

Purdue Site Supervision Training
OSHA 30 Certified
First Aid & CPR Certified
Erosion Control Blue card holder

Total Years Experience:

10

Joined Reynolds Construction:
2019

References:

Sam Aultman, Inspector
Mt. Pleasant Waterworks
1619 Rifle Range Rd, Mt.
Pleasant, SC 29464
(843) 884-9626
saultman@mpwonline.com

Christina Lopez, Recruiting
Coordinator
Garney Construction
370 E Crown Point Rd,
Winter Garden, FL 34787
(407) 947-5001
Clopez@Garney.com

Summary of Qualifications

Dedicated Field Engineer motivated to maintain safety and contribute to company success. Experience laying Ductile Iron and PVC pipe from 4" to 42", and leading crews rehabbing pump stations. Proven ability to communicate work to workers and exceed job completion deadlines.

Project Experience

- **Key Largo Filtration: Key Largo Wastewater District, Key Largo, FL– Superintendent/ QA/QC.** The Key Largo Wastewater Treatment District intends to install a third disc filtration unit to treat its effluent prior to disinfection and disposal. The facility currently has two disc filter units. The third unit will be added to increase throughput and to provide additional reliability. The work includes installation of the new disc filter, including foundation, platform and filtration unit. All associated work needed to provide a fully functional system, including installation of 18" and 20" ductile iron pipe, replacement of booster pump, elevated concrete platform, and electrical work. Contract amount \$2.2M. Completion October 2025.
- **Key Largo Wastewater Treatment District Vacuum Stations Modifications: Key Largo Wastewater District, Key Largo, FL– Assistant Superintendent.** The District is performing capital upgrades of its vacuum pump stations to allow emergency operation using a trailer-mounted vacuum pump skid and control panel. Upgrades will take place at all 7 pump station locations. Contract amount \$2.7M. Completion July 2025.
- **Richard A Heyman Environmental Protection Facility: RAS & WAS Pump System Replacement: City of Key West, Key West, FL– Superintendent.** This project will include the removal and replacement of the pumps, valves, plumbing, and meters. As well as, VFD's instrumentation, controls, and supports for the WAS and RAS system. Contract amount \$3.6M. Completion June 2025.
- **Marathon, Area 7: City of Marathon, Marathon, FL– Superintendent.** The construction of this project consists of upgrades to the filters and static screen at the Area 7 WWTP. The upgrades include the installation of two-disc filters and a metal platform. Modification to the existing headworks platform as well as the purchase and installation of a new static screen will occur. Contract amount \$1.2M. Completion December 2024.
- **Marathon WWTP Chemical System Upgrades: City of Marathon, Marathon, FL – Superintendent.** Project included capital upgrades on chemical feed systems for the 5 wastewater treatment facilities located in the city. Systems include pumps and controls for feed of sodium hydroxide, alum, sodium hypochlorite. Contract amount \$2.8M. Completion September 2024.

- **Sigsbee Master Lift Station:** Florida Keys Aqueduct Authority, Dredger's Key, Key West, FL – Assistant Superintendent. This project included replacing the existing wastewater master lift station. The facility consists of several force mains, an existing pump station, and wet well. Contract amount \$2.7M. Completion July 2023.
- **NAS Key West Boca Chica Field- West Fire Pumping Station:** Florida Keys Aqueduct Authority, Key West, FL – Assistant Superintendent. The project consisted of replacing three fire pumps and motors, associated fuel systems, water piping and non-operable storage tank valves at the West fire pumping stations at NAS Key West Boca Chica Field for the U.S. Navy, which is owned and operated by FKAA. Contract amount \$1.1M. Completion February 2023.
- **Big Coppitt WWTP Tertiary Filtration Improvements:** Florida Keys Aqueduct Authority, Key West, FL – Superintendent. This project included installation of 2 additional disk filters at the Big Coppitt Wastewater Treatment Plant that were furnished by FKAA. Two (2) membrane disk filters were installed which involved a coordinated shutdown that included the installation of 10" PVC pipe, flowmeters and chemical injection relocation. All electrical and Instrumentation and controls upgraded. Contract amount \$784,764. Completion June 2021
- **Marathon Air WWTP:** City of Marathon, Marathon, FL – Assistant Superintendent. Assisted in a collaborative design effort with City staff for retrofitting UG air piping to an above grade systems at 3 remote areas. Performed design duties, layout, installation, tie-in and demolition. Contract amount \$360,299. Completion April 2020
- **Key Largo Steel Storage Building:** KLWWTD, Key Largo, FL – Field Engineer. Monitored subcontractor for quality of work. Project included installation of a steel storage building at the City's WWTP. Contract amount \$219,833. Completion April 2020.
- **Key Colony Beach:** City of Key Colony Beach, FL – Field/Project Engineer. Project consisted of demolition of the existing pre-engineered metal building, furnishing and installing a UV replacement system. Contract amount \$348,967. Completion February 2020.

Previous Project Experience

- **MPWW Plant Expansion:** MPWW, Mt. Pleasant, SC – Field Engineer with Garney Construction. Robotic Total Station surveying for building layout and control points. As-builds using total station. Worked with crew on forming and pouring slabs with reinforcing, embeds, box-outs and water stop. Inspecting Rebar placement for quality control. Contract amount \$70M. Completion April 2021.
- **MPWW Pump Station Rehabilitation:** MPWW, Mt. Pleasant, SC – Field Engineer with Garney Construction. Lead crew in rehabbing and installing new pump stations. Layout and grade for new asphalt driveways to pump stations. Handled renting equipment needed for task. Contract amount \$3.5M. Completion May 2019.

**Training and Certifications:**

Skid Steer Safety
Biological Hazards
First Aid/CPR/AED

Total Years Experience:

29

Joined Reynolds Construction:

2026

References: (list 2 - 3)

Charlie Whippo

Owner,
Whippo Co, Inc.
2800 Worth Ave.
Englewood, FL 33043
(941) 468-3100

Dan Saus

City of Marathon
9805 Overseas Hwy.
Marathon, FL 33050
O: (305) 743-0033
C: (305) 289-5009
Sausd@ci.marathon.fl.us

Languages:

English

Summary of Qualifications

With nearly 30 years of experience in heavy civil and utility construction, Mr. Whippo has successfully managed and supervised the installation of water, wastewater, and site infrastructure projects throughout Florida and the Florida Keys. His experience includes water main extensions, force mains, gravity sewers, lift stations, directional drilling, storm drainage systems, roadway improvements, retention ponds, water treatment facilities, and wastewater treatment facility upgrades. Since 2004, he has played a key role in the construction of wastewater collection and conveyance systems throughout the Florida Keys, including air-vac systems, lift stations, gravity sewers, and force mains. As a Foreman with Reynolds Construction, Casey provides field leadership, coordination, and oversight on complex water and wastewater infrastructure projects, ensuring safe, efficient, and high-quality project execution.

Project Experience

- **Marathon Distribution Pump Station Ph 1: Florida Keys Aqueduct Authority, Marathon, FL** – Foreman. This project is part of a 3-phase expansion to an existing water treatment facility. The scope of work includes the demolition of an existing .5 MGD tank and replacing it with two new elevated concrete structures. One structure is to hold a premanufactured pump station the other is to hold an owner supplied generator. Contract amount \$3.8M. Completion May 2026.
- **WRF UV Contact Tank Rehab and Digester: City of Key Colony Beach, Key Colony Beach, FL** – Foreman. The Project consists of: temporary tankage with associated components to allow bypassing of the City's existing UV Contact Tank (design, procurement, installation, and demolition/removal of system); existing UV Contact Tank removal; installation of 28,978 gallon welded stainless steel replacement UV Contact Tank with interior and exterior coatings; replacement of all existing control systems (ultrasonic level detector, transducers, floats, etc.); miscellaneous restoration; and other improvements. Contract Amount \$748K. December 2025.
- **Key Largo Filtration: Key Largo Wastewater District, Key Largo, FL** – Foreman. The Key Largo Wastewater Treatment District intends to install a third disc filtration unit to treat its effluent prior to disinfection and disposal. The facility currently has two disc filter units. The third unit will be added to increase throughput and to provide additional reliability. The work includes installation of the new disc filter, including foundation, platform and filtration unit. All associated work needed to provide a fully functional system, including installation of 18" and 20" ductile iron pipe, replacement of booster pump, elevated concrete platform, and electrical work. Contract amount \$2.2M. Completion October 2025.

QUENTIN CONYERS | Pipe Foreman



Education:

BA, Recording Arts, Full Sail University

Training and Certifications:

OSHA 10 hours

Purdue Construction Site Supervision

Total Years Experience:

22

Joined Reynolds Construction:

2017

References:

Casey Whippo
City of Marathon
Director of Operations
(941) 468-5121

Rudy Perez
Key Largo Wastewater Treatment District
(305) 407-4715

Beau Sponseller
Key Largo Wastewater Treatment District
(786) 283-1049

Lance Buchanan
Cobb County
lbuchanan@ccmwa.org

Summary of Qualifications

Mr. Conyers has worked in the industry for 20+ years. During this time, he has learned how to manage job sites, scheduling, and ensuring all safety measures are being implemented. Mr. Conyers is enthusiastic about his work and will make a great addition to any project.

Project Experience

- **Summerland Lift Station Upgrades: Florida Keys Aqueduct Authority, Summerland Key, FL – Foreman.** This project was a complete rehabilitation and lining of the FKAA lift station located on Summerland Key. This included bypassing of the lift station, replacement of all interior piping, pumps, and hardware and lining of the station. Contract amount \$483K. Completion May 2026.
- **Marathon Distribution Pump Station Ph 1: Florida Keys Aqueduct Authority, Marathon, FL – Foreman.** This project is part of a 3-phase expansion to an existing water treatment facility. The scope of work includes the demolition of an existing .5 MGD tank and replacing it with two new elevated concrete structures. One structure is to hold a premanufactured pump station the other is to hold an owner supplied generator. Contract amount \$3.8M. Completion May 2026.
- **Key Largo Filtration: Key Largo Wastewater District, Key Largo, FL– Foreman.** The Key Largo Wastewater Treatment District intends to install a third disc filtration unit to treat its effluent prior to disinfection and disposal. The facility currently has two disc filter units. The third unit will be added to increase throughput and to provide additional reliability. The work includes installation of the new disc filter, including foundation, platform and filtration unit. All associated work needed to provide a fully functional system, including installation of 18" and 20" ductile iron pipe, replacement of booster pump, elevated concrete platform, and electrical work. Contract amount \$2.2M. Completion October 2025.
- **WRF UV Contact Tank Rehab and Digester: City of Key Colony Beach, Key Colony Beach, FL – Foreman.** The Project consists of: temporary tankage with associated components to allow bypassing of the City's existing UV Contact Tank (design, procurement, installation, and demolition/removal of system); existing UV Contact Tank removal; installation of 28,978 gallon welded stainless steel replacement UV Contact Tank with interior and exterior coatings; replacement of all existing control systems (ultrasonic level detector, transducers, floats, etc.); miscellaneous restoration; and other improvements. Contract Amount \$748K. Completion December 2025.

- **Key Largo Wastewater Treatment District Vacuum Stations Modifications: Key Largo Wastewater District, Key Largo, FL** – Foreman. The District is performing capital upgrades of its vacuum pump stations to allow emergency operation using a trailer-mounted vacuum pump skid and control panel. Upgrades will take place at all 7 pump station locations. Contract amount \$2.7M. Completion July 2025.
- **James E Quarles WTP Valve & Actuator Replacement: Cobb County-Marietta Water, Marietta, GA** – Superintendent. Reynolds was contracted to repair and replace the existing valves for the sand filters in the treatment plant, as they would not fully seal. This project included the removal of 34 electric actuators and the installation of 112 valve and actuator assemblies, as well as the installation of 5 actuators on the raw water pumps control valves. Replacement of 10 electric actuators and demolition of concrete to install grating around the bonnets of the influent valves on filters was also necessary to this project. Contract amount \$3.8M. Completion October 2024.
- **Sigsbee Master Lift Station: Florida Keys Aqueduct Authority, Dredger's Key, Key West, FL** – Foreman. This project included replacing the existing wastewater master lift station. The facility consists of several force mains, an existing pump station, and wet well. Contract amount \$2.7M. Completion July 2023.
- **WJ Hooper Clayton County: Clayton County Water Authority, Stockbridge, GA** – Foreman. The project consisted of the following major items: Construction of a new sludge thickener and pump vault, Demolition, modifications and installation of new sludge collection equipment and pumps, Modifications to existing sludge loading facility including new conveyor system and truck scale, Replacement of equipment in two existing sludge thickeners, New underground electrical network with modifications to the SCADA system, Installation of new underground piping and valves and modifications to existing valves. Contract amount \$7.6M. Completion March 2023.
- **Walnut Creek Lift Station: Clayton County Water Authority, Hampton, GA** – Foreman. Project included installation of new lift station, wetwell, screening structure, valve vault, electrical building, generator, piping, and mechanical equipment. Installation of concrete driveway, crush stoned areas, and demolition of existing station once new station was on-line. Contract amount \$2.7M. Completion March 2023.
- **Area 4 Upgrades: City of Marathon, Marathon, FL** – Foreman. Project included installation of a concrete slab, concrete stairs, and a new monorail system at Marathon Area 4 WWTP. Contract amount \$1.6M. Completion January 2023.
- **Cobb James E Quarles Dewater Liquid Lime System Improvements: Cobb County Marietta Water Authority, Marietta, GA** – Foreman. This project consisted of demolition of the existing slaked lime system, installation of new liquid lime system in outside concrete containment including tanks, pumps, piping, and valves. New liquid lime feed pump skid inside existing building. New sludge condition tank inside existing building. Integration of all new systems into existing SCADA system. Installation of a temporary Liquid lime storage and feed system maintaining continuous operation until new system is online. All work was performed with continuous plant operations of the lime system with no incidents. Contract amount \$2.3M. Completion January 2022.

Islamorada, Village of Islands, Florida

June 17, 2026



 joshua.vondersaar@reynoldscon.com

 317-832-5987

REYNOLDS





JOSHUA VONDERSAAR,
VICE PRESIDENT

✉ joshua.vondersaar@reynoldscon.com

🌐 www.reynoldscon.com

☎ 317-832-5987

REYNOLDS





Northern Plantation Key Booster Pump Station Upgrade Project RFP 26-05

Bid Submission by Charley Toppino & Sons, Inc
Andrew Toppino, Estimator
305-296-5606
Atoppino@charleytoppino.com

129 Toppino Industrial Drive, Key West, FL 33040
www.charleytoppinoandsons.com

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Cover Letter

June 17, 2026

Islamorada, Village of Islands
86800 Overseas Highway
Islamorada, FL 33036

RE: Cover Letter for RFP 26-05

Members of the Selection Committee,

Charley Toppino & Sons, Inc (CTS) is pleased to submit our qualification package for your review and consideration on this contract. We have successfully completed thousands of projects in the Florida Keys over the course of the past 100+ years. CTS is the go-to utilities contractor for commercial and municipal jobs alike within Monroe County. No other local contractor has the manpower, equipment, and institutional knowledge that we have acquired. There are no other construction companies on this planet that have more experience delivering complex infrastructure projects in the Florida Keys than we do, and we are extremely proud of that fact.

Currently, CTS has three active projects with great similarities to the Northern Plantation Key Booster Pump Station including construction of a 5-million-gallon tank and pump house on Crawl Key for FCAA (\$13,654,500), a 500,000 gallon wastewater equalization tank and pump equipment on Big Coppitt for FCAA (\$7,812,351), and Pump Station F Improvements, involving by-pass pumping and grinder pump installation for the City of Key West (\$1,183,354). More information on these projects is listed on the Similar Projects page and Major Projects listing.

Background- CTS was founded in the 1910s in Central Florida by Charley Toppino, and moved operations to Keys in the 1930s. In the 1960s, CTS participated in the construction of the Pan-American highway, completing a 202 mile-stretch of road in Costa Rica. Over the last 30 years, CTS has specialized in underground utilities, pump stations, and heavy civil contracting.

Our project team is looking forward to instilling in you that same level of confidence during your review of this qualification package. We truly understand the importance of safe construction practices and competency during the construction of critical underground utilities and infrastructure that our community relies on daily.



Cover Letter

The below team members are authorized to make representations for our company regarding this qualification package.

Michael Labrada
Project Administrator
305-296-5606
mlabrada@charleytoppino.com

Jason Pfahl
Estimator
305-296-5606
jason@charleytoppino.com

We appreciate the opportunity to participate in this process and hope to have the opportunity to showcase our abilities. Please feel free to contact me directly at 305-797-5839 or atoppino@charleytoppino.com.

Sincerely,

Andrew Toppino

Andrew Toppino
Vice President
Charley Toppino & Sons, Inc.

2. Project Approach

Project Understanding

Our team understands that the Northern Plantation Key Booster Pump Station Upgrade Project involves the conversion of the existing North Plantation Key Wastewater Transfer Station into a fully operational in-line wastewater booster station serving the Village's wastewater transmission system. The Project includes demolition of existing facilities; construction of a new booster station structure; installation of new mechanical, electrical, instrumentation, and control systems; generator replacement; temporary bypass pumping; permitting; testing; and complete system commissioning. The Project also includes installation of a new septage receiving pump system, replacement of the existing emergency power system, electrical upgrades, temporary bypass pumping, coordination with the Key Largo Wastewater Treatment District (KLWTD), and full system startup and FDEP certification. The Village's wastewater collection system conveys flows approximately 10.5 miles north to the Key Largo Wastewater Treatment District for treatment. Maintaining uninterrupted service throughout construction is therefore critical to public health and environmental compliance.

Our approach prioritizes:

- Continuous wastewater operations;
- Early procurement of critical equipment;
- Careful sequencing of demolition and construction activities;
- Comprehensive quality assurance and safety management;
- Proactive communication with Village representatives

Construction Methodology

The Project will be executed through six overlapping phases designed to minimize operational disruptions while maximizing construction efficiency.

Phase 1 – Preconstruction and Mobilization

Immediately upon receipt of the Notice to Proceed, our team will initiate a comprehensive preconstruction effort focused on planning, permitting, and procurement.

Activities include:

Contract document review;

Field verification of existing conditions;

Utility coordination;

Preparation of project-specific safety plans;

Development of the baseline CPM schedule;

Identification of long-lead procurement items;

Coordination meetings with Village staff regarding shutdown limitations and bypass requirements.

This early planning effort establishes the framework necessary to safely execute construction activities while maintaining system reliability.

2. Project Approach

Phase 2 – Procurement Strategy

Because major process equipment often drives the critical path, procurement activities will commence immediately following Notice to Proceed.

Long-lead items anticipated to require expedited procurement include:

Booster pumps and motors;

Variable frequency drives;

Motor control centers;

Standby generator equipment;

Automatic transfer switches;

Instrumentation and SCADA hardware;

HVAC systems;

Specialty valves and process equipment.

Submittals for these components will receive priority review. Equipment tracking logs will be maintained and reviewed weekly to ensure procurement milestones remain aligned with the project schedule.

This procurement strategy reduces schedule risk and provides flexibility to address unforeseen manufacturing delays.

Phase 3 – Construction of New Booster Station Facilities

Construction activities will be sequenced to allow the existing transfer station to remain operational throughout the majority of the project duration. Site preparation activities will include erosion control measures, utility locating, survey layout, and establishment of construction staging areas.

Civil and structural work will proceed with excavation, foundation construction, installation of auger cast piles, reinforced concrete structures, underground utility installations, and construction of the new booster station building. Mechanical and electrical rough-in activities will be coordinated concurrently to maximize efficiency and reduce schedule impacts.

Mechanical installation activities will include installation of new variable speed booster pumps, process piping, valves, appurtenances, and the septage receiving pump system. Electrical activities will include installation of switchgear, motor control equipment, emergency power systems, conduits, wiring, lighting systems, and associated controls. Instrumentation and SCADA integration will be performed in close coordination with Village operations personnel to ensure compatibility with existing systems.

2. Project Approach

Phase 4 – Operational Coordination and Bypass Planning

The Contractor recognizes that maintaining uninterrupted wastewater transfer operations is one of the most critical requirements of this Project. All work affecting active infrastructure will be carefully planned and coordinated with the Village and KLWTD.

The existing transfer pump station will remain in service throughout construction of the new booster station. Shutdown activities will be minimized and scheduled during periods of reduced flow whenever possible. The Contractor will not permit the existing station to remain out of service for periods exceeding six (6) hours without prior approval from the Engineer and submission of a detailed bypass pumping plan.

Should temporary bypass pumping become necessary, the Contractor will provide all pumps, piping, controls, backup equipment, monitoring personnel, and contingency measures necessary to maintain continuous wastewater conveyance. Bypass operations will be tested prior to implementation, and emergency response procedures will be established to address unforeseen conditions.

Phase 5 – Startup, Testing, and Commissioning

Commissioning activities will be integrated into the construction process rather than deferred until the conclusion of physical construction. Equipment startup procedures, calibration activities, and preliminary testing will be completed as systems become available.

Comprehensive commissioning efforts will include functional testing of mechanical systems, electrical acceptance testing, instrumentation verification, SCADA integration, emergency generator testing, wet testing of pumping systems, and operational demonstrations witnessed by Village representatives.

The Contractor will coordinate closely with KLWTD and the Village throughout the startup process to ensure that the new booster station functions as intended and satisfies all operational requirements. Following successful completion of testing activities, the Contractor will support the Owner in obtaining FDEP Place into Operation approval.

2. Project Approach

Phase 6 – Transition of Operations and Demolition

Upon completion of startup activities, FDEP certification, and successful transition of wastewater flows to the new booster station, demolition of the existing transfer station facilities will commence.

This sequencing approach is consistent with the Owner's stated requirement that demolition activities occur only after the new in-line booster station has been fully constructed, tested, placed into service, and approved for operation.

Demolition activities will include removal of designated structures, equipment, piping, and appurtenances identified within the contract documents. Salvage items identified by the Village will be protected and turned over to the Owner. All remaining materials will be removed from the site and disposed of in accordance with applicable regulations. Following demolition activities, the Contractor will complete site restoration, grading, paving, landscaping, and final cleanup activities to restore all disturbed areas to conditions equal to or better than those existing prior to construction.

Quality Assurance and Safety

Construction quality and worker safety are integral components of our project delivery process.

Quality control measures include:

- Preparatory meetings for definable features of work;

- Inspection and testing plans;

- Material verification procedures;

- Deficiency tracking and corrective actions;

- Commissioning documentation.

Safety measures include:

- Site-specific safety planning;

- Daily job hazard analyses;

- Utility coordination procedures;

- Lockout/tagout implementation;

- Excavation safety practices;

- Confined space entry protocols;

Our objective is to deliver a fully operational facility with zero lost-time incidents and complete compliance with contract requirements

2. Project Approach - Schedule



Northern Plantation Key Booster Pump Station Upgrade Project

ID	Activity	Duration (Days)	Finish Day
1	Notice to Proceed / Project Kickoff	5	5
2	Mobilization, Site Setup and Survey Layout	15	20
3	CPM Schedule Development and Project Controls	10	20
4	Permitting and Agency Coordination	30	35
5	Long-Lead Equipment Submittals and Reviews	45	60
6	Procurement of Pumps, Generator, MCCs and SCADA Equipment	120	180
7	Erosion Control, Clearing and Site Preparation	10	30
8	Excavation, Earthwork and Utility Verification	15	45
9	Auger Cast Piles and Structural Foundations	35	80
10	Underground Utilities and Yard Piping	25	105
11	Booster Station Building Construction	50	155
12	Generator Pad and Site Electrical Infrastructure	15	170
13	Booster Pumps and Septage Receiving System Installation	25	205
14	Mechanical Piping, Valves and Appurtenances	25	230
15	Electrical Equipment Installation	25	255
16	HVAC, Instrumentation and Controls Installation	25	280
17	SCADA Programming and System Integration	15	295
18	FKEC Coordination and Electrical Switchover	10	305
19	Temporary Bypass Planning and Shutdown Coordination	5	310
20	Startup and Pre-Functional Testing	15	325
21	Functional Performance Testing and Wet Testing	20	345
22	KLWTD Coordination and FDEP Place into Operation Approval	25	370
23	Transition to New Booster Station Operations	5	375
24	Demolition of Existing Transfer Station and Site Restoration	15	390
25	Punch List, Training, Record Drawings and Final Closeout	60	450

2. Project Approach - Schedule

Key Milestones

Milestone	Contract Day
Notice to Proceed	Day 0
Mobilization Complete	Day 20
Permits Obtained	Day 35
Long-Lead Equipment Released	Day 60
Foundations Complete	Day 80
Booster Station Building Complete	Day 155
Major Mechanical/Electrical Installation Complete	Day 280
SCADA Integration Complete	Day 295
Startup and Wet Testing Complete	Day 345
FDEP Place into Operation Approval	Day 370
New Booster Station Operational	Day 375
Existing Station Demolition Complete	Day 390
Substantial Completion	Day 390
Final Completion	Day 450

Critical Path

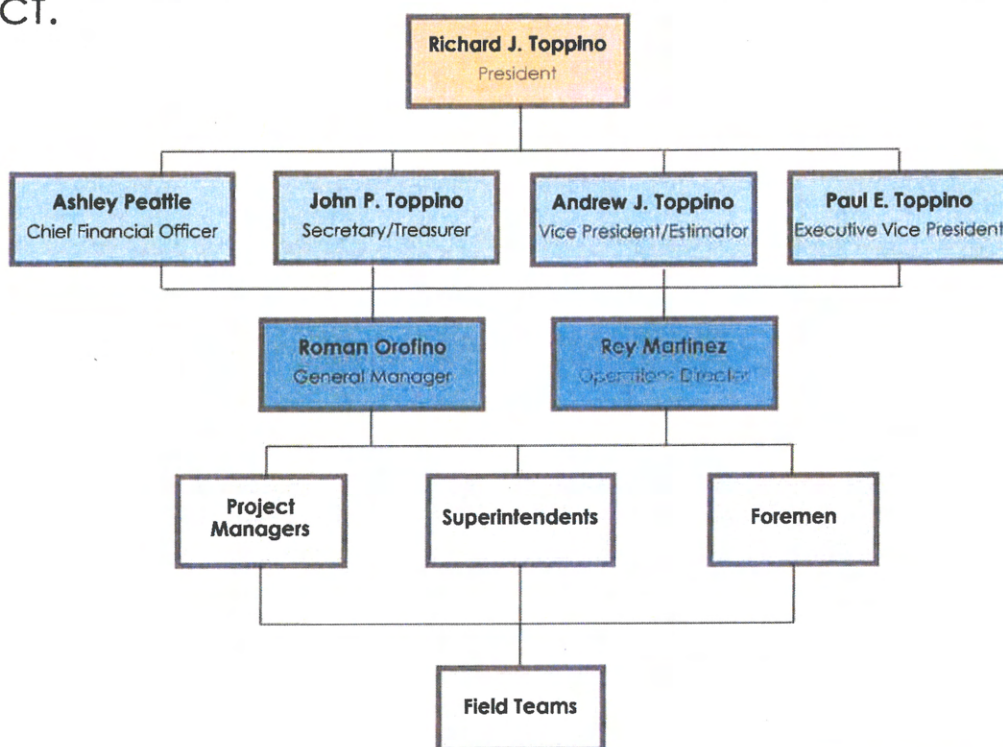
Notice to Proceed → Submittals → Long-Lead Procurement → Foundations → Booster Station Construction → Mechanical/Electrical Installation → SCADA Integration → Startup and Wet Testing → FDEP Approval → Transition to New Operations → Demolition → Substantial Completion

Schedule Assumptions

- The existing NPK Transfer Station will remain operational throughout construction. No outage exceeding six (6) hours will occur without Engineer approval and an approved bypass pumping plan.
- Demolition of the existing transfer station will not commence until the new booster station has successfully completed testing, received FDEP Place into Operation approval, and has been placed into service.
- Long-lead equipment procurement will begin immediately following Notice to Proceed.
- Mechanical, electrical, instrumentation, and commissioning activities will be overlapped where feasible to support the accelerated contract duration.
- The Project Team will maintain progress through weekly schedule updates, three-week look-ahead schedules, and proactive procurement tracking to achieve Substantial Completion within 390 calendar days and Final Completion within 450 calendar days.

3. Staff

Charley Toppino & Sons, Inc employs 130 personnel, approximately 21 of which will be assigned to this project.





RICHARD J. TOPPINO

President

EDUCATION

Tallahassee Community College
1979 – 1980

Miami Dade Community College
1980 – 1981

University of Miami
1981 – 1984

EMPLOYMENT HISTORY

Charley Toppino and Sons, Inc.
President
2017 – Present

Monroe Concrete Products, Inc.
Plant Operator, Director
1996 – Present

Rockland Recycling Center, Inc.
Director
2000 – Present

WORK EXPERIENCE

Stock Island, Monroe County, FL – Roadway & Drainage Improvements:
Drainage, Underground Utilities, Grading, Concrete Curb,
Roadway Signage, Flexible Paving 2017-2018

City of Key West, Truman Waterfront Park
Scope: Project consisted of the complete construction of a 400,000 SF recreational park at the bottom of Key West including drainage, utilities, earthwork, concrete flatwork, gym equipment, playground equipment, restrooms, and landscaping.

Ohio Key, Monroe County, FL – Bahia Honda Bridge R&R:
Intermediate Bridges, Bridge R&R, Guardrail, Bridge Painting,
Pavement Markings and Roadway Signage, Concrete Curbs &
Sidewalks 2009-2010

CONTACT

PHONE:
305-296-5606 ext. 117

WEBSITE:
www.charleytoppinoandsons.com

EMAIL:
RToppino@charleytoppino.com



ANDREW J. TOPPINO

Vice President/Estimator

EDUCATION

University of Florida, Gainesville, FL
2009 - 2012

Santa Fe Community College, Gainesville, FL
2007 - 2009

EMPLOYMENT HISTORY

Charley Toppino & Sons Inc.
Vice President/Senior Estimator
2013 - Present

Monroe Concrete Products
Quality Control Manager
2012 - Present

WORK EXPERIENCE

Sugarloaf Wastewater System, Florida Keys Aqueduct Authority
Scope: Project included the installation of over 22,000 LF of sewer pipe, as well as over 8,000 LF of water lines. Position: Senior Estimator

Stock Island Marina Village, Luxury Marina Complex
Scope: Project included the construction of a marina complex and associated infrastructure. Position: Senior Estimator

FDOT T6352 Summerland Key
Scope: Project consisted of the installation of over 3,000 linear feet of drainage systems, 1,200 tons of asphalt paving on US1 and concrete flatwork. Position: Senior Estimator

City of Key West, Truman Waterfront Park
Scope: Project consisted of the complete construction of a 400,000 SF recreational park at the bottom of Key West including drainage, utilities, earthwork, concrete flatwork, gym equipment, playground equipment, restrooms, and landscaping.
Position: Senior Estimator

CONTACT

PHONE:
305-296-5606 ext. 133

WEBSITE:
www.charleytoppinoandsons.com

EMAIL:
AToppino@charleytoppino.com



JOHN TOPPINO

Treasurer

EDUCATION

Rollins College
Bachelor Degree In Art History
1997 - 2002

EMPLOYMENT HISTORY

Charley Toppino & Sons, Inc.
Treasurer/Superintendent
2007 - Present

Premier Sotheby's International Realty
Real Estate Agent
2002 - 2008

WORK EXPERIENCE

Key Haven Utility Improvements, Florida Keys Aqueduct Authority
Key Haven, FL, Monroe County
Underground Utilities, Drainage, Lateral Connections, Flexible Paving,
Concrete flatwork.

Florida Keys Aqueduct Authority Wastewater Collection System
Lower Keys, FL Monroe County
Construct 34,000+ LF of new sanitary sewer, 1500+ new service laterals,
develop and installed 10 Lift Stations, 2500+ LF of force main & services,
full asphalt replacement.

Gerald Adams School Demolition & Sitework - Ajax Building Corp,
Key West, FL
Demolition, Debris Removal, Sitework, Drainage, Underground Utilities,
Aggregate, Placement, Grading, Temporary Fencing

CONTACT

305-296-5606 ext. 120

WEBSITE:
www.charleytoppinoandsons.com

EMAIL:
JToppino@charleytoppino.com





ASHLEY PEATTIE

Chief Financial Officer

EDUCATION

Nova Southeastern University

2010

Master of Taxation

Graduated with Honors

Lynn University

2004

Bachelor of Science in Accounting

Graduated with Honors- Cum Laude

EMPLOYMENT HISTORY

Charley Toppino & Sons, Inc.

Chief Financial Officer

2006–Present

Serving as CFO/Controller of \$60M+ annual revenue commercial construction and ready mix concrete supplier company.

Goldstein Lewin & CO

Senior Auditor

2004–2006

Directly responsible for the planning, training and supervision of audit staff while performing timely and effective financial statement audits for clients in various industries. These industries include but are not limited to: Distribution and Manufacturing, Retail, Real Estate, Hospitality, Government & Not for Profit, and Financial Institutions.

SKILLS

- Financial Statement Preparation
- Cash Flow Management
- Audit and Tax Compliance
- Business Strategy and Communications
- Detail Oriented and Focus on Accuracy in Reporting



CONTACT

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AshleyP@charleytoppino.com



CONTACT

PHONE:
305-296-5606 ext. 124

WEBSITE:
www.charleytoppinoandsons.com

EMAIL:
ReyM@charleytoppino.com

REY MARTINEZ

Operations Manager

EDUCATION

University of Havana, Cuba
Civil Engineer Degree
Professional Engineer FL License 83402

Higher Polytechnical Institute, Havana, Cuba
Ingeniero Civil- Equivalent to US: Bachelor of Science, Civil Engineer

EMPLOYMENT HISTORY

Charley Toppino & Sons, Inc.
Operations Manager
1995 – Present

Old Havana District, Architectural Department
Field Engineer
1933 – 1994

EMPIFAR- Military Engineering firm in Havana
Design Engineer
1989 – 1993

WORK EXPERIENCE

Florida Keys Aqueduct Authority - Big Coppitt Key
Construct 34,000+ LF of new sanitary sewer, 1500+ new service laterals, develop and installed 10 Lift stations, 2500+ LF of force main & services, full asphalt replacement

Gravity Injection Wells Phase I – City of Key West
Drill 39 storm water gravity injection wells, install and replace underground water mains, sanitary sewer, catch basins, well boxes. Replace curbs & ADA sidewalks, restore asphalt.

Florida Keys Aqueduct Authority - Transmission System
Key Haven to Rockland Key

Florida Keys Aqueduct Authority- Pump Station Boca Chica

3. Staff & Similar Projects

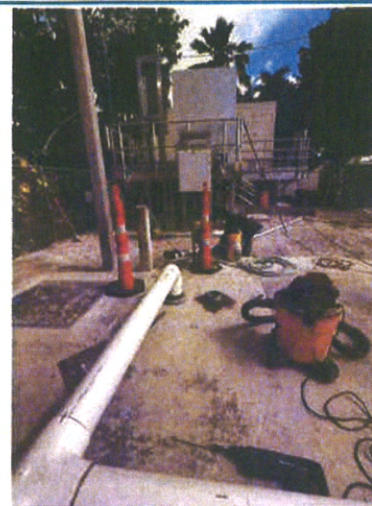
Pump Station G – City of Key West

- Completed Sanitary Grinder Pump & Panel Installation, Wet Well/Valve Vault Installation while pump site kept active with By-pass pumping
- Completed in 2025 on time and on budget. (300 Calendar Days - \$2,639,000.00)
- Owner Information – City of Key West – See attached



Pump Station F

- Install Grinder Pump & Panel: Demo and Remove Old Pump and Equipment
- Completed in allotted Contract Time in 2026
- Project Amount - \$959,064 – Duration – 365 Days
- Owner – City of Key West – PM Steve Gardner – Sgardner@cityofkeywest-fl.gov – 305-809-3992



FDOT Project E6L20

- Installed Two 8,100 GPM Stormwater Pumps and all associates support equipment, caisson, and injection wells
- Project Completed on time (24 Months) and on budget in 2025. Amount - \$9,333,018
- Owner Information – General Asphalt Co, LLC – See attached

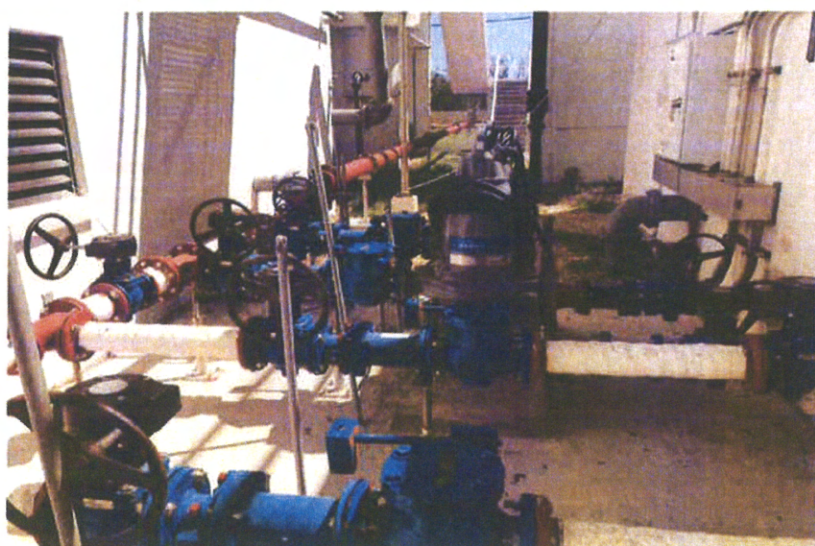


3. Similar Projects - Job Highlights



Stock Island Distribution Pump Station

- Installed Primary Booster Pump, Manufactured Pump House, All Telemetry and Control Systems, Generator Backup, Chemical Feeds
- Completed on Time and on Budget in January 2023 for \$5,527,874.78
- Owner Information; FKAA – David Hackworth -305-295-2152



NAS Boca Chica Main Extension

- Installed 5,100 LF of 8" HDPE pipe directional drilled and appurtenances
- Treatment plant conversion including new VFD's, telemetry, pumps, and controls
- Completed all structural modifications, penetrations, etc.
- Owner – FKAA Marnie Walterson – 305-295-2154

4. References



Steve Gardner
City of Key West
Sgardner@cityofkeywest-fl.gov
305-809-3992



Robert Lopez
Owner
General Asphalt
rob@generalasphalt.com
305-510-3031



David Hackworth
Florida Keys Aqueduct Authority
DHAckworth@fkaa.com
305-295-2152

5. Cost Proposal

Cost proposal included in separate envelope and is in effect for 90 days from the date of bid submission.

6. Warranty

CTS acknowledges all warranty requirements for equipment and workmanship as stated in the project documents.

7. Ability to Obtain Bonds

See attached Bondability Letter stating an aggregate bond limit of \$250,000,000, which is one of the largest bond limits by any private entity in southern Florida.



June 4, 2026

**RE: Charley Toppino & Sons, Inc.
Prequalification**

To Whom It May Concern:

The above referenced company is a highly-regarded and valued client of Travelers Casualty and Surety Company of America, rated by Best's KR Guide as A++(Superior), with a financial rating of Class XV. Travelers Casualty and Surety Company of America has established surety support covering single projects up to \$75,000,000 and an aggregate bond limit of \$250,000,000. However, these amounts are not to be construed as our maximum levels of support; rather they are guidelines for the daily servicing of the above referenced company's surety needs.

Customary with industry practice, the issuance of any bond is a matter of discretion and subject to satisfactory underwriting conditions at the time of request. These conditions include but are not limited to the financial condition of our client, a review of the contract, bond terms and conditions, and evidence of project financing. We assume no liability to third parties or to you if for any reason we do not execute said bonds.

If we can provide any further assurances or assistance, please do not hesitate to call upon us.

Sincerely,

TRAVELERS CASUALTY AND SURETY COMPANY OF AMERICA

A handwritten signature in blue ink, appearing to read "W. Parker", written over the printed name.

William L. Parker
Attorney in Fact

Reply To: 9700 S Dixie Hwy • Suite 500 • Miami, FL 33156-2867 Tel: 305.670.6111 • <https://www.acrisure.com/southeast>



Travelers Casualty and Surety Company of America
Travelers Casualty and Surety Company
St. Paul Fire and Marine Insurance Company

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company are corporations duly organized under the laws of the State of Connecticut (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint **William L. Parker** of **MIAMI** Florida, their true and lawful Attorney-in-Fact to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

IN WITNESS WHEREOF, the Companies have caused this instrument to be signed, and their corporate seals to be hereto affixed, this 3rd day of February, 2017.



State of Connecticut

City of Hartford ss.

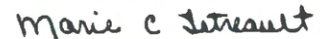
By: 
Robert L. Raney, Senior Vice President

On this the 3rd day of February, 2017, before me personally appeared Robert L. Raney, who acknowledged himself to be the Senior Vice President of Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

In Witness Whereof, I hereunto set my hand and official seal.

My Commission expires the 30th day of June, 2021




Marie C. Tetreault, Notary Public

This Power of Attorney is granted under and by the authority of the following resolutions adopted by the Boards of Directors of Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company, which resolutions are now in full force and effect, reading as follows:

RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President, any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary may appoint Attorneys-in-Fact and Agents to act for and on behalf of the Company and may give such appointee such authority as his or her certificate of authority may prescribe to sign with the Company's name and seal with the Company's seal bonds, recognizances, contracts of indemnity, and other writings obligatory in the nature of a bond, recognizance, or conditional undertaking, and any of said officers or the Board of Directors at any time may remove any such appointee and revoke the power given him or her; and it is

FURTHER RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President may delegate all or any part of the foregoing authority to one or more officers or employees of this Company, provided that each such delegation is in writing and a copy thereof is filed in the office of the Secretary; and it is

FURTHER RESOLVED, that any bond, recognizance, contract of indemnity, or writing obligatory in the nature of a bond, recognizance, or conditional undertaking shall be valid and binding upon the Company when (a) signed by the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary and duly attested and sealed with the Company's seal by a Secretary or Assistant Secretary; or (b) duly executed (under seal, if required) by one or more Attorneys-in-Fact and Agents pursuant to the power prescribed in his or her certificate or their certificates of authority or by one or more Company officers pursuant to a written delegation of authority; and it is

FURTHER RESOLVED, that the signature of each of the following officers: President, any Executive Vice President, any Senior Vice President, any Vice President, any Assistant Vice President, any Secretary, any Assistant Secretary, and the seal of the Company may be affixed by facsimile to any Power of Attorney or to any certificate relating thereto appointing Resident Vice Presidents, Resident Assistant Secretaries or Attorneys-in-Fact for purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by such facsimile signature and facsimile seal shall be valid and binding on the Company in the future with respect to any bond or understanding to which it is attached.

I, Kevin E. Hughes, the undersigned, Assistant Secretary of Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company, do hereby certify that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which remains in full force and effect.

Dated this 4 day of June, 2026




Kevin E. Hughes, Assistant Secretary

To verify the authenticity of this Power of Attorney, please call us at 1-800-421-3880.
Please refer to the above-named Attorney-in-Fact and the details of the bond to which the power is attached.



Document A310™ – 2010

Bid Bond

CONTRACTOR:

(Name, legal status and address)

Charley Toppino & Sons, Inc.
129 Toppino Industrial Dr.
Key West, FL 33040

OWNER:

(Name, legal status and address)

Islamorada, Village of Islands
86800 Overseas Highway
Islamorada, FL 33036

BOND AMOUNT: Five Percent of Bid Proposal Submitted

SURETY:

(Name, legal status and principal place of business)

Travelers Casualty and Surety
Company of America
One Tower Square
Hartford, CT 06183

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

PROJECT:

(Name, location or address, and Project number, if any)

RFP 26-05 - Northern Plantation Key Booster Pump Station Upgrade

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 17 day of June, 2026


(Witness)

Charley Toppino & Sons, Inc.

(Contractor as Principal)

(Seal)

(Title)

Travelers Casualty and Surety Company of America

(Surety)

(Seal)

(Witness)

(Title) William L Parker, Attorney in Fact & FL Res Agent

CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.

AIA Document A310™ – 2010 (rev. 10/2010). Copyright © 1963, 1970 and 2010 by The American Institute of Architects. All rights reserved.
WARNING: This AIA® Document is protected by U.S. Copyright Law and International Treaties. Unauthorized reproduction or distribution of this AIA® Document, or any portion of it, may result in severe civil and criminal penalties, and will be prosecuted to the maximum extent possible under the law. Purchasers are permitted to reproduce ten (10) copies of this document when completed. To report copyright violations of AIA Contract Documents, e-mail The American Institute of Architects' legal counsel, copyright@aia.org.

ACD430/0810



Travelers Casualty and Surety Company of America
Travelers Casualty and Surety Company
St. Paul Fire and Marine Insurance Company

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company are corporations duly organized under the laws of the State of Connecticut (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint **William L. Parker** of **MIAMI**, Florida, their true and lawful Attorney-in-Fact to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

IN WITNESS WHEREOF, the Companies have caused this instrument to be signed, and their corporate seals to be hereto affixed, this 3rd day of February, 2017.



State of Connecticut

City of Hartford ss.

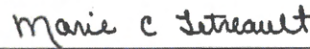
By: 
Robert L. Raney, Senior Vice President

On this the 3rd day of February, 2017, before me personally appeared Robert L. Raney, who acknowledged himself to be the Senior Vice President of Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

In Witness Whereof, I hereunto set my hand and official seal.

My Commission expires the 30th day of June, 2021




Marie C. Tetreault, Notary Public

This Power of Attorney is granted under and by the authority of the following resolutions adopted by the Boards of Directors of Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company, which resolutions are now in full force and effect, reading as follows:

RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President, any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary may appoint Attorneys-in-Fact and Agents to act for and on behalf of the Company and may give such appointee such authority as his or her certificate of authority may prescribe to sign with the Company's name and seal with the Company's seal bonds, recognizances, contracts of indemnity, and other writings obligatory in the nature of a bond, recognizance, or conditional undertaking, and any of said officers or the Board of Directors at any time may remove any such appointee and revoke the power given him or her; and it is

FURTHER RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President may delegate all or any part of the foregoing authority to one or more officers or employees of this Company, provided that each such delegation is in writing and a copy thereof is filed in the office of the Secretary; and it is

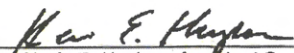
FURTHER RESOLVED, that any bond, recognizance, contract of indemnity, or writing obligatory in the nature of a bond, recognizance, or conditional undertaking shall be valid and binding upon the Company when (a) signed by the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary and duly attested and sealed with the Company's seal by a Secretary or Assistant Secretary; or (b) duly executed (under seal, if required) by one or more Attorneys-in-Fact and Agents pursuant to the power prescribed in his or her certificate or their certificates of authority or by one or more Company officers pursuant to a written delegation of authority; and it is

FURTHER RESOLVED, that the signature of each of the following officers: President, any Executive Vice President, any Senior Vice President, any Vice President, any Assistant Vice President, any Secretary, any Assistant Secretary, and the seal of the Company may be affixed by facsimile to any Power of Attorney or to any certificate relating thereto appointing Resident Vice Presidents, Resident Assistant Secretaries or Attorneys-in-Fact for purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by such facsimile signature and facsimile seal shall be valid and binding on the Company in the future with respect to any bond or understanding to which it is attached.

I, Kevin E. Hughes, the undersigned, Assistant Secretary of Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company, do hereby certify that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which remains in full force and effect.

Dated this 17 day of June 2026




Kevin E. Hughes, Assistant Secretary

To verify the authenticity of this Power of Attorney, please call us at 1-800-421-3880.
Please refer to the above-named Attorney-in-Fact and the details of the bond to which the power is attached.

8. State and Local Authorization to Transact Business

See attached Contractor's License and
Business License

Ron DeSantis, Governor

Melanie S. Griffin, Secretary



STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

CONSTRUCTION INDUSTRY LICENSING BOARD

THE GENERAL CONTRACTOR HEREIN IS CERTIFIED UNDER THE
PROVISIONS OF CHAPTER 489, FLORIDA STATUTES

TOPPINO, JOHN PETER

CHARLEY TOPPINO & SONS INC
129 TOPPINO INDUSTRIAL DRIVE
KEY WEST FL 33040

LICENSE NUMBER: CGC1518488

EXPIRATION DATE: AUGUST 31, 2028

Always verify licenses online at MyFloridaLicense.com



ISSUED: 06/02/2026

Do not alter this document in any form.

This is your license. It is unlawful for anyone other than the licensee to use this document.

2025 / 2026
MONROE COUNTY BUSINESS TAX RECEIPT
EXPIRES SEPTEMBER 30, 2026

RECEIPT# 30140-89799

Business Name: CHARLEY TOPPINO & SONS INC

Owner Name: FRANK TOPPINO, JOHN P TOPPINO QUAL
Mailing Address: BOX 787
KEY WEST, FL 33041

Business Location: US HWY 1
KEY WEST, FL 33040
Business Phone: 305-296-5606
Business Type: CONTRACTOR (GENERAL & ENGINEERING
CONTRACTORS)

Employees 70

COMP CARD: ENG I 131A /GC 152A

STATE LICENSE: CGC1518488

Tax Amount	Transfer Fee	Sub-Total	Penalty	Prior Years	Collection Cost	Total Paid
250.00	0.00	250.00	0.00	0.00	0.00	250.00

Paid WRB-24-00095551 08/21/2025 250.00

THIS BECOMES A TAX RECEIPT
WHEN VALIDATED

Sam C. Steele, CFC, Tax Collector
PO Box 1129, Key West, FL 33041

THIS IS ONLY A TAX.
YOU MUST MEET ALL
COUNTY AND/OR
MUNICIPALITY
PLANNING, ZONING AND
LICENSING
REQUIREMENTS.

MONROE COUNTY BUSINESS TAX RECEIPT

P.O. Box 1129, Key West, FL 33041-1129
EXPIRES SEPTEMBER 30, 2026

RECEIPT# 30140-89799

Business Name: CHARLEY TOPPINO & SONS INC

Owner Name: FRANK TOPPINO, JOHN P TOPPINO QUAL
Mailing Address: BOX 787
KEY WEST, FL 33041

Business Location: US HWY 1
KEY WEST, FL 33040
Business Phone: 305-296-5606
Business Type: CONTRACTOR (GENERAL & ENGINEERING
CONTRACTORS)

Employees 70

COMP CARD: ENG I 131A /GC 15

STATE LICENSE: CGC1518488

Tax Amount	Transfer Fee	Sub-Total	Penalty	Prior Years	Collection Cost	Total Paid
250.00	0.00	250.00	0.00	0.00	0.00	250.00

Paid WRB-24-00095551 08/21/2025 250.00

2026 FLORIDA PROFIT CORPORATION ANNUAL REPORT

DOCUMENT# M03537

Entity Name: CHARLEY TOPPINO & SONS, INC.

Current Principal Place of Business:

129 TOPPINO INDUSTRIAL DRIVE
ROCKLAND KEY
KEY WEST, FL 33040

Current Mailing Address:

P. O. BOX 787
KEY WEST, FL 33041 US

FEI Number: 59-2426906

Certificate of Status Desired: No

Name and Address of Current Registered Agent:

TOPPINO, RICHARD
129 TOPPINO INDUSTRIAL DRIVE
KEY WEST, FL 33040 US

The above named entity submits this statement for the purpose of changing its registered office or registered agent, or both, in the State of Florida.

SIGNATURE:

Electronic Signature of Registered Agent

Date

Officer/Director Detail :

Title P
Name TOPPINO, RICHARD
Address 129 TOPPINO INDUSTRIAL DRIVE
City-State-Zip: KEY WEST FL 33040

Title T, S
Name TOPPINO, JOHN
Address PO BOX 787
City-State-Zip: KEY WEST FL 33041

Title V
Name TOPPINO, ANDREW
Address 129 TOPPINO INDUSTRIAL DR
City-State-Zip: KEY WEST FL 33040

Title EXECUTIVE VICE PRESIDENT
Name TOPPINO, PAUL
Address 1500 CATHERINE STREET
City-State-Zip: KEY WEST FL 33040

Title CFO
Name PEATTIE, ASHLEY
Address PO BOX 787
City-State-Zip: KEY WEST FL 33041

I hereby certify that the information indicated on this report or supplemental report is true and accurate and that my electronic signature shall have the same legal effect as if made under oath; that I am an officer or director of the corporation or the receiver or trustee empowered to execute this report as required by Chapter 607, Florida Statutes; and that my name appears above, or on an attachment with all other like empowered.

SIGNATURE: ASHLEY PEATTIE

CFO

03/17/2026

Electronic Signature of Signing Officer/Director Detail

Date



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

5/15/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Marsh & McLennan Agency LLC 9850 N.W. 41st Street Suite 100 Miami FL 33178	CONTACT NAME: Ilana Abbate PHONE (A/C, No, Ext): E-MAIL ADDRESS: FLCertificates@MarshMMA.com FAX (A/C, No):
INSURED Charley Toppino & Sons Inc. Monroe Concrete Products Inc. P.O BOX 787 Key West FL 33041	INSURER(S) AFFORDING COVERAGE INSURER A: Travelers Indemnity Co of America INSURER B: Phoenix Insurance Company INSURER C: Travelers Indemnity Company INSURER D: Travelers Casualty Ins Co of America INSURER E: INSURER F:

COVERAGES**CERTIFICATE NUMBER:** 1709199440**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WYD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☒ PRO-JECT ☐ LOC ☐ OTHER:	Y	Y	DTCO3202M181TIA26	5/19/2026	5/19/2027	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
C	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ NON-OWNED AUTOS ONLY	Y	Y	810ON4284482626G	5/19/2026	5/19/2027	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
D	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE ☐ DED ☒ RETENTION \$ 10,000	Y	Y	CUP3J6572212626	5/19/2026	5/19/2027	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y	N/A	UB4K5263662626G	5/19/2026	5/19/2027	☒ PER STATUTE ☐ OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
General Liability Aggregate applies per Project if required by written contract.

Proof of Insurance only.

CERTIFICATE HOLDER**CANCELLATION**

Proof of Insurance

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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ACORD 25 (2016/03)

The ACORD name and logo are registered marks of ACORD

9. Signed Contract Docs

Contract Documents on the following pages include

- SUSPENSION AND DEBARMENT
- CERTIFICATION REGARDING LOBBYING
- ADDITIONAL CONTRACT TERMS FOR FEDERAL AND FEMA FUNDED PROJECTS.

12. SUSPENSION AND DEBARMENT

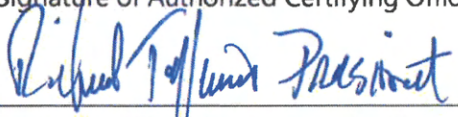
(1) This contract is a covered transaction for purposes of 2 C.F.R. pt. 180 and 2 C.F.R. pt. 3000. As such, the contractor is required to verify that none of the contractor's principals (defined at 2 C.F.R. § 180.995) or its affiliates (defined at 2 C.F.R. § 180.905) are excluded (defined at 2 C.F.R. § 180.940) or disqualified (defined at 2 C.F.R. § 180.935).

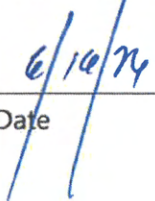
(2) The contractor must comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C, and must include a requirement to comply with these regulations in any lower tier covered transaction it enters into.

(3) This certification is a material representation of fact relied upon by Islamorada, Village of Islands. If it is later determined that the contractor did not comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C, in addition to remedies available to Islamorada, Village of Islands, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment.

(4) The bidder or proposer agrees to comply with the requirements of 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C while this offer is valid and throughout the period of any contract that may arise from this offer. The bidder or proposer further agrees to include a provision requiring such compliance in its lower tier covered transactions.


Signature of Authorized Certifying Official


Name and Title of Authorized Certifying Official


Date

13. BYRD ANTI-LOBBYING AMENDMENT, 31 U.S.C. § 1352 (as amended)

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 who in turn will forward the certification(s) to the awarding agency.

If applicable, contractors must sign and submit to the non-federal entity the following certification: APPENDIX A, 44 C.F.R. PART 18 – CERTIFICATION REGARDING LOBBYING. The certification is found on the next page.

Sign and Submit

APPENDIX A, 44 C.F.R. PART 18 – CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The Contractor certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. Chap. 38, Administrative Remedies for False Claims and Statements, apply to this certification and disclosure, if any.

Signature of Authorized Certifying Official

Name and Title of Authorized Certifying Official

Date

Request for Proposals 26-05

NORTHERN PLANTATION KEY BOOSTER PUMP STATION UPGRADE PROJECT

Page 22 of 26

ADDITIONAL CONTRACT TERMS FOR FEDERAL AND FEMA FUNDED PROJECTS

The following clauses will form part of the agreement between Islamorada, Village of Islands and the Contractor resulting from this RFP.

A. Access to Records:

The following access to records requirements shall apply to the contract.

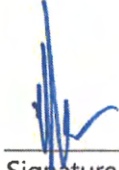
1. The Contractor agrees to provide Islamorada, Village of Islands, the FEMA Administrator, the Comptroller General of the United States, or any of their authorized representatives access to any books, documents, papers, and records of the Contractor which are directly pertinent to this contract for the purposes of making audits, examinations, excerpts, and transcriptions.
2. The Contractor agrees to permit any of the foregoing parties to reproduce by any means whatsoever or to copy excerpts and transcriptions as reasonably needed.
3. The Contractor agrees to provide the FEMA Administrator or his authorized representatives access to construction or other work sites pertaining to the work being completed under the contract.
4. In compliance with the Disaster Recovery Act of 2018, Islamorada, Village of Islands and the Contractor acknowledge and agree that no language in this contract is intended to prohibit audits or internal reviews by the FEMA Administrator or the Comptroller General of the United States.

B. Changes to the Contract:

Any changes to the contract between Islamorada, Village of Islands and the Contractor modification, change order, or constructive change must be allowable, allocable, within the scope of the grant or cooperative agreement, and reasonable for the completion of project scope.

- C. **Non-use of DHS Seal, Logo, and Flags:** The Contractor shall not use the DHS seal(s), logos, crests, or reproductions of flags or likenesses of HSS agency officials without specific FEMA pre-approval.
- D. **Compliance with Federal Law, Regulations, and Executive Orders:** This is an acknowledgement that FEMA financial assistance will be used to fund all or a portion of the contract. The contractor will comply with all applicable Federal law, regulations, executive orders, FEMA policies, procedures and directives.
- E. **No Obligation by Federal Government:** The Federal Government is not a party to this contract and is not subject to any obligations or liabilities to the non-Federal entity, contractor, or any other party pertaining to any matter resulting from the contract.

- F. **Program Fraud and False or Fraudulent Statement or Related Facts:** The Contractor acknowledges that 31 U.S.C. Chap. 38 (Administrative Remedies for False Claims and Statements) applies to the Contractor's actions pertaining to this contract.



Signature of Contractor's Authorized Official



Name and Title of Contractor's Authorized Official

Affidavit Attesting to Noncoercive Conduct for Labor or Services

Nongovernment Entity name: Charley Toppino & Sons, Inc ("Vendor")

Vendor FEIN: 59-2426906

Address: PO BOX 787

City: Key West State: FL Zip: 33040

Phone number: 305-296-5606 Email Address: AToppino@charleytoppino.com

As a nongovernmental entity executing, renewing, or extending a contract with a government entity, **Vendor** is required to provide an affidavit under penalty of perjury attesting that **Vendor** does not use coercion for labor or services in accordance with Section 787.06, Florida Statutes.

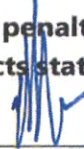
As defined in Section 787.06(2)(a), coercion means:

1. Using or threatening to use physical force against any person;
2. Restraining, isolating, or confining or threatening to restrain, isolate, or confine any person without lawful authority and against her or his will;
3. Using lending or other credit methods to establish a debt by any person when labor or services are pledged as a security for the debt, if the value of the labor or services as reasonably assessed is not applied toward the liquidation of the debt, the length and nature of the labor or service are not respectively limited and defined;
4. Destroying, concealing, removing, confiscating, withholding, or possessing any actual or purported passport, visa, or other immigration document, or any other actual or purported government identification document, of any person;
5. Causing or threatening to cause financial harm to any person;
6. Enticing or luring any person by fraud or deceit; or
7. Providing a controlled substance as outlined in Schedule I or Schedule II of Section 893.03 to any person for the purpose of exploitation of that person.

As a person authorized to sign on behalf of **Vendor**, I certify that **Vendor** does not use coercion for labor or services in accordance with Section 787.06.

Written Declaration

Under penalties of perjury, I declare that I have read the foregoing Affidavit and that the facts stated in it are true.

By:  _____
Authorized Signature

Print Name and Title: Robert Toppino President

Date: 6/26/24

10. Appendix A

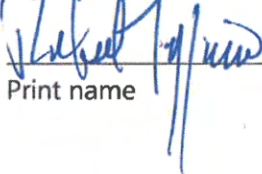
See attached

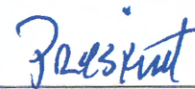
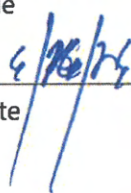
APPENDIX A

ACKNOWLEDGMENT OF ADDENDA AND DOCUMENTS

The Proposer hereby acknowledges the receipt of the following addenda issued by the Village and incorporated into and made part of this RFP. In the event the Proposer fails to include any addenda in the table below, submission of this form shall constitute acknowledgment of receipt of all addenda, whether or not received by him/her.

ADDENDUM NUMBER	DATE RECEIVED
1	5/29/26
2	5/29/26
3	6/8/26


Signature

Print name


Title

Date

Additional Contractor Information

CTS information on following pages.

Major Projects

Project Name	Owner's Contact Person	Design Engineer	Contract Date	Type of Work	Status	Cost of Work
TOMMY ROBERTS MEMORIAL STADIUM	Name: Ajax Building Corp Address: 109 Commerce Blvd, Oldsmar, FL Telephone: 941-371-6222	Name: ALLEN PEREZ Company: PEREZ ENGINEERING Telephone: 305-293-9440	5/15/2023	UNDERGROUND UTILITIES, EARTHWORK,	COMPLETE	\$3,498,543.00
KWIA TAXIWAY A EXTENSION AND MITIGATION	Name: MONROE COUNTY BOCC Address: 500 WHITEHEAD ST, KEY WEST, Telephone: 305-292-4426	Name: Charles Waller Com: Jacobs Engineering Group Telephone: 904-636-5432	11/17/2021	UTILITIES, DRAINAGE CONCRETE RESTORATION	ACTIVE	\$7,210,999.66
VALHALLA SEWER DIRECTIONAL DRILL	Name: KEYSTAR INC Address: 5450 MACDONALD AVE 3 Telephone: 305-517-6270	Name: Patrick Kaimrajh Company: Chen Moore & Associates Telephone: 786-497-1500	2/18/25	SEWER LINE DIRECTIONAL DRILL	ACTIVE	\$1,618,430
FDOT T6535	Name: General Asphalt Co, Inc Address: 4850 NW 72 Ave, Miami, FL Telephone: 305-592-3480	Name: Favio Laverde Company: Trace Consultants, Inc Telephone: 786-808-0090	3/23/2022	CLEARING, EARTHWORK, UTILITIES	COMPLETE	\$4,153,171
DAGNY JOHNSON STATE PARK HABITAT RESTORATION	Name: JAMES POST Address: FDEP, 3800 Commonwealth blvd, Tallahassee FL Telephone: 305-853-3571	Name: Michael C. Peck Company: Arduurra Telephone: 305-392-9979	8/4/25	EARTHWORK GRADING	COMPLETE	\$1,218,000
SOUTH STREET IMPROVEMENTS	Name: City of Key West, Eric Augst Address: 1300 White St, Key West Telephone: 305-809-3964	Name: Karen Falkenberry Company: Jacobs Engineering Telephone: 904-636-5432	3/14/2024	DRAINAGE, STRUCTURES INSTALLATION , PAVEMENT, STRIPING	COMPLETE	\$3,513,261.06
WRECKERS CAY APARTMENTS	Name: Gediminas Bulota Integra Investments Telephone: 305-774-0110	Name: Aldo Minozzi Company: PQH Group Telephone: 904-224-0001	3/30/2021	MULTI-UNIT HOUSING CONSTRUCTION	COMPLETE	\$49,433,701

MAJOR PROJECTS

Project Name	Owner's Contact Person	Design Engineer	Contract Date	Type of Work	Status	Cost of Work
BIG COPPIIT WASTEWATER EQUALIZATION TANK	Name: DAVID HACKWORTH 1100 KENNEDY DRIVE, KEY WEST Telephone: 305-295-2152	Name: Roy T. Barker Company: Ardurra Telephone: 984-238-2302	6/4/26	HOLDING TANK CONSTRUCTION, PUMPHOUSE, UTILITIES	ACTIVE	\$7,812,351
FKA TRANSMISSION TERMINUS 1153-17	Name: MARNIE WALTERSON Address: 1100 Kennedy Dr, Key West, FL Telephone: 305-295-2154	Name: Kyle Bechtelheimer Company: CPH Corp Telephone: 305-274-4805	9/14/2024	DIRECTIONAL DRILL, INJECTION WELLS	COMPLETE	\$6,068,987.00
ISLAMORADA TRANSMISSION MAIN	Name: MICHEL'S PIPELINE Address: 817 Main St, Brownsville WI Telephone: Justin Cooke, 920-924-4300	Name: NITA M. NAIK Company: WADE TRIM Telephone: 813-882-4373	1/17/2022	WATER MAIN INSTALLATION; INJECTION WELLS	COMPLETE	\$23,717,966
NAS P-730 ENTRY CONTROL FACILITY: SAUER CONSTRUCTION LLC	Name: Max Womack Address: 6621 Southpoint Drive N, Jacksonville, FL 32216 Telephone: 843-955-0760	Name: William Pembroke Company: NAVFAC SE Telephone: 904-542-6629	9/2/2025	Earthwork, Stabilization, Utilities, Demolition	ACTIVE	\$10,378,143
PUMP STATION G REHABILITATION	Name: Steve Gardner Address: 1100 United St, Key West, FL Telephone: 305-809-3992	Name: Axel Rivera Company: Jacobs Telephone: 904-351-9256	12/20/2023	SANITARY PUMP BYPASS AND REPLACEMENT WETWELL INSTALL	COMPLETE	\$2,639,000.00
UNITED STREET IMPROVEMENTS	Name: CITY OF KEY KEY WEST Address: 1300 White St, Key West Telephone: 305-292-4426	Name: Karen Falkenberry Company: JACOBS ENGINEERING Telephone: 813-2823500	4/10/23	EARTHWORK, DRAINAGE INSTALLTION	COMPLETE	\$4,860,063
CLINTON SQUARE POCKET PARK	Name: CITY OF KEY KEY WEST Address: 1300 White St, Key West Telephone: 305-292-4426	Name: ALLEN PEREZ Company: PEREZ ENGINEERING Telephone: 305-293-9440	4/25/24	DRAINAGE, FLATWORK, PAVERS, LANDSCAPE	COMPLETE	\$1,075,410

MAJOR PROJECTS

Project Name	Owner's Contact Person	Design Engineer	Contract Date	Type of Work	Status	Cost of Work
FDOT E6L20-S ROOSEVELT BLVD	Name: GENERAL ASPHALT CO Address: 4850 NW 72 Ave, Miami, FL Telephone: 305-592-3480	Name: Manosh Varghese Metric Engineering, Inc: 13940 SW 136th St, Miami, FL 33186 Telephone: 305-293-9440	8/23/22	DRAINAGE, EARTHWORK, UTILITIES, PUMP STATION, INJECTION WELLS, CHECK VALVES	COMPLETE	\$10,556,104.42
FCAA CRAWL KEY 5 MILLION GALLON STORAGE TANK AND PUMP STATION	Name: FCAA Address: 1100 KENNEDY DRIVE Telephone: 305-296-2454	Name: C.T. REINBOLD Company: CAROLLO ENGINEERS Telephone: 561-863-6403	6/17/2025	CONCRETE WATER TANK, PUMP STATION, WATERMAIN INSTALL	ACTIVE	\$13,654,500
LOFTS AT BAHAMA VILLAGE	Name: Marino Construction Group 7025 Shrimp Road, Key West, FL Telephone: 305-356-5269	Name: Josh Jennings Company: Weiler Engineering Corp Telephone: 941-505-1700	12/28/23	SITE DEVELOPMENT, UTILITIES, CONCRETE	COMPLETE	\$4,588,737.50
KWIA CONCOURSE A AND TERMINAL	Name: NV2A Gulf KeyStar JV Address: 9100 S. Dadeland Blvd, Miami, FL Telephone: 305-202-0610	Name: MICHAEL GIARDULLO 201 W. MARION AVE STE Address: 1306, PUNTA GORDA, FL Telephone: 941-505-1700	09/19/2022	SITEWORK, AIRPORT RAMP/APRON, DRAINAGE BASINS	COMPLETE	\$10,556,104
COCO VISTA APARTMENTS	Name: The Vestcor Companies POC: Jason Floyd Email: JFloyd@charleytoppino.com	Name: POH Group Address: 4141 South Point Drive East Ste 200 Jacksonville FL 32246 Phone: 904-224-0001	2/10/22	Multi-Family Housing, Site Development	COMPLETE	\$27,962,209
FREDERICK DOUGLASS COMMUNITY CENTER	Name: Jeremy Mosher, Keystar Inc Address: 5450 MacDonald Ave, Key West, FL 33040 Telephone: 786-423-0864	Name: Claire Wright Company: CW3 Engineering, Inc Telephone: 239-205-6473	8/29/23	UNDERGROUND UTILITIES, DRAINAGE, EARTHWORK, PAVING, FLATWORK	COMPLETE	\$1,037,741
SOMBRERO BLVD DRAINAGE	Name: Jared Weaver Address: 9805 Overseas Hwy/Marathon, FL Telephone: 305-731-9827	Name: Yanay Ferral, E.I Company: Weiler Engineering Telephone: 305-853-6112	1/29/2025	STORM DRAINAGE, PUMP STATION, ASPHALT	ACTIVE	\$4,870,496.00



Equipment List

	A	B	C	D	E	F	G
	NO.	BACKHOES DESCRIPTION	SERIAL #	MODEL	TITLE #	DATE DELIVERED	STATUS
2							
3							
4							
5	B-02	1987 CASE B/HOE	JJG0209914	590 Super L	6500		IN SERVICE
6	B-04	1994 CAT EXCAVATOR	9RL00362	322L	22000		IN SERVICE
7	B-18	1988 225 TRACK HOE	2ZD01409	225-B	18000		IN SERVICE
8	B-18	OVERHAUL ON B-18					IN SERVICE
9	B-20	1988 CAT EXCAVATOR	5-AF-00347	235-C	22000		IN SERVICE
10	B-40	1997 CAT EXCAVATOR	1JM00339	375-L	75000		IN SERVICE
11	B-42	2003 CASE B/HOE MODEL 1	JJG0288426	590 SM	40000	12/2005	IN SERVICE
12	B-43	1999 CAT B/HOE	2JR2415	325	5681 HRS		IN SERVICE
13	B-44	2003 VOLVO B/HOE	EW170KRC03631	EW 170	39500		IN SERVICE
14	B-45	2005 CAT B/HOE	FDP25239	420D	42700	5/12/2006	IN SERVICE
15	B-46	2007 CAT B/HOE	JJG00464	324DL	154000	5/4/2007	IN SERVICE
16	B-47	2006 CAT B/HOE	KCX01173	308C	69000	11/8/2007	IN SERVICE
17	B-48	2008 CAT B/HOE	PHX01025	320DL	3453 HRS	8/14/2012	IN SERVICE
18	B-49	2014 CAT B/HOE	PLW00629	329EL	1820	6/18/2014	IN SERVICE
19	B-52	2015 JOHN DEERE B/HOE	1FF075GXJE015481	75G		9/25/2015	IN SERVICE
20	B-53	2016 JOHN DEERE 50G EXCAVATOR	1FF050GXTGH284059	50G		6/24/2016	IN SERVICE
21	B-55	2016 CAT 326 FL EXCAVATOR	WGL00973	326FL		10/4/2016	IN SERVICE
22	B-56	HITACHI TRACKHOE				1/15/2017	IN SERVICE
23	B-57	2013 VOLVO EW180 (RUBER TIRES)	EW180220147	EW180 S1		2/20/2018	IN SERVICE
24	B-58	2016 VOLVO 235EL (TRACKHOE)	C235E310169	ECR235EL		3/21/2018	IN SERVICE
25	B-59	20__ CAT 308E2CRSB	FJX00307	308E2CRSB		RENT-BUY	IN SERVICE
26	B-60	2015 CAT 329FL	ERL00794	329FL		PURCHASED 5.14	IN SERVICE
27	B-61	2020 JOHN DEERE 85G EXCAVATOR	1FF085GXEKJ021508	85G		PURCHASED 5.12	IN SERVICE



Equipment List

	A	B	C	D	E	F	G	H	I
1		BOAT						DATE	
2	NO.	DESCRIPTION	SERIAL #	MODEL #	TITLE #	TAG #	TAG EXP DATE	DELIVERED	STATUS
3									
4	BOAT-01	2018 CAROLINA SKIFF	FKHA4967J718	EKH01	130188908	FL00988RN	Jun-21		IN SERVICE
5	BOAT-01	2018 ROADKING TRAILER	5MUBB2327JF022115	ROLU8IL		ISSR54	Jun-21		IN SERVICE

	A	B	C	D	E	F	H	L
1		CRANES						
2	NO.	DESCRIPTION	SERIAL #	MODEL #	TITLE #	TAG #	TAG EXP DATE	STATUS
3								
4	C-23	1983 GROVE 30TH	1K1S130010SK	TMS250B	60260505	MIN68T	Jun-21	IN SERVICE
5	C-24	2013 KENWORTH T370	2NKHMM7X8DM358404	2013 18 TON 500E2 NATIONAL CRANE	121431856	N5897X	Dec-20	IN SERVICE

	A	B	C	D	E	F	G
2		DOZERS				DATE	
3	NO.	DESCRIPTION	SERIAL #	MODEL #	TITLE #	DELIVERED	STATUS
4							
5	D-28	1988 INTERN'L DOZER	23276	TD-20B	N/A		IN SERVICE
6	D-29	2000 KOMATSU/CRAWLER	PO75738	D-32E-1	N/A		SOLD 7.6.2020
7	D-34	CAT DOZER D-5	CAT0D5K2EKYY00283	TD5K2LGP	N/A	DEL 01/16/2013	IN SERVICE
8	D-35	CAT DOZER D-5	CAT0D5K2JKYY01341	D5K2LGP	N/A	7/7/2017	IN SERVICE

	DRILL RIGS								
NO.	Description	Serial #	Model #	Title #	Tag #		FORM 2280	GYW	STATUS
DR-01	1980 DRILL RIG	U90XVGH3183	CAB 1FTYR90L0RVA00118	87785440	U5470Q		Jun-21		IN SERVICE
RIG-01	HUGHES DIGGER ASSEMBLY	W5940180	MF60T						IN SERVICE
DR-02	1999 INTERNATIONAL 2674 6X4 TRUCK	1HTGLAXT7XH211765		98857063	N5731Z	X	Dec-20	FORM 2280	81999 IN SERVICE
RIG-02	2000 GUSS PECH HD-51 BUCKET DRILL		HD-51						IN SERVICE



Equipment List

	A	B	C	D	E	F	G
1							
2							
3	NO.	GRADERS DESCRIPTION	SERIAL #	MODEL	TITLE #	DATE DELIVERED	STATUS
4							
5							
6	G-16	2008 LEE BOY	53460	685B			IN SERVICE
7	G-17	1990 HUBER GRADER	M860	M860		10/26/2018	IN SERVICE

	A	B	C	D	E	F	G	H
2		LOADERS				DATE		
3	NO.	DESCRIPTION	SERIAL #	MODEL #	TITLE #	DELIVERED	LOCATION	STATUS
4								
5	L-22	1999 BOB CAT	514428226	836				IN SERVICE
6	L-34	2002 CAT LOADER	8CR03546	IT-28G				IN SERVICE
7	L-40	2007 CAT	CAT00908VTAR01138	908		DEL 04/12/2007		IN SERVICE
8	L-41	2008 BOB CAT	A5GK20456	S220				IN SERVICE
9	L-42	2006 CAT LOADER	CAT0930HC DHC01469	930HIT	HNS.1407	DEL 08/22/2012		IN SERVICE
10	L-43	2008 CAT LOADER	CRD02672	938G	HNS. 5478	DEL 12/13/2012		IN SERVICE
11	L-47 mcp	2014 CAT LOADER	HXC02214	924H		DEL 05/08/2014	AT MCP MARATHON	IN SERVICE
12	L-48	2015 CAT LOADER	CAT0950KLR4A02857	950K		DEL 07/01/2016		IN SERVICE
13	L-49	2012 CAT LOADER	HXC02695	924H		DEL 08/07/2016		IN SERVICE
14	L-50	2015 CAT LOADER	JRD00390	908H2		PUR 12/03/2016		IN SERVICE
15	L-51	2015 CAT SKID STEER	BYF01413	246D L1		6/24/2016		IN SERVICE
16	L-52	CAT 908H2	JRD02548	908H2		1/11/2017		IN SERVICE
17	L-53	KUBOTA COMPACT LOADER	31128	SVL75-2HW		10/30/2017		IN SERVICE
18	L-54	2014 CAT LOADER	CAT0930KTRHN03290	930KQC		1/3/2018		IN SERVICE
19	L-55	2018 CAT 930 M LOADER	KTG04373	930M		10/12/2018		IN SERVICE
20	L-56	1994 JOHN DEERE	DW544GD545484	544G	67208309	10/26/2018		IN SERVICE
21	L-57	2018 CAT 950GC	M8T01194	950GC		11/5/2018		IN SERVICE
22	L-58	2018 CAT 914M	H2400519	914M		5/1/2020-PICKED UP		IN SERVICE
23	L-59	2015 CAT 930M	KTG00647	930M	N/A	6/30/20-DELIVERED		IN SERVICE
24	L-60	2015 CAT 930M	KTG00645	930M	N/A	7/1/20-DELIVERED		IN SERVICE
25	L-61	2019 John Deere	1DW544LZHKF700290	544L	N/A	8/8/2020		IN SERVICE

	A	B	C	D	E	F	H	I	J	K	L	M
1		MIXERS									DATE	
2	NO.	DESCRIP.	SERIAL#	MODEL#	TITLE#	TAG#	EXP DATE	FORM 2290	GVW	GVW	DELIVERED	STATUS
3												
4	M-12	2001 KENWORTH	1NKDLT8X61J869590	T800	81208051	N7845U	Dec-20	FORM 2290	62000	80000		IN SERVICE
5	M-14	2003 KENWORTH	1NKDL00X03R388948	T 800 B	87772130	P4107B	Dec-20	FORM 2290	66000	80000		IN SERVICE
6	M-16	2005 KENWORTH	1NKDL00X25R076113	T 800	91558393	N57 34Z	Dec-20	FORM 2290	66000	80000		IN SERVICE
7	M-19	2005 KENWORTH	1NKDL50X85J107994	T800	96385432	P4108B	Dec-20	FORM 2290	68000	80000	7/17/2006	IN SERVICE
8	M-21	2014 KENWORTH	1NKDL70X5EJ393573	T800	111969990	N5743Z	Dec-20	FORM 2290	80000		6/5/2013	IN SERVICE
9	M-22	2014 KENWORTH	1NKDL70X3EJ393572	T800	111978508	N5741Z	Dec-20	FORM 2290	66000	80000	6/5/2013	IN SERVICE
10	M-23	2003 KENWORTH	1NKDLT9X3J397107	T800	113235857	P4114B	Dec-20	FORM 2290	58000	80000		IN SERVICE
11	M-24	2003 KENWORTH	1NKDLT9X4J397099	T800	113235763	P4108B	Dec-20	FORM 2290	58000	80000		IN SERVICE
12	M-25	2016 PETERBILT	1NPCL70X0GD306976	567	125571876	N5640Y	Dec-20	FORM 2290	68000	80000	11/30/2016	IN SERVICE
13	M-26	2016 PETERBILT	1NPCL70X9GD306975	567	125571403	N5641Y	Dec-20	FORM 2290	68000	80000	11/30/2016	IN SERVICE
14	M-27	2016 PETERBILT	1NPCL70X6GD279665	365	127755735	N1762Z	Dec-20	FORM 2290	68000	80000	6/27/2017	IN SERVICE
15	M-28	2018 PETERBILT	1NPCL70X9JD419770	567	131535021	N5740Z	Dec-20	FORM 2290	68000	80000		IN SERVICE
16	M-29 (CTS)	2016 PETERBILT	1NPCX7EX2GD318821	567-VOLUME	133609072	P4109B	Dec-20	FORM 2290	80000		11/30/2018	IN SERVICE
17	M-30 (CTS)	2019 PETERBILT	1NPCL70X4KD606332	567	134195085	P4110B	Dec-20	FORM 2290	80000		3/4/2019	IN SERVICE



Equipment List

	A	B	C	D	E	F
	NO.	ROLLERS DESCRIPTION	SERIAL #	MODEL #	DATE DELIVERED	STATUS
1	R-03	1981 Case Vibratory	840124421	W-121	est 1981	IN SERVICE
2	R-04	Rammax Trench Roller		PC23/16C	11/13/1992	IN SERVICE
3	R-06	Amerimax	36110740	P33	1/1/1996	IN SERVICE
4	R-20	Walk Behind Roller	8300258	SDS33D	8/25/1993	IN SERVICE
5	R-23	Bomag Roller 2006	101920001051	BW 141AD-4	1/25/2006	SOLD 7/13/2020
6	R-26	INGERSOLL RAND	165472	DD-12	10/24/2008	IN SERVICE
7	R-26	2009 RAM MAX	1537819	P33/ 24HMMR	4/2/2009	IN SERVICE
8	R-27	CAT ROLLER	24001873	CB-24	1/8/2013	IN SERVICE
9	R-28	DYNAPAC ROLLER	10000138E0A011324	CA2500	4/1/2014	IN SERVICE
10	R-29	2009 CAT CB24	CATOCB24P24000545	CB24	9/26/2016	IN SERVICE
11	R-30	2014 BOMAG	101920651004	BW190AD	4/16/2018	IN SERVICE
12	R-31	2018 Bomag Roller	101586081292	BW211D-50 Single	1709 RENTAL-PURCHA	IN SERVICE
13	R-32	2006 BOMAG ROLLER	901C14603434	BW9ASW	10/26/2018	IN SERVICE
14	R-33	2019 BOMAG ROLLER 8500	101720132239	BMP8500	2/25/2019	IN SERVICE
15	R-34	2019 CAT CB24B	2X401662	CB24B	4/22/2019	IN SERVICE

	A	B	C	D	E	F	G	H
	NO.	TRUCK-TRACTORS DESCRIPTION			SERIAL #	MODEL #	TITLE #	TAG #
1	T-01	1988 Ford Fuel Truck	FUEL TRK		1FDWK82AXJVA31734	L 8000	68067462	470RGN
2	T-26	1982 Ford 30 Tn	DUMP (CONVERTED 2017)		1FDYW80W7CVA17200		20590810	GBGV44
3	T-39	1984 Ford TL-42	TRACTOR		1FTYS9517RVA20167		67904560	KUND36
4	T-41	1988 Ford tractor TL-31	TRACTOR		1FTYN90K0WVA35580	L-9601	80065200	453RGN
5	T-42 (MCP)	2000 Ford Sterling Flat Bed	WATER TRK		2FZHRJACZZAA02091	SL-8501	81993661	NB373S
6	T-45	1996 FORD TRACTOR	DUMP (CONVERTED 2017)		1FDYU90UXTVA25506	LT 9000	70577767	KUND36
7	T-47	2005 MACK GRANITE	DUMP		1M2AG11C85M015595	CV713	90840767	P4116B
8	T-48	2005 MACK GRANITE	DUMP		1M2AG11C85M015596	CV713	90840795	N7850U
9	T-49	1997 FORD WATER TRUCK	WATER TRK		1FDXN80E6VVA34167	8500	91981380	N6301V
10	T-51	1994 GMC DUMP TRUCK	DUMP		1GDM7H1J8RJ510408	TOPKICK	92675639	N4747W
11	T-52 (mcp)	1999 Kenworth			1NKDLU0X9XJ831755	T-800	93286343	N5648Y
12	T-52/FL-06	1999 Moffett FORLIFT (MCP)			9777	M-5000		N/A
13	T-55				1FDXN80F1WVA09108	L80501	94548445	N5847Y
14	T-56	1998 Freightliner Step Van	VAN		4UZA3NT21WC919191	391cam	94989583	EVEU38
15	T-56	1997 INTERNL WATER TRUCK	WATER TRK		1HTSDAAN0VH464561	4900 HD	97079089	HMZ113
16	T-59	2000 INTERNL TRACTOR	TRACTOR		2HSFPAHNNXC036379	9100	76500816	HMZ112
17	T-62	2000 INTERNL FLATBED	CTS FLATBED		1HTSCAAN9YH321163		80977038	N7261Y
18	T-64	1985 INT TRACTOR	TRACTOR		1HSBAHNNXSH599522	3/5/1922	77799399	IBXK02
19	T-66	2007 CHEVY			1GBJC39K87E595360		101121137	GBGV45
20	T-70	2005 FORD			1F0X46P15EA20255	F450	91381503	NKMB62
21	T-76	FORD BOX TRUCK VAN	BOX TRUCK / VAN		1FDWE37S1WBH58759		108768307	854PXC
22	T-77	2001 STERLING FUEL TRUCK	FUEL TRK		2FZHANBS31AJ49796		83088444	N9411X
23	T-78	2006 KENWORTH TRACTOR	LOWBOY		1XKDD80X06J150261	T8000	112055481	CBIM58
24	T-79	2004 INTERNATIONAL	TRACTOR		2HSCDAXN84C017027		112668346	N8558T
25	T-82 (MCP)	2004 FORD F-650 WATER TRUCK	WATER TRK		3FRNF65A35V112009	F650	117099663	9440ZV
26	T-84	2009 CHEVY 5500 HD			1GBE5C3979F404916	5500 HD	102190045	DIRH26
27	T-85	2015 ISUZU NPR/GASOLINE			54DB4J1B7FS804047	NPR	119454108	EDFY78
28	T-86	1999 INTERNATIONAL	WATER TRK		1HTSDAAN1YH240932	4900HD	119670423	EVEP93
29	T-87	2015 WESTERN STAR 4700SF	DUMP		5KKMAVDV0FPGC4847	4700SF	125572311	N5643Y
30	T-88	2015 WESTERN STAR 4700SF	DUMP		5KKMAVDV7FPGC4845	4700SF	125572384	N5644Y
31	T-89	2014 WESTERN STAR 4700SF	DUMP		5KKMAVDV7EPFS5946	4700SF	125572217	N5642Y
32	T-90 MCP	2007 INTERNATIONAL 4300	MCP FLATBED		1HTMMAAN27H415230	4300	98930839	N1062Y
33	T-91	2010 INTERNATIONAL PROSTAR	LOWBOY		3HSCUAPR7AN168701	PROSTAR	127765375	IGL644
34	T-92	DUMPER 6001-DW60	OFFROAD DUMP		WNCD1801CPAL01206	DW60	N/A	N/A
35	T-93	DUMPER 6001-DW60	OFFROAD DUMP		WNCD1801JPAL00188	DW60	N/A	N/A
36	T-94	2018 WESTERN STAR 4700SB	DUMP		5KKMAXDV1JLJZ3582	4700SB	130528320	P6172A
37	T-95	2019 WESTERN STAR 4700SB	DUMP		5KKMAXDVXKLG2696	4700SB	130992057	P6191A
38	T-96 (MCP)	2018 WESTERN STAR 4700SB	DUMP		5KKMAXDV8JLJY4129	4700SB	130858271	P8188A
39	T-97	2019 ISUZU FUEL TRUCK	FUEL TRK		JALE5W163K7302050		132252325	KFP869
40	T-98	2019 PETERBUILT 337 TRACTOR	TRACTOR		2XP2AJ7XKMB11994	337	132629469	KNMT94
41	T-99	2019 PETERBUILT 337 TRACTOR	TRACTOR		2XP2AJ7XKMB11998	337	132629772	KNMT96
42	T-100	2019 PETERBUILT 337 TRACTOR	TRACTOR		2XP2AJ7XKMB11951	337	133940193	LBRG31
43	T-101	2019 FORD F-750	FLATBED		1FDWVF7DC6KDF03265	F750	135578276	LUX291



ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA

BID FORM

**NORTHERN PLANTATION KEY BOOSTER PUMP
STATION UPGRADE PROJECT (RFP 26-05)**

BELLE CONSTRUCTION SERVICES LLC

<u>Item No.</u>	<u>Description</u>	<u>Price</u>
1	Mobilization/Demobilization, Bonds, Insurance, (Maximum of 7.5% of Overall Lump Sum Base Bid Total)	\$ 495,000.00
2	Lump Sum Base Bid	\$ 6,688,068.00
3	FKEC Electrical Service Disconnection/Re-Connection and Upgrade Allowance	\$ 35,000.00
4	Soils and Concrete Testing Allowance	\$ 20,000.00
5	Permit Fees Allowance	\$ 5,500.00
6	Miscellaneous Work Allowance	\$ 100,000.00
	TOTAL LUMP SUM BID	\$ 7,343,568.00

Bidder acknowledges that each Lump Sum Bid Price includes an amount considered by Bidder to be adequate to cover Contractor's overhead and profit for each separately identified item.

Reynolds



ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA

BID FORM

**NORTHERN PLANTATION KEY BOOSTER PUMP
STATION UPGRADE PROJECT (RFP 26-05)**

Item No.	Description	Price
1	Mobilization/Demobilization, Bonds, Insurance, (Maximum of 7.5% of Overall Lump Sum Base Bid Total)	\$ 500,000.00
2	Lump Sum Base Bid	\$ 6,628,500.00
3	FKEC Electrical Service Disconnection/Re-Connection and Upgrade Allowance	\$ 35,000.00
4	Soils and Concrete Testing Allowance	\$ 20,000.00
5	Permit Fees Allowance	\$ 5,500.00
6	Miscellaneous Work Allowance	\$ 100,000.00
	TOTAL LUMP SUM BID	\$ 7,289,000.00

Bidder acknowledges that each Lump Sum Bid Price includes an amount considered by Bidder to be adequate to cover Contractor's overhead and profit for each separately identified item.

This cost proposal shall remain valid for a period of ninety (90) days from the date of submission.



ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA

BID FORM

NORTHERN PLANTATION KEY BOOSTER PUMP
STATION UPGRADE PROJECT (RFP 26-05)

<u>Item No.</u>	<u>Description</u>	<u>Price</u>
1	Mobilization/Demobilization, Bonds, Insurance, (Maximum of 7.5% of Overall Lump Sum Base Bid Total)	\$ 448,000.00
2	Lump Sum Base Bid	\$ 6,092,000.00
3	FKEC Electrical Service Disconnection/Re-Connection and Upgrade Allowance	\$ 35,000.00
4	Soils and Concrete Testing Allowance	\$ 20,000.00
5	Permit Fees Allowance	\$ 5,500.00
6	Miscellaneous Work Allowance	\$ 100,000.00
	TOTAL LUMP SUM BID	\$ 6,700,500.00

Bidder acknowledges that each Lump Sum Bid Price includes an amount considered by Bidder to be adequate to cover Contractor's overhead and profit for each separately identified item.

**ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA****BID FORM****NORTHERN PLANTATION KEY BOOSTER PUMP
STATION UPGRADE PROJECT (RFP 26-05)**

Item No.	Description	Price
1	Mobilization/Demobilization, Bonds, Insurance, (Maximum of 7.5% of Overall Lump Sum Base Bid Total)	\$ 600,000.00
2	Lump Sum Base Bid	\$ 7,474,000.00
3	FKEC Electrical Service Disconnection/Re-Connection and Upgrade Allowance	\$ 35,000.00
4	Soils and Concrete Testing Allowance	\$ 20,000.00
5	Permit Fees Allowance	\$ 5,500.00
6	Miscellaneous Work Allowance	\$ 100,000.00
	TOTAL LUMP SUM BID	\$ 8,234,500.00

Bidder acknowledges that each Lump Sum Bid Price includes an amount considered by Bidder to be adequate to cover Contractor's overhead and profit for each separately identified item.

RESOLUTION NO. 26-

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, APPROVING A BASEBALL FIELD LICENSE AGREEMENT WITH THE SCHOOL BOARD OF MONROE COUNTY, FLORIDA; AUTHORIZING THE VILLAGE MANAGER TO EXECUTE THE AMENDED INTERLOCAL AGREEMENT AND BASEBALL FIELD LICENSE AGREEMENT; PROVIDING FOR IMPLEMENTATION, CORRECTIONS, AND AN EFFECTIVE DATE.

WHEREAS, Islamorada, Village of Islands ("Village") owns the property located at 87000 Overseas Highway which is developed as a Founders Park ("Founders Park"); and

WHEREAS, the Village and School Board of Monroe County, Florida ("School Board") desire to provide enhanced recreations facilities and opportunities to the citizens and students of, and visitors to, the Village; and

WHEREAS, on May 7, 2024, the Village adopted Resolution No 24-05-39 which approved an interlocal agreement between the Village and School board in advance of the parties entering into a baseball field license agreement; and

WHEREAS, the Village and School wish to enter into a baseball field license agreement providing for each party's rights and responsibilities in connection with certain aspects of the Founders Park baseball field site; and

WHEREAS, the Village Council wishes to approve the baseball field license agreement attached hereto as Exhibit "A", and authorize the Village Manager to execute the baseball field license agreement in furtherance of the purpose of each, subject to the approval of the Village Attorney as to form and legal sufficiency; and

WHEREAS, the Village Council finds that this Resolution is in the best interest and welfare of the Village.

**WHEREAS, NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE COUNCIL OF
ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, AS FOLLOWS:**

Section 1. **Recitals.** The above-stated recitals are true and correct and are incorporated in this Resolution by this reference.

Section 2. **Approval of Baseball Field License Agreement.** The Village Council hereby approves the baseball field license agreement attached hereto as Exhibit "A".

Section 3. **Authorization to Execute Baseball Field License Agreement.** The Village Manager is authorized to execute the baseball field license agreement generally in the form attached hereto as Exhibit "A," subject to the approval as to form and legal sufficiency by the Village Attorney.

Section 4. **Implementation.** The Village Manager and/or his designee and the Village Attorney are authorized to take all actions necessary to implement this Resolution.

Section 5. **Corrections.** Conforming language or technical scrivener-type corrections may be made by the Village Attorney for any conforming amendments to be incorporated into the final resolution for signature.

Section 6. **Effective Date.** This Resolution shall become effective immediately upon adoption.

[Remainder of the page intentionally left blank.]

Motion to adopt by _____, second by _____.

FINAL VOTE AT ADOPTION

VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS

Mayor Don Horton _____

Vice Mayor Sharon Mahoney _____

Councilman Steve Friedman _____

Councilwoman Deb Gillis _____

Councilwoman Anna Richards _____

PASSED AND ADOPTED THIS 7TH DAY OF JULY, 2026.

DON HORTON, MAYOR

ATTEST:

MARNE MCGRATH, VILLAGE CLERK

APPROVED AS TO FORM AND LEGALITY
FOR THE SOLE USE AND BENEFIT OF
ISLAMORADA, VILLAGE OF ISLANDS:

JOHN QUICK, VILLAGE ATTORNEY

BASEBALL FIELD LICENSE AGREEMENT

THIS BASEBALL FIELD LICENSE AGREEMENT ("Agreement") dated this ____ day of _____, 2026, is entered into by and between ISLAMORADA, VILLAGE OF ISLANDS, a Florida municipal corporation, ("Licensor") and THE SCHOOL BOARD OF MONROE COUNTY, FLORIDA, a political subdivision of the State of Florida, ("Licensee").

RECITALS

1. Licensor is the owner of fee simple title to the real property known as Founders Park located at 87000 Overseas Highway, Islamorada, Florida (the "Property").
2. Licensee desires to provide to Licensor renovations to the baseball field and such other improvements as generally set forth in the Interlocal Agreement.
3. Licensor and Licensee have entered into an Interlocal Agreement with respect to infrastructure improvements to the Founders Park baseball field on the Property. The Interlocal Agreement has been recorded with the Monroe County Clerk of County as an official record.
4. Licensor and Licensee desire to enter into this Agreement to set forth their respective rights and obligations regarding the reconstruction and use of the baseball field and construction of related improvements, all subject to the terms and conditions of this Agreement.
5. Licensor and Licensee agree that a separate agreement will set forth the Parties rights and obligations regarding the construction and use of related improvements not specifically addressed by this License Agreement.

NOW THEREFORE, in consideration of the mutual covenants of the parties set forth in this Agreement, and other valuable consideration, the sufficiency and receipt of which is acknowledged by the parties, it is hereby agreed by and between the parties hereto as follows:

1. Grant of License and Use.

- a. License. The Licensor grants to Licensee a revocable license for the construction, renovation, operation, and use of the Improvements (as defined in paragraph 4(b) below) on the Property as contemplated herein. The parties acknowledge and agree that the license granted hereunder shall be for the benefit of Licensee and its invitees and guests only.
- b. Use. Licensee agrees to operate the Improvements for the uses permitted pursuant to this Agreement provided, however, the Licensee shall, subject to the terms of this Agreement,

make the Property available to the public, without discrimination, and refrain from imposing or levying excessive, discriminatory, or otherwise unreasonable charges or fees for any service it may provide in connection with the Improvements. Licensee shall be permitted to utilize the Improvements for the following uses:

(1) Recreational Uses consisting solely of the conduct of Licensee sponsored and sanctioned baseball games and baseball related activities such as practices, as well as other practical uses of the Improvements as agreed to by the Licensee and Licensors. The parties shall execute a separate Use Agreement setting forth the following schedule and type of use of the Improvements:

- i. The following is a description of the Monroe County School District's use schedule for the baseball field at Founders Park, Islamorada, Florida:
 - January 1 through May 31.
 - Tournaments may last through the last week of May.
 - Practice and games occur Monday-Saturday.
- ii. The field will be needed until the conclusion of the scheduled practice, game, or tournament. Start time to be determined.
- iii. Any Sunday use of the baseball field outside the regular schedule for sanctioned baseball games and baseball-related activities, such as practices, may be permitted upon written request at least thirty (30) days prior to the requested date and will be subject to review and written approval by the Village Manager.
- iv. Licensee shall not sub-license the use of the Improvements or Property to a third party without the prior written consent of the Licensors.

(2) Use of the baseball field by the Licensee shall be limited to activities directly related to the Coral Shores High School baseball program. Any other use, shall require a written agreement between Licensors and Licensee.

2. **License Fee.** For the license granted to Licensee hereunder, Licensee shall pay to Licensors a license fee of TEN AND NO/100 DOLLARS (\$10.00) per year, plus its pro rata share of the costs and expenses of all utilities incurred in connection with the use and operation of the Improvements, as further described below (the "License Fee").

3. **Term**

a. Initial Use Term. The initial use term of this Agreement shall commence on July 7, 2026 (the “Commencement Date”) and shall terminate [twenty years from commencement] July 7, 2046, (the “Termination Date”) unless sooner terminated pursuant to any provision hereof (the “Initial Use Term”), provided, however, if the Interlocal Agreement is terminated this Agreement shall also terminate on such date. The Parties agree to amend the Interlocal Agreement such that it runs concurrently with this License Agreement.

b. Renewal Options. Provided the Licensee has not materially breached this Agreement, upon the expiration of the initial period this Agreement shall be automatically continued and extended upon the same terms and conditions for up to two (2) additional ten (10) year periods unless the Licenser delivers written notice of non-renewal at least ~~thirty-six~~ sixty (3660) months prior to the end of the then-current term. All of the terms and conditions of this Agreement shall remain in full force and effect during any Renewal Term(s). If Licensee exercises its options as set forth herein, the Termination Date shall be the last day of the Renewal Term then in effect. unless sooner terminated as provided herein. The Initial Use Term of this Agreement, as extended by any Renewal Term(s), if applicable, shall hereinafter be referred to as the “Term”.

4. Construction and Renovation of Improvements.

a. Construction/Renovation. It is intended that the Improvements (as defined below) will be constructed or renovated by Licensee, at its sole cost and expense, as shown on the Plans and Specifications (as defined below) and in accordance with the Schedule for Development (as defined below), recognizing that in said schedule the parties may agree to the renovation of the Property in multiple phases.

b. Improvements. The improvements to be constructed by Licensee shall consist of: (1) a baseball field, artificial turf, perimeter and backstop fencing, bullpens, and construction of dugouts, (the “Baseball Field”); and (2) Licensee shall be responsible to meet all ADA requirements relating to the Baseball Field and existing improvements (collectively, the “Improvements”). Licensee shall be solely responsible for the removal and/or replacement of the Improvements.

Licensee shall be solely responsible for and shall have sole discretion to determine when the Improvements are in need of modification, renovation, and/or replacement. However, if the modification, renovation, or replacement is needed in order to protect the health, safety and welfare of the persons using the Improvements and the Licensee does not agree to make the changes then the Licensee shall be solely responsible and indemnify the Licenser for any and all liability for claims made.

c. Approved Plans. Prior to commencement of any construction or renovation, the Licensee shall submit to the Licensors for review and approval, "Plans and Specifications" including a site plan for and through all phases of design and construction (e.g., schematic, design development, and construction) with respect to all Improvements for Licensors' written approval which shall not be unreasonably withheld or delayed. The Licensors shall provide its written approval or disapproval (specifying the basis for disapproval and/or comments) to any such Plans and Specifications within sixty (60) calendar days of receipt of request for same. If additional information is required or requested by Licensors as part of its approval/disapproval review process, the sixty (60) calendar day timeframe shall not commence until receipt of any and all required or requested information from Licensee. If the Licensors fail to respond within the sixty (60) calendar day timeframe, the submittal shall be deemed approved. In the event of disagreement on revisions, either party may request non-binding mediation under § 164.1055, Florida Statutes, at a shared cost between the Parties. The Licensors retain the right to one public workshop on the final Designs.

~~Prior to commencement of any construction or renovation, the Licensee shall submit to the Licensors for review and approval, the (i) final design and development of all proposed structures to be placed on the Property; (ii) selection of substantial components including, but not limited to, turf selection, drainage components, fence material, and dugout material to be used as part of the Improvements, including but not limited to types, quality, specifications, and warranties; and (iii) proposed placement/location of any buildings being constructed, renovated or demolished (collectively, the "Designs"). As part of this review and approval, the Village shall, at its sole option, have the right to review the Designs at an open public meeting or workshop and to solicit community input on the Designs. Licensee shall provide Licensors with written notice of the Designs proposed as part of the Improvements ("Notice of Designs") no later than sixty (60) days prior to the commencement of construction of the Improvements or any portion thereof. Licensors shall have the right to approve the Designs, which approval will not be unreasonably withheld or delayed. If Licensors do not approve of the Designs, Licensors shall give Licensee written notice of its objections to the Designs within sixty (60) days after its receipt of the Notice of Designs, and Licensee will thereafter designate alternate Designs, subject to Licensors' review and approval, which approval will not be unreasonably withheld or denied.~~

Once the Plans and Specifications receive the written approval of the Licensors, such Plans and Specifications shall be deemed "Approved Plans." The approval by the Licensors of the Plans and Specifications, site plans, designs or other documents submitted to Licensors pursuant to the terms and conditions of this Agreement shall not constitute: (a) a representation or warranty that such comply with all applicable laws, ordinances, rules, regulations and procedures of all applicable governmental authorities, it being expressly understood that the responsibility therefore shall at all times remain with Licensee; and (b) the approval of Licensors in its capacity as a governmental authority, it being expressly understood that Licensee is subject to all applicable

ordinances, rules, regulations and procedures of Islamorada, Village of Islands, and that Licensee shall have the responsibility, at its sole cost and expense, to obtain all governmental approvals applicable to the development of the Property. The Approved Plans for the Improvements shall be certified by an architect or engineer licensed to practice in the State of Florida and shall consist of: (1) working drawings; (2) technical specifications; (3) schedule for accomplishing improvements; and (4) such other information as may be required by the Licenser. No changes or alterations shall be made to any Approved Plans, without the prior written approval of the Licenser, which approval shall not be unreasonably withheld or delayed. The Monroe County School District shall own the rights to the approved construction plans, or amended construction plans, as applicable.

d. ~~Contractor. In accordance with applicable law including competitive bidding requirements, Licensee shall enter into an agreement with a general contractor licensed in the State of Florida (the "Contractor") to construct/renovate the Improvements. Licensee shall provide Licenser with written notice of the identity of the Contractor, including a copy of the proposed agreement with the Contractor ("Notice of Contractor") no later than sixty (60) days prior to the commencement of construction of the Improvements or any portion thereof. Licenser shall have the right to approve the Contractor, including the proposed agreement with the Contractor, which approval will not be unreasonably withheld or delayed. If Licenser does not approve of the Contractor, Licenser shall give Licensee written notice of its objections to the Contractor within sixty (60) days after its receipt of the Notice of Contractor, and Licensee will thereafter designate an alternate Contractor, subject to Licenser's review and approval, which approval will not be unreasonably withheld or denied.~~

e. Performance. Licensee shall ensure that Improvements are constructed in a good and workmanlike manner in accordance with the Plans and Specifications. The Contractor shall minimize adverse impacts to park users in other areas during active construction. Licensee shall provide Licenser with written notice of the materials and products proposed as part of the Improvements ("Notice of Materials and Products") no later than sixty (60) days prior to the commencement of construction of the Improvements or any portion thereof. Licenser shall have the right to approve the materials and products, which approval will not be unreasonably withheld or delayed. If Licenser does not approve of the materials and products, Licenser shall give Licensee written notice of its objections to the materials and products within sixty (60) days after its receipt of the Notice of Materials and Products, and Licensee will thereafter designate alternate materials and products, subject to Licenser's review and approval, which approval will not be unreasonably withheld or denied.

f. Construction Liens. Licensee must ensure that no construction liens are filed against the Property as a result of the construction/renovation of the Improvements. If any liens are filed, Licensee shall promptly pay and discharge the liens or have them transferred to bond within ten (10) days after filing and shall provide Licenser with proof of the payment or transfer

of the liens. Licensee agrees to indemnify Licensor and hold Licensor harmless from and against any damage or loss, including Attorneys' Fees and Costs (defined below), incurred by Licensor as a result of any liens or other claims arising out of or related to work performed by or on behalf of Licensee. Licensor may, at its option, discharge liens immediately if they threaten the Property by payment, bonding or otherwise, and upon request Licensee will promptly reimburse Licensor for all costs and expenses incurred by Licensor, plus interest thereon at the highest rate permitted by law. Prior to discharge by Licensor, Licensor must first give Licensee fifteen (15) days written notice and an opportunity to bond or payoff said liens within this fifteen (15) day period.

g. Standards of Construction. All construction/renovation of the Improvements shall be performed in such a manner as to provide that the Improvements shall:

- (1) Be structurally sound and safe for human occupancy, and free from any unusual hazards.
- (2) Be designed for use for only those purposes permitted herein.
- (3) The Improvements to be constructed upon the Property shall be fire resistant to the extent required by the provisions of the local applicable building codes and shall not be used for the manufacture or storage of flammable, explosive or hazardous materials in violation of applicable law.
- (4) Comply with the Approved Plans.
- (5) Comply with the terms and provisions of this Agreement.
- (6) Comply with all applicable laws, ordinances, rules, regulations and procedures of all applicable governmental authorities.

The Licensor may refuse to grant approval if, in its reasonable opinion, the proposed facilities as shown on such Plans and Specifications will fail to meet the criteria set forth above.

h. Comply with Applicable Law. All Improvements constructed or installed by the Licensee, its agents, or contractors, shall conform to all applicable state, federal, county, and local statutes, ordinances, building codes, fire codes, and rules and regulations, as amended.

i. Early Termination Payment. If the Licensor terminates the Agreement early without cause, including any renewal periods, the Licensor shall pay the Licensee an amortization amount based upon the useful life of the Improvements as set forth in the attached Exhibit "A". No payment is owed if termination occurs ~~eight~~twenty (8~~20~~) years or more after the

Commencement Date unless one or more of the Improvements have been renovated or replaced which would extend the useful life of the Improvements. Upon the completion or replacement of the Improvements, the Parties shall each adopt a final amortization schedule by resolution. The Parties agree that the amortization schedule shall be premised on the declining value of the Improvements based on the depreciation that is reflected in the Licensee's Financial Statements.

Licensor may terminate this Agreement without obligation for any Early Termination Payment in the event Licensee materially breaches this Agreement. Provided however, that in the event of a material breach the Parties shall be required to first seek resolution through and in accordance with the Florida Governmental Conflict Resolution Act prescribed by Florida Statutes Chapter 164 prior to terminating the agreement for cause and without any payment owed to Licensee. Licensee shall have the opportunity to cure such material breach while the Parties proceed through the process provided for in the Florida Governmental Conflict Resolution Act.

j. Improvements. Licensor and Licensee agree that upon termination of this Agreement, the title to all tangible property and/or Improvements included or associated with the recreational facility shall be in the name of the Licensor, unless such tangible property and/or Improvements are completely removed from the Founder's Park Baseball field site by the Licensee and at the sole expense of Licensee.

k. ADA. All Improvements hereafter made to the Property shall be in compliance with the Americans with Disability Act of 1990, as same may be amended from time to time to the extent required by law.

l. Access for Inspection. Licensee, its agents, employees and representatives are granted access to the Property with full right to: (1) inspect the Property; (2) to conduct reasonable tests thereon including, but not limited to, soil borings and hazardous waste studies, and to make such other examinations with respect thereto as Licensee, its counsel, licensed engineers, surveyors or other representatives may deem reasonably necessary. Any test, examinations or inspections of the Property by Licensee and all costs and expenses in connection with Licensee's inspection of the Property shall be at the sole cost of Licensee. Licensee shall remove or bond any lien of any type which attaches to the Property by virtue of any of Licensee's inspections.

~~Licensee hereby indemnifies and holds Licensor harmless from all loss, cost or expense, including, but not limited to, attorneys' fees and court costs resulting from Licensee's inspections in connection with the Property including all loss, cost or expense related to the removal, remediation, and/or disposal of any hazardous substance. If Licensee discovers hazardous substances as a result of its inspection and the Licensee fails to cease its inspection and/or removal, remediation and/or disposal of such hazardous substances during its inspections which results in additional contamination of the Property, then the Licensee shall also be responsible for the~~

~~removal and/or remediation and/or disposal of the additional hazardous substances which the Licensee releases or spills on the Property after it discovers such hazardous substances located on the Property and which causes additional damage to the Property, but the Licensee is not responsible for the clean-up of the remaining hazardous substances which are located on or beneath the Property.~~

m. Notices of Commencement. The Village shall be copied on all Notice of Commencement for the Contractor, subcontractors, materials suppliers, and any other contracted work related to the Improvements.

n. Costs of Design and Construction. Licensee shall be responsible for paying all costs, fees, and expenses relating to the design and construction/renovation of the Baseball Field, including, but not limited to, engineering fees, architectural fees, labor, materials, cost of bonds, permits and licenses. In the event Licenser, in its property ownership capacity, objects and recommends changes to the Submittals, Licenser shall be solely responsible for all costs, fees, and expenses associated with making the recommended changes including, but not limited to, engineering fees, architectural fees, and labor. Licenser shall not be responsible for any costs arising out of its actions as an authority having jurisdiction of the property or when otherwise acting as the permitting authority for the Improvements.

o. Governmental Approval Joinder. Licenser agrees to reasonably cooperate with Licensee in seeking the governmental approvals for the Improvements including the execution of applications (to the extent required by such applicable governmental or quasi-governmental Authorities) and other documentation in connection with the governmental approvals; provided, Licenser shall not be required thereto to expend any sums in connection with such assistance (other than its review costs, either in-house or using outside agents or consultants). Licenser's joinder in such applications and other documentation may be conditioned upon Licensee's agreement to perform Licenser's obligations thereunder, which agreement on the part of Licensee shall survive the expiration or earlier termination of this Agreement until such time as the obligations required by such documents are satisfied or released. If any such documents in which Licenser's joinder is requested contain material financial obligations binding (or which may become binding) upon Licenser, Licensee shall provide further assurances in a form and substance reasonably acceptable to Licenser in order to secure such material financial obligations. If this Agreement is terminated pursuant to this Section, then upon Licenser's request, Licensee shall withdraw all of its pending applications and terminate all agreements which are terminable and/or withdrawable by Licensee, with respect to the governmental approvals. The provisions of this sub-section shall be a surviving obligation which shall survive termination of this Agreement.

5. Construction Agreements. Bonds. Indemnification. And Insurance Requirements For Contractors.

a. Self-Performance. Licensee reserves the right to self-perform work in accordance with the requirements set forth in the State Requirements for Education Facilities.

b. Payment and Performance Bond. The Licensee agrees that before commencing any work or construction, in accordance with applicable law, the Licensee or its contractor shall maintain, at all times, a valid payment and performance bond, which shall be in: (1) an amount not less than the amount covering the full amount of the work then being performed; (2) a form and substance acceptable to the Licensor; and (3) compliance with the requirements of Chapter 255, Florida Statutes, Licensee shall comply with the requirements of Chapter 255, Florida Statutes with respect bonds of contractors constructing public buildings.

c. Contractor Indemnity. The Licensee, in its general construction contract, shall require the general contractor to indemnify and hold the Licensor harmless from and against any and all loss, damage, cost, or expense, including, but not limited to, Attorneys' Fees and Costs through all trial and appellate levels with respect to personal injury and/or property damage caused by the general contractor, its subcontractors, agents and employees in connection with performing such work and/or any other of its obligations under the applicable Agreement.

d. Comprehensive General Liability Insurance. The Licensee, in its general construction Agreement, shall require the general contractor performing any improvements to provide, pay for and maintain in force, during the time such work is being performed, comprehensive general liability insurance with limits of: (i) \$10,000,000.00 (with respect to work costing up to \$20,000,000.00), (ii) \$10,000,000.00 with a \$20,000,000.00 umbrella with respect to work between \$20,000,000.00 and \$50,000,000.00, and (iii) \$10,000,000.00 with a \$50,000,000.00 umbrella with respect to work in excess of \$50,000,000.00; all on a per occurrence combined single limit for bodily injury liability and property damage liability.

e. Insurance Requirements for Construction Contracts. Licensee agrees to include the following insurance language in any agreement it enters into with the general contractor performing work for Licensee and Licensee further agrees to provide to Licensor, prior to commencement of the improvements with respect to such contract, certificates of insurance evidencing the contractor's compliance with the requirements of this Section:

(i) "Without limiting any of the other obligations or liabilities of general contractor or Licensee, the general contractor shall provide, pay for, and maintain in force until all of its work to be performed has been completed, the insurance coverages set forth herein.

A. Workers' Compensation insurance to apply for all employees in compliance with the "Workers' Compensation Law" of the State of Florida and all applicable federal laws.

B. Comprehensive General Liability as provided in Section 8(c) above.

C. Business Automobile Liability with minimum limits of Five Hundred Thousand Dollars (\$500,000.00) per occurrence, combined single limit for Bodily Injury Liability and Property Damage Liability.

D. The Licensor shall be expressly included as an additional insured as its interest may appear.

E. Builder's Risk Insurance for the construction of above ground buildings and/or structures. The coverage shall be "All Risk" form for one hundred percent (100%) percent of the completed value, including Licensor as a named insured, with a deductible of not more than Twenty-Five Thousand Dollars (\$25,000.00) for each claim.

(ii) If the initial insurance expires prior to the completion of the work, renewal certificates of insurance shall be furnished to the Licensor thirty (30) calendar days prior to the previous certification's expiration.

(iii) The policy(ies) must be endorsed to provide Licensor with thirty (30) calendar days prior written notice of modification, cancellation or restriction."

f. Requirements During the Term. The foregoing requirements set forth in this Section shall be applicable for any construction undertaken by Licensor during the Term of this Agreement.

6. **Compliance with Governmental Procedures.**

a. Comply with Governmental Requirements. Licensee shall comply with all applicable federal, state, county, and municipal laws, ordinances, resolutions and governmental rules, regulations and orders including the Americans with Disability Act as may be in effect now or at any time during the Term of this Agreement, all as may be amended, which are applicable to Licensee, the Property, or the operations conducted at the Property. A violation of any of such laws, ordinances, resolutions, rules, regulations or orders, as amended, not cured within the applicable cure period shall constitute a material breach of this Agreement, and in such event, Licensor shall be entitled to exercise all rights and remedies hereunder and at law and in equity.

The obligation of the Licensee to comply with governmental requirements is provided herein for the purpose of assuring proper safeguards for the protection of persons and property on the Property. Such provision is not to be construed as a submission by the Licensor to the application to itself of such requirements or any of them.

b. Entry. The Licensee agrees to the extent required by applicable law, to permit reasonable entry, inspection, and testing, upon reasonable advance notice during business hours (unless an emergency exists), by inspectors of any federal, state, county and/or municipal agency having jurisdiction under any law, rule, regulation, or order, applicable to the Property or the operations at the Property. This right of entry, inspection and testing shall impose no duty on the Licensor to take any such action and shall impart no liability on the Licensor should it not take any such action. Licensor, as the owner of the Property, shall, at all times, retain all rights, including but not limited to, the rights of entry inspection, and testing on the Property.

7. Use Agreement. The Village and School Board shall enter into a recreational use agreement (“Use Agreement”) annually that may be amended from time to time as needed.

8. Maintenance of Improvements. Licensee shall be responsible for maintaining the Improvements each year during the Term of this Agreement, including any Renewal Period. Maintenance of the Improvements shall include, but is not limited to, the following: grass cutting, artificial turf maintenance/repair, and other maintenance, repair or replacement activities which are required to keep the Improvements in first class condition. Any decision by the Licensee to replace the artificial turf shall be based on the manufacturer’s warranty or an expert’s opinion on the remaining useful life of the field. Maintenance and utility consumption costs for the period of January 1 through May 31 of each year shall be paid by Licensee, at its sole cost and expense. Costs of maintenance and utility consumption costs for the period of June 1 through December 31 of each year shall be paid by Licensor, with maintenance to be provided by Licensee and its costs to be reimbursed by Licensor to Licensee monthly.

9. Utilities. Licensee, at its sole cost and expense, shall be responsible for arranging for the necessary utilities, including water, sewer and electrical service, to the Improvements.

10. Insurance Requirements for both Licensee and Licensor.

The Parties each agree to maintain the following policies of insurance and to comply with the following:

a. Casualty Insurance. Licensee and Licensor shall each, during the Term of this Agreement, insure and keep insured to the extent of not less than 100% of the insurable replacement value thereof, the Improvements including all buildings, structures, fixtures and attached equipment on the Property against such hazards and risks as may now or in the future be

included under the Standard Form of Fire and Extended Coverage insurance policy of the State of Florida with a deductible not to exceed Twenty Five Thousand Dollars and zero cents (\$25,000.00).

b. Comprehensive General Liability Insurance to protect against bodily injury liability and property damage in an aggregate amount of not less than One Million Dollars and zero cents (\$1,000,000.00) per incident. Coverage must be afforded on a form no more restrictive than the latest edition of the Comprehensive General Liability Policy, without restrictive endorsements, as filed by the Insurance Services Office and must include Property and/or Operations, Independent Contractors and Broad Form Contractual Coverage covering all liability arising out of the terms of this Agreement.

c. Business Automobile Liability Insurance in an amount not less than Five Hundred Thousand Dollars and zero cents (\$500,000.00) per occurrence combined single limit, for bodily injury and property damage liability. Coverage must be afforded on a form no more restrictive than the latest edition of the Business Automobile Liability policy, without restrictive endorsements, as filed by the Insurance Services Office, and must include Owned, Non-owned and Hired vehicles.

d. Workers' Compensation and Employer's Liability Insurance to apply for all employees in compliance with the Workers' Compensation Law of the State of Florida and all applicable federal laws. In addition, the policy(ies) must include Employers' Liability compliant with the statutory limit.

e. Certificates. Licensee and Licensor shall each furnish to the other party certificates of insurance or endorsements evidencing the insurance coverages specified by this Section upon execution of this Agreement provided the coverage set forth in Section 9(a) shall not be required until obtaining the Certificate of Occupancy for the improvements be insured. The required certificates of insurance shall name the type of policies provided, refer specifically to this Agreement, and state that such insurance is as required by this Agreement.

f. Cancellation. Coverage is not to cease and is to remain in force (subject to cancellation notice) throughout the Term of this Agreement and until all performance required hereunder is completed. If any of the insurance coverages will expire prior to the termination of this Agreement, copies of renewal policies shall be furnished to the Licensee or Licensor, as applicable, at least sixty (60) calendar days prior to the date of their expiration.

11. **Damage or Destruction of Property**. In the event of damage caused by fire, the elements, or other casualty, Licensee shall undertake efforts to remove debris and repair the damages as set forth below. Licensor and Licensee shall equally bear the cost of any debris removal

or repair attributable to fire, the elements, or other casualty not otherwise covered by insurance proceeds.

a. Minor Damage. If Improvements located on the Property or any part thereof shall be damaged by fire, the elements, or other casualty but not rendered unusable, then Licensee shall cause the Improvements and Property to be repaired and restored with due diligence to the condition they were in prior to such casualty generally in accordance with the Approved Plans.

b. Major Damage to or Destruction of the Property. If improvements on the Property (including the public areas) or any part thereof shall be destroyed or damaged by fire, the elements, or other casualty as to render the Property unusable, then:

(1) Licensee shall with due diligence make the necessary repairs or replacements for the restoration thereof to the condition existing prior to such casualty generally in accordance with the Approved Plans and it shall do so with reasonable dispatch and, if such destruction or damage was covered by insurance, the proceeds thereof shall be adjusted with and paid to Licensee for that purpose.

(2) To the extent Licensor is entitled to approve the Plans and Specifications with respect to the initial construction thereof, such restoration work shall be made pursuant to Plans and Specifications that have received the prior approval of the Licensor and all such work shall comply with the terms and provisions of this Agreement.

c. Use of Artificial Turf. Licensor and Licensee shall not permit the Baseball Field to be used in contravention to any applicable specifications, warranties, and/or manufacturer instructions and the parties shall be solely responsible for all damages caused by such prohibited use. Licensee shall provide Licensor with a copy of the applicable specifications, warranties, and/or manufacturer instructions.

12. Termination. Upon expiration of the initial twenty year period, ~~t~~This Agreement may be terminated by either party by giving written notice to the other party, which termination shall be effective ~~threefive~~ (35) years from the date of such notice. In the event of any such termination by Licensor, Licensee shall cease forthwith all operations upon the Property and the Parties shall pay in full all charges then due and owing, through the date of termination. The parties mutually agree that upon the termination of this Agreement, the title to all tangible property included or associated with the recreational facility shall be in the name of the Licensor, unless such tangible property is completely removed from the Property by the Licensee, at Licensee's sole cost and expense. Provided, however, that if this Agreement is terminated by the Licensor prior to its normal expiration date, Licensee shall be given an opportunity to remove its tangible property within ~~thirtysixty~~ (360) days of the termination of this Agreement.

13. **Attorney's Fees and Costs.** In this Agreement, all references to Attorney's Fees and Costs shall include all reasonable fees charged by an attorney for its services and the services of any paralegals, legal assistants, or law clerks, including, but not limited to, fees charged for representation at the trial level, at all appellate levels, and in any bankruptcy proceeding, together with all costs incurred. The parties agree that in the event of any mediation or court proceeding for the enforcement, defense, or interpretation of either party's rights under this Agreement, each party will bear its own Attorney's Fees and Costs.

14. **Counterparts.** This Agreement may be signed in two or more counterparts, each of which constitutes the agreement of the parties and each of which will be treated as an original.

15. **Entire Agreement.** This Agreement sets forth the entire agreement between Licensor and Licensee with respect to the subject matter of this Agreement. This Agreement supersedes all prior and contemporaneous negotiations, understandings, and agreements, written or oral, between the parties.

16. **Modifications, Amendments, or Alterations.** No modification, amendment or alteration in the terms or conditions contained herein shall be effective unless agreed to and executed in writing by both parties to this Agreement in a form acceptable to the Village.

17. **Gender.** In this Agreement, the masculine includes the feminine and neuter, the singular includes the plural, and the plural includes the singular as the context requires.

18. **Governing Law, Venue.** This Agreement shall be interpreted and construed in accordance with and governed by the laws of the State of Florida. The exclusive venue for any lawsuit arising from, related to, or in connection with this Agreement shall be in the state courts of the Sixteenth Judicial Circuit in and for Monroe County, Florida. If any claim arising from, related to, or in connection with this Agreement must be litigated in federal court, the exclusive venue for any such lawsuit shall be in the United States District Court or United States Bankruptcy Court for the Southern District of Florida. EACH PARTY HEREBY EXPRESSLY WAIVES ANY RIGHTS IT MAY HAVE TO A TRIAL BY JURY OF ANY CIVIL LITIGATION RELATED TO THIS AGREEMENT.

19. **Severability.** If any provision of this Agreement is held to be invalid or unenforceable for any reason, this Agreement shall remain in full force and effect in accordance with its terms disregarding such unenforceable or invalid provision.

20. **Notices.** All notices required or permitted to be given hereunder shall be in writing and shall be (a) delivered via hand delivery; (b) sent via Federal Express or a comparable overnight

mail service; (c) mailed by U.S. registered or certified mail, return receipt requested; or (d) sent via telephone facsimile transmission with an original copy of the transmission mailed via regular mail, to Licensee or Licensors at the following addresses:

If to Licensors:	Islamorada, Village of Islands 86800 Overseas Highway Islamorada, FL 33036 Attention: Village Manager
With a copy to:	Weiss Serota Helfman Cole & Bierman, P.A. 2800 Ponce de Leon Blvd., Suite 1200 Coral Gables, FL 33133 Attention: John J. Quick
If to Licensee:	The School Board of Monroe County, Florida 241 Trumbo Road, P.O. Box 1788 Key West, FL 33041-1788 Attention: Superintendent
With a copy to:	Vernis and Bowling of the Florida Keys P.A. 81990 Overseas Highway Islamorada, Florida 33036 Attention: Dirk M. Smits

Notices effective upon delivery or refusal of delivery of notice. The addressees and addresses for notice may be changed by giving notice. Until written notice of a change in address is delivered, the last addressee and address stated in this Agreement continues in effect for all purposes.

21. **Section and Paragraph Headings.** The section and paragraph headings contained in this Agreement are for purposes of identification only and are not to be considered in construing this Agreement.

22. **Successors and Assigns.** The covenants, conditions and agreements contained in this Agreement will inure to the benefit of and be binding upon the successors and assigns of Licensors and Licensee.

23. **Waiver.** No express or implied consent or waiver by a party to or of any breach or default by the other party in the performance by such other party of its obligations under this Agreement will be deemed or construed to be a consent or waiver to or of any other breach or default in the performance by such other party of the same or any other obligations of such other

party hereunder. Failure by a party to complain of any act or failure to act of the other party or to declare the other party in default, irrespective of how long such failure continues will not constitute a waiver by such party of its rights hereunder. The giving of consent by a party in any one instance will not limit or waive the necessity to obtain such party's consent in any future instance.

IN WITNESS WHEREOF, this Agreement has been executed by their duly authorized representatives as of the date first set forth above.

Witnesses:

Print Name: _____

Print Name: _____

LICENSEE:

THE SCHOOL BOARD OF MONROE
COUNTY, FLORIDA

By: _____

Print Name: _____

Title: _____

Witnesses:

Print Name: _____

Print Name: _____

LICENSOR:

ISLAMORADA, VILLAGE OF ISLANDS, a
Florida municipal corporation

By: _____

Print Name: _____

Title: _____

[Acknowledgments on following page]

STATE OF FLORIDA)
) ss.:
COUNTY OF MONROE)

The foregoing instrument was acknowledged before me, by means of ☐ physical presence or ☐ online notarization, this _____ day of _____, 2026, by _____, as _____ of The School Board of Monroe County, Florida, on behalf of the School Board, who (check one) ☐ is personally known to me or ☐ has produced _____ as identification.

My Commission Expires:

Notary Public

Print Name

STATE OF FLORIDA)
) ss.:
COUNTY OF MONROE)

The foregoing instrument was acknowledged before me, by means of ☐ physical presence or ☐ online notarization, this _____ day of _____, 2026, by _____, as _____ of Islamorada, Village of Islands, on behalf of the Village, who (check one) ☐ is personally known to me or ☐ has produced _____ as identification.

My Commission Expires:

Notary Public

Print Name

Exhibit “A”

Sample Amortization Schedule

Calendar Year	Payment
Starting Payment	\$4,000,000
2027	\$3, 8 500,000
2028	\$3, 6 000,000
2029	\$2,500,000 3,400,000
2030	\$2,000,000 3,200,000
2031	\$1,500,000 3,000,000
2032	\$1,000,000 2,800,000
2033	\$500,000 2,600,000
2034	\$0.00 2,400,000
<u>2035</u>	<u>\$2,200,000</u>
<u>2036</u>	<u>\$2,000,000</u>
<u>2037</u>	<u>\$1,800,000</u>
<u>2038</u>	<u>\$1,600,000</u>
<u>2039</u>	<u>\$1,400,000</u>
<u>2040</u>	<u>\$1,200,000</u>
<u>2041</u>	<u>\$1,000,000</u>
<u>2042</u>	<u>\$800,000</u>
<u>2043</u>	<u>\$600,000</u>
<u>2044</u>	<u>\$400,000</u>
<u>2045</u>	<u>\$200,000</u>
<u>2046</u>	<u>\$0.00</u>

RESOLUTION NO. 26-01-08

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, APPROVING A BASEBALL FIELD LICENSING AGREEMENT WITH THE SCHOOL BOARD OF MONROE COUNTY, FLORIDA; AUTHORIZING THE VILLAGE MANAGER TO EXECUTE THE BASEBALL FIELD LICENSING AGREEMENT; PROVIDING FOR IMPLEMENTATION, CORRECTIONS, AND AN EFFECTIVE DATE.

WHEREAS, Islamorada, Village of Islands ("Village") owns the property located at 87000 Overseas Highway which is developed as a Founders Park ("Founders Park"); and

WHEREAS, the Village and School Board of Monroe County, Florida ("School Board") desire to provide enhanced recreations facilities and opportunities to the citizens and students of, and visitors to, the Village; and

WHEREAS, the Village adopted Resolution No 24-05-39 which approved an interlocal agreement between the Village and School Board regarding the provision of enhanced recreational facilities and opportunities within the Village ("Interlocal Agreement"); and

WHEREAS, the Interlocal Agreement was recorded in the Official Records on June 20, 2025 at Book 3331, Page 1471; and

WHEREAS, the Interlocal Agreement envisions that the parties also enter into a baseball field licensing agreement related to the baseball field presently located at Founders Park; and

WHEREAS, the Village and School Board wish to enter into a baseball field licensing agreement setting forth each party's rights and responsibilities in connection with the Founders Park baseball field site; and

WHEREAS, the Village Council wishes to approve the baseball field licensing agreement attached hereto as Exhibit "A", and authorize the Village Manager to execute the baseball field

licensing agreement, subject to the approval of the Village Attorney as to form and legal sufficiency; and

WHEREAS, the Village Council finds that this Resolution is in the best interest and welfare of the Village.

WHEREAS, NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, AS FOLLOWS:

Section 1. Recitals. The above-stated recitals are true and correct and are incorporated in this Resolution by this reference.

Section 2. Approval of Agreement. The Village Council hereby approves the baseball field licensing agreement attached hereto as Exhibit "A".

Section 3. Authorization to Execute Agreement. The Village Manager is authorized to execute the baseball field licensing agreement generally in the form attached hereto as Exhibit "A," subject to the approval as to form and legal sufficiency by the Village Attorney.

Section 4. Implementation. The Village Manager and/or his designee and the Village Attorney are authorized to take all actions necessary to implement this Resolution.

Section 5. Corrections. Conforming language or technical scrivener-type corrections may be made by the Village Attorney for any conforming amendments to be incorporated into the final resolution for signature.

Section 6. Effective Date. This Resolution shall become effective immediately upon adoption.

[Remainder of the page intentionally left blank.]

Motion to adopt by S. Mahoney, second by A. Richards.

FINAL VOTE AT ADOPTION

VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS

Mayor Don Horton yes

Vice Mayor Sharon Mahoney yes

Councilmember Steve Friedman yes

Councilmember Deb Gillis yes

Councilmember Anna Richards yes

PASSED AND ADOPTED ON THIS 8 DAY OF January, 2026.



DON HORTON, MAYOR

ATTEST:



MARNE MCGRATH, VILLAGE CLERK

APPROVED AS TO FORM AND
LEGALITY FOR THE SOLE USE AND BENEFIT
OF ISLAMORADA, VILLAGE OF ISLANDS:



JOHN J. QUICK, VILLAGE ATTORNEY





Council Communication

To: Mayor and Village Council
From: John Quick, Interim Village Attorney
Date: July 7, 2026
SUBJECT:

Ordinance of Islamorada, Village Of Islands, Florida, Amending Chapter 14 "Elections", Article I "In General", Creating Section 14-2 "Vacancy in Candidacy"; Providing for Severability; Providing for Inclusion in the Code; and Providing for an Effective Date - Second Reading TAB 9

Background:

Section 166.031(6), Florida Statutes, states that "[e]ach municipality shall, by ordinance or charter provision, provide procedures for filling a vacancy in office caused by death, resignation, or removal from office. Such ordinance or charter provision shall also provide procedures for filling a vacancy in candidacy caused by death, withdrawal, or removal from the ballot of a qualified candidate following the end of the qualifying period which leaves fewer than two candidates for an office." (emphasis added).

The proposed ordinance would establish procedures for filling a vacancy in candidacy. Section 5(7) of the Village Charter already includes procedures for filling vacancies in office.

Analysis:

Since neither the Village Charter Code currently includes procedures for filling vacancies in candidacy, the Village needs to establish such procedures either via ordinance or charter provision.

Budget Impact:

None.

Staff Impact:

N/A.

Recommendation:

Staff recommends adoption of the proposed ordinance.

Attachments: 1. 4DH6002-Ordinance creating vacancy in candidacy provisions

ORDINANCE NO. ____

**AN ORDINANCE OF ISLAMORADA, VILLAGE OF ISLANDS,
FLORIDA, AMENDING CHAPTER 14 "ELECTIONS",
ARTICLE I "IN GENERAL", CREATING SECTION 14-2
"VACANCY IN CANDIDACY"; PROVIDING FOR
SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE;
AND PROVIDING FOR AN EFFECTIVE DATE**

WHEREAS, Chapter 166, Florida Statutes, authorizes municipalities to have the governmental, corporate, and proprietary powers to enable them to conduct municipal government, perform municipal functions, and render municipal services, and may exercise any power for municipal purposes, except when expressly prohibited by law; and

WHEREAS, section 166.031(6), Florida Statutes, states that "[e]ach municipality shall, by ordinance or charter provision, provide procedures for filling a vacancy in office caused by death, resignation, or removal from office. Such ordinance or charter provision shall also provide procedures for filling a vacancy in candidacy caused by death, withdrawal, or removal from the ballot of a qualified candidate following the end of the qualifying period which leaves fewer than two candidates for an office."

WHEREAS, the Village Council desires to amend the Village Code, to include provisions addressing vacancies in candidacy in accordance with section 166.031(6), Florida Statutes; and

WHEREAS, the Village Council finds that amending the Code to create such a provision is in the best interests of the Village and its residents.

NOW THEREFORE, BE IT ORDAINED BY THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, AS FOLLOWS:

Section 1. Recitals. The above recitals are true and correct and are incorporated herein by this reference.

Section 2. Creation of Section 14-2 of the Village Code.¹

Section 14-2 of the Village Code, titled "Vacancy in Candidacy", is hereby created as follows:

CHAPTER 14 – ELECTIONS.

ARTICLE I – IN GENERAL.

Section 14-2 – Vacancy in Candidacy.

- (a) Withdrawal. A candidate for Council may withdraw at any time prior to the election by filing a sworn, executed statement of withdrawal with the Village Clerk.
- (b) Effect of death, withdrawal or removal where candidate remains on the ballot.
 - (1) No supplemental qualifying period. If the death, withdrawal or removal from the ballot of a qualified candidate or candidates for office following the end of the qualifying period leaves less than two candidates for that office, the remaining candidate shall be declared duly elected as unopposed and no election shall be held for that office.

¹ / Deleted text is indicated by a strikethrough and added text is indicated by an underline.

(2) *Changes in ballot.* The name of any qualified candidate who has withdrawn, died or been removed from the ballot shall not be printed on the ballot. If the ballot cannot be changed, any votes for that candidate shall be null and void.

(c) *Effect of death, withdrawal or removal where no candidate remains on the ballot.* Should a vacancy in candidacy leave no candidate remaining for an office after the conclusion of the qualifying period, the resulting vacancy shall be filled in accordance with Section 5(7) of the Village Charter.

Section 3. Repeal of Conflicting Provisions. The provisions of the Village of Islamorada Code and all ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

Section 4. Severability. The provisions of this Ordinance are declared to be severable and if any sentence, section, clause or phrase of this Ordinance shall for any reason be held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining sentences, sections, clauses or phrases of the Ordinance but they shall remain in effect it being the legislative intent that this Ordinance shall stand notwithstanding the invalidity of any part.

Section 5. Inclusion in the Code. It is the intention of the Village Council and it is hereby ordained the provisions of this Ordinance shall become and be made part of the Village of Islamorada Code, that sections of this Ordinance may be renumbered or re-lettered to accomplish such intentions, and that the word "Ordinance" shall be changed

to "Section" or other appropriate word.

Section 6. **Effective Date.** This Ordinance shall be effective immediately upon adoption.

The foregoing Ordinance was offered by Councilmember Deb Gillis, who moved for its adoption on first reading. This motion was seconded by Councilmember Steve Friedman, and upon being put to a vote, the vote was as follows:

Mayor Don Horton	Yes
Vice Mayor Sharon Mahoney	Yes
Councilman Steve Friedman	Yes
Councilwoman Deb Gillis	Yes
Councilwoman Anna Richards	Yes

PASSED on the first reading this 9th day of June, 2026.

Remainder of this page intentionally left blank.

The foregoing Ordinance was offered by Councilmember _____, who moved for its adoption on second reading. This motion was seconded by Councilmember _____, and upon being put to a vote, the vote was as follows:

Mayor Don Horton	_____
Vice Mayor Sharon Mahoney	_____
Councilman Steve Friedman	_____
Councilwoman Deb Gillis	_____
Councilwoman Anna Richards	_____

PASSED AND ADOPTED on the second reading this ____ day of ____, 2026.

DON HORTON, MAYOR

ATTEST:

MARNE MCGRATH, VILLAGE CLERK

APPROVED AS TO FORM AND LEGALITY
FOR THE SOLE USE AND BENEFIT OF
ISLAMORADA, VILLAGE OF ISLANDS:

JOHN J. QUICK, VILLAGE ATTORNEY



Council Communication

To: Mayor and Village Council
From: John Quick, Interim Village Attorney
Date: July 7, 2026
SUBJECT: **Ordinance Concerning a Charter Amendment Related to Three-Year Staggered Terms - Second Reading TAB 10**

Background:

During the Charter Review Committee process, the Committee recommended for the Village Council's consideration, a potential charter change. This change, if approved by the voters, would do the following beginning with the November 2026 election:

1. Create staggered three-year terms of office;
2. Change the term limits from 8 years to 3 terms; and
3. Establish a transition period to create the staggering of terms.

Analysis:

The language has been modified slightly from what was discussed and approved at the Charter Review Committee stage. This is because legal felt it important to account for the potential scenario where more than 3 candidates are unopposed in their elections. While not necessarily likely, legal feels it important to ensure that scenario is accounted for should it come to pass.

The term of office for the candidates elected at the November 2026 election would be split with three candidates serving three-year terms of office and two candidates serving two-year terms of office, to be implemented upon the certification of the November 2026 election.

The staggering of terms of office would occur as follows:

The staggering of terms shall be implemented as follows: The three (3) candidates elected at the November 2026 general election who receive the highest number of votes shall receive three-year terms of office ending in November 2029, and all remaining elected candidates shall receive two-year terms of office ending in November 2028. For purposes of this allocation, any candidate elected unopposed pursuant to Section 8(6) of the Village Charter shall automatically receive a three-year term and shall count toward the three (3) candidates receiving three-year terms. If more than three (3) candidates are elected unopposed in the November 2026 general election, the candidates receiving three-year terms and the candidates receiving two-year terms shall be determined by lot. Beginning with the November 2028 election, all terms of office for councilmembers shall be for three (3) years.

Budget Impact:

Unknown at this time. However, since this proposal would result in certain elections not aligning with a state or national election, a special election would need to be held some years. This special election would result in a yet-to-be-determined cost.

Staff Impact:

Additional staff time would likely be required for a special election.

Recommendation:

Attachments: 1. 4DL3365-Ordinance - Charter Amendment - Three Year Staggered Terms

ORDINANCE NO. ____

AN ORDINANCE OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, CALLING FOR A REFERENDUM VOTE TO BE HELD WITH THE GENERAL ELECTION ON TUESDAY, NOVEMBER 3, 2026; PROVIDING FOR SUBMISSION TO THE ELECTORS OF A PROPOSED AMENDMENT TO THE VILLAGE CHARTER RELATING TO THREE-YEAR STAGGERED TERMS OF OFFICE WITH THREE TERM LIMIT; PROVIDING FOR PLACEMENT ON THE BALLOT; PROVIDING FOR REQUISITE BALLOT LANGUAGE; PROVIDING FOR NOTICE OF ELECTION; PROVIDING FOR AUTHORIZATION OF VILLAGE CLERK AND FOR VILLAGE CANVASSING BOARD; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CHARTER/CONFORMITY OF AMENDMENT; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Village Charter of Islamorada, Village of Islands (the "Village") provides for two-year terms of office, with a term limit of eight years; and

WHEREAS, on May 12, 2026, the Village Council has directed the Village Attorney to prepare an Ordinance calling for a special election on a proposed charter amendment that would change the term of office for Council to establish three year staggered Council terms and a three term limit, including an initial transition period where the three candidates receiving the most votes receive three-year terms and the remaining candidates receive two-year terms; and

WHEREAS, pursuant to Section 11(1) of the Charter and Section 166.031, Florida Statutes, the Village Council is authorized to provide by ordinance for the submission of a proposed amendment to the Village Charter to the electorate of the Village for acceptance or rejection; and

WHEREAS, the Village Council desires to submit to the electors of the Village the following proposed Charter Amendment.

NOW, THEREFORE, BE IT ORDAINED BY THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, AS FOLLOWS:

Section 1. Recitals. The above recitals are true and correct and are incorporated herein by this reference.

Section 2. Charter Amendment. Pursuant to Section 11(1) of the Village Charter, and Section 166.031, Florida Statutes, Section 5(2) of the Village Charter of Islamorada, Village of Islands, is hereby amended to read as follows: ¹

Sec 5 Village Council

* * *

(2). *Term of office.* The term of office for councilmembers shall be ~~two~~ three years, after the November 2026 election. Each councilmember shall remain in office until a successor is elected and assumes the duties of the position, except as otherwise provided herein. No councilmember shall serve more than ~~eight years~~ three terms in office.

In order to provide for staggered terms of office, the term of office for the candidates elected at the November 2026 election shall be split with three candidates serving three-year terms of office and two candidates

¹ Deleted text is indicated by a ~~strikethrough~~ and added text is indicated by an underline.

serving two-year terms of office, to be implemented upon the certification of the November 2026 election. The staggering of terms shall be implemented as follows:

The three (3) candidates elected at the November 2026 general election who receive the highest number of votes shall receive three-year terms of office ending in November 2029, and all remaining elected candidates shall receive two-year terms of office ending in November 2028. For purposes of this allocation, any candidate elected unopposed pursuant to Section 8(6) of the Village Charter shall automatically receive a three-year term and shall count toward the three (3) candidates receiving three-year terms. If more than three (3) candidates are elected unopposed in the November 2026 general election, the candidates receiving three-year terms and the candidates receiving two-year terms shall be determined by lot. Beginning with the November 2028 election, all terms of office for councilmembers shall be for three (3) years.

Section 3. Election Called. A referendum vote is hereby called along with the General Election, to be held on Tuesday, November 3, 2026, to present to the electors of Islamorada, Village of Islands, the ballot question provided in Section 5 of this Ordinance.

Section 4. Balloting. That balloting shall be conducted between the hours of 7:00 a.m. and 7:00 p.m. at the regular polling places for Village elections. All qualified Village

electors who are timely registered in accordance with law shall be entitled to vote. If authorized by statute and the Village Code, early voting shall be available. Vote-by-Mail shall be available.

Section 5. Form of Ballot.

(a) That the form of the Ballot Question for the proposed Charter amendment provided for in Section 2 of this Ordinance shall be substantially as follows:

Three-Year Staggered Terms for Councilmembers With Limit of Three Terms

The Village Charter provides for two-year terms for Council, with an eight-year term limit.

It is proposed to amend the Village Charter to establish three-year staggered Council terms and a three-term limit, with an initial transition in November 2026 where the three candidates receiving the most votes or running unopposed receive three-year terms and the remaining candidates receive two-year terms.

Shall the above described Charter amendment be adopted?

Yes []

No []

(b) The Village Clerk and the Village Attorney are authorized to make any nonmaterial changes to the proposed text of the Ballot Question to carry out the intention of the Village Council in order to comply with applicable state law requirements pertaining to referenda found in Chapter 101, Florida Statutes.

Section 6. Notice of Election.

(a) Notice of said election shall be published in accordance with Section 100.342, Florida Statutes, in a newspaper of general circulation within the Village at least thirty (30) days prior to said election, the first publication to be in the fifth week prior to the election, and the second publication to be in the third week prior to the election.

(b) The notice of election shall be in substantially the following form:

NOTICE OF SPECIAL ELECTION

PUBLIC NOTICE IS HEREBY GIVEN THAT PURSUANT TO ORDINANCE NO. ____ ADOPTED BY THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA (THE "VILLAGE") AN ELECTION HAS BEEN CALLED AND ORDERED TO BE HELD WITHIN THE VILLAGE ON TUESDAY, NOVEMBER 3, 2026, BETWEEN THE HOURS OF 7:00 A.M. AND 7:00 P.M., AT WHICH TIME THE FOLLOWING CHARTER AMENDMENT PROPOSAL SHALL BE SUBMITTED TO THE QUALIFIED ELECTORS OF THE VILLAGE.

Three-Year Staggered Terms for Councilmembers With Limit of Three Terms

The Village Charter provides for two-year terms for Council, with an eight-year term limit.

It is proposed to amend the Village Charter to establish three-year staggered Council terms and a three-term limit, with an initial transition in November 2026 where the three candidates receiving the most votes or running unopposed receive three-year terms and the remaining candidates receive two-year terms.

Shall the above described Charter amendment be adopted?

Yes []

No []

The Village Clerk and the Village Attorney are authorized to make any non-material changes to the proposed text of the Ballot Questions to carry out the intention of the Village Council in order to comply with applicable state law requirements pertaining to referenda found in Chapter 101, Florida Statutes.

Polling place information and the full text of the proposed Village Charter amendment are available at the Office of the Village Clerk, 86800 Overseas Highway, Islamorada, Florida 33036.

Village Clerk

Section 7. Authorization of Village Clerk. The Village Clerk, with necessary assistance from the Monroe County Supervisor of Elections, is hereby authorized to take all appropriate actions necessary to carry into effect and accomplish the electoral provisions of this Ordinance.

Section 8. Village Canvassing Board. This election shall be canvassed by the Village Clerk in accordance with the provisions of Section 8(7) of the Village Charter and any applicable provisions of the general election laws.

Section 9. Effectiveness. Adoption of the proposed Charter Amendment shall occur if a majority of the electors voting in the referendum vote for its adoption. The adopted Charter Amendment shall be considered adopted and effective upon certification of the election results.

Section 10. Severability. The provisions of this Ordinance are declared to be severable and if any section, sentence, clause or phrase of this Ordinance shall be held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining sections, sentences, clauses, and phrases of this Ordinance but they shall remain in effect, it being the legislative intent that this Ordinance shall stand notwithstanding the invalidity of any part.

Section 11. Inclusion in the Charter/Conformity of Amendment. Following adoption of the Charter Amendment, the Village Clerk shall have the Charter Amendment incorporated into the Village Charter and shall file the revised Charter with the Department of State.

Section 12. Effective Date. This Ordinance shall become effective immediately upon adoption on second reading.

The foregoing Ordinance was offered by Anna Richards, who moved its adoption on first reading. This motion was seconded by Steve Friedman, and upon being put to a vote, the vote was as follows:

Mayor Don Horton	Yes
Vice Mayor Sharon Mahoney	Yes
Councilman Steve Friedman	Yes
Councilwoman Deb Gillis	Yes
Councilwoman Anna Richards	Yes

PASSED on first reading this 9th day of June, 2026.

Remainder of this page intentionally left blank.

The foregoing Ordinance was offered by _____, who moved its adoption on second reading. This motion was seconded by _____. and upon being put to a vote, the vote was as follows:

Mayor Don Horton	_____
Vice Mayor Sharon Mahoney	_____
Councilman Steve Friedman	_____
Councilwoman Deb Gillis	_____
Councilwoman Anna Richards	_____

PASSED AND ADOPTED on the second reading this ____ day of _____, 2026.

DON HORTON, MAYOR

ATTEST:

MARNE MCGRATH, VILLAGE CLERK

APPROVED AS TO FORM AND LEGALITY
FOR THE SOLE USE AND BENEFIT OF
ISLAMORADA, VILLAGE OF ISLANDS ONLY

JOHN J. QUICK, VILLAGE ATTORNEY



Council Communication

To: Mayor and Village Council
From: John Quick, Interim Village Attorney
Date: July 7, 2026
SUBJECT: **Ordinance Concerning a Charter Amendment Related to Council Compensation - Second Reading TAB 11**

Background:

During the Charter Review Committee process, the Committee recommended for the Village Council's consideration, a potential charter change. This change, if approved by the voters, would do the following beginning with the November 2026 election:

1. Increase Council compensation from \$1,000 to \$1,500 per month; and
2. Establish that Council compensation is subject to annual cost of living adjustments commensurate with the Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W) in the same fiscal year.

Analysis:

The proposed ordinance accomplishes what was proposed by the Charter Review Committee.

Budget Impact:

At the outset, total Council compensation would increase by \$2,500 per month.

Staff Impact:

None.

Recommendation:

Attachments: 1. 4DL336202-Ordinance - Charter Amendment - Compensation

ORDINANCE NO. ____

AN ORDINANCE OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, CALLING FOR A REFERENDUM VOTE TO BE HELD WITH THE GENERAL ELECTION ON TUESDAY, NOVEMBER 3, 2026; PROVIDING FOR SUBMISSION TO THE ELECTORS OF A PROPOSED AMENDMENT TO THE VILLAGE CHARTER RELATING TO COUNCIL SALARIES; PROVIDING FOR PLACEMENT ON THE BALLOT; PROVIDING FOR REQUISITE BALLOT LANGUAGE; PROVIDING FOR NOTICE OF ELECTION; PROVIDING FOR AUTHORIZATION OF VILLAGE CLERK AND FOR VILLAGE CANVASSING BOARD; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CHARTER/CONFORMITY OF AMENDMENT; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Village Charter of Islamorada, Village of Islands (the "Village") provides for compensation for Village Councilmembers in the amount of \$1,000 per month; and

WHEREAS, on May 12, 2026, the Village Council has directed the Village Attorney to prepare an Ordinance calling for a special election on a proposed charter amendment that would increase compensation to Village Councilmembers from \$300 to \$1,500 per month, subject to annual cost of living adjustments commensurate with the Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W) in the same fiscal year; and

WHEREAS, pursuant to Section 11(1) of the Charter and Section 166.031, Florida Statutes, the Village Council is authorized to provide by ordinance for the submission of a proposed amendment to the Village Charter to the electorate of the Village for acceptance or rejection; and

WHEREAS, the Village Council desires to submit to the electors of the Village the following proposed Charter Amendment.

NOW, THEREFORE, BE IT ORDAINED BY THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, AS FOLLOWS:

Section 1. Recitals. The above recitals are true and correct and are incorporated herein by this reference.

Section 2. Charter Amendment. Pursuant to Section 11(1) of the Village Charter, and Section 166.031, Florida Statutes, Section 5(5) of the Village Charter of Islamorada, Village of Islands, is hereby amended to read as follows: ¹

Sec 5 Village Council

* * *

(5) *Compensation and expenses.* Village councilmembers shall initially be compensated at the rate of ~~\$300~~² \$1,500 per month and, shall be entitled to receive reimbursement in accordance with Florida Statutes for authorized travel and per diem expenses incurred in the performance of their official duties. In addition, compensation for Village councilmembers shall also be subject to annual cost of living adjustments commensurate with the Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W)

¹ Deleted text is indicated by a ~~strikethrough~~ and added text is indicated by an underline.

² ~~/ In Ord. No. 05-23 the village council increased council compensation to \$1,000.00 per month which was effective in March of 2006.~~

in the same fiscal year. The village council, by not less than four affirmative votes, may elect to provide for an increase in compensation by ordinance. However, no such ordinance establishing or increasing compensation shall take effect until approved by a majority of the village electors at the next regular election which follows the adoption of said ordinance.

Section 3. Election Called. A referendum vote is hereby called along with the General Election, to be held on Tuesday, November 3, 2026, to present to the electors of Islamorada, Village of Islands, the ballot question provided in Section 5 of this Ordinance.

Section 4. Balloting. That balloting shall be conducted between the hours of 7:00 a.m. and 7:00 p.m. at the regular polling places for Village elections. All qualified Village electors who are timely registered in accordance with law shall be entitled to vote. If authorized by statute and the Village Code, early voting shall be available. Vote-by-Mail shall be available.

Section 5. Form of Ballot.

(a) That the form of the Ballot Question for the proposed Charter amendment provided for in Section 2 of this Ordinance shall be substantially as follows:

Village Councilmember Salaries

The Village currently provides compensation for Village Councilmembers in the amount of \$1,000 per month. It is proposed to amend the charter to increase compensation to Village Councilmembers to \$1,500 per month,

subject to annual cost of living adjustments commensurate with the Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W) in the same fiscal year.

Shall the above described Charter amendment be adopted?

Yes []

No []

(b) The Village Clerk and the Village Attorney are authorized to make any nonmaterial changes to the proposed text of the Ballot Question to carry out the intention of the Village Council in order to comply with applicable state law requirements pertaining to referenda found in Chapter 101, Florida Statutes.

Section 6. Notice of Election.

(a) Notice of said election shall be published in accordance with Section 100.342, Florida Statutes, in a newspaper of general circulation within the Village at least thirty (30) days prior to said election, the first publication to be in the fifth week prior to the election, and the second publication to be in the third week prior to the election.

(b) The notice of election shall be in substantially the following form:

NOTICE OF SPECIAL ELECTION

PUBLIC NOTICE IS HEREBY GIVEN THAT PURSUANT TO ORDINANCE NO. ____ ADOPTED BY THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA (THE "VILLAGE") AN ELECTION HAS BEEN CALLED AND ORDERED TO BE HELD WITHIN THE VILLAGE ON TUESDAY, NOVEMBER

3, 2026, BETWEEN THE HOURS OF 7:00 A.M. AND 7:00 P.M.,
AT WHICH TIME THE FOLLOWING CHARTER AMENDMENT
PROPOSAL SHALL BE SUBMITTED TO THE QUALIFIED
ELECTORS OF THE VILLAGE.

Village Councilmember Salaries

The Village currently provides compensation for Village Councilmembers in the amount of \$1,000 per month. It is proposed to amend the charter to increase compensation to Village Councilmembers to \$1,500 per month, subject to annual cost of living adjustments commensurate with the Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W) in the same fiscal year.

Shall the above described Charter amendment be adopted?

Yes []

No []

The Village Clerk and the Village Attorney are authorized to make any non-material changes to the proposed text of the Ballot Questions to carry out the intention of the Village Council in order to comply with applicable state law requirements pertaining to referenda found in Chapter 101, Florida Statutes.

Polling place information and the full text of the proposed Village Charter amendment are available at the Office of the Village Clerk, 86800 Overseas Highway, Islamorada, Florida 33036.

Village Clerk

Section 7. Authorization of Village Clerk. The Village Clerk, with necessary assistance from the Monroe County Supervisor of Elections, is hereby authorized to take all appropriate actions necessary to carry into effect and accomplish the electoral provisions of this Ordinance.

Section 8. Village Canvassing Board. This election shall be canvassed by the Village Clerk in accordance with the provisions of Section 8(7) of the Village Charter and any applicable provisions of the general election laws.

Section 9. Effectiveness. Adoption of the proposed Charter Amendment shall occur if a majority of the electors voting in the referendum vote for its adoption. The adopted Charter Amendment shall be considered adopted and effective upon certification of the election results.

Section 10. Severability. The provisions of this Ordinance are declared to be severable and if any section, sentence, clause or phrase of this Ordinance shall be held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining sections, sentences, clauses, and phrases of this Ordinance but they shall remain in effect, it being the legislative intent that this Ordinance shall stand notwithstanding the invalidity of any part.

Section 11. Inclusion in the Charter/Conformity of Amendment. Following adoption of the Charter Amendment, the Village Clerk shall have the Charter Amendment incorporated into the Village Charter and shall file the revised Charter with the Department of State.

Section 12. Effective Date. This Ordinance shall become effective immediately upon adoption on second reading.

Remainder of this page intentionally left blank.

The foregoing Ordinance was offered by Steve Friedman, who moved its adoption on first reading. This motion was seconded by Anna Richards, and upon being put to a vote, the vote was as follows:

Mayor Don Horton	Yes
Vice Mayor Sharon Mahoney	Yes
Councilman Steve Friedman	Yes
Councilwoman Deb Gillis	Yes
Councilwoman Anna Richards	Yes

PASSED on first reading this 9th day of June, 2026.

Remainder of this page intentionally left blank.

The foregoing Ordinance was offered by _____, who moved its adoption on second reading. This motion was seconded by _____. and upon being put to a vote, the vote was as follows:

Mayor Don Horton	_____
Vice Mayor Sharon Mahoney	_____
Councilman Steve Friedman	_____
Councilwoman Deb Gillis	_____
Councilwoman Anna Richards	_____

PASSED AND ADOPTED on the second reading this ____ day of _____, 2026.

DON HORTON, MAYOR

ATTEST:

MARNE MCGRATH, VILLAGE CLERK

APPROVED AS TO FORM AND LEGALITY
FOR THE SOLE USE AND BENEFIT OF
ISLAMORADA, VILLAGE OF ISLANDS ONLY

JOHN J. QUICK, VILLAGE ATTORNEY



Council Communication

To: Mayor and Village Council
From: John Quick, Interim Village Attorney
Date: July 7, 2026
SUBJECT: **Ordinance Concerning a Charter Amendment Related to the Filling of Vacancies on Council - Second Reading TAB 12**

Background:

During the Charter Review Committee process, the Committee recommended for the Village Council's consideration, a potential charter change. This change, if approved by the voters, would update the Charter to require a special election if more than 50 percent of an unexpired term remains in the vacant seat.

The existing Charter language is a holdover from when the Village previously had 4-year Councilmember terms. It was not updated when the Village moved to 2-year terms and, as a result, has made the current language when more than 50 percent of the term remains superfluous.

Analysis:

The language in the attached has been modified slightly to ensure formatting and ease of reading of the proposed language.

Budget Impact:

If a special election were required, the Village would need to pay additional funds unless it could piggyback on an existing state or national election.

Staff Impact:

Additional staff time would likely be required if a special election were necessary.

Recommendation:

Attachments: 1. 4DK817003-Proposed Charter Amendments_ Vacancies

ORDINANCE NO. ____

AN ORDINANCE OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, CALLING FOR A REFERENDUM VOTE TO BE HELD WITH THE GENERAL ELECTION ON TUESDAY, NOVEMBER 3, 2026; PROVIDING FOR SUBMISSION TO THE ELECTORS OF A PROPOSED AMENDMENT TO THE VILLAGE CHARTER PERTAINING TO COUNCILMEMBER VACANCIES; PROVIDING FOR PLACEMENT ON THE BALLOT; PROVIDING FOR REQUISITE BALLOT LANGUAGE; PROVIDING FOR NOTICE OF ELECTION; PROVIDING FOR AUTHORIZATION OF VILLAGE CLERK AND FOR VILLAGE CANVASSING BOARD; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CHARTER/CONFORMITY OF AMENDMENT; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Village Charter of Islamorada, Village of Islands (the "Village") provides the process by which Councilmembers will fill a Councilmember vacancy; and

WHEREAS, on May 12, 2026, the Village Council directed the Village Attorney to prepare an Ordinance proposing a change in the procedures for the filling of vacancies of the Village Council when the remainder of an unexpired term in the office of Council is equal to or more than 50 percent of the term; and

WHEREAS, pursuant to Section 11(1) of the Charter and Section 166.031, Florida Statutes, the Village Council is authorized to provide by ordinance for the submission of a proposed amendment to the Village Charter to the electorate of the Village for acceptance or rejection; and

WHEREAS, the Village Council desires to submit to the electors of the Village the following proposed Charter Amendment.

NOW, THEREFORE, BE IT ORDAINED BY THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, AS FOLLOWS:

Section 1. Recitals. The above recitals are true and correct and are incorporated herein by this reference.

Section 2. Charter Amendment. Pursuant to Section 11(1) of the Village Charter, and Section 166.031, Florida Statutes, Section 5(7)(d) of the Village Charter of Islamorada, Village of Islands, is hereby amended to read as follows: ¹

Sec 5 Village Council

* * *

(7) Vacancies; forfeitures of office; suspension; filling of vacancies.

* * *

(d) Filling of vacancies.

- (i) If a vacancy occurs in the office of mayor, the vice-mayor shall serve as mayor until a new mayor is elected as provided in paragraph (3)(a) and assumes the duties of his or her office.
- (ii) If any vacancy occurs in the office of any councilmember and the remainder of the unexpired term is less than 50 percent, the remaining councilmembers shall, within 30 days following the occurrence of such vacancy, by majority vote, appoint a person to fill the vacancy for the remainder of the unexpired term. If, however, the remainder of the unexpired term is equal to or exceeds 50 percent, the remaining councilmembers shall; (1) call a special election to elect a person to fill the vacancy for the remainder of the unexpired term within six (6) months following the

¹ Deleted text is indicated by a ~~strikethrough~~ and added text is indicated by an underline.

occurrence of such vacancy; and (2) by majority vote, appoint a person within thirty (30) days to fill the vacancy until the next regularly scheduled village election a successor is elected and assumes the duties of his or her office.

- (iii) Any person appointed to fill a vacant seat on the council shall be required to meet the qualifications of the seat to which he or she is appointed.

Section 3. Election Called. A referendum vote is hereby called along with the General Election, to be held on Tuesday, November 3, 2026, to present to the electors of Islamorada, Village of Islands, the ballot question provided in Section 5 of this Ordinance.

Section 4. Balloting. That balloting shall be conducted between the hours of 7:00 a.m. and 7:00 p.m. at the regular polling places for Village elections. All qualified Village electors who are timely registered in accordance with law shall be entitled to vote. If authorized by statute and the Village Code, early voting shall be available. Vote-by-Mail shall be available.

Section 5. Form of Ballot.

(a) That the form of the Ballot Question for the proposed Charter amendment provided for in Section 2 of this Ordinance shall be substantially as follows:

Procedure for Filling Councilmember Vacancies Exceeding Half a Term

The Village Charter provides that if a councilmember vacancy occurs and 50 percent or more of the term remains the remaining councilmembers must appoint a replacement by majority vote.

In this scenario, the proposed amendment requires the remaining Councilmembers to appoint an interim councilmember within 30 days and call a special election within 6 months to fill the vacancy for the remainder of the unexpired term.

Shall the above described Charter amendment be adopted?

Yes []

No []

(b) The Village Clerk and the Village Attorney are authorized to make any nonmaterial changes to the proposed text of the Ballot Question to carry out the intention of the Village Council in order to comply with applicable state law requirements pertaining to referenda found in Chapter 101, Florida Statutes.

Section 6. Notice of Election.

(a) Notice of said election shall be published in accordance with Section 100.342, Florida Statutes, in a newspaper of general circulation within the Village at least thirty (30) days prior to said election, the first publication to be in the fifth week prior to the election, and the second publication to be in the third week prior to the election.

(b) The notice of election shall be in substantially the following form:

NOTICE OF SPECIAL ELECTION

PUBLIC NOTICE IS HEREBY GIVEN THAT PURSUANT TO ORDINANCE NO. ____ ADOPTED BY THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA (THE "VILLAGE") AN ELECTION HAS BEEN CALLED AND ORDERED TO BE HELD WITHIN THE VILLAGE ON TUESDAY, NOVEMBER

3, 2026, BETWEEN THE HOURS OF 7:00 A.M. AND 7:00 P.M., AT WHICH TIME THE FOLLOWING CHARTER AMENDMENT PROPOSAL SHALL BE SUBMITTED TO THE QUALIFIED ELECTORS OF THE VILLAGE.

Procedure for Filling Councilmember Vacancies Exceeding Half a Term

The Village Charter provides that if a councilmember vacancy occurs and 50 percent or more of the term remains the remaining councilmembers must appoint a replacement by majority vote.

In this scenario, the proposed amendment requires the remaining Councilmembers to appoint an interim councilmember within 30 days and call a special election within 6 months to fill the vacancy for the remainder of the unexpired term.

Shall the above described Charter amendment be adopted?

Yes []

No []

The Village Clerk and the Village Attorney are authorized to make any non-material changes to the proposed text of the Ballot Questions to carry out the intention of the Village Council in order to comply with applicable state law requirements pertaining to referenda found in Chapter 101, Florida Statutes.

Polling place information and the full text of the proposed Village Charter amendment are available at the Office of the Village Clerk, 86800 Overseas Highway, Islamorada, Florida 33036.

Village Clerk

Section 7. Authorization of Village Clerk. The Village Clerk, with necessary assistance from the Monroe County Supervisor of Elections, is hereby authorized to take all appropriate actions necessary to carry into effect and accomplish the electoral provisions of this Ordinance.

Section 8. Village Canvassing Board. This election shall be canvassed by the Village Clerk in accordance with the provisions of Section 8(7) of the Village Charter and any applicable provisions of the general election laws.

Section 9. Effectiveness. Adoption of the proposed Charter Amendment shall occur if a majority of the electors voting in the referendum vote for its adoption. The adopted Charter Amendment shall be considered adopted and effective upon certification of the election results.

Section 10. Severability. The provisions of this Ordinance are declared to be severable and if any section, sentence, clause or phrase of this Ordinance shall be held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining sections, sentences, clauses, and phrases of this Ordinance but they shall remain in effect, it being the legislative intent that this Ordinance shall stand notwithstanding the invalidity of any part.

Section 11. Inclusion in the Charter/Conformity of Amendment. Following adoption of the Charter Amendment, the Village Clerk shall have the Charter Amendment

incorporated into the Village Charter and shall file the revised Charter with the Department of State.

Section 12. Effective Date. This Ordinance shall become effective immediately upon adoption on second reading.

The foregoing Ordinance was offered by Steve Friedman, who moved its adoption on first reading. This motion was seconded by Anna Richards, and upon being put to a vote, the vote was as follows:

Mayor Don Horton	Yes
Vice Mayor Sharon Mahoney	Yes
Councilman Steve Friedman	Yes
Councilwoman Deb Gillis	Yes
Councilwoman Anna Richards	Yes

PASSED on first reading this 9th day of June, 2026.

Remainder of this page intentionally left blank.

The foregoing Ordinance was offered by _____, who moved its adoption on second reading. This motion was seconded by _____. and upon being put to a vote, the vote was as follows:

Mayor Don Horton	_____
Vice Mayor Sharon Mahoney	_____
Councilman Steve Friedman	_____
Councilwoman Deb Gillis	_____
Councilwoman Anna Richards	_____

PASSED AND ADOPTED on the second reading this ____ day of _____, 2026.

DON HORTON, MAYOR

ATTEST:

MARNE MCGRATH, VILLAGE CLERK

APPROVED AS TO FORM AND LEGALITY
FOR THE SOLE USE AND BENEFIT OF
ISLAMORADA, VILLAGE OF ISLANDS ONLY

JOHN J. QUICK, VILLAGE ATTORNEY



Council Communication

To: Mayor and Village Council
From: John Quick, Interim Village Attorney
Date: July 7, 2026
SUBJECT: **Ordinance Concerning a Charter Amendment Related to Super-Majority Voting in Certain Instances - Second Reading TAB 13**

Background:

During the Charter Review Committee process, the Committee recommended for the Village Council's consideration a potential charter change. This change, if approved by the voters, would require a super-majority vote of Council for the following scenarios:

1. Conveyance of fee simple title of Village-owned real property;
2. Acquisition of fee simple title by the Village of real property;
3. Amendment to the Comprehensive Plan Future Land Use Map designation of Village-owned property designated Conservation (C), Public and Semi-Public Services (PS), or Recreation and Open Space (RO);
4. Rezoning of Village-owned property zoned Conservation (C), Public and Semi-Public Services (PS), or Recreation (R); and
5. Changes in use of Village-owned property used as a park to uses other than those allowed in the Recreation (R) or Conservation (C) zoning districts.

At the June 9, 2026 Council Meeting the Council amended the proposed ordinance to change the word "acquisition" to "purchase" in Section 11 General Provisions 4b.

Analysis:

The language has been modified slightly from what was discussed and approved at the Charter Review Committee stage. This is to ensure that uses and zoning/FLUM designations are not commingled into one restriction, but to separate them since uses and zoning/FLUM categories, while potentially related, are not necessarily one and the same.

Budget Impact:

None.

Staff Impact:

None.

Recommendation:

Attachments: 1. 4DL221404-Proposed Charter Amendment - Super Majority (with amendment on first reading 6-9-26)

ORDINANCE NO. ____

AN ORDINANCE OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, CALLING FOR A REFERENDUM VOTE TO BE HELD WITH THE GENERAL ELECTION ON TUESDAY, NOVEMBER 3, 2026; PROVIDING FOR SUBMISSION TO THE ELECTORS OF A PROPOSED AMENDMENT TO THE VILLAGE CHARTER PERTAINING TO SUPER-MAJORITY VOTING; PROVIDING FOR PLACEMENT ON THE BALLOT; PROVIDING FOR REQUISITE BALLOT LANGUAGE; PROVIDING FOR NOTICE OF ELECTION; PROVIDING FOR AUTHORIZATION OF VILLAGE CLERK AND FOR VILLAGE CANVASSING BOARD; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CHARTER/CONFORMITY OF AMENDMENT; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Village Charter of Islamorada, Village of Islands (the "Village") provides general provisions applying to charter amendments, standards of conduct for elected officials and employees of the Village, and height restrictions of structures within the Village; and

WHEREAS, on May 12, 2026, the Village Council directed the Village Attorney to prepare an Ordinance proposing a requirement of a supermajority vote approving matters affecting Village-owned property, or acquisitions of property by the Village; and

WHEREAS, pursuant to Section 11(1) of the Charter and Section 166.031, Florida Statutes, the Village Council is authorized to provide by ordinance for the submission of proposed amendment to the Village Charter to the electorate of the Village for acceptance or rejection; and

WHEREAS, the Village Council desires to submit to the electors of the Village the following proposed Charter Amendment.

NOW, THEREFORE, BE IT ORDAINED BY THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, AS FOLLOWS:

Section 1. Recitals. The above recitals are true and correct and are incorporated herein by this reference.

Section 2. Charter Amendment. Pursuant to Section 11(1) of the Village Charter, and Section 166.031, Florida Statutes, Section 11 of the Village Charter of Islamorada, Village of Islands, is hereby amended to read as follows: ¹

Sec 11 General Provisions

* * *

- (4) Super-majority voting requirements. The affirmative vote of at least four (4) members of the Village Council shall be required for the approval of the following matters:
- (a) Conveyance of fee simple title of Village-owned real property;
 - (b) AcquisitionPurchase of fee simple title by the Village of real property;
 - (c) Amendment to the Comprehensive Plan Future Land Use Map designation of Village-owned property designated Conservation (C), Public and Semi-Public Services (PS), or Recreation and Open Space (RO);
 - (d) Rezoning of Village-owned property zoned Conservation (C), Public and Semi-Public Services (PS), or Recreation (R); and
 - (e) Changes in use of Village-owned property used as a park to uses other than those allowed in the Recreation (R) or Conservation (C) zoning districts.

¹ / Coding: ~~Strikethrough~~ words are deletions to the existing words. Underlined words are additions to the existing words. Changes between first and second reading are indicated with **highlighted** ~~double~~ ~~strikethrough~~ and double underline.

Section 3. Election Called. A referendum vote is hereby called along with the General Election, to be held on Tuesday, November 3, 2026, to present to the electors of Islamorada, Village of Islands, the ballot question provided in Section 5 of this Ordinance.

Section 4. Balloting. That balloting shall be conducted between the hours of 7:00 a.m. and 7:00 p.m. at the regular polling places for Village elections. All qualified Village electors who are timely registered in accordance with law shall be entitled to vote. If authorized by statute and the Village Code, early voting shall be available. Vote-by-Mail shall be available.

Section 5. Form of Ballot.

(a) That the form of the Ballot Question for the proposed Charter amendment provided for in Section 2 of this Ordinance shall be substantially as follows:

Requiring A Supermajority Vote Relating to Village-Owned Property

This Charter amendment would require a supermajority Council vote for the Village to convey or acquire fee simple title to real property. The amendment also requires a supermajority vote to amend the Future Land Use Map designation or zoning of certain Village-owned property, or the use of Village-owned property used as a park to uses not permitted in the Recreation or Conservation districts.

Shall the above described Charter amendment be adopted?

Yes []

No []

(b) The Village Clerk and the Village Attorney are authorized to make any nonmaterial changes to the proposed text of the Ballot Question to carry out the intention of the Village Council in order to comply with applicable state law requirements pertaining to referenda found in Chapter 101, Florida Statutes.

Section 6. Notice of Election.

- (a) Notice of said election shall be published in accordance with Section 100.342, Florida Statutes, in a newspaper of general circulation within the Village at least thirty (30) days prior to said election, the first publication to be in the fifth week prior to the election, and the second publication to be in the third week prior to the election.
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Requiring A Supermajority Vote Relating to Village-Owned Property

This Charter amendment would require a supermajority Council vote for the Village to convey or acquire fee simple title to real property. The amendment also requires a

supermajority vote to amend the Future Land Use Map designation or zoning of certain Village-owned property, or the use of Village-owned property used as a park to uses not permitted in the Recreation or Conservation districts.

Shall the above described Charter amendment be adopted?

Yes []

No []

The Village Clerk and the Village Attorney are authorized to make any non-material changes to the proposed text of the Ballot Questions to carry out the intention of the Village Council in order to comply with applicable state law requirements pertaining to referenda found in Chapter 101, Florida Statutes.

Polling place information and the full text of the proposed Village Charter amendment are available at the Office of the Village Clerk, 86800 Overseas Highway, Islamorada, Florida 33036.

Village Clerk

Section 7. Authorization of Village Clerk. The Village Clerk, with necessary assistance from the Monroe County Supervisor of Elections, is hereby authorized to take all appropriate actions necessary to carry into effect and accomplish the electoral provisions of this Ordinance.

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Section 9. Effectiveness. Adoption of the proposed Charter Amendment shall occur if a majority of the electors voting in the referendum vote for its adoption. The adopted Charter Amendment shall be considered adopted and effective upon certification of the election results.

Section 10. Severability. The provisions of this Ordinance are declared to be severable and if any section, sentence, clause or phrase of this Ordinance shall be held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining sections, sentences, clauses, and phrases of this Ordinance but they shall remain in effect, it being the legislative intent that this Ordinance shall stand notwithstanding the invalidity of any part.

Section 11. Inclusion in the Charter/Conformity of Amendment. Following adoption of the Charter Amendment, the Village Clerk shall have the Charter Amendment incorporated into the Village Charter and shall file the revised Charter with the Department of State.

Section 12. Effective Date. This Ordinance shall become effective immediately upon adoption on second reading.

Remainder of this page intentionally left blank.

The foregoing Ordinance was offered by Steve Friedman, who moved its adoption on first reading. This motion was seconded by Anna Richards, and upon being put to a vote, the vote was as follows:

Mayor Don Horton	Yes
Vice Mayor Sharon Mahoney	Yes
Councilman Steve Friedman	Yes
Councilwoman Deb Gillis	No
Councilwoman Anna Richards	Yes

PASSED on first reading this 9th day of June, 2026.

Remainder of this page intentionally left blank.

The foregoing Ordinance was offered by _____, who moved its adoption on second reading. This motion was seconded by _____. and upon being put to a vote, the vote was as follows:

Mayor Don Horton	_____
Vice Mayor Sharon Mahoney	_____
Councilman Steve Friedman	_____
Councilwoman Deb Gillis	_____
Councilwoman Anna Richards	_____

PASSED AND ADOPTED on the second reading this ____ day of _____, 2026.

DON HORTON, MAYOR

ATTEST:

MARNE MCGRATH, VILLAGE CLERK

APPROVED AS TO FORM AND LEGALITY
FOR THE SOLE USE AND BENEFIT OF
ISLAMORADA, VILLAGE OF ISLANDS ONLY

JOHN J. QUICK, VILLAGE ATTORNEY

ACTIONS AND POLICIES STATUS REPORT
OPEN ITEMS
AS OF JULY 7, 2026 REGULAR VILLAGE COUNCIL MEETING

No.	Council Requested Item	Council Meeting Date	Responsible Department	Action Steps/Status	Date Closed
26-01	Create Charter Review Committee	12/9/2025	Village Manager Village Clerk	The Committee held its final meeting on April 15. The second reading of the four proposed charter amendments will be heard at the July 9 Council Meeting. Ballot Proposals must be submitted to the SOE by July 24 for inclusion on the November ballot. Once ballot language is approved, required Spanish translations will be procured.	
26-02	Comprehensive Plan Update	2024	Planning Director	Update of Comprehensive Plan. We have extended the public comment period through July 13, 2026. After that we will discuss future workshops.	
26-04	Wastewater Rate Study	12/9/2025	Wastewater	Resolution was passed on 12/09/2025 to begin working on Wastewater rate study with Raftelis. Requested information by Raftelis has been provided and work continues on the rate study. The first review of CIP was conducted with Raftelis on 11/19/26 with updates to expected cost and grant revenues.	
26-05	Baseball License Agreement	2025	Village Manager	The School Board met in June and approved a modified version of the proposed license agreement. The latest version is on the July 7 agenda for Council review and consideration.	
26-07	Rideshare RFP	2025	Village Manager	Freebee has been selected as the vendor to continue the rideshare services. This has been approved by the Village Council. A task force met on June 24 to review the contract. The finalized contract was provided to Council on July 1.	
26-08	Village-Owned Properties Workshop	2025	Village Manager	Not currently scheduled. Village Manager discussed village-owned properties at the June 9 Council Meeting. There was consensus to move forward with posting a "For Sale by Owner" sign at the church.	
26-10	Second Boat Launch at PYH	3/12/26	Village Manager	Cummins Cederberg's proposal for the conceptual designing of the boat ramp was approved at the May 12 RVCM meeting. The project agreement with Cummins was executed on May 29th and a Notice to Proceed (NTP) was given that day and work started immediately. A kickoff meeting with Cummins was held on June 18. The first stakeholder meeting has been scheduled for July 21. The project is expected to be completed by mid-September.	
26-11	Parking App	2025	Village Manager	Village officials met with two companies to determine the feasibility of implementing a parking app.	
26-13	Insurance Coverage Review	4/07/26	Village Attorney Village Manager Finance	TBD	
26-14	FDEP Consent Order Compliance	2025	Public Works	Compliance calendar is attached.	
Completed Items					

26-03	TDR Bank	12/9/2025	Planning Director	Draft Amendment to Comp Plan and LDRs to allow for "banking" of TDRs. Present to LPA and Council for adoption. LPA hearing held February 23rd. First reading of Council will be scheduled for the May Council meeting. Council deferred action at First Reading. No additional direction has been given.	
26-06	Affordable Housing RFP (Machado)	2025	Village Manager	Bids were opened March 25, there were 2 proposals received. The Evaluation Committee met on April 2. The committee's recommendation were considered at the May 12 meeting and all bids were rejected.	5/12/2026
26-09	Florida Bay Forever lease for Russell Cottage at GTHP	2/10/26	Village Manager	This is complete. A new operating agreement with Florida Bay Forever (FBF) for their continued use of the property has been executed. FBF is occupying and utilizing the media room office of the Russell Cottage to run their daily operations, advocacy mission, and gift shop. FBF retains exclusive use of the media room in the Russell Cottage. FBF continues to staff the Environmental Resource Center on select days during the week and will continue to provide educational programming. The Russell Cottage and new Environmental Resource Center are fully open.	
26-12	Grant Application - CDBG Program & FKA Project	4/07/26	Village Manager	The Citizens Action Task Force met on April 23 and the first public hearing was held the same day. The second public hearing occurred on April 30. The grant application will be submitted in accordance with required deadlines.	5/20/2026

Islamorada, Village of Islands
FDEP Consent Order Dated November 7, 2025
Consent Order and Administrative Dates to Comply
(Updated April 28, 2026)

Deliverable	Due Date	Actual Date	Responsible	Notes
Sign Consent Order	11/4/2025	10/30/2025	Ron Saunders	Established Effective Date of November 7, 2025
Compliance Plan & Implementation Schedule	1/6/2026	12/30/2025	Tom Brzezinski	Completed
Bi-Annual Progress Reports	1/30/2026	1/27/2026	Tom Brzezinski	Completed
Emergency Response Plan	2/5/2026	2/5/2026	Derek Wride	FDEP indicated no comments (call w/ Sara 3/3/2026), Check update frequency
In-Kind Project Request	11/21/2025	2/27/2026	Ron Saunders	Schedule provided to FDEP, FDEP Approved and AJ/Clay to order will be on May agenda for council approval and install, Send Tom B the write-up.
Bi-Annual Progress Report	6/30/2026		Tom Brzezinski	Report update (NPK Booster Bid update)
Complete Booster Station Construction	12/31/2027			Currently completing design work scheduled below under "Administrative Dates"
Submit Construction Certificate of Completion	1/30/2028			This is submitted 30 days after construction completion of the Booster Station
ADMINISTRATIVE DATES				
Obtain Council Approval of CFM Analysis	11/10/2025	11/10/2025	Ron Saunders	COMPLETED
Complete CFM Analysis			David Mullen	Line surveyed 3/26/26. TPM removal April 30th, Draft report in 2 weeks, TPM raw data before, need the 3 joints potholed and kickoff the transient work
CHA to complete Booster Station design	1/31/2026	12/25/2025	AJ Engelmeyer	Submitted to ISL on December 31, 2025, BD comments revised.
CHA to provide final Bid documents	2/27/2026	3/13/2026	AJ Engelmeyer	estimated
Engage CHA for CEI services	12/29/2025		AJ Engelmeyer	CHA to work under current year allocation and then adjust next year.
Engage Wade Trim for ORT CEI services	2/2/2026		David Mullen	WT sent to AJ 3/5/2026, AJ to take a look and look to modify current agreement and extend each year, DM to break out into this year and next year.
Bid Booster Station	3/1/2026	4/24/2026	AJ Engelmeyer	AJ sent to Legal and WT on 3/27, WT sent AJ comments, DH to revise specs and ISL Out to Bid 4/24
Award Booster Station Construction	6/1/2026		AJ Engelmeyer	Bid closed 6/17, Planned to provide recommendation at July 7th Council Meeting.
Raftelis for Rate Study	3/1/2026		Ron Saunders	On hold until after NPK BPS bid and KLWTD Headworks bid, WT try to confirm if CFM replacement is needed by late July/early August.
Villafe to evaluate FLOVAC for Vacuum Sewer				Pilot project ongoing, need to budget for next fiscal year, coordinate asset numbers with as-builts, help tracking during installation.
Village to evaluate SCADA for grinder pumps	6/1/2026		AJ Engelmeyer	Pilot project with FloVac complete, on going. E-One (HiTide) & FloVac under review. HiTide pilot in operation (LMK Sue Millers house & Founders). Install next couple weeks
Village to select SCADA for grinder pumps	6/30/2026		AJ Engelmeyer	
Review KLWTD's WWTP Upgrade Design	12/29/2025		David Mullen	Comments submitted to KLWTD on January 2, 2026; Weiler responded to comments, Weiler to provide revised 60% plans.

Review KLWTD's WWTP revised 60%	3/1/2026		David Mullen	Revised cost estimate received, plans received 4/10