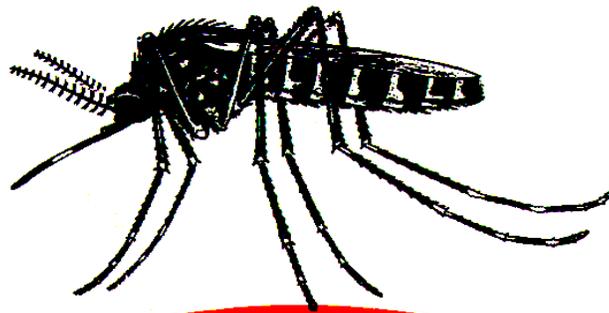


REGULAR

MEETING

FEBRUARY 20, 2024



FLORIDA

Mosquito Control

DISTRICT

KEYS

2024 CALENDAR

| January-2024 | | | | | | |
|--------------|-----|------|-----|------|-----|-----|
| SUN | MON | TUES | WED | THUR | FRI | SAT |
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | | | |

| March-2024 | | | | | | |
|------------|-----|------|-----|------|-----|-----|
| SUN | MON | TUES | WED | THUR | FRI | SAT |
| | | | | | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 | | | | | | |

| May-2024 | | | | | | |
|----------|-----|------|-----|------|-----|-----|
| SUN | MON | TUES | WED | THUR | FRI | SAT |
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 | |

| July-2024 | | | | | | |
|-----------|-----|------|-----|------|-----|-----|
| SUN | MON | TUES | WED | THUR | FRI | SAT |
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | | | |

| September-2024 | | | | | | |
|----------------|-----|------|-----|------|-----|-----|
| SUN | MON | TUES | WED | THUR | FRI | SAT |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | | | | | |

| November-2024 | | | | | | |
|---------------|-----|------|-----|------|-----|-----|
| SUN | MON | TUES | WED | THUR | FRI | SAT |
| | | | | | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |

| February-2024 | | | | | | |
|---------------|-----|------|-----|------|-----|-----|
| SUN | MON | TUES | WED | THUR | FRI | SAT |
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | | |

| April-2024 | | | | | | |
|------------|-----|------|-----|------|-----|-----|
| SUN | MON | TUES | WED | THUR | FRI | SAT |
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | | | | |

| June-2024 | | | | | | |
|-----------|-----|------|-----|------|-----|-----|
| SUN | MON | TUES | WED | THUR | FRI | SAT |
| | | | | | | 1 |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | | | | | | |

| August-2024 | | | | | | |
|-------------|-----|------|-----|------|-----|-----|
| SUN | MON | TUES | WED | THUR | FRI | SAT |
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |

| October-2024 | | | | | | |
|--------------|-----|------|-----|------|-----|-----|
| SUN | MON | TUES | WED | THUR | FRI | SAT |
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 | | |

| December-2024 | | | | | | |
|---------------|-----|------|-----|------|-----|-----|
| SUN | MON | TUES | WED | THUR | FRI | SAT |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 | | | | |

Holidays
 Meetings
 Conferences

Regular Meeting Agenda

Florida Keys Mosquito Control District
Marathon Office
503 107TH Street, Marathon, FL

February 20, 2024 1:00 pm (approximate)

1.) Call to Order

2.) Roll Call

3.) Community Input:

Community Input shall be heard prior to each specified agenda item.

The Board adheres to, and conducts each meeting in accordance with, Robert's Rules of Order. Presentations to the Board are limited to three (3) minutes for each individual speaker and five (5) minutes for the representative of a designated group. Transfer of time between individuals and/or groups is not permitted. Letters submitted to any Commissioner, the Executive Director, Executive Assistant, or any other District employee during a Board meeting will be placed into the record but will not additionally be read into the record at the meeting.

The Board welcomes public input but also must maintain order. Thus, community input is not a time for open dialogue between the Board and the speaker. Speakers should direct their comments to the Board and not to District staff or other audience members. Speakers should not expect Commissioners or staff to answer or respond to questions during community input. If appropriate, the Board may request the issue be added as a discussion item at a future District Board meeting. Furthermore, all speakers agree to abide by FKMCD's Code of Conduct Policy and Procedures Governing Meetings, Hearings, and Community Input, as adopted through Resolution 2021-02.

Any person who wishes to make public comment during this meeting may be heard by the Board, through the Board Chair, on any proposition before the Board by either (1) complete and provide the supplied community input card or inform the Clerk/Executive Assistant to the Board, specifying the agenda item; or (2) when remote means for input is allowed by the Board, calling 305-292-7190 or emailing the Clerk/Executive Assistant (currently ddarias@keysmosquito.org) no later than 8:00 am on February 20, 2024. If attending remotely, you must remain available by phone from the hours of 11:00am to 2:00pm.

4.) Consent Agenda

All items listed as Consent Agenda items are considered routine and non-controversial by the FKMCD Board and will be approved by a single motion. There will be no separate discussion of these items. Prior to this meeting, Board Members have had the opportunity to review each of these items and may request that any item be moved to an Action Item for individual consideration.

a.) Minutes of the January 16, 2024 Audit Committee Meeting **Pgs. 6-7**

b.) Minutes of the January 16, 2024 Regular Meeting **Pgs. 8-10**

5.) Approval of Agenda

6.) Treasurer's Report

7.) Attorney's Report

8.) Director's Report **Pgs. 14-24**

9.) Items for Board Discussion

a.) Legislative Update (Leal)

10.) Items for Board Review and Action:

a.) Financial Reports (Holden)

I. Budget Analysis **Pgs. 27-31**

II. District Finances **Pg. 32**

III. Cash Disbursements through January 2024 **Pgs. 33-36**

b.) Resolution 2024-02 Ratification of Emergency Purchase: TK Elevators (Leal) **Pgs. 38-58**

c.) Resolution 2024-03 Ratification of Emergency Purchase: Rubin, Turnbull and Associates (Leal) **Pgs. 60-79**

d.) Resolution 2024-04: Approving the Award of ITB 2024-01 Surplus Equipment (Holden) **Pgs. 81-87**

e.) Resolution 2024-05: Approving the Award of RFP 2024-02 13 New Work Trucks (Holden) **Pgs. 89-94**

f.) Resolution 2024-06: Approving Furniture Purchase from State Contract (Leal) **Pgs. 96-104**

11.) Good of the Order

12.) Meeting Adjourned

Item 4

Approval of Minutes

Audit Committee Meeting Minutes

Florida Keys Mosquito Control District
Marathon City Hall
9805 Overseas Hwy, Marathon, FL

January 16, 2024 1:25 pm

The Board of Commissioners of the Florida Keys Mosquito Control District held an Audit Committee Meeting on January 16, 2024 at the Marathon City Hall.

Present Were: Jill Cranney, Chairman; Phillip Goodman, Commissioner; Dr. Stanley Zuba, Commissioner; Bette Brown, Secretary/Treasurer; Brandon Pinder, Commissioner; Andrea Leal, Executive Director; Roget Bryan, Board Attorney.

Employees Present Were: Mikki Coss, Director of Operations; Bruce Holden, Director of Finance; Michael Behrend, Director of Human Resources; Chad Huff, Public Education & Information Officer; Deanna Darias, Executive Assistant; Tony Nunez, Chief Technology Officer.

Invited Guests Present: Jim Hill, Oropeza & Parks on the telephone

Community Input: None.

Approval of Agenda: A motion was made by Commissioner Pinder, seconded by Commissioner Zuba and passed unanimously to approve the Agenda.

2024 Election of Officers: Commissioner Zuba nominated Ms. Cranney as the Chairman of the committee. A motion to approve was made by Commissioner Zuba, seconded by Chairman Goodman and passed unanimously to reappoint Chairman Cranney as the Chairman for 2024.

Items for Board Discussion:

6a.) 2022-2023 Audit Presentation – Chairman Cranney introduced Jim Hill, CPA, who was present on the telephone. Jim provided a brief update, saying that the audit is currently underway and that developments will be made within the next months. As soon as Bruce Holden receives the FRS numbers, he will forward them to Orpeza and Parks.

Items for Board Review and Action: None.

Good of the Order: Chairman Cranney discussed the next audit committee meeting date, which will be in February.

There being no further business to come before the Board the meeting was adjourned.

Respectfully submitted,

Andrea Leal, Executive Director

*Board of Commissioners
Florida Keys Mosquito Control District*

Jill Cranney, Chairman

Bette Brown, Secretary-Treasurer

For additional information, please refer to www.keysmosquito.org.

DRAFT

Regular Meeting Minutes

Florida Keys Mosquito Control District
Marathon City Hall
9805 Overseas Hwy, Marathon, FL

January 16, 2024 1:35 pm

The Board of Commissioners of the Florida Keys Mosquito Control District held a Regular Meeting on January 16, 2024 at the Marathon City Hall.

Present Were: Phillip Goodman, Chairman; Dr. Stanley Zuba, Vice-Chair; Bette Brown, Secretary/Treasurer; Brandon Pinder, Commissioner; Jill Cranney, Commissioner; Andrea Leal, Executive Director; Roget Bryan, Board Attorney.

Employees Present Were: Mikki Coss, Director of Operations; Bruce Holden, Director of Finance; Michael Behrend, Director of Human Resources; Chad Huff, PEIO; Deanna Darias, Executive Assistant; Tony Nunez, Chief Technology Officer.

Invited Guests Present: None

Community Input: None.

Approval of Consent Agenda: A motion was made by Commissioner Cranney, seconded by Commissioner Pinder and passed unanimously to approve the consent agenda.

Approval of Agenda: Chairman Goodman requested to amend the agenda by adding items 11c and 11d to approve the Ratification of Emergency Purchase: AAA American Restoration and the Ratification of Emergency Purchase: GA Contractors. A motion was made by Commissioner Cranney, seconded by Commissioner Brown, and passed unanimously to amend the agenda as described. The meeting agenda was unanimously approved by the Board. A motion was made by Commissioner Cranney, seconded by Commissioner Zuba, and passed unanimously to approve the amended agenda.

Treasurer's Report: Commissioner Cranney said that she had nothing else to add to the responsibilities of Secretary/Treasurer when Chairman Goodman asked. According to Bruce Holden, he could not recommend any online courses at this time.

Attorney's Report: Board Attorney Roget Bryan informed the Board of pending legislation pertaining to special districts and mosquito control. Legal is keeping a close eye on this and will furnish the Board with an update on the outcome as soon as it becomes available, Bryan said.

Director's Report: The Executive Director, Andrea Leal, declared Deanna Darias the recipient of the Employee of the Quarter award. Deanna assists many of the employees with their daily tasks and is active in a number of projects. Director Leal looked over the reports on annual operations. Early in January, the District went to the Upper Keys Historical Preservation Society and the Key West Seafood Festival. In addition to attending Tallahassee Days, a few staff members, Chairman Goodman, and Commissioner Zuba have scheduled many meetings with our state representatives to discuss House Bill 7013 and Senate Bill 1058. At the end of the month, we'll also be at the DODD classes in Gainesville, Florida. The district staff met with the local emergency management team in regards to El Nino Hazards and Impacts to the Keys. Bruce Holden, Director of Finance gave the Board an update on our investments into FLCLASS and the interest earned in the last month.

2024 Election of FKMCD Officers:

Commissioner Cranney nominated Chairman Goodman, seconded by Commissioner Pinder, as Board Chair, with no other nominations Chairman Goodman moved that nominations be closed. After a roll call vote, it was unanimously approved.

Chairman Goodman nominated Commissioner Zuba as Vice-Chair, seconded by Commissioner Cranney, with no other nominations, Chairman Goodman moved that nominations be closed. After a roll call vote, it was unanimously approved.

Commissioner Zuba nominated Commissioner Brown as Secretary/ Treasurer, seconded by Chairman Goodman, with no other nominations, Chairman Goodman moved that nominations be closed. After a roll call vote, it was unanimously approved.

Items for Board Discussion:

10a.) "The Vectorial Capacity of the Aedes aegypti mosquito for Dengue-1 virus in the Florida Keys"– Dr. Catherine Pruszynski, research biologist, was introduced by Executive Director Andrea Leal. She then gave a detailed presentation about her PhD thesis, which was on the *Aedes aegypti* mosquito in the Florida Keys.

10b.) February Meeting Date & Time – Andrea Leal talked about potential scheduling difficulties at the upcoming February Meeting. It was decided that, barring completion of the board room at our building, the meeting will take place at Marathon City Hall on February 20 at 5:30 p.m.

Items for Board Review and Action:

11a.) Financial Reports – Bruce Holden, Director of Finance, discussed the State and Local accounts and reviewed the spending and year-to-year comparisons and stated that overall we are in a good place with the budget. *A motion was made by Commissioner Pinder, seconded by Commissioner Cranney, and passed unanimously, confirming the Board received the financial information from December of 2023 and the Board requests it be submitted for audit at the appropriate time.*

11b.) Resolution 2024-01; Amending Administrative Policy Manual: A RESOLUTION OF THE FLORIDA KEYS MOSQUITO CONTROL DISTRICT, AMENDING THE DISTRICT'S ADMINISTRATIVE POLICY MANUAL; ADOPTING REVISIONS TO CERTAIN ADMINISTRATIVE POLICIES; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

A motion was made by Commissioner Cranney, seconded by Commissioner Pinder, and passed unanimously to adopt Resolution 2024-01 as written. After a roll call vote, it was unanimously adopted.

11c.) Ratification of Emergency Purchase: AAA American Restoration – Andrea Leal, Executive Director, asked the Board to ratify the presented emergency purchase. *A motion was made by Commissioner Pinder, seconded by Commissioner Cranney, and passed unanimously to approve the Ratification of Emergency Purchase: AAA American Restoration as stated and provide authority to sign the formal contract. After a roll call vote, it was unanimously approved.*

11d.) Ratification of Emergency Purchase: GA Contractors - Andrea Leal, Executive Director, asked the Board to ratify the presented emergency purchase. *A motion was made by Commissioner Cranney, seconded by Commissioner Pinder, and passed unanimously to approve the Ratification of Emergency Purchase: GA Contractors as stated and provide authority to sign the formal contract. After a roll call vote, it was unanimously approved.*

Good of the Order:

- Chairman Goodman discussed the next meeting of the Board to be held on February 20, 2024 at 5:30pm and advised the Board there would be an Audit Committee Meeting, Regular Meeting and a workshop.

There being no further business to come before the Board the meeting was adjourned.

Respectfully submitted,

*Andrea Leal
Executive Director*

*Board of Commissioners
Florida Keys Mosquito Control District*

Phillip L. Goodman, Chairman

Bette Brown, Secretary-Treasurer

For additional information, please refer to www.keysmosquito.org.

Item 6

Treasurer's Report

Item 7

Attorney's Report

Item 8

Director's Report

February 2024 Director's Report

Employee Milestone Recognition

1. 15 years: Corey Brindisi, Lower Keys Supervisor

State of Florida Mosquito-Borne Disease Update (as of 02/10/2024)

1. Monroe County
 - a. 2023 Dengue: 0 local, 5 travel-related
 - b. 2024 Dengue: 0 local, 0 travel-related
2. All of Florida
 - a. Dengue
 - i. 2023: 186 local (161 Miami-Dade, 4 Broward, 19 Hardee, Palm Beach, Polk), 609 travel-related
 - ii. 2024: 2 local (Miami-Dade, Pasco), 34 travel-related
 - b. Zika
 - i. 2023: 0 local, 0 travel-related
 - ii. 2024: 0 local, 0 travel-related
 - c. Chikungunya
 - i. 2023: 0 local, 4 travel-related
 - ii. 2024: 0 local, 0 travel-related
 - d. West Nile Virus
 - i. 2023: 13 human cases
 - ii. 2024: 0 human cases
 - e. Eastern Equine Encephalitis
 - i. 2023: 2 human cases
 - ii. 2024: 0 human cases
 - f. Malaria
 - i. 2023: 7 local (Sarasota); 78 travel-related
 - ii. 2024: 0 local, 5 travel-related
3. Orange, Palm Beach, Pasco, Polk, and Walton counties are currently under a mosquito-borne illness advisory. Broward, Escambia, Hardee, and Miami-Dade counties are currently under a mosquito-borne illness alert.

Operations Summary

1. Higher than average amounts of rainfall throughout the month of January.
2. Adult Mosquitoes
 - a. Salt Marsh mosquito numbers were higher than the historical average throughout the Keys in January.
 - b. No aerial adulticide missions were conducted in January.
 - c. No truck adulticide missions were conducted in January throughout the Keys.
 - d. *Aedes aegypti* numbers did not exceed our adulticide action thresholds throughout the Keys in January.
3. Larval Mosquitoes
 - a. Five (5) aerial granular larvicide missions were completed in January, treating approximately 600 acres; this is below the historical average for January.
 - b. No aerial liquid larvicide missions were conducted in January.
 - c. Five (5) ground liquid larvicide missions were conducted in January, treating approximately 600 acres throughout the Keys.
4. Service Requests received (140) were higher than the historical average for January, majority of which requesting a fog truck or inspection.

Community Outreach/Education

1. Schools

- a. STEM Fair Judges (Michael Boehmler, Andrea Leal): 2/10/24
- b. Plantation Key School Career Day: 2/15/24
- c. Gerald Adams Elementary School Career Day: 2/16/24
- d. Key Largo School Career Day: 2/23/24
- e. Sugarloaf School Public Safety Day: 3/14/24
2. Community Events/Outreach/Speaking Engagements
 - a. Leadership Monroe, Tour: 2/9/24
 - b. KW Botanical Garden Festival: 3/2/24
3. Media/News Releases
 - a. Weekly Radio, US 1

Human Resources

1. Current Openings
 - a. Helicopter Pilot (Middle Keys): finalizing candidate
 - b. Field Inspectors, two positions (Lower Keys): conducting interviews

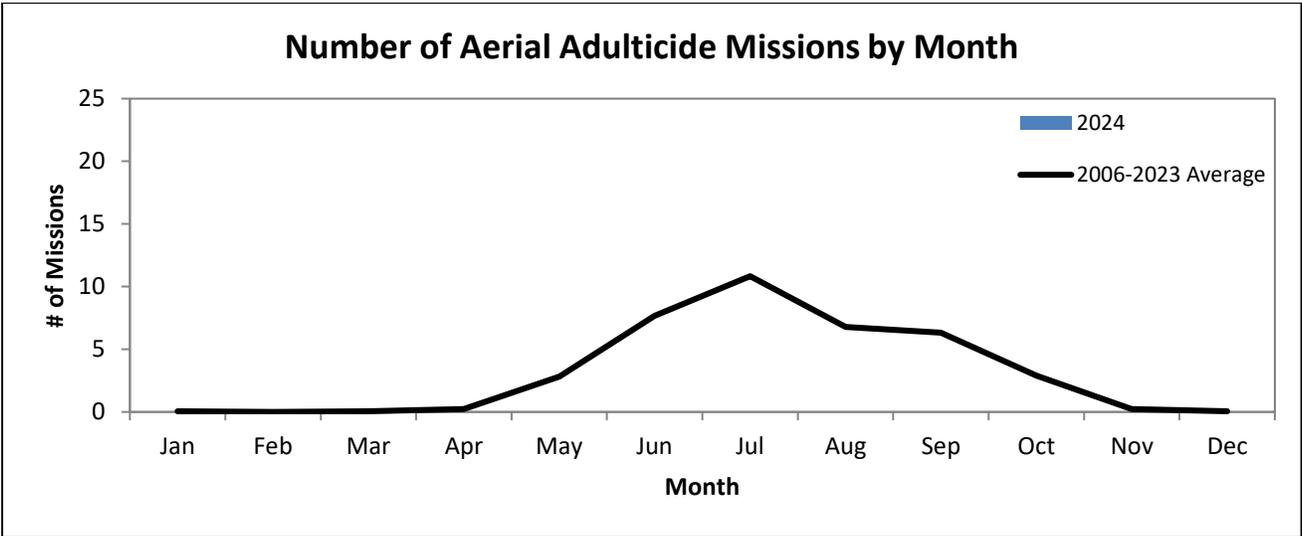
Other Items

1. Travel/Training
 - a. FMCA Tallahassee Days (Tallahassee, FL): 1/22/24 – 1/23/24
 - Attendees: Phil Goodman, Stan Zuba, Andrea Leal, Mikki Coss, Chad Huff
 - HB 7013/SB 1058
 - Mosquito control funding
 - b. FMCA Dodd Short Courses (Gainesville, FL): 1/29/24 – 2/2/24
 - Instructors: Dr. Larry Hribar, Phil Goodman, Andrea Leal, Chad Huff
 - c. AMCA Annual Meeting (Dallas, TX): 3/3/24 – 3/8/24
 - Attending: Andrea Leal, Larry Hribar, Catherine Pruszynski, Heidi Murray, Michael Boehmler, Mikki Coss, Chad Huff
2. Oxitec Project Steering Committee Meeting: 2/8/24
3. Climate Change Workshop: 2/21/24 – 2/22/24
4. West Central Mosquito and Vector Control Association: WALs Roundtable, Andrea Leal 2/21/24
5. Investment Update
6. After Action Items/Future Board Items
 - a. Budgetary Process Annual Review, May 2024
 - b. Audit Committee Charter Annual Review, October 2024
 - c. Administrative Policy Manual Annual Review, December 2024

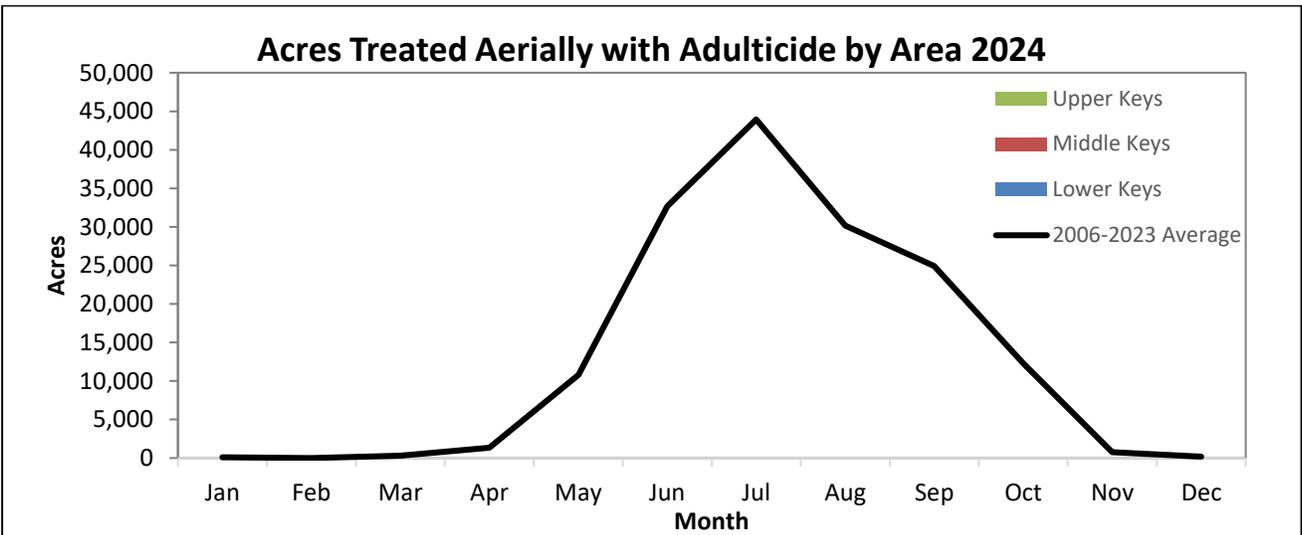
Florida Keys Mosquito Control Operations Report

(Adjusted through January 31, 2024)

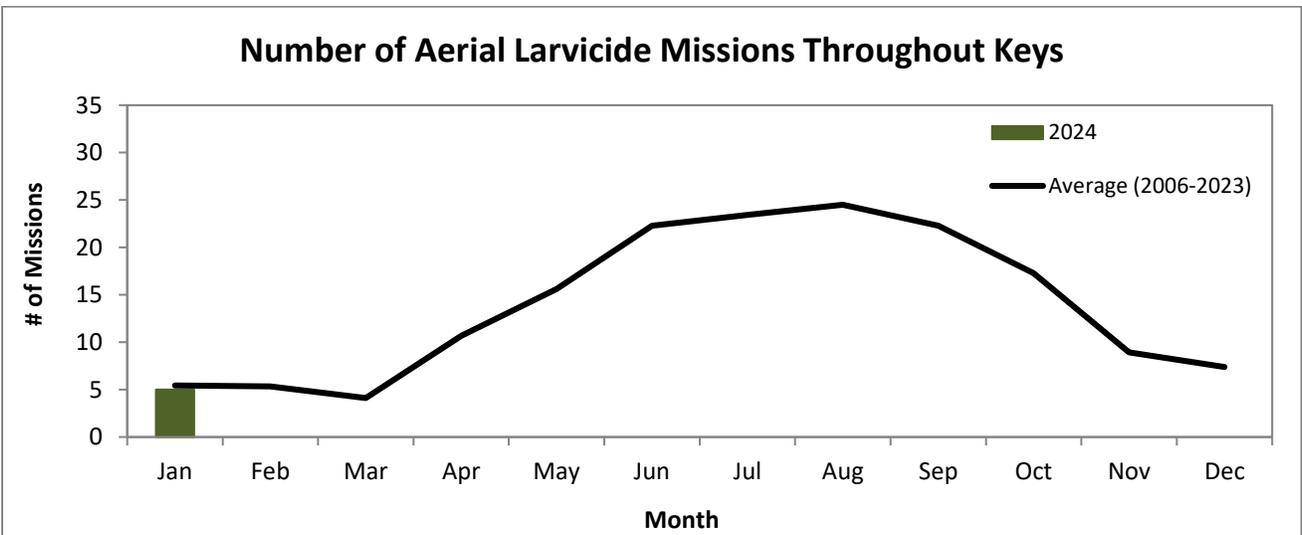
Aerial Adulticiding Missions in January 2024: 0



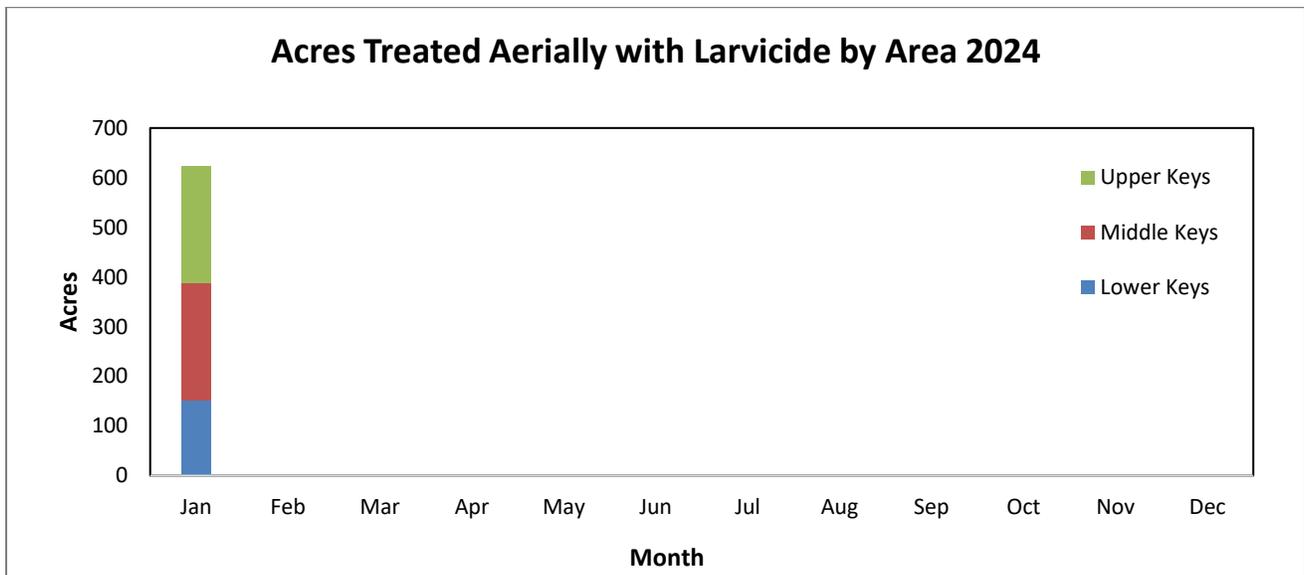
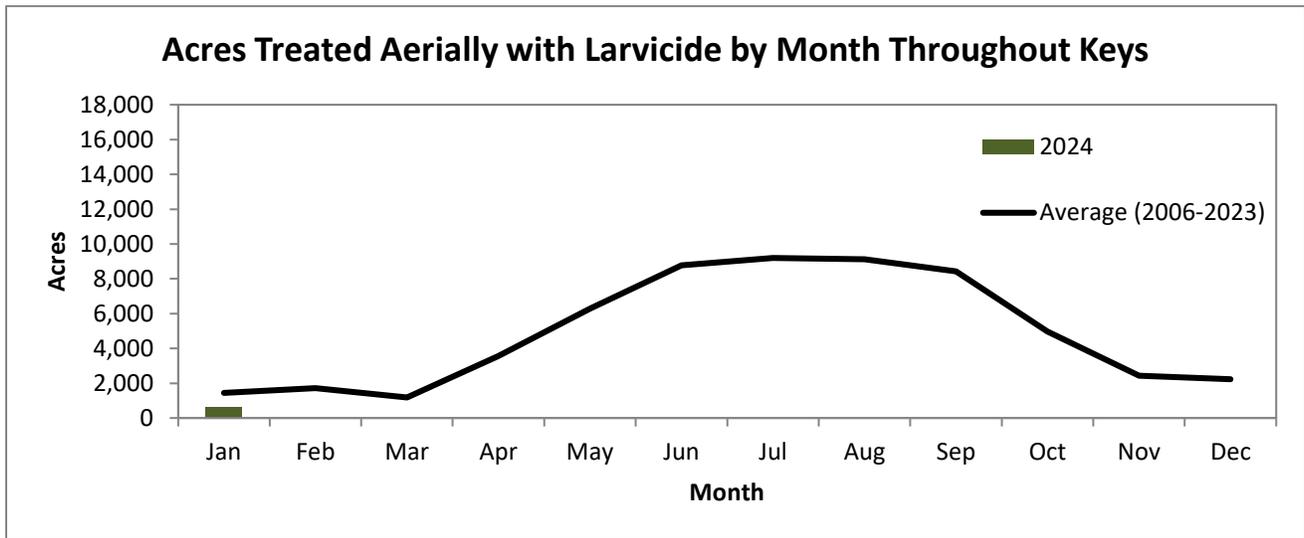
Aerial Adulticiding Acreage in January 2024: 0



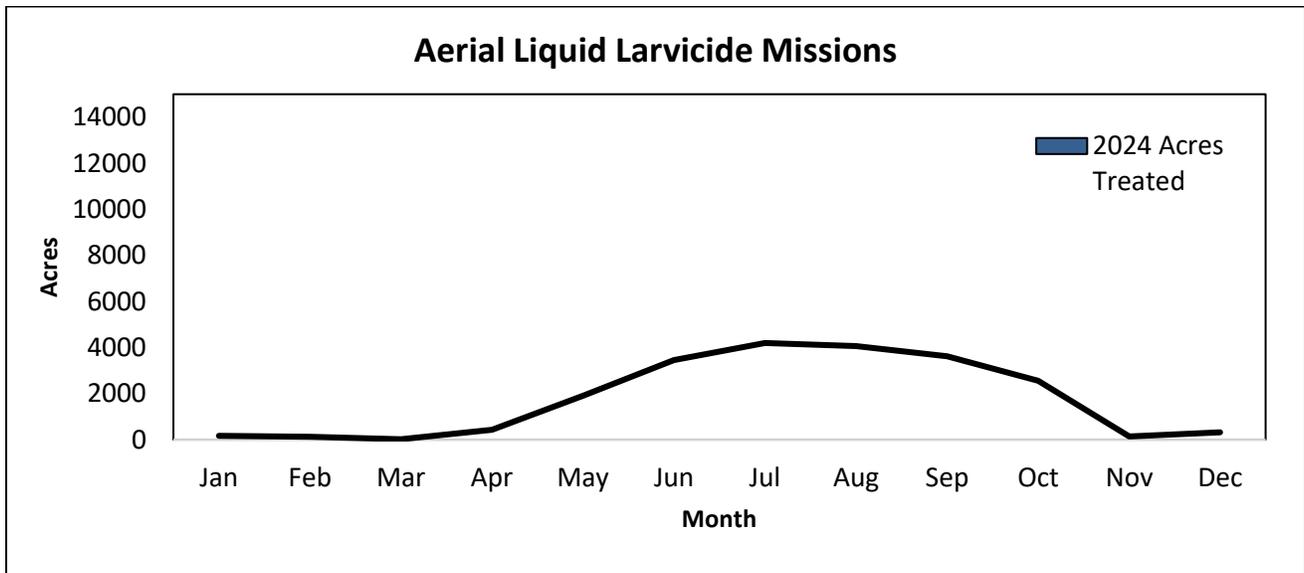
Aerial Granular Larviciding Missions in January 2024: 5



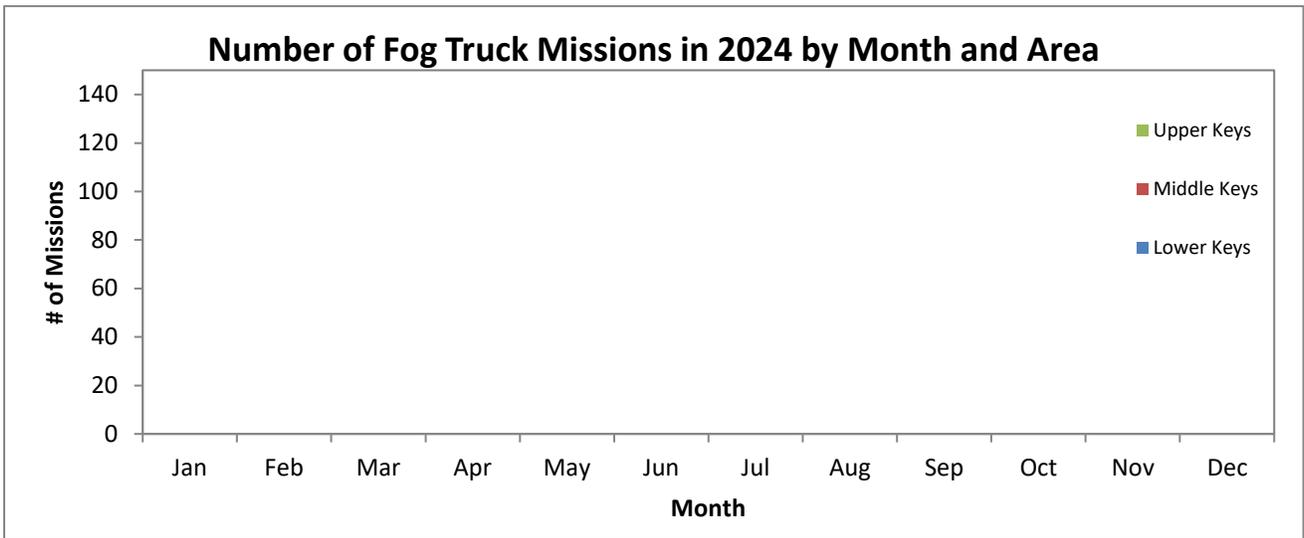
Aerial Granular Larviciding Acreage in January 2024: 624



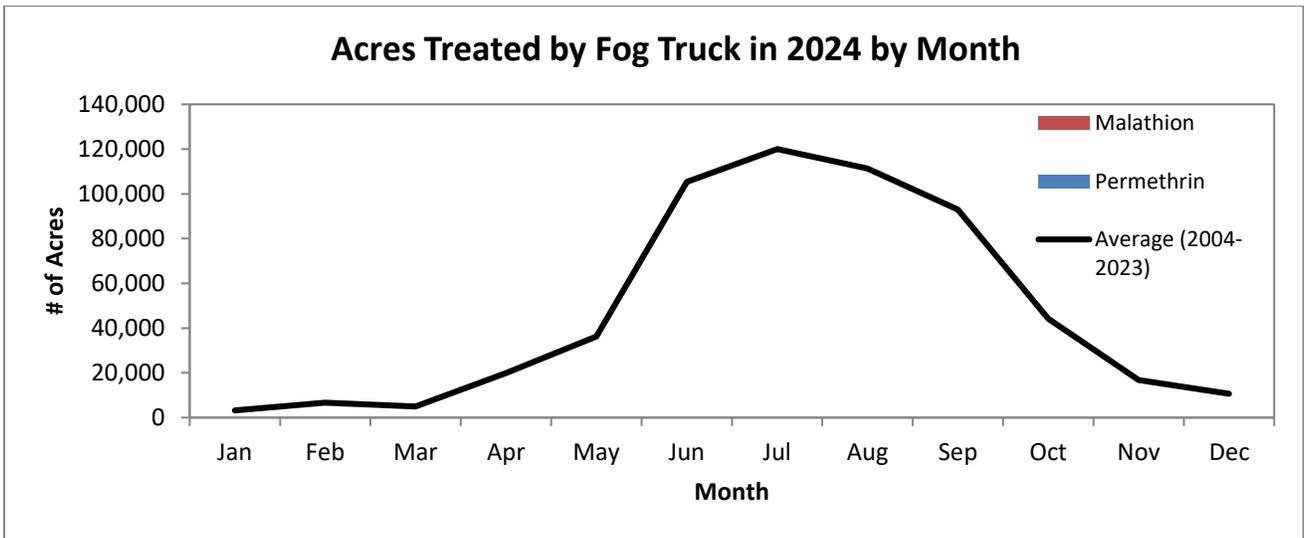
Number of Aerial Liquid Larviciding Missions in January 2024: 0



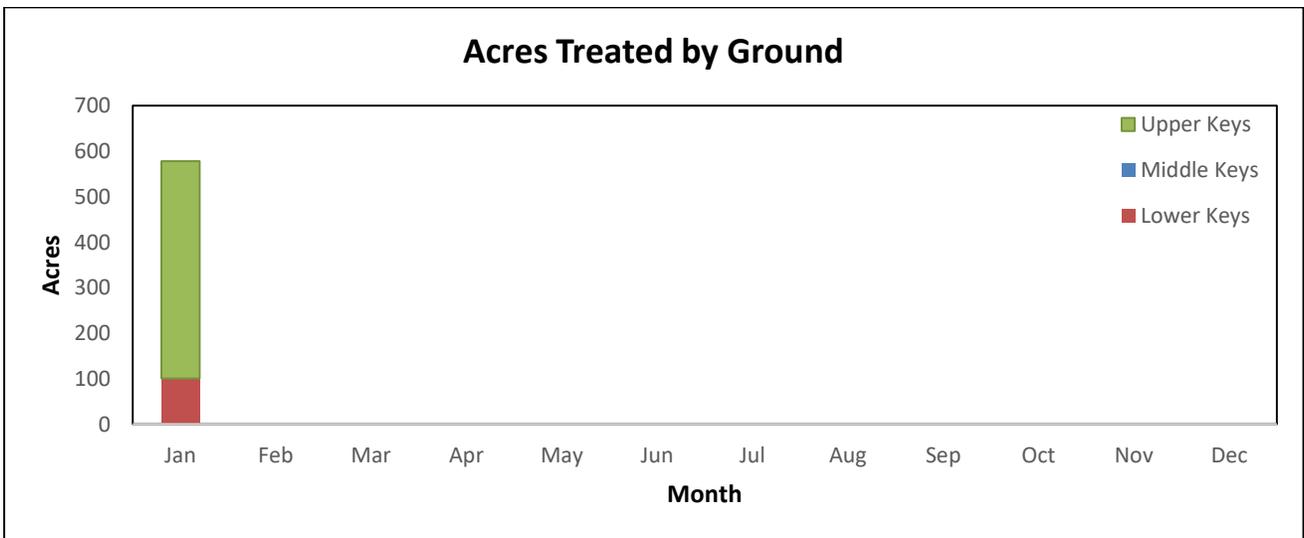
Ground Adulticiding (Trucks) Missions in January 2024: 0



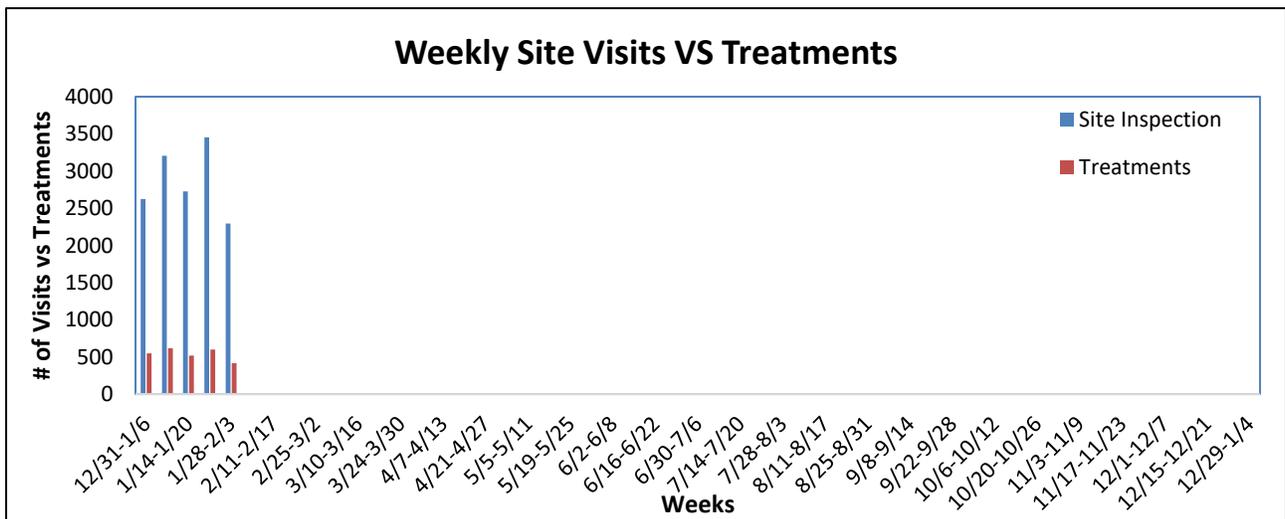
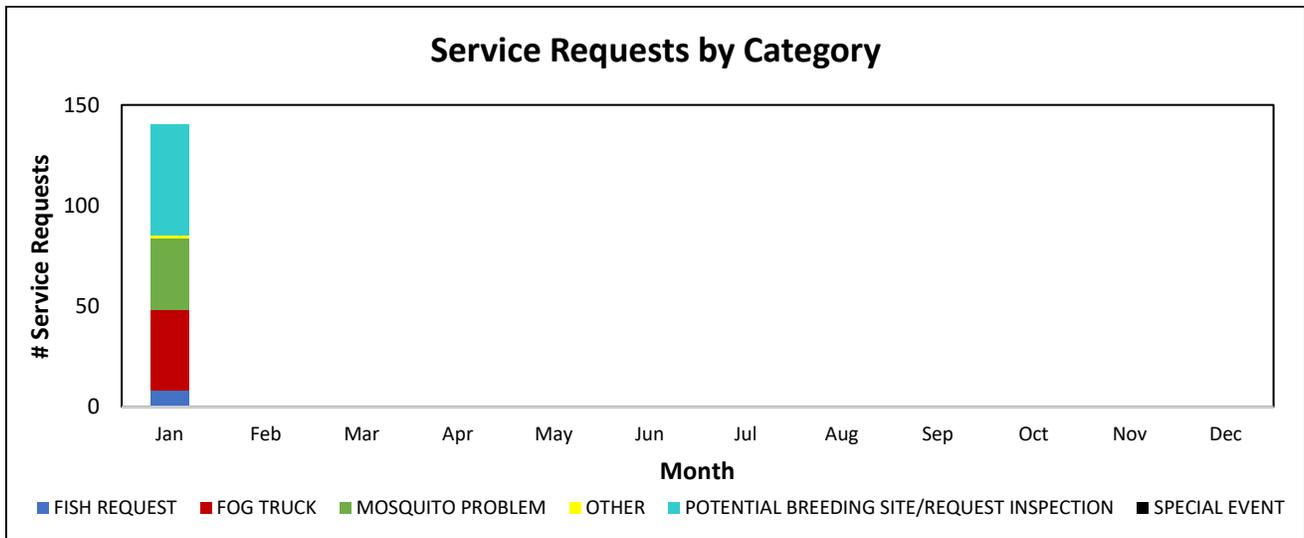
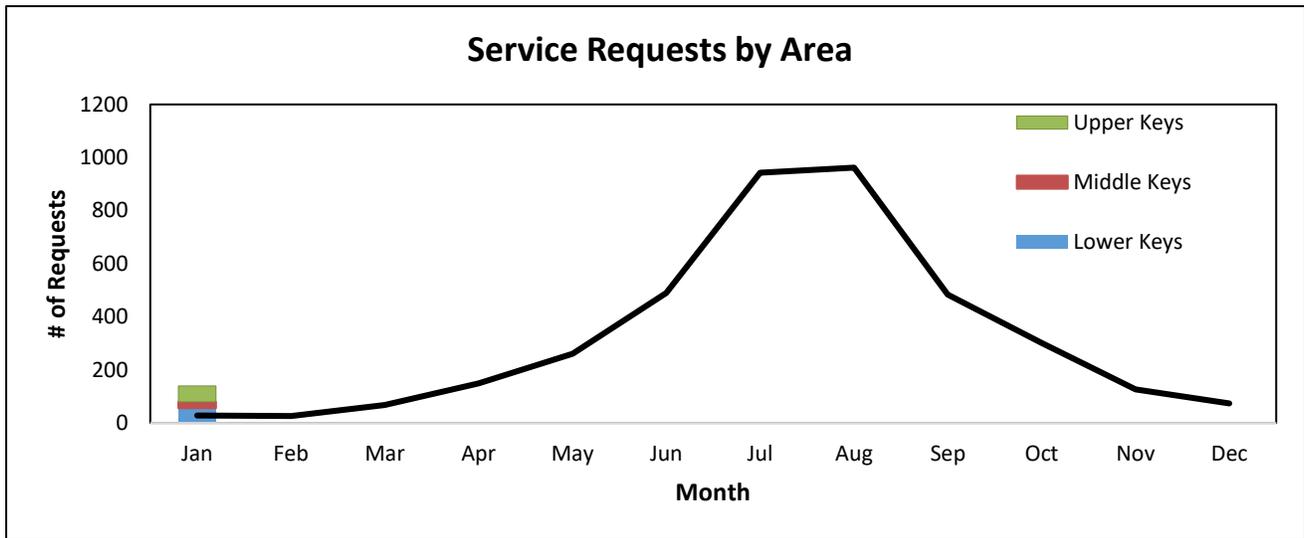
Ground Adulticiding (Trucks) Acreage in January 2024: 0



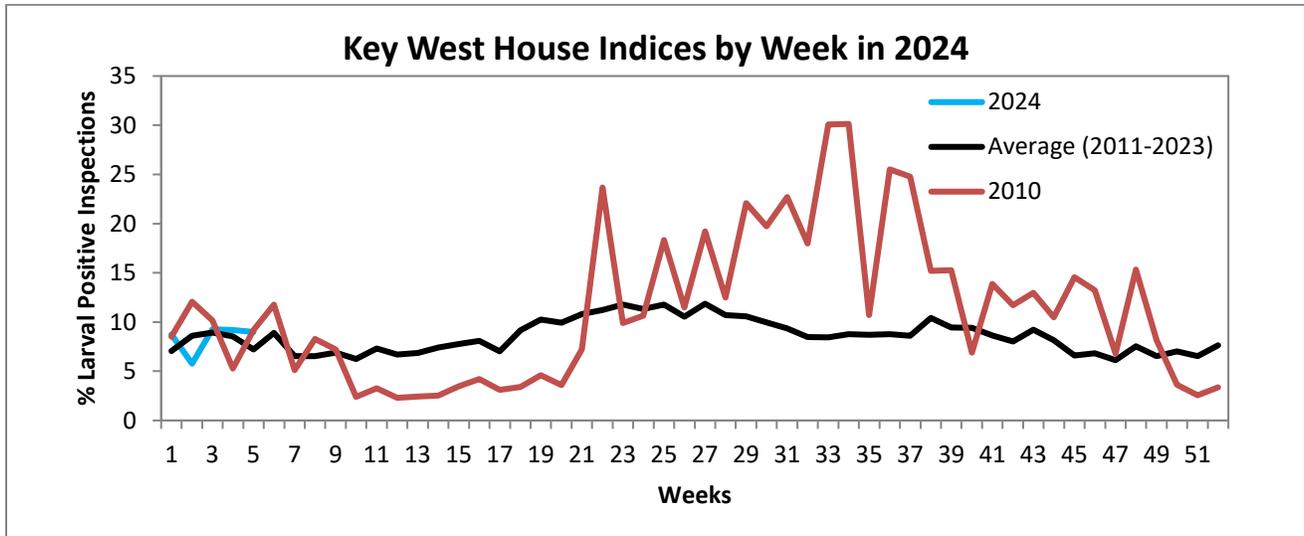
Ground Liquid Larviciding (Truck & Backpack) Acreage in January 2024: 5 trucks



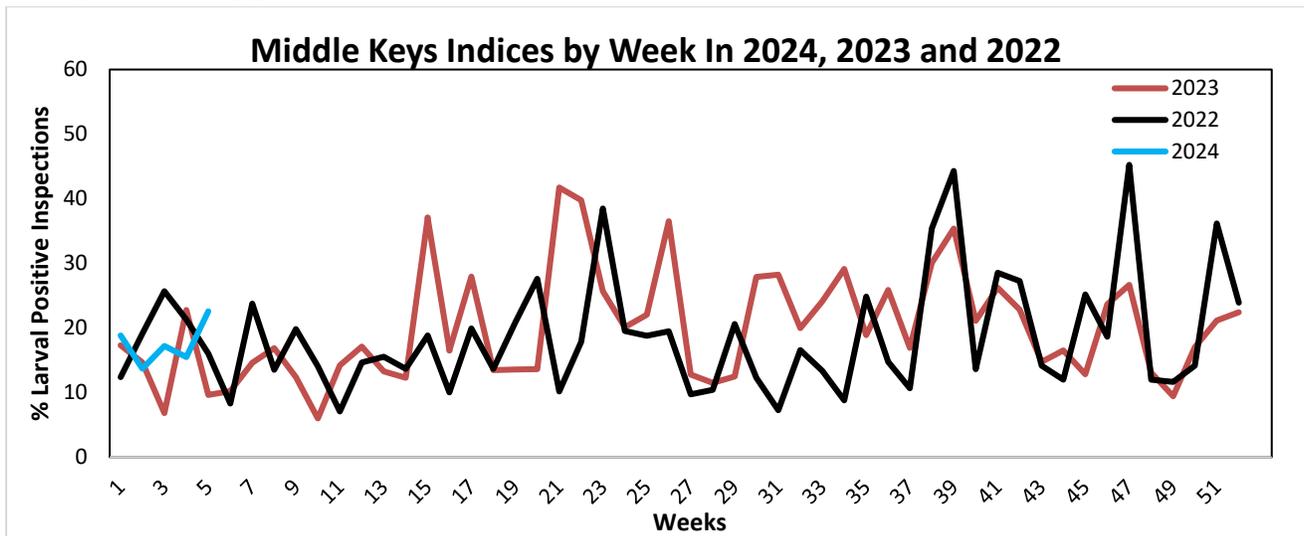
Total Service Requests for January 2024: 140



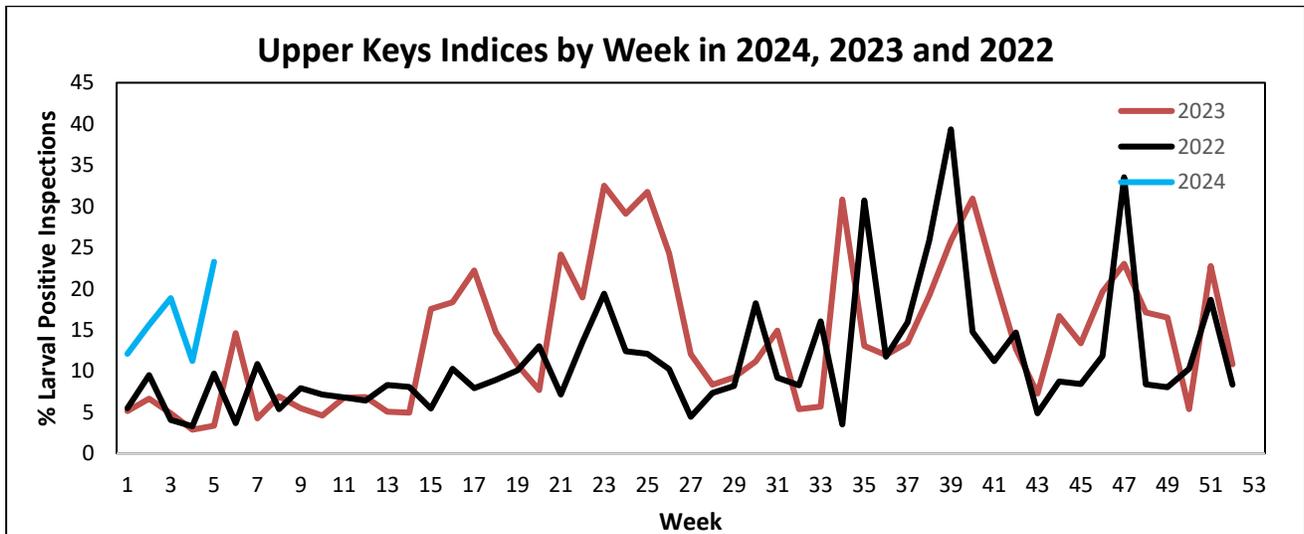
Key West *Aedes aegypti* Larval Information:



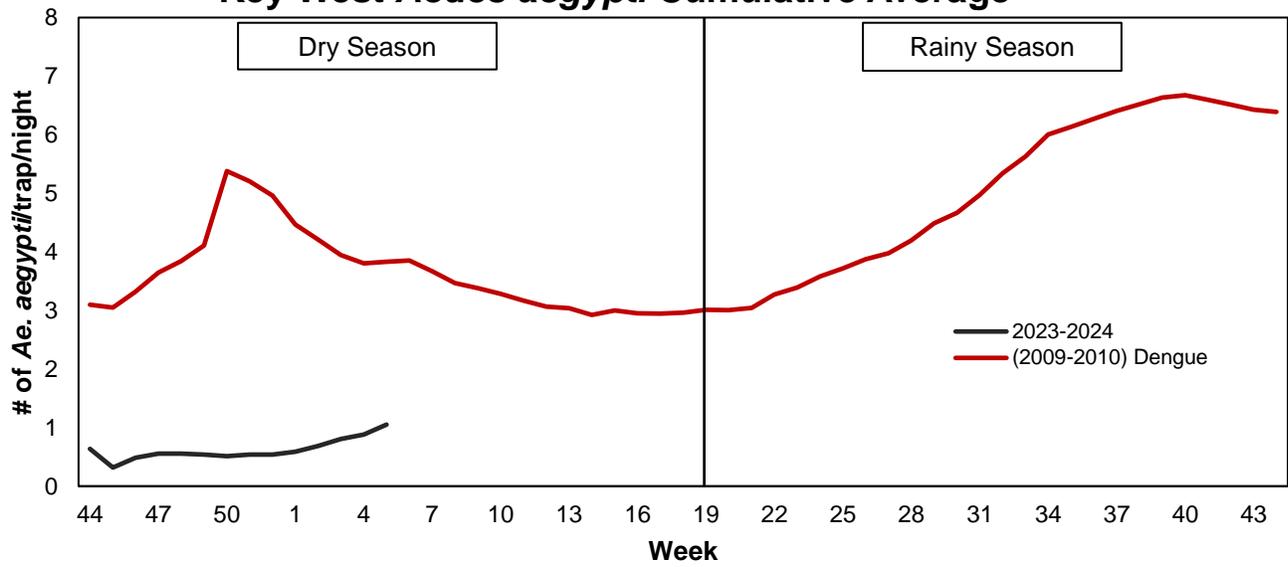
Middle Keys *Aedes aegypti* Larval Information:



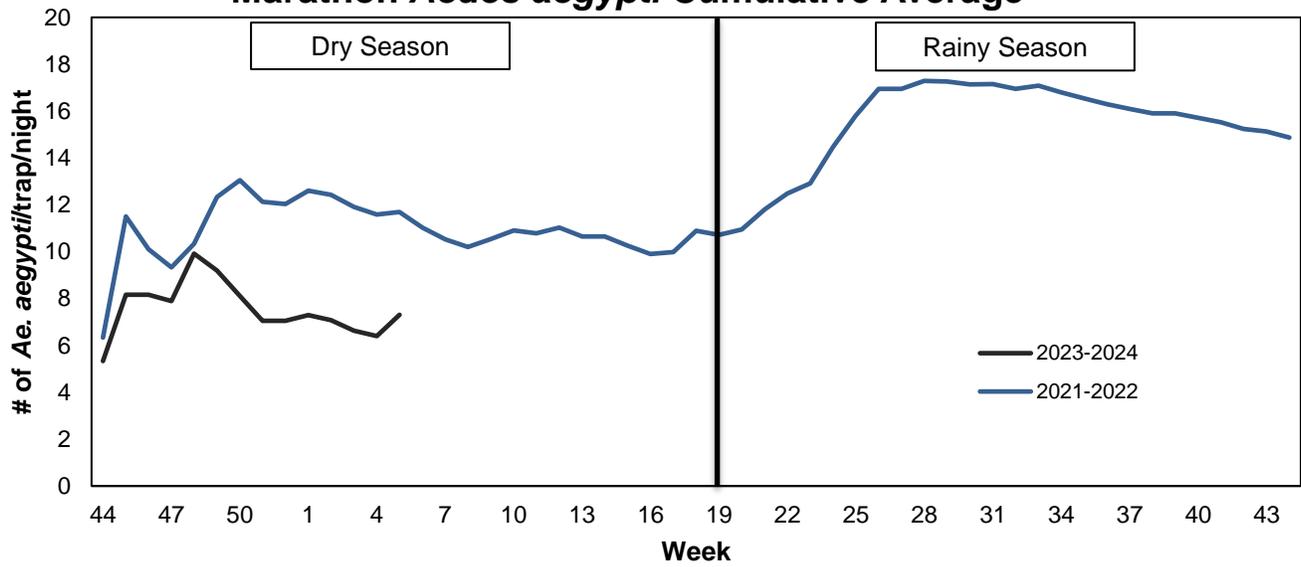
Upper Keys *Aedes aegypti* Larval Information:



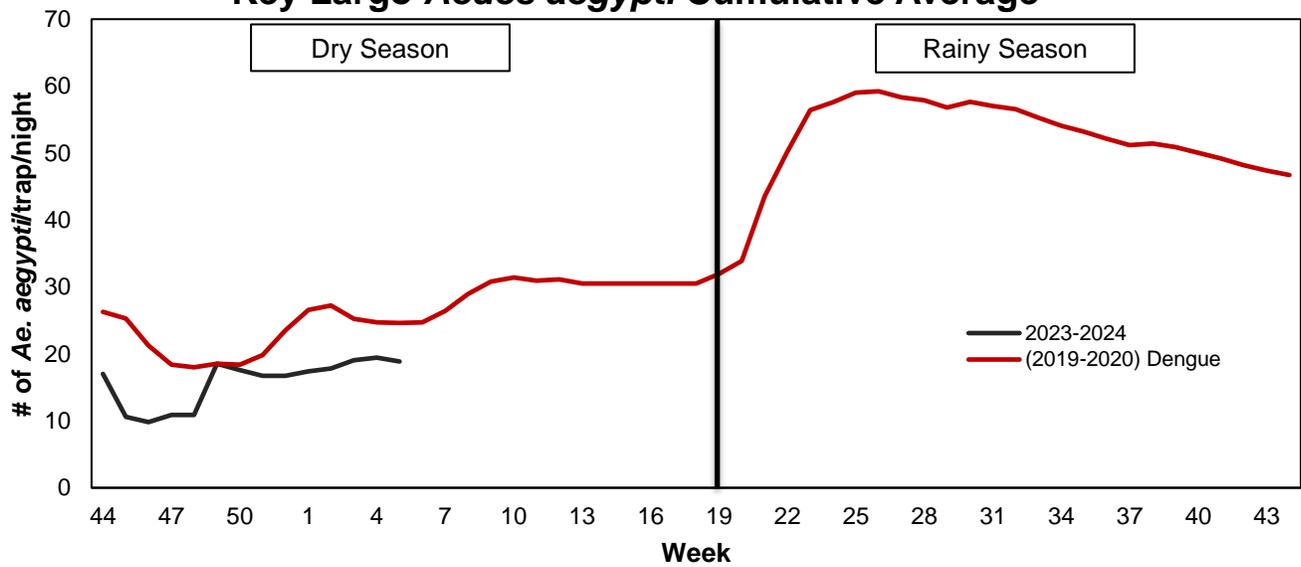
Key West *Aedes aegypti* Cumulative Average



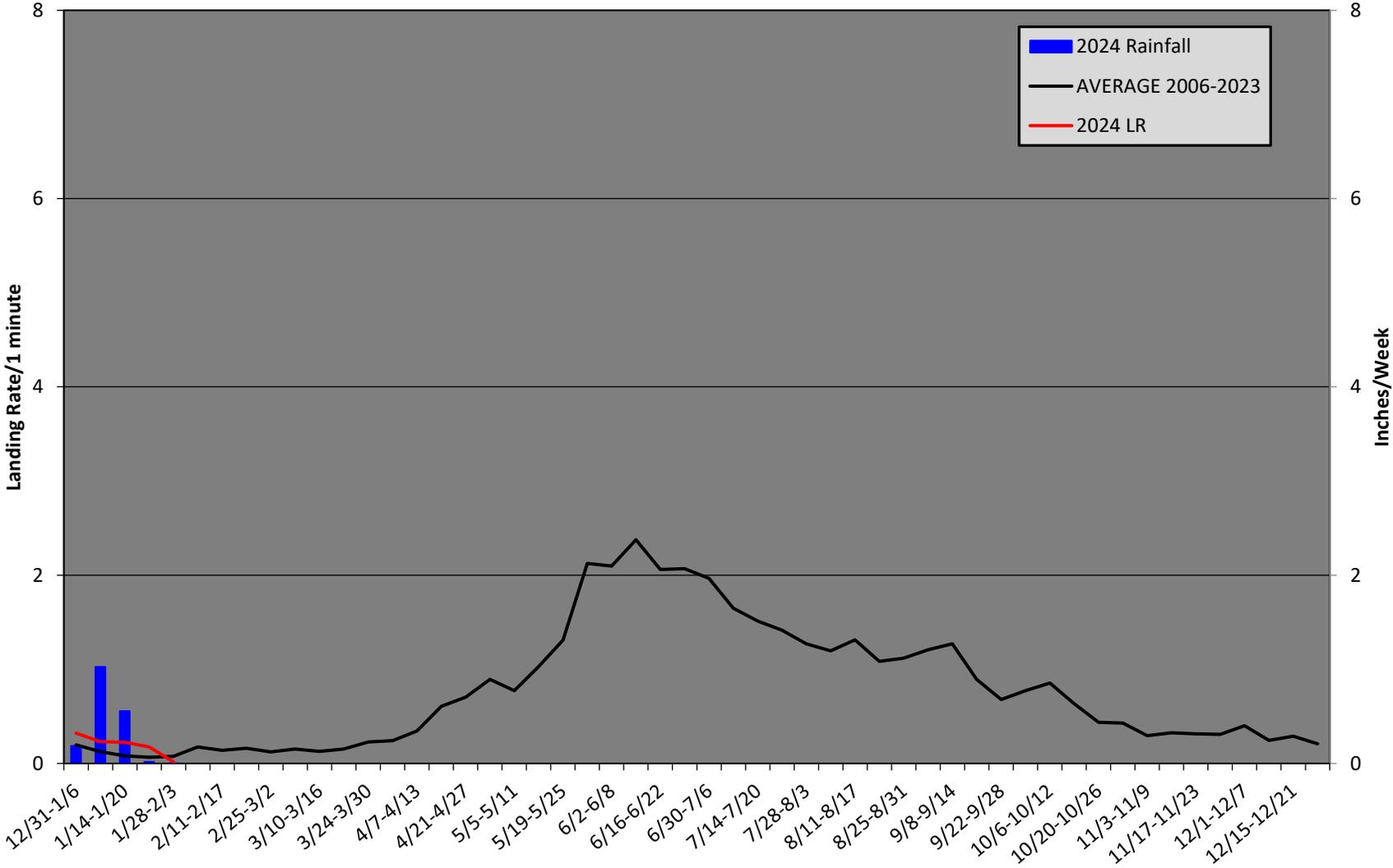
Marathon *Aedes aegypti* Cumulative Average



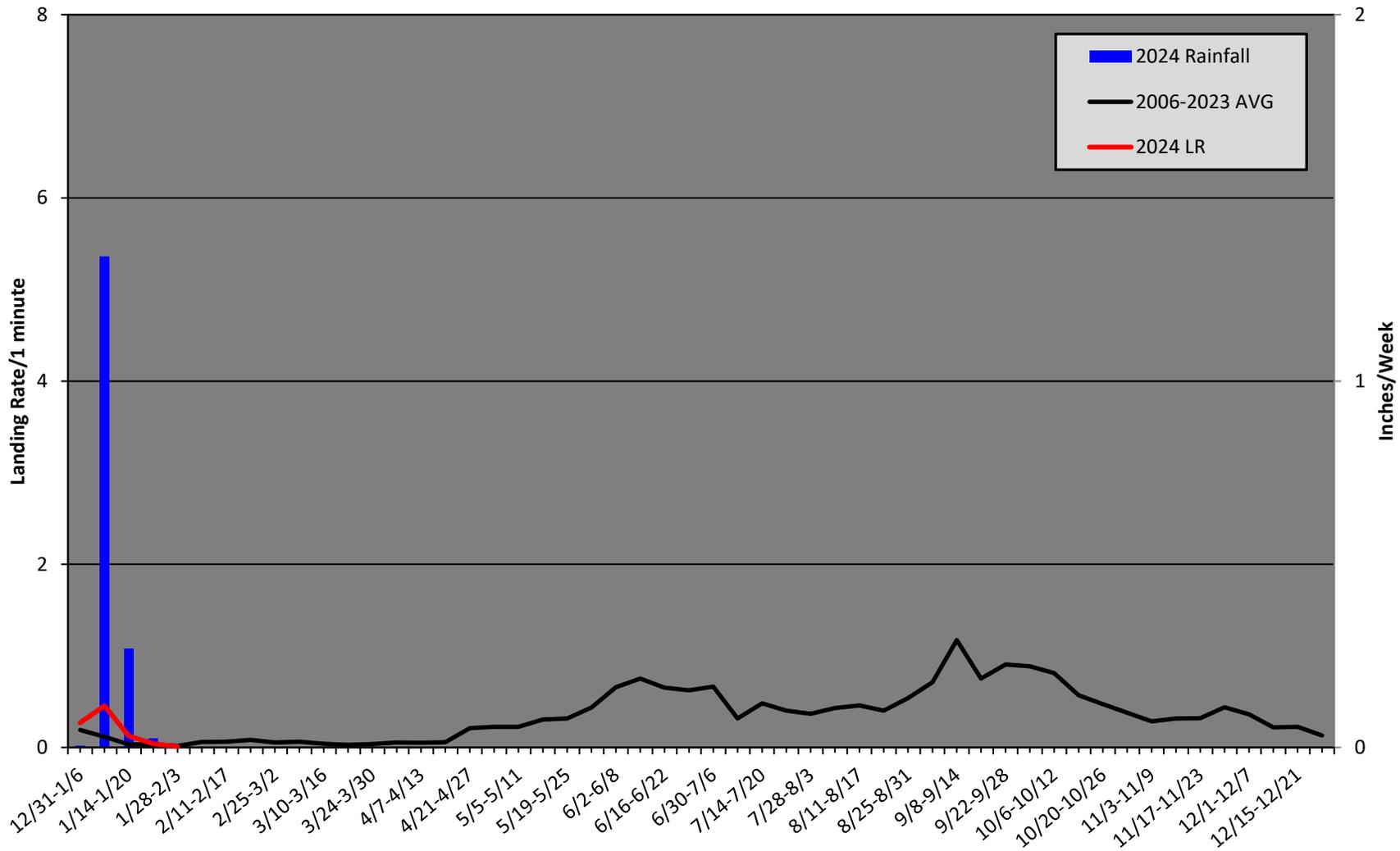
Key Largo *Aedes aegypti* Cumulative Average



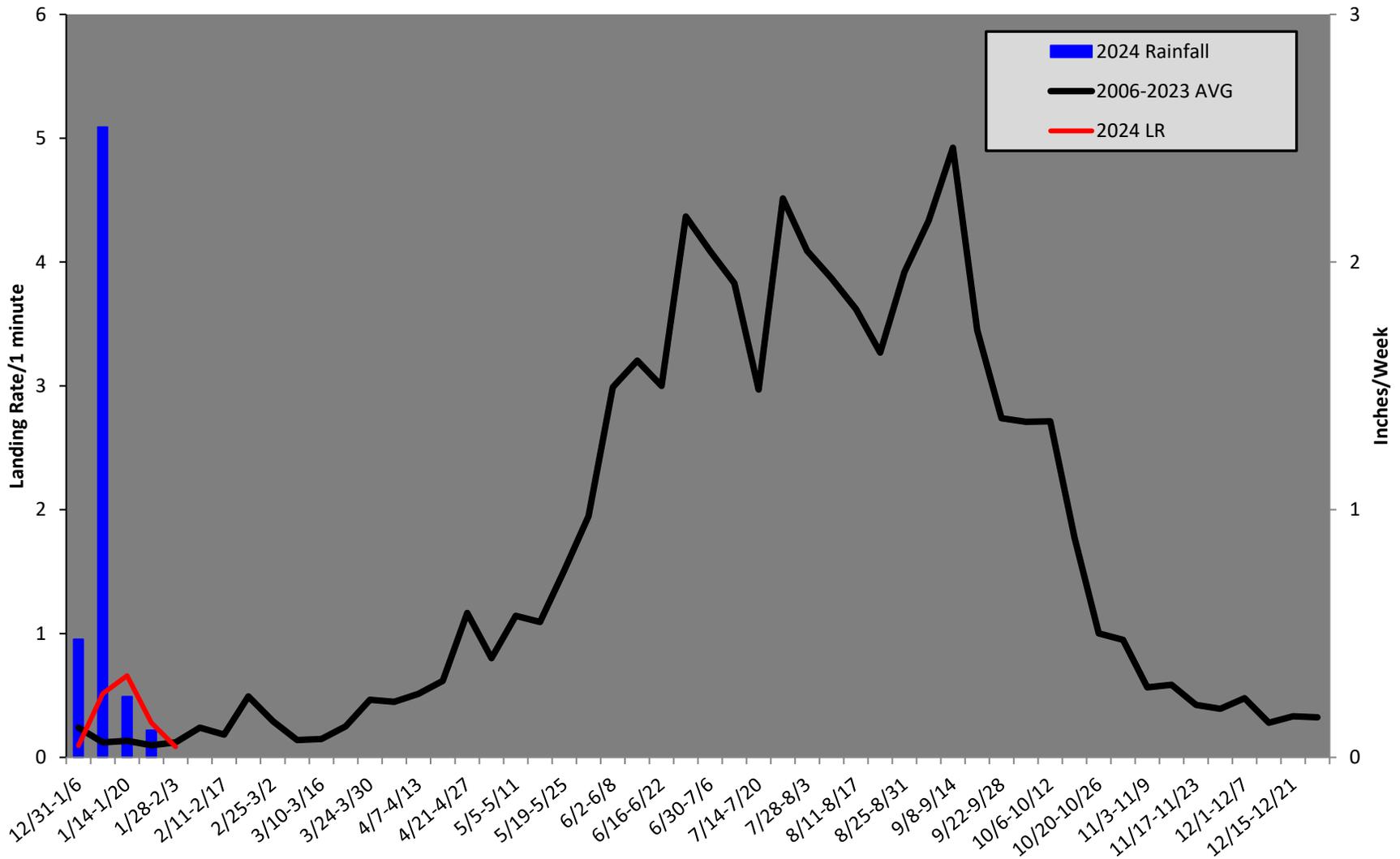
Lower Keys: Saddlebunch to Bahia Honda Average Landing Rate Counts and Rainfall



Middle Keys: Vaca Key to Lower Matecumbe Average Landing Rate Counts and Rainfall



Upper Keys: Upper Matecumbe to Upper Key Largo Average Landing Rate Counts



Item 9a

Legislative Update

Item 10a

Financial Reports

Budget Analysis

District Finances

Cash Disbursements

**FLORIDA KEYS MOSQUITO CONTROL DISTRICT
MONTHLY BUDGET ANALYSIS
FISCAL YEAR 2023-2024
JANUARY 2024**

STATE FUND

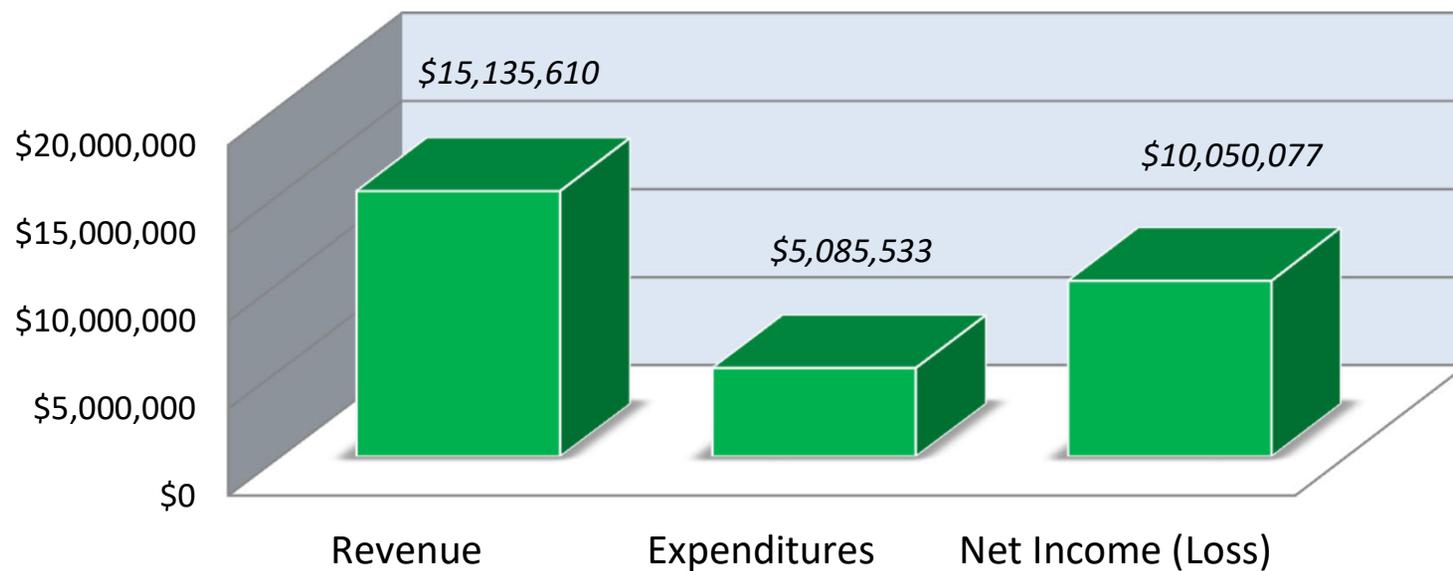
| ACCT. NO | ITEM | Annual Budget | Current January Actual | Prior Year Month | Current YTD - Actual | Prior Year YTD Actual | Current Annual: Unexpended | Year on Year Variance |
|----------|---|---------------------|------------------------|------------------|----------------------|-----------------------|----------------------------|-----------------------|
| 10 | Personal Services 11 - 15 | | | | | | 0.00 | 0.00 |
| 20 | Personal Service Benefits 21 - 25 | | | | | | 0.00 | 0.00 |
| 30 | Operating Expense 31 - 34 | | | | | | 0.00 | 0.00 |
| 40 | Travel and Per Diem 40.1 - 40.3 | 11,010.00 | 191.00 | 0.00 | 191.00 | 0.00 | 10,819.00 | 191.00 |
| 41 | Communication Services | | | | | | 0.00 | 0.00 |
| 42 | Freight Services | | | | | | 0.00 | 0.00 |
| 43 | Utility Services | | | | | | 0.00 | 0.00 |
| 44 | Rentals and Leases | | | | | | 0.00 | 0.00 |
| 45 | Insurance | | | | | | 0.00 | 0.00 |
| 46 | Repair and Maintenance Service 46.1 - 46.6 | | | | | | 0.00 | 0.00 |
| 47 | Printing/Binding | | | | | | 0.00 | 0.00 |
| 48 | Promotional Activities | | | | | | 0.00 | 0.00 |
| 49 | Other Current Charges and Obligations | | | | | | 0.00 | 0.00 |
| 51 | Office Supplies/Materials | | | | | | 0.00 | 0.00 |
| 52.1 | Gas/Oil/Lube | | | | | | 0.00 | 0.00 |
| 52.2 | Chemical/Solvents/Additives | 760,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 760,000.00 | 0.00 |
| 52.3 | Clothing and Wearing Apparel | | | | | | 0.00 | 0.00 |
| 52.4 | Miscellaneous Supplies and Incidental | | | | | | 0.00 | 0.00 |
| 52.5 | Tools and Small Implements | | | | | | 0.00 | 0.00 |
| 54 | Books, Publications, Subscriptions, Memberships | | | | | | 0.00 | 0.00 |
| 55 | Training | 5,415.00 | 0.00 | 0.00 | 3,780.00 | 4,330.00 | 1,635.00 | (550.00) |
| 60 | Capital Outlay 61 - 64 | 140,000.00 | | | | | 140,000.00 | 0.00 |
| 71 | Debt Service-Principal | | | | | | | |
| 72 | Debt Service-Interest | | | | | | | |
| 89 | Contingency (current year) | 388,568.00 | | | | | 388,568.00 | |
| 99 | Payment of Prior Year Accounts | | | | | | | |
| 0.001 | Reserves - Future Capital Outlay | | | | | | | |
| 0.002 | Reserves - Self Insurance | | | | | | | |
| 0.004 | Reserves - Sick and Annual Leave | | | | | | | |
| | TOTAL: | 1,304,993.00 | 191.00 | 0.00 | 3,971.00 | 4,330.00 | 1,301,022.00 | (359.00) |

**FLORIDA KEYS MOSQUITO CONTROL DISTRICT
MONTHLY BUDGET ANALYSIS
FISCAL YEAR 2023-2024
JANUARY 2024**

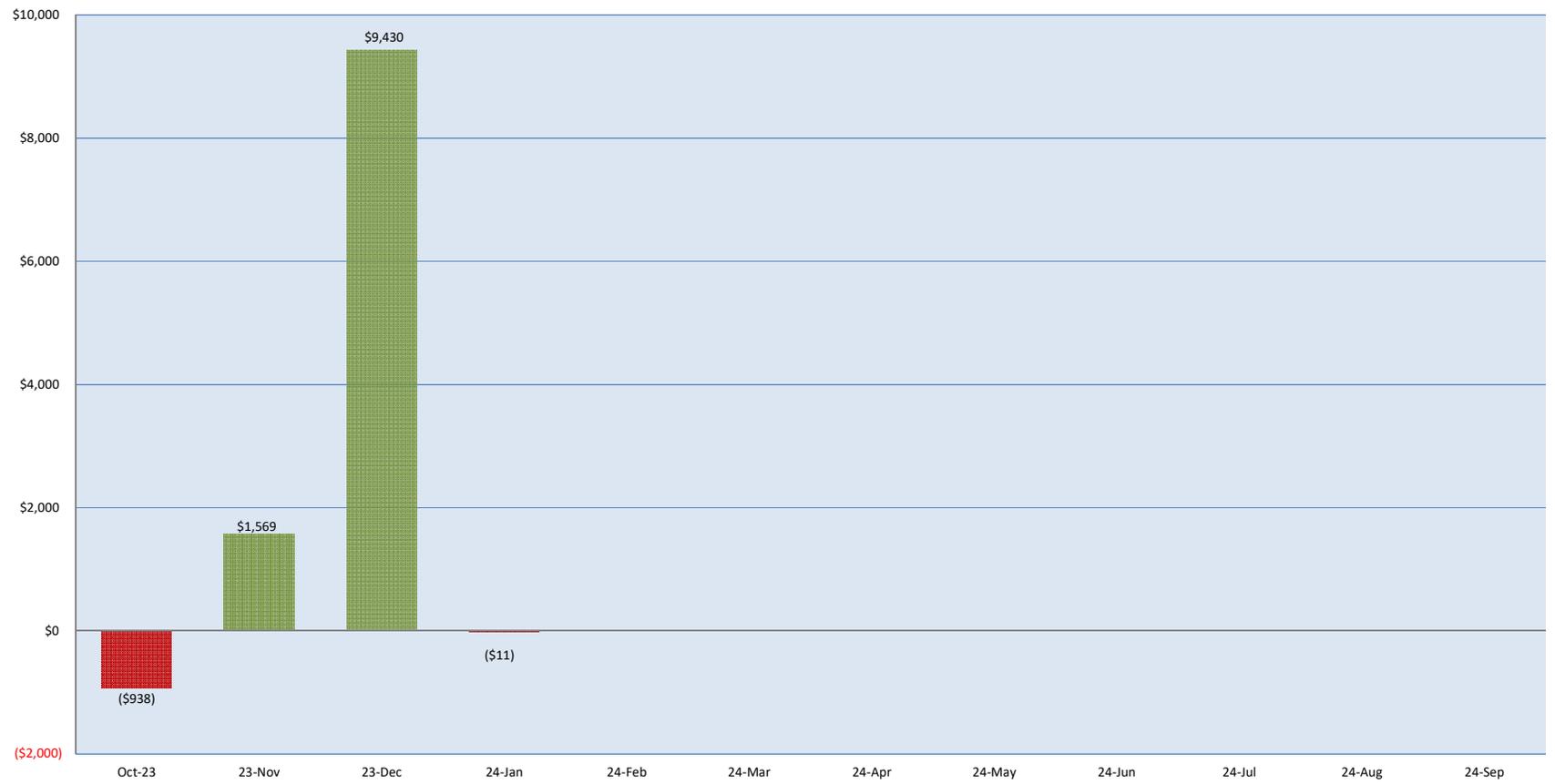
LOCAL FUND

| ACCT. NO | ITEM | Annual Budget | Current January Actual | Prior Year Month | Current YTD - Actual | Prior Year YTD Actual | Current Annual: Unexpended | Year on Year Variance |
|----------|---|----------------------|------------------------|-------------------|----------------------|-----------------------|----------------------------|-----------------------|
| 10 | Personal Services 11 - 15 | 5,702,869.00 | 408,278.30 | 430,202.18 | 1,762,348.06 | 1,645,620.94 | 3,940,520.94 | 116,727.12 |
| 20 | Personal Service Benefits 21 - 25 | 4,064,496.00 | 193,941.99 | 234,701.48 | 1,193,752.52 | 909,592.87 | 2,870,743.48 | 284,159.65 |
| 30 | Operating Expense 31 - 34 | 1,582,279.00 | 45,702.76 | 57,717.94 | 595,499.93 | 599,518.85 | 986,779.07 | (4,018.92) |
| 40 | Travel and Per Diem 40.1 - 40.3 | 118,125.00 | 7,874.25 | 882.06 | 25,836.28 | 23,419.21 | 92,288.72 | 2,417.07 |
| 41 | Communication Services | 100,100.00 | 7,962.56 | 7,574.66 | 31,129.71 | 30,520.95 | 68,970.29 | 608.76 |
| 42 | Freight Services | 15,550.00 | 513.05 | 744.61 | 4,696.68 | 3,239.83 | 10,853.32 | 1,456.85 |
| 43 | Utility Services | 142,800.00 | 5,462.77 | 6,690.65 | 29,999.74 | 36,484.76 | 112,800.26 | (6,485.02) |
| 44 | Rentals and Leases | 969,952.00 | 14,511.33 | 14,789.86 | 63,779.24 | 45,495.86 | 906,172.76 | 18,283.38 |
| 45 | Insurance | 1,102,280.00 | 270.00 | 2,860.00 | 39,400.07 | (28,418.00) | 1,062,879.93 | 67,818.07 |
| 46 | Repair and Maintenance Service 46.1 - 46.6 | 1,007,345.00 | 183,391.48 | 29,652.90 | 284,528.61 | 210,013.62 | 722,816.39 | 74,514.99 |
| 47 | Printing/Binding | 11,910.00 | 175.85 | 0.00 | 1,455.85 | 4,011.84 | 10,454.15 | (2,555.99) |
| 48 | Promotional Activities | 24,200.00 | 400.00 | 0.00 | 3,569.00 | 3,158.00 | 20,631.00 | 411.00 |
| 49 | Other Current Charges and Obligations | 13,125.00 | 1,221.80 | 787.98 | 4,520.40 | 10,377.22 | 8,604.60 | (5,856.82) |
| 51 | Office Supplies/Materials | 39,526.00 | 3,296.70 | 1,052.85 | 10,839.91 | 5,959.92 | 28,686.09 | 4,879.99 |
| 52.1 | Gas/Oil/Lube | 327,575.00 | 13,064.51 | 16,869.37 | 45,912.70 | 63,815.56 | 281,662.30 | (17,902.86) |
| 52.2 | Chemical/Solvents/Additives | 1,426,472.72 | 47,865.15 | 46,400.00 | 273,959.61 | 201,678.35 | 1,152,513.11 | 72,281.26 |
| 52.3 | Clothing and Wearing Apparel | 49,925.00 | 9,682.29 | 9,878.97 | 12,542.51 | 10,654.73 | 37,382.49 | 1,887.78 |
| 52.4 | Miscellaneous Supplies and Incidental | 182,293.00 | 7,304.06 | 3,325.10 | 26,155.48 | 16,491.45 | 156,137.52 | 9,664.03 |
| 52.5 | Tools and Small Implements | 29,603.00 | 590.40 | 0.00 | 9,377.45 | 1,327.42 | 20,225.55 | 8,050.03 |
| 54 | Books, Publications, Subscriptions, Memberships | 66,586.00 | 16,562.47 | 17,440.06 | 34,791.72 | 26,262.62 | 31,794.28 | 8,529.10 |
| 55 | Training | 163,349.00 | 2,500.00 | 5,375.58 | 2,675.00 | 5,634.58 | 160,674.00 | (2,959.58) |
| 60 | Capital Outlay 61 - 64 | 2,008,143.00 | 0.00 | 0.00 | 628,762.35 | 3,565,754.62 | 1,379,380.65 | (2,936,992.27) |
| 71 | Debt Service-Principal | | | | | | | |
| 72 | Debt Service-Interest | | | | | | | |
| 89 | Contingency (current year) | 2,361,432.00 | | | | | 2,361,432.00 | |
| 99 | Payment of Prior Year Accounts | | | | | | | |
| 0.001 | Reserves - Future Capital Outlay | 1,186,382.00 | | | | | 1,186,382.00 | |
| 0.002 | Reserves - Self Insurance | 500,000.00 | | | | | 500,000.00 | |
| 0.004 | Reserves - Sick and Annual Leave | 250,000.00 | | | | | 250,000.00 | |
| | TOTAL: | 23,446,317.72 | 970,571.72 | 886,946.25 | 5,085,532.82 | 7,390,615.20 | 18,360,784.90 | (2,305,082.38) |

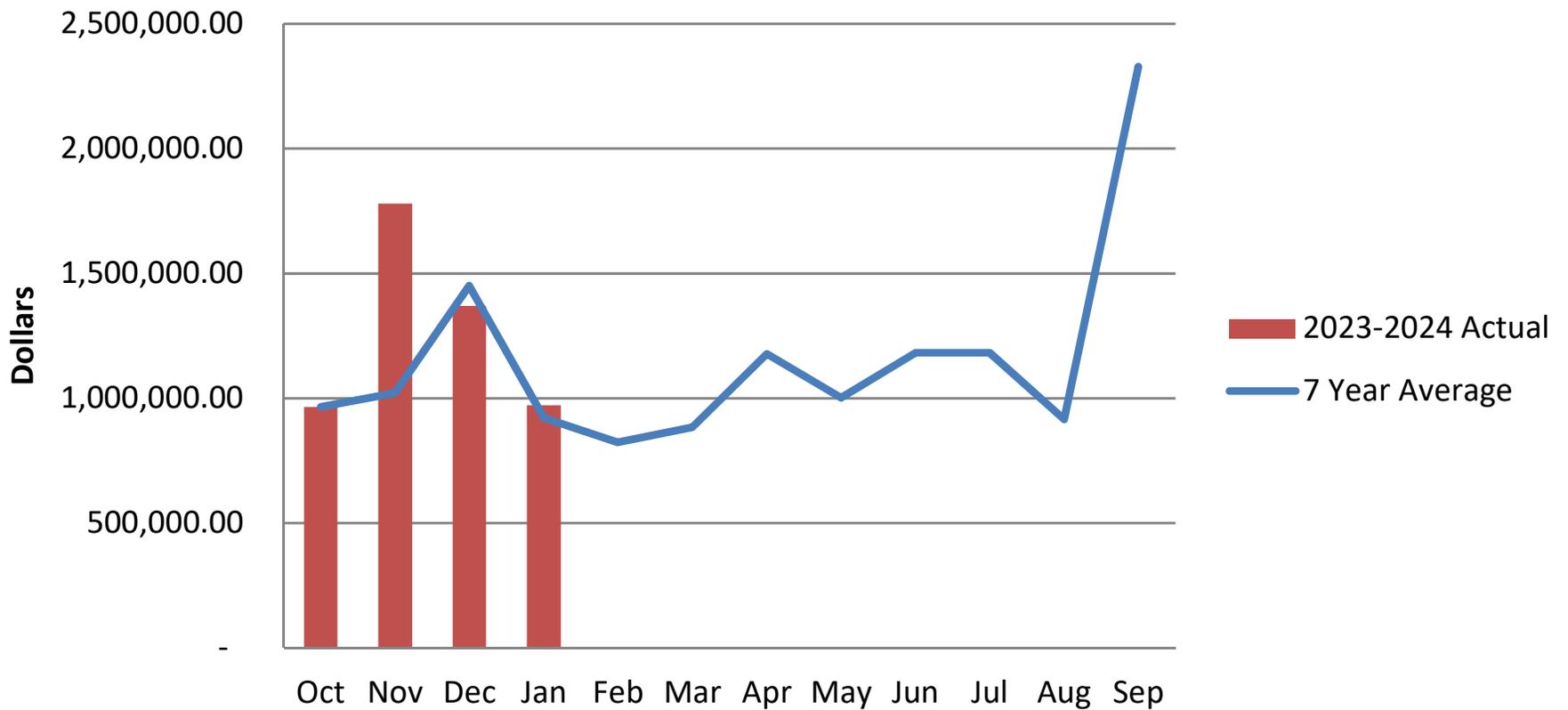
FKMCD Local FY 2023-2024 YTD Cash Basis Net Income (Loss) through January 2024



**FKMCD Local Funds FY 2023-2024 Cash Basis Monthly Net Income (Loss) through
January 2024
(Thousands of Dollars)**



Expenditure of Local Funds 2023-2024 Actual vs. Average of Last 7 Years



LOCAL ACCOUNT FUNDS

CHECKING - OPERATING

| | | | |
|---|-----------|---------------------|-----------------------------------|
| Checking Account balance on January 31, 2024: | \$ | 1,390,011.24 | |
| Plus February 2024 deposits to date: | | <u>801,447.89</u> | |
| Total Operating Checking Account funds available: | \$ | | 2,191,459.13 |
| Less funds transferred from Operating to Payroll: | | | |
| Less funds transferred from Operating to Health: | | 0.00 | |
| Less funds transferred from Operating to FL Class: | | 0.00 | |
| Less February 2024 expenditures to date: | | <u>(486,631.72)</u> | |
| Total Operating Checking Account funds expended/transferred to date: | | | <u>(486,631.72)</u> |
| Balance in Local Checking Account at present: | \$ | | <u><u>1,704,827.41</u></u> |

CHECKING - FL CLASS

| | | | |
|---|-----------|----------------------|------------------------------------|
| Checking Account balance on January 31, 2024: | \$ | <u>13,854,721.28</u> | |
| Plus funds transferred from Operating Checking to FL Class Cash: | | <u>0.00</u> | |
| Total FL Class Cash Account funds available: | \$ | | 13,854,721.28 |
| Total Net FL Class Cash expenditures to date: | | | <u>0.00</u> |
| Balance in FL Class Cash Account at present: | \$ | | <u><u>13,854,721.28</u></u> |

CHECKING - PAYROLL

| | | | |
|--|-----------|-------------|---------------------------|
| Checking Account balance on January 31, 2024: | \$ | <u>0.61</u> | |
| Plus funds transferred from Operating Checking to Payroll Checking: | | <u>0.00</u> | |
| Total Payroll Checking Account funds available: | \$ | | 0.61 |
| Total Net Payroll Checking expenditures to date: | | | <u>0.00</u> |
| Balance in Local Payroll Checking Account at present: | \$ | | <u><u>0.61</u></u> |

HEALTH INSURANCE CLAIMS FUND ACCOUNT

| | | | |
|---|-----------|-------------|-----------------------------|
| Checking Account balance on January 31, 2024: | \$ | 128.89 | |
| Plus funds transferred from Operating Checking to Health Checking: | | <u>0.00</u> | |
| Total Health Checking Account funds available: | \$ | | 128.89 |
| Total Net Health Checking expenditures to date: | | | <u>0.00</u> |
| Balance in Local Health Checking Account at present: | \$ | | <u><u>128.89</u></u> |

| | | | |
|---------------------------|-----------|--|------------------------------------|
| Plus FSA Account | | | <u><u>87,694.99</u></u> |
| Total Local Funds: | \$ | | <u><u>15,647,373.18</u></u> |

STATE I ACCOUNT FUNDS

CHECKING - OPERATING

| | | | |
|---|-----------|-------------------|---------------------------------|
| January 31, 2024: | \$ | <u>299,734.57</u> | |
| Plus February 2024 deposits to date: | | 0.00 | |
| Total Checking Account funds available: | \$ | | 299,734.57 |
| Less funds transferred to Operating Checking: | | | |
| Less February 2024 expenditures to date: | \$ | <u>(1,420.00)</u> | |
| Total State I Checking Account funds expended/transferred to date: | \$ | | <u>(1,420.00)</u> |
| Balance in State I Checking Account at present: | \$ | | <u><u>298,314.57</u></u> |

**CASH DISBURSEMENTS
FLORIDA KEYS MOSQUITO CONTROL DISTRICT**

**Honorable Board of Commissioners
Florida Keys Mosquito Control District
Key West, Florida 33040**

Commissioners:

I herewith tender to you Cash Disbursements January 1, 2024 to January 31, 2024:

| Check No. | Payment Date | Remit To | Payment Amt. |
|------------------|---------------------|---|---------------------|
| ACH | 1/4/2024 | Centennial Bank (Payroll) | 2,737.80 |
| ACH | 1/4/2024 | EFTPS | 474.48 |
| ACH | 1/5/2024 | Centennial Bank (Payroll) | 142,739.71 |
| ACH | 1/5/2024 | EFTPS | 49,910.50 |
| ACH | 1/5/2024 | Florida State Disbursement Unit | 411.78 |
| ACH | 1/5/2024 | Florida State Disbursement Unit | 278.42 |
| ACH | 1/5/2024 | Florida State Disbursement Unit | 209.19 |
| ACH | 1/5/2024 | Florida State Disbursement Unit | 219.53 |
| ACH | 1/5/2024 | Empower Retirement | 5,535.00 |
| ACH | 1/5/2024 | Wex Bank | 179.66 |
| ACH | 1/5/2024 | Florida Division of Retirement | 74,917.63 |
| ACH | 1/18/2024 | Centennial Bank (EOQ) | 100.00 |
| ACH | 1/18/2024 | EFTPS | 16.56 |
| ACH | 1/19/2024 | Centennial Bank (Payroll) | 141,907.77 |
| ACH | 1/19/2024 | EFTPS | 49,271.18 |
| ACH | 1/19/2024 | Florida State Disbursement Unit | 411.78 |
| ACH | 1/19/2024 | Florida State Disbursement Unit | 278.42 |
| ACH | 1/19/2024 | Florida State Disbursement Unit | 209.19 |
| ACH | 1/19/2024 | Florida State Disbursement Unit | 219.53 |
| ACH | 1/19/2024 | Empower Retirement (Payroll Deductions) | 5,535.00 |
| ACH | 1/19/2024 | Centennial Bank | 2,723.41 |
| ACH | 1/19/2024 | Centennial Bank | 2,175.25 |
| ACH | 1/19/2024 | Centennial Bank | 698.00 |
| ACH | 1/19/2024 | Centennial Bank | 4,010.00 |
| ACH | 1/19/2024 | Centennial Bank | 1,432.85 |
| ACH | 1/19/2024 | Centennial Bank | 1,346.00 |
| ACH | 1/17/2024 | Centennial Bank (Payroll) | 228.80 |
| ACH | 1/17/2024 | EFTPS | 37.90 |
| ACH | 1/20/2024 | CIGNA Healthcare | 9,220.35 |
| ACH | 1/26/2024 | Wex Bank | 181.99 |
| ACH | 1/31/2024 | Centennial Bank (Payroll) | 5,281.60 |
| ACH | 1/31/2024 | EFTPS | 1,523.91 |
| 119685 | 1/5/2024 | United Way of the Florida Keys (Payroll Deductions) | 13.00 |
| 119686 | 1/5/2024 | Adapco, Inc. | 42,336.00 |
| 119687 | 1/5/2024 | Airbus Helicopters, Inc | 5,849.87 |
| 119688 | 1/5/2024 | Airgas USA, LLC | 1,950.00 |
| 119689 | 1/5/2024 | Airgas Dry Ice | 491.74 |
| 119690 | 1/5/2024 | Allen, Norton & Blue, P.A. | 1,350.00 |
| 119691 | 1/5/2024 | Amazon Capital Services | 703.31 |
| 119692 | 1/5/2024 | Joseph R. Sheriff (Reimbursement for Work Boots) | 150.00 |
| 119693 | 1/5/2024 | Artic Temp Inc (AFTER FIRE Repair & Renovation) | 7,767.50 |
| 119694 | 1/5/2024 | AutoZone, Inc. | 131.96 |
| 119695 | 1/5/2024 | Boeing Distribution, Inc. | 847.10 |
| 119696 | 1/5/2024 | Campbell Oil Co Inc. | 6,143.42 |

LOCAL ACCOUNT CONTINUED

| | | | |
|--------|-----------|---|-----------|
| 119697 | 1/5/2024 | Keys Energy Services | 724.61 |
| 119698 | 1/5/2024 | Colonial Life Insurance (Payroll Deductions) | 63.24 |
| 119699 | 1/5/2024 | Compliance Signs, LLC | 78.51 |
| 119700 | 1/5/2024 | APG Media | 223.50 |
| 119701 | 1/5/2024 | Mikki Coss (Reimbursement for Work Pants & Boots) | 289.22 |
| 119702 | 1/5/2024 | Daniel Collins | 8,400.00 |
| 119703 | 1/5/2024 | Jody L. Davis (Per Diem/Travel Reimbursement 12/13-28/2023) | 120.00 |
| 119704 | 1/5/2024 | DSLX.NET | 3,275.00 |
| 119705 | 1/5/2024 | Keys Motors, LLC | 979.87 |
| 119706 | 1/5/2024 | Federal Express | 209.10 |
| 119707 | 1/5/2024 | John L. Francis (Reimbursement for Work Pants & Boots) | 341.90 |
| 119708 | 1/5/2024 | Florida Keys Aqueduct Authority | 329.52 |
| 119709 | 1/5/2024 | Florida Keys Electric Coop Assn Inc | 434.02 |
| 119710 | 1/5/2024 | Genset Services, Inc | 742.00 |
| 119711 | 1/5/2024 | Jason R. Garcia (Reimbursement for Work Pants & Boots) | 280.24 |
| 119712 | 1/5/2024 | Grainger | 459.35 |
| 119713 | 1/5/2024 | Greater Marathon Chamber of Commerce | 170.00 |
| 119714 | 1/5/2024 | Elizabeth R. Frampton (Reimbursement for Work Pants & Boots) | 345.11 |
| 119715 | 1/5/2024 | Joseph P. Hertzog (Reimbursement for Work Pants & Boots) | 350.00 |
| 119716 | 1/5/2024 | Matthew Y. Jolley (Reimbursement for Work Pants & Boots) | 339.11 |
| 119717 | 1/5/2024 | Keys Automotive Sales & Service | 1,916.08 |
| 119718 | 1/5/2024 | KLI Shell Lumber & Hardware Headquarters | 38.75 |
| 119719 | 1/5/2024 | Level 4 Telcom | 479.60 |
| 119720 | 1/5/2024 | Tom Loftus (Boots & Pants/Per Diem/Travel Reimbursement 12/19/2023) | 139.95 |
| 119721 | 1/5/2024 | Marathon Garbage Service, Inc. | 733.11 |
| 119722 | 1/5/2024 | Marie's Cleaning | 1,250.00 |
| 119723 | 1/5/2024 | The N2 Company | 200.00 |
| 119724 | 1/5/2024 | James Ozmar (Per Diem/Travel Reimbursement 12/30/2023) | 10.00 |
| 119725 | 1/5/2024 | Danilo Diaz Perez (Per Diem/Travel Reimbursement 12/19-30/2023) | 25.00 |
| 119726 | 1/5/2024 | Protection Plus | 453.00 |
| 119727 | 1/5/2024 | Steven Rutherford (Per Diem/Travel Reimbursement 12/19/2023) | 15.00 |
| 119728 | 1/5/2024 | William Ryan (Reimbursement for Work Pants & Boots) | 318.87 |
| 119729 | 1/5/2024 | Wex Bank | 798.59 |
| 119730 | 1/5/2024 | Monroe County Solid Waste | 27.20 |
| 119731 | 1/5/2024 | Publix Super Markets, Inc. (AFTER FIRE Equipment Rental) | 215.88 |
| 119732 | 1/5/2024 | Steven Rutherford (Reimbursement for Work Boots) | 130.88 |
| 119733 | 1/5/2024 | Staples Business Credit | 219.56 |
| 119734 | 1/5/2024 | Sunshine Gasoline Distributors, Inc. | 1,714.94 |
| 119735 | 1/5/2024 | UniFirst Corporation | 1,477.98 |
| 119736 | 1/5/2024 | Verizon Wireless | 0.94 |
| 119737 | 1/5/2024 | Verizon Wireless | 3,913.98 |
| 119738 | 1/5/2024 | Vernis & Bowling of the Florida | 2,189.30 |
| 119739 | 1/5/2024 | Waste Management of Florida Keys | 406.16 |
| 119740 | 1/5/2024 | West Marine Pro | 114.03 |
| 119741 | 1/5/2024 | Xerox Corporation | 948.11 |
| 119742 | 1/12/2024 | Advance Auto Parts | 1,157.16 |
| 119743 | 1/12/2024 | Aircraft Spruce & Specialty Co. | 58.44 |
| 119744 | 1/12/2024 | Airbus Helicopters, Inc | 3,930.58 |
| 119745 | 1/12/2024 | Digital Airware, LLC | 15,842.47 |
| 119746 | 1/12/2024 | Amazon Capital Services | 875.55 |
| 119747 | 1/12/2024 | BASIC Benefits (COBRA Admin Fee) | 70.29 |
| 119748 | 1/12/2024 | Keys Auto Supply | 886.99 |
| 119749 | 1/12/2024 | Keys Auto Supply | 392.77 |
| 119750 | 1/12/2024 | Jessica L. Rodriguez (Reimbursement for Work Pants & Boots) | 322.16 |
| 119751 | 1/12/2024 | Clarke Mosquito Control Products | 6,100.60 |

LOCAL ACCOUNT CONTINUED

| | | | |
|--------|-----------|--|------------|
| 119752 | 1/12/2024 | Enterprise FM Trust | 13,966.57 |
| 119753 | 1/12/2024 | State of Florida | 146.52 |
| 119754 | 1/12/2024 | Genset Services, Inc | 648.00 |
| 119755 | 1/12/2024 | Home Depot Credit Services | 2,743.54 |
| 119756 | 1/12/2024 | Keys Sanitary Service (RCR0208) | 200.72 |
| 119757 | 1/12/2024 | Chris Law (Reimbursement for Work Pants) | 193.88 |
| 119758 | 1/12/2024 | LEAF | 69.95 |
| 119759 | 1/12/2024 | Marathon Garbage Service, Inc. | 1,782.27 |
| 119760 | 1/12/2024 | Marina Del Mar | 1,990.00 |
| 119761 | 1/12/2024 | Alana Loftus (Reimbursement for Work Pants & Boots) | 290.78 |
| 119762 | 1/12/2024 | Alana Loftus (Per Diem/Travel Reimbursement 12/27-1/4/2024) | 75.00 |
| 119763 | 1/12/2024 | Catherine Pruszynski (Reimbursement for Work Pants & Boots) | 314.60 |
| 119764 | 1/12/2024 | Paul Pignataro (Reimbursement for Work Boots) | 134.38 |
| 119765 | 1/12/2024 | Pure Health Solutions Inc. | 239.70 |
| 119766 | 1/12/2024 | Kelly Pointer (Reimbursement for Work Pants) | 200.00 |
| 119767 | 1/12/2024 | PPLSI (Payroll Deductions) | 419.86 |
| 119768 | 1/12/2024 | Publix Super Markets, Inc. | 365.49 |
| 119769 | 1/12/2024 | Ryan Rodriguez (Reimbursement for Work Pants) | 200.00 |
| 119770 | 1/12/2024 | Patricia J. Sprague (Reimbursement for Work Pants & Boots) | 340.59 |
| 119771 | 1/12/2024 | Sunshine Gasoline Distributors, Inc. | 1,622.94 |
| 119772 | 1/12/2024 | Aflac | 2,450.60 |
| 119773 | 1/16/2024 | Bette Brown (Per Diem/Travel Reimbursement Mtg 1/16/2024) | 73.60 |
| 119774 | 1/16/2024 | Phillip L. Goodman (Per Diem/Travel Reimbursement Mtg 1/16/2024) | 59.53 |
| 119775 | 1/16/2024 | Brandon Pinder (Per Diem/Travel Reimbursement Mtg 1/16/2024) | 87.80 |
| 119776 | 1/16/2024 | Stanley Zuba (Per Diem/Travel Reimbursement Mtg 1/16/2024) | 70.65 |
| 119777 | 1/16/2024 | Jill Cranney-Black (Per Diem/Travel Reimbursement Mtg 1/16/2024) | 85.66 |
| 119778 | 1/19/2024 | United Way of the Florida Keys (Payroll Deductions) | 13.00 |
| 119779 | 1/19/2024 | AAA American Restoration | 106,989.65 |
| 119780 | 1/19/2024 | Aircraft Spruce & Specialty Co. | 788.54 |
| 119781 | 1/19/2024 | Lee Alwood (Reimbursement for Work Pants & Boots) | 349.92 |
| 119782 | 1/19/2024 | Amazon Capital Services | 3,004.03 |
| 119783 | 1/19/2024 | Roberto Alvarenga (Reimbursement for Work Boots) | 145.00 |
| 119784 | 1/19/2024 | BASIC Benefits (Fee for Section 125 Premium Only Plan) | 110.00 |
| 119785 | 1/19/2024 | Jason Bynum (Reimbursement for Work Pants & Boots) | 263.96 |
| 119786 | 1/19/2024 | John D. Carson (Reimbursement for Work Pants & Boots) | 290.94 |
| 119787 | 1/19/2024 | E.M.C Oil Corp. | 50.00 |
| 119788 | 1/19/2024 | John Cook (Reimbursement for Work Boots) | 150.00 |
| 119789 | 1/19/2024 | APG Media | 998.30 |
| 119790 | 1/19/2024 | Gateway-Acentria Ins (Surety Bond for Bette Brown) | 270.00 |
| 119791 | 1/19/2024 | Lawrence J. Hribar, PhD (Reimbursement for Work Boots) | 150.00 |
| 119792 | 1/19/2024 | ISOLAIR, Inc. | 223.27 |
| 119793 | 1/19/2024 | Justin Knowles (Reimbursement for Work Boots) | 150.00 |
| 119794 | 1/19/2024 | Chris Law (Reimbursement for Work Boots) | 150.00 |
| 119795 | 1/19/2024 | Local Awards & Engraving | 135.00 |
| 119796 | 1/19/2024 | Victor Lopez (Reimbursement for Work Pants & Boots) | 314.98 |
| 119797 | 1/19/2024 | Robert McGregor (Reimbursement for Work Boots) | 150.00 |
| 119798 | 1/19/2024 | Laurie McMahan (Per Diem/Travel Reimbursement 1/14/2024) | 25.00 |
| 119799 | 1/19/2024 | Michaelle Vanessa Moireira **VOID** | 0.00 |
| 119800 | 1/19/2024 | Kelly Pointer (Reimbursement for Work Boots) | 128.82 |
| 119801 | 1/19/2024 | Ryan Rodriguez (Reimbursement for Work Boots) | 150.00 |
| 119802 | 1/19/2024 | Sage Software, Inc | 6,078.35 |
| 119803 | 1/19/2024 | Sage Checks & Forms | 206.00 |
| 119804 | 1/19/2024 | Safran Helicopter Engines USA, Inc. | 9,972.17 |
| 119805 | 1/19/2024 | Specialty Hardware Supply, Inc. | 233.42 |
| 119806 | 1/19/2024 | Sunshine Gasoline Distributors, Inc. | 1,564.62 |

LOCAL ACCOUNT CONTINUED

| | | | |
|---|-----------|---|------------------------|
| 119807 | 1/19/2024 | Wex Bank | 126.56 |
| 119808 | 1/19/2024 | Alexander J. Weeks (Reimbursement for Work Pants & Boots) | 334.38 |
| 119809 | 1/19/2024 | Aflac | 44.20 |
| 119810 | 1/22/2024 | GA Contractors Inc. South Florida (AFTER FIRE Project Deposit) | 35,797.50 |
| 119811 | 1/19/2024 | Alana Loftus (Per Diem/Travel Reimbursement 1/8-17/2024) | 60.00 |
| 119812 | 1/23/2024 | Carrie Atwood Cerminara (Reimbursement for Work Pants & Boots) | 350.00 |
| 119813 | 1/23/2024 | Amazon Capital Services | 208.80 |
| 119814 | 1/23/2024 | Andres M. Diaz, Jr. (Reimbursement for Work Pants & Boots) | 350.00 |
| 119815 | 1/23/2024 | Florida Keys Aqueduct Authority | 775.16 |
| 119816 | 1/23/2024 | HemoStat Laboratories | 37.25 |
| 119817 | 1/23/2024 | Low Cut Lawn Care LLC | 1,600.00 |
| 119818 | 1/23/2024 | Jose Nunez (Reimbursement for District Services) | 599.00 |
| 119819 | 1/23/2024 | Robert Svoboda (Reimbursement for Work Boots) | 150.00 |
| 119820 | 1/23/2024 | Humberto Palacio (Adv DODD Per Diem/Travel Reimbursement 1/28-2/2/24) | 99.00 |
| 119821 | 1/26/2024 | Amazon Capital Services | 169.99 |
| 119822 | 1/26/2024 | Michael Boehmler (Reimbursement for Work Pants & Boots) | 350.00 |
| 119823 | 1/26/2024 | State of Florida | 146.52 |
| 119824 | 1/26/2024 | Reinardo Garcia (Reimbursement for Work Pants & Boots) | 350.00 |
| 119825 | 1/26/2024 | Wex Bank | 536.64 |
| 119826 | 1/26/2024 | Bruce L. Holden (Per Diem/Travel Reimbursement 1/16/24) | 15.00 |
| 119827 | 1/26/2024 | Meredith Kruse (Reimbursement for Work Pants & Boots) | 348.77 |
| 119828 | 1/26/2024 | Christopher P. Malcosky (Reimbursement for Work Pants & Boots) | 336.86 |
| 119829 | 1/26/2024 | The N2 Company | 200.00 |
| 119830 | 1/26/2024 | Robert Svoboda (Per Diem/Travel Reimbursement 1/18/24) | 15.00 |
| 119831 | 1/26/2024 | Airgas Dry Ice | 1,553.85 |
| 119832 | 1/26/2024 | Roberto Alvarenga (Per Diem/Travel Reimbursement 1/18-25/24) | 30.00 |
| 119833 | 1/26/2024 | Colonial Life Insurance (Payroll Deductions) | 63.24 |
| | | Positive Pay | 105.05 |
| | | Transfer - Healthcare | 107,127.33 |
| | | Transfer - FSA | 68,166.54 |
| | | Transfer - FL CLASS | 400,000.00 |
| Total Local Account Cash Disbursements | | | \$ 1,419,559.55 |

Respectfully Submitted,



Bruce Holden, Finance Director/Comptroller
Florida Keys Mosquito Control District

STATE | ACCOUNT

| Check No. | Payment Date | Remit To | Payment Amt. |
|---|--------------|---|------------------|
| 1177 | 1/23/2024 | Humberto Palacio (DODD Per Diem in Advance for 1/28-2/2/2024) | 191.00 |
| Total STATE Account Cash Disbursements | | | \$ 191.00 |

Respectfully Submitted,



Bruce Holden, Finance Director/Comptroller
Florida Keys Mosquito Control District

Item 10b

Resolution
2024-02:
Ratification of
Emergency
Purchase: TK
Elevators

FLORIDA KEYS MOSQUITO CONTROL DISTRICT

RESOLUTION NO. 2024-02

A RESOLUTION OF THE FLORIDA KEYS MOSQUITO CONTROL DISTRICT, RATIFYING AND APPROVING THE CONTRACT FOR SERVICES WITH TK ELEVATOR FOR ELEVATOR REPAIR SERVICES, ATTACHED HERETO AS ATTACHMENT “1”; DECLARING AN EMERGENCY PURCHASE AND WAIVER OF COMPETITIVE BIDDING; AUTHORIZING THE EXECUTIVE DIRECTOR TO TAKE NECESSARY AND EXPEDIENT ACTION TO EFFECTUATE THE AGREEMENT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Florida Keys Mosquito Control District of Monroe County, Florida (the “District”) is an independent taxing district located within Monroe County, Florida; and

WHEREAS, due to a fire at the District’s Marathon facility, the elevator in that facility sustained water damage that needed to be remedied and repaired urgently; and

WHEREAS, TK Elevator Corporation (“TKE”) engages a full staff of repair personnel with experience and expertise to expeditiously repair the elevator and return it to full service operation; and

WHEREAS, TKE provided a scope of work to the District, including specifically, all the necessary labor and material to remove and replace the elevator equipment damaged by the water intrusion on 12/3/23 (the “Services”); and

WHEREAS, due to the Marathon office facility being an essential public building and the urgency and time sensitivity of making the necessary repairs, the Executive Director determined that an immediate requirement exists for an emergency purchase and that delay in procurement would be detrimental to the District; and

WHEREAS, in accordance with the District’s purchasing policy, District staff has recommended an emergency purchase pursuant to the District’s purchasing policy and therefore authorized the engagement of TKE subject to approval and ratification of the Board of Commissioners of the District (the “Board”); and

WHEREAS, the District’s legal counsel has prepared an Agreement (the “Agreement”) as follow attached hereto as Attachment “1” incorporating the requisite terms for the engagement of TKE for ratification and approval by the District Board; and

WHEREAS, TKE has agreed to provide the Services described in the Agreement and at the compensation set forth in the Agreement; and

WHEREAS, the District Board of Commissioners has determined that approving and ratifying the Agreement with the TKE and authorizing a waiver of competitive bidding for the services to be provided is in the best interest of the District.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF THE FLORIDA KEYS MOSQUITO CONTROL DISTRICT, AS FOLLOWS:

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

Section 2. Ratification and Approval of Agreement. The District Board of Commissioners hereby ratifies and approves the Agreement with TK Elevator Corporation, as set forth in Attachment “1” attached hereto, together with such non-material changes as may be acceptable to the Executive Director and approved as to form and legality by the District Counsel.

Section 3. Emergency Purchase; Waiver of Competitive Bidding. In accordance with the District purchasing policies, the District Board hereby formally declares an emergency purchase and waives the competitive bidding purchasing provisions as set forth therein.

Section 4. Authorization of District Officials. The Executive Director and/or her designee and the District’s Counsel are authorized to execute and enter into the Agreement attached as Attachment “1” and to take necessary action to effectuate the intent of this Resolution.

Section 5. Effective Date. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED by the Florida Keys Mosquito Control District at a regular meeting of said Board Officials held on the 20th of February 2024.

| | | |
|--|----------|---------|
| District 1 – Commissioner Jill Cranney | Yes_____ | No_____ |
| District 2 – Chair Phil Goodman | Yes_____ | No_____ |
| District 3 – Commissioner Brandon Pinder | Yes_____ | No_____ |
| District 4 – Vice Chair Stanley M. Zuba | Yes_____ | No_____ |
| District 5 – Commissioner Bette Brown | Yes_____ | No_____ |

ATTEST:

FLORIDA KEYS MOSQUITO CONTROL DISTRICT

Andrea Leal, Executive Director

Date

Chairman Phil Goodman

Date

THE FLORIDA KEYS MOSQUITO CONTROL DISTRICT

Contract for Goods & Services

This Contract entered into on the date last written below, by and between **TK ELEVATOR CORPORATION** (the “Contractor”) and the **FLORIDA KEYS MOSQUITO CONTROL DISTRICT** (the “District”). In consideration of the mutual covenants and benefits hereinafter set forth, the parties herein covenant and agree as follows:

1. TERM

The term of this Contract shall be from February 6, 2024 to May 6, 2024.

This Contract may be extended to complete the scope of work, as necessary.

2. CONTRACTOR'S SERVICES

Contractor agrees to provide the following services:

TK Elevator will provide the necessary labor and material to remove and replace the following equipment damaged from water intrusion on 12/3/23:

- Door Edge
- Door Board
- Door Motor
- Gate Switch
- Hanger Rollers
- Audible Floor Gong
- Car Operating Panel Boards (5)
- Car Top Inspection Station
- Previously Incurred Labor

*This work order includes two (2) nights of lodging for two (2) technicians through the duration of the repair.

Documentation of the specific goods/services is attached and labeled as *Exhibit “A”* to this Contract and is incorporated herewith by reference. In the event of a conflict between the terms of this Contract and any exhibit, the terms of this Contract shall control, unless otherwise agreed in writing as an amendment pursuant to the terms for such as provided herein.

3. COMPENSATION

District shall pay Contractor the sum of \$35,261.00 for services rendered pursuant to this Contract, with payment to be made as follows:

The first payment is 50%, due within ten (10) days upon full execution of this contract. The second payment is 50% due when Contractor commences the work as set forth in this Agreement and the work order.

No final payment to Contractor shall be due until the District verifies that all services for which payment has been requested have been fully and satisfactorily performed by Contractor. The District will make diligent efforts to verify and pay invoices within one (1) payment cycle after receipt. The Emergency Purchase Authorization Form, executed on February 6, 2024 is attached and labeled as *Exhibit "B."*

4. **INSURANCE**

Contractor agrees to secure and maintain at all times during the term of this Contract, at Contractor's expense, insurance coverage, as laid out below, covering Contractor for all acts or omissions which may give rise to liability for services under this Contract. All Contractor staff are to be insured in minimum amounts acceptable to The District and with a reputable and financially viable insurance carrier, naming The Florida Keys Mosquito Control District as an additional insured. Such insurance shall not be cancelled except upon thirty (30) days written notice to The District. Contractor shall provide The District with a certificate evidencing such insurance coverage within five (5) days after obtaining such coverage. Contractor agrees to notify The District immediately of any material change in any insurance policy required to be maintained by Contractor.

Contractor is required to obtain the following coverage, with documentation of having obtained such coverage being attached hereto as *Exhibit "C."*

General Liability Insurance

Amount: \$1,000,000.00

Professional Liability Insurance

Amount: _____

Vehicle Liability Insurance

Amount: \$1,000,000.00

Workers Compensation Insurance

Amount: Statutory Limits

5. **WARRANTY**

Contractor agrees to correct, at its own expense, any defects in the good/services performed under this Contract caused by faulty materials and/or workmanship within 90 days from the date of full completion. This warranty does not extend to workmanship and/or materials that were not supplied by Contractor. In the event that such defects are discovered during the warranty period, The District shall notify Contractor of the defect in writing, and shall allow Contractor a reasonable

time in which to make any repairs necessary to correct the defect.

6. COMPLIANCE WITH LAWS AND POLICIES

Contractor agrees to comply with District policies and all applicable local, state, and federal laws, including laws; including public records.

Public Records. To the extent Contractor is acting on behalf of District as stated in Section 119.0701, Florida Statutes, Contractor shall:

- a. Keep and maintain public records required by District to perform the Services;
- b. Upon request from District, provide District with a copy of the requested records or allow the records to be inspected or copied within a reasonable time 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 confidential and exempt from public record requirements are not disclosed except as authorized by law for the duration of this Agreement and following completion or termination of this Agreement if the records are not transferred District; and
- d. Upon completion or termination of this Agreement, transfer to District, at no cost, all public records in Contractor's possession or keep and maintain public records required by District to perform the services. If Contractor transfers the records to District, Contractor shall destroy any duplicate public records that are exempt or confidential and exempt. If Contractor keeps and maintains the public records, Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to District upon request in a format that is compatible with the information technology systems of District.

A request for public records regarding this Agreement must be made directly to District, who will be responsible for responding to any such public records requests. Contractor will provide any requested records to District to enable District to respond to the public records request.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS BY EMAIL AT: DDARIAS@KEYSMOSQUITO.ORG, OR BY MAIL TO: FLORIDA KEYS MOSQUITO CONTROL DISTRICT, ATTN: CUSTODIAN OF PUBLIC RECORDS, 18 AQUAMARINE DR., KEY WEST, FL 33040, OR BY CALL TO (305) 292-7190.

7. INDEPENDENT CONTRACTOR STATUS

Contractor is, for all purposes arising under this Contract, an independent contractor. Contractor and its officers, agents or employees shall not, under any circumstances, hold themselves out to anyone as being officers, agents, or employees of the District.

8. TERMINATION

A. WITHOUT CAUSE

This Contract may be terminated for any reason by either party upon thirty (30) days written notice to the other party at the addresses set forth below. If said Contract should be terminated as provided in this paragraph of the Contract, The District will be relieved of all obligations under said contract and The District will only be required to pay that amount of the contract actually performed to the date of termination with no payment due for unperformed work or lost profits.

B. TERMINATION FOR BREACH

Either party may terminate this Contract upon breach by the other party of any material provision of this Contract, provided such breach continues for fifteen (15) days after receipt by the breaching party of written notice of such breach from the non-breaching party.

C. IMMEDIATE TERMINATION BY THE DISTRICT

The District may terminate this Contract immediately upon written notice to Contractor (such termination to be effective upon Contractor's/Individual's receipt of such notice) upon occurrence of any of the following events:

- i. the denial, suspension, revocation, termination, restricting, relinquishment or lapse of any license or certification required to be held by the Contractor, or of any Company/Individual staff's professional license or certification in the State of Florida;
- ii. conduct by Contractor or any Company/Individual staff which affects the quality of services provided to The District or the performance of duties required hereunder and which would, in The District's sole judgment, be prejudicial to the best interests and welfare of The District and/or its employees;
- iii. failure by Contractor to maintain the insurance required by the terms of this Contract.

9. ASSIGNMENT

Neither Consultant nor the Florida Keys Mosquito Control District may assign or transfer any interest in this Contract without the prior written consent of both parties. Should an assignment occur upon mutual written consent, this Contract shall inure to the benefit of and be binding upon the parties hereto and their respective heirs, representatives, successors, and assigns.

10. AMENDMENT

This Contract may be amended only with the mutual consent of the parties. All amendments must be in writing and must be approved by the Florida Keys Mosquito Control District.

11. INDEMNIFICATION, GOVERNING LAW & VENUE

Contractor shall indemnify and hold harmless the Florida Keys Mosquito Control District from and against any and all claims, liabilities, damages, and expenses, including, without limitation, reasonable attorneys' fees, incurred by the District in defending or compromising actions brought against it arising out of or related to the acts or omissions of Contractor, its agents, employees, or officers in the provision of services or performance of duties by Contractor pursuant to this Contract.

This Contract shall be construed in accordance with the laws of the State of Florida. Any dispute arising hereunder is subject to the laws of Florida, venue in Monroe County, Florida. The prevailing party shall be entitled to reasonable attorney's fees and costs incurred as a result of any action or proceeding under this Contract.

12. E-VERIFY

Pursuant to Florida Statute § 448.095, Contractor shall be required to register with and use the United States Department of Homeland Security's E-Verify system to verify the work authorization status of all employees hired after January 1, 2021. If Contractor enters into any contract with a subcontractor, Contractor shall be required to obtain an affidavit from the subcontractor confirming that the subcontractor does not employ, contract with, or subcontract with any person who is not authorized under federal law to be employed in the United States. Contractor shall be required to maintain a copy of said affidavit for the duration of the Contract Term and shall produce said affidavit to the District upon request. Notwithstanding any other provision herein, District reserves the right to immediately terminate this Contract upon notice to Contractor that the District has developed a good faith belief that Contractor has knowingly violated this section.

13. REPRESENTATIONS, WARRANTIES & DEBARMENT

Contractor represents and warrants to the Florida Keys Mosquito Control District, upon execution and throughout the term of this Contract that:

- 1) Contractor is not bound by any Contract or arrangement which would preclude it from entering into, or from fully performing the services required under the Contract;
- 2) None of the Contractor's agents, employees or officers has ever had his or her professional license or certification in the State of Florida, or of any other jurisdiction, denied, suspended, revoked, terminated and/or voluntarily relinquished under threat of disciplinary action, or restricted in any way;
- 3) Contractor has not been convicted of a public entity crime as provided in F.S. §287.133, to wit: A person or affiliate who has been placed on the convicted vendor list following a conviction for public entity crime may not submit a bid, proposal, or rely on a contract to provide any goods or services to a public entity, may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.; and
- 4) Contractor and Contractor's agents, employees and officers have, and shall maintain throughout the term of this Contract, all appropriate federal and state licenses and certifications which are required in order for Contractor to perform the functions, assigned to him or her in connection with the provisions of the Contract.
- 5) Contractor certifies that, neither the firm nor any person associated therewith in the capacity of owner, partner, director, officer, principal, investigator, project director, manager, auditor, and/or position involving the administration of federal funds:
 - (i) Is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions, as defined in 29 CFR Part 93, Section 98.510, by any federal department or agency;
 - (ii) Has not within a three-year period preceding this certification been convicted of or had a civil judgment rendered against it for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a federal, state, or local government transaction or public contract; violation of federal or state antitrust statutes; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(ii) Has not within a three-year period preceding this certification had one or more federal, state, or local government public transactions terminated for cause or default.

14. CONFIDENTIALITY

Contractor recognizes and acknowledges that by virtue of entering into this Contract and providing services hereunder, Contractor, its agents, employees and officers may have access to certain confidential information. Contractor agrees that neither it nor any Contractor agent, employee or officer will at any time, either during or subsequent to the term of this Contract, disclose to any third party, except where permitted or required by law or where such disclosure is expressly approved by The District in writing, any confidential/personally identifiable information. Contractor, its agents, employees and officers shall comply with all Federal and State laws and regulations and all policies of The District regarding the confidentiality of such information.

15. BILLING

Bills for fees or compensation under this contract shall be submitted in detail sufficient for a proper pre-audit and post-audit thereof. Further, bills for any travel expenses shall be submitted in accordance with Florida Statute §112.061 where applicable.

16. THIRD-PARTY BILLING AND PAYMENT

To the extent applicable with regard to the services provided in this Contract, Contractor shall not be entitled to bill nor accept third-party payment without authorization of The District. Contractor agrees that The District shall not be obligated to make any payment that exceeds the rate referred to in the paragraph governing Compensation. The Contractor shall provide service documentation in accordance with professional standards and criteria of The District as requested.

17. CONTRACT RECORDS RETENTION

Pursuant to Florida Statute 119.0701, contractor agrees to:

- (a) Keep and maintain public records that ordinarily and necessarily would be required by the public agency in order to perform the service.
- (b) Provide the public with access to public records on the same terms and conditions that the public agency would provide the records and at a cost that does not exceed the cost provided in this chapter or as otherwise provided by law.
- (c) Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law.
- (d) Meet all requirements for retaining public records and transfer, at no cost, to the public agency all public records in possession of the contractor upon termination of the contract

and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the public agency in a format that is compatible with the information technology systems of the public agency.

Failure of Contractor to comply with this section and F.S. §119.0701 may include, but not be limited to, The District holding the contractor in default, termination of the contract or legal action.

18. ETHICS CLAUSE

Contractor warrants that he/it has not employed, retained or otherwise had act on his/its behalf any former FKMCD officer or employee. For breach or violation of this provision The District may, in its discretion, terminate this contract without liability and may also, in its discretion, deduct from the contract or purchase price, or otherwise recover the full amount of any fee, commission, percentage, gift or consideration paid to the former FKMCD officer or employee.

19. CONFLICT OF INTEREST

The following provisions shall apply for conflict of interest. Any violation of these provisions by a District employee may be grounds for dismissal. No contract for goods or services may be made with any business organization in which the Director or a District member has any material financial interest unless it is a single source or clear documentation exists to show that, no other supplier can provide the identical/comparable goods/service, at a lower cost to the District. No District member, officer or employee may directly or indirectly purchase or recommend the purchase of goods or services from any business organization which they or their near relative have a material interest as defined by §112.313, Florida Statutes, except as allowed by DOE Interpretative Memorandum No. A-20. No District member, employee or official may receive gifts or any preferential treatment from vendors. Such members, officers, officials, or employees shall not be prohibited from participating in any activity or purchasing program that is offered to all District employees or in District surplus sales, provided there is no preferential treatment.

20. SEVERABILITY

The parties recognize and agree that should any clause(s) herein be held invalid by a Court of competent jurisdiction, the remaining clauses shall not be affected and shall remain of full force and effect.

21. COUNTERPARTS

This Contract may be executed in one or more counterparts, all of which together shall constitute only one Contract.

22. WAIVER

A waiver by either party of a breach or failure to perform hereunder shall not constitute a waiver of any subsequent breach or failure to perform. Any waiver of insurance requirements as provided by this Contract and/or the policies of the District does not relieve the Contractor of the indemnification provisions contained within this Contract.

23. CAPTIONS

The captions contained herein are used solely for convenience and shall not be deemed to define or limit the provisions of this Contract.

24. ENTIRE CONTRACT

The parties hereto agree that this is the final Contract between the parties and supersedes any and all prior Contracts and/or assurances, be it oral or in writing.

25. NOTICES

All notices required by this Contract, unless otherwise provided herein, by either party to the other shall be in writing, delivered personally, by certified or registered mail, return receipt requested, or by Federal Express or Express Mail, and shall be deemed to have been duly given when delivered personally or when deposited in the United States mail, postage prepaid, addressed as follows:

| | |
|---|---|
| <p><u>Florida Keys Mosquito Control District:</u> Florida Keys Mosquito Control District Director 5224 College Road Key West, FL 33040</p> <p><u>With a copy to:</u> Florida Keys Mosquito Control District Counsel Vernis & Bowling of the Florida Keys, P.A. 81990 Overseas Hwy, 3rd Floor Islamorada, FL 33036</p> | <p><u>The Contractor:</u> Attn: Samuel Richani TK Elevator Corporation. 5450 N. Cumberland Ave. Chicago, IL 60656</p> |
|---|---|

26. NO WAIVER OF SOVERIGN IMMUNITY

Nothing herein is intended to serve as a waiver of sovereign immunity by any agency or political subdivision to which sovereign immunity may be applicable.

27. NO THIRD-PARTY BENEFICIARIES

The Parties expressly acknowledge that it is not their intent to create or confer any rights to or obligations upon any third person or entity under this Agreement.

IN WITNESS WHEREOF, the Parties hereto have made and executed this Contract on this _____ day of _____, 2024.

FOR FLORIDA KEYS MOSQUITO CONTROL DISTRICT:

SIGNATURE OF EXECUTIVE DIRECTOR DATE

FOR CONTRACTOR:

SIGNATURE OF CONTRACTOR/REPRESENTATIVE DATE

PRINT NAME

TITLE

EXHIBIT A

Repair Work Order



Florida Keys Mosquito Control

January 25, 2024

Purchaser: Florida Keys Mosquito Control
Address: 18 Aquamarine Dr
Key West, FL 33040-5601

Location: Florida Keys Mosquito Control
Address: 503 107th Street Gulf
Marathon, FL 33050-3021

Purchaser authorizes TK Elevator Corporation (referred to as "TK Elevator" hereafter) to perform the following work on the equipment and at the location described above, in exchange for the sum of **Thirty Five Thousand Two Hundred Sixty One Dollars (\$35,261.00)** inclusive of all applicable sales and use taxes pursuant to the terms and conditions contained in this Work Order (the "Work Order").

Summary:

| Elevator | Description | Repair category |
|----------|----------------------------|-----------------|
| ONLY | Car Operating Panel Board | Operational |
| ONLY | Car Top Inspection Station | Operational |
| ONLY | Door Edge | Safety |
| ONLY | Door Motor | Operational |
| ONLY | Floor Gong | Operational |
| ONLY | Hanger Rollers | Operational |
| ONLY | Incurred Labor and Travel | Operational |
| ONLY | Gate Switch | Operational |

For further information, please see a detailed Scope of Work on the pages that follow.
Recommended by Service Technician: Hector Camacho

In the event you have any questions regarding the content of this Work Order please contact me at +1 305 4628909.

We appreciate your consideration.

Regards,

Samuel Richani
TK Elevator Corporation
7481 NW 66th St
Miami FL 33166
samuel.richani@tkelevator.com | +1 305 4628909

Notice:

No permits or inspections by others are included in this work, unless otherwise indicated herein. Delivery and shipping is included. All work is to be performed during regular working days and hours as defined in this Work Order unless otherwise indicated herein.

Repair Work Order



Scope of Work

SCOPE OF WORK: Florida Keys Mosquito Control *ONLY Elevator Phase 1

TK Elevator will provide the necessary labor and material to remove and replace the following equipment damaged from water intrusion on 12/3/23:

- Door Edge
- Door Board
- Door Motor
- Gate Switch
- Hanger Rollers
- Audible Floor Gong
- Car Operating Panel Boards (5)
- Car Top Inspection Station
- Previously Incurred Labor

*This work order includes two (2) nights of lodging for two (2) technicians through the duration of the repair.

Payment Terms

50% of the price set forth in this Work Order will be due and payable as an initial progress payment within 10 days from TK Elevator's receipt of a fully executed copy of this Work Order. This initial progress payment will be applied to any applicable project management, permits, engineering, drawings and material procurement. Material will be ordered once this payment is received and the parties have both executed this Work Order.

The remaining 50% of the price set forth in this Work Order and any fully executed change orders shall be due and payable at the time TK Elevator commences the work described in the Work Order. TK Elevator's receipt of this final payment is a condition precedent to TK Elevator's return of the equipment described in this Work Order to the full operation and use and Purchaser agrees to waive any and all claims to such operation and use until such time as that payment is made in full.

Purchaser agrees that TK Elevator shall have no obligation to complete any steps necessary to provide Purchaser with full use and operation of the affected elevator(s) until such time as TK Elevator has been paid 100% both of the price reflected in this Work Order and for any other work performed by TK Elevator or its subcontractors in furtherance of this Work Order. Purchaser agrees to waive any and all claims to the turnover and/or use of that equipment until such time as those amounts are paid in full. TK Elevator reserves the right to assign payments owed to TK Elevator under this Work Order.

| | | |
|----------------------------|-------|-------------|
| Work order price: | | \$35,261.00 |
| Initial progress payment: | (50%) | \$17,630.50 |
| Total due upon completion: | (50%) | \$17,630.50 |

Repair Work Order



Terms and Conditions

TK Elevator does not assume any responsibility for any part of the vertical transportation equipment other than the specific components that are described in this Work Order and then only to the extent TK Elevator has performed the work described above.

No work, service, examination or liability on the part of TK Elevator is intended, implied or included other than the work specifically described above. It is agreed that TK Elevator does not assume possession or control of any part of the vertical transportation equipment and that such remains Purchaser's exclusively as the owner, lessor, lessee, possessor, or manager thereof.

Unless otherwise stated herein, TK Elevator's performance of this Work Order is expressly contingent upon Purchaser securing permission or priority as required by all applicable governmental agencies and paying for any and all applicable permits or other similar documents.

It is agreed that TK Elevator's personnel shall be given a safe place in which to work. TK Elevator reserves the right to discontinue its work in the location above whenever, in its sole opinion, TK Elevator believes that any aspect of the location is in any way unsafe until such time as Purchaser has demonstrated, at its sole expense, that it has appropriately remedied the unsafe condition to TK Elevator's satisfaction. Unless otherwise agreed, it is understood that the work described above will be performed during regular working days and hours which are defined as Monday through Friday, 8:00 AM to 4:30 PM (except scheduled union holidays). If overtime is mutually agreed upon, an additional charge at TK Elevator's usual rates for such work shall be added to the price of this Work Order.

In consideration of TK Elevator performing the work described above Purchaser, to the fullest extent permitted by law, expressly agrees to indemnify, defend, save harmless, discharge, release and forever acquit TK Elevator, its employees, officers, agents, affiliates, and subsidiaries from and against any and all claims, demands, suits, and proceedings made or brought against TK Elevator, its employees, officers, agents, affiliates and subsidiaries for loss, property damage (including damage to the equipment which is the subject matter of this Work Order), personal injury or death that are alleged to have been caused by Purchaser or any others in connection with the presence, use, misuse, maintenance, installation, removal, manufacture, design, operation or condition of the vertical transportation equipment that is the subject of this Work Order, or the associated areas surrounding such equipment. Purchaser's duty to indemnify does not apply to the extent that the loss, property damage (including damage to the equipment which is the subject matter of this Work Order), personal injury or death is determined to be caused by or resulting from the negligence of TK Elevator and/or its employees. Purchaser recognizes, however, that its obligation to defend TK Elevator and its employees, officers, agents, affiliates and subsidiaries under this clause is broader and distinct from its duty to indemnify and specifically includes payment of all attorney's fees, court costs, interest and any other expenses of litigation arising out of such claims or lawsuits.

Purchaser expressly agrees to name TK Elevator along with its officers, agents, affiliates and subsidiaries as additional insureds in Purchaser's liability and any excess (umbrella) liability insurance policy(ies). Such insurance must insure TK Elevator, along with its officers, agents, affiliates and subsidiaries for those claims and/or losses referenced in the above paragraph, and for claims and/or losses arising from the negligence or legal responsibility of TK Elevator and/or its officers, agents, affiliates and subsidiaries. Such insurance must specify that its coverage is primary and non-contributory. Purchaser hereby waives the right of subrogation.

TK Elevator shall not be liable for any loss, damage or delay caused by acts of government, labor, troubles, strikes, lockouts, fire, explosions, theft, riot, civil commotion, war, malicious mischief, acts of God, or any cause beyond its control. TK Elevator Corporation shall automatically receive an extension of time commensurate with any delay regarding the work called for in this Work Order.

Should loss of or damage to TK Elevator's material, tools or work occur at the location that is the subject of this Work Order, Purchaser shall compensate TK Elevator therefor, unless such loss or damage results solely from TK Elevator's own acts or omissions.

If any drawings, illustrations or descriptive matter are furnished with this Work Order, they are approximate and are submitted only to show the general style and arrangement of equipment being offered. Work Order.

Purchaser shall bear all cost(s) for any reinspection of TK Elevator's work due to items outside the scope of this Work Order or for any inspection arising from the work of other trades requiring the assistance of TK Elevator.

Purchaser expressly agrees to waive any and all claims for consequential, special or indirect damages arising out of the performance of this Work Order and specifically releases TK Elevator from any and all such claims.

A service charge of 1.5% per month, or the highest legal rate, whichever is less, shall apply to delinquent accounts. In the event of any default of any of the payment provisions herein, Purchaser agrees to pay, in addition to any defaulted amount, any attorney fees, court costs and all other expenses, fees and costs incurred by TK Elevator in connection with the collection of that defaulted amount.

Purchaser agrees that this Work Order shall be construed and enforced in accordance with the laws of the state where the vertical transportation equipment that is the subject of this Work Order is located and consents to jurisdiction of the courts, both state and Federal, of that as to all matters and disputes arising out of this Work Order. Purchaser further agrees to waive trial by jury for all such matters and disputes.

The rights of TK Elevator under this Work Order shall be cumulative and the failure on the part of the TK Elevator to exercise any rights given hereunder shall not operate to forfeit or waive any of said rights and any extension, indulgence or change by TK Elevator in the method, mode or manner of payment or any of its other rights shall not be construed as a waiver of any of its rights under this Work Order.

In the event any portion of this Work Order is deemed invalid or unenforceable by a court of law, such finding shall not affect the validity or enforceability of any other portion of this Work Order. This Work Order shall be considered as having been drafted jointly by Purchaser and TK Elevator and shall not be construed or interpreted against either Purchaser or TK Elevator by reason of either Purchaser or TK Elevator's role in drafting same.

In the event Purchaser's acceptance of the work called for in this Work Order is in the form of a purchase order or other kind of document, the provisions, terms and conditions of this Work Order shall exclusively govern the relationship between TK Elevator and Purchaser with respect to the work described herein.

Repair Work Order



Acceptance

This Work Order is submitted for acceptance within 30 days from the date executed by TK Elevator.

Purchaser's acceptance of this Work Order will constitute exclusively and entirely the agreement for the work herein described. All prior representations or agreements regarding this work, whether written or verbal, will be deemed to be merged herein, and no other changes in or additions to this Work Order will be recognized unless made in writing and properly executed by both parties. No agent or employee of TK Elevator shall have the authority to waive or modify any of the terms of this Work Order without the written approval of an authorized TK Elevator manager.

This Work Order specifically contemplates work outside the scope of any other contract currently in effect between the parties; any such contract shall be unaffected by this Work Order.

To indicate acceptance of this work order, please sign and return one (1) original of this agreement to the branch address shown below. Upon receipt of your written authorization and required materials and/or supplies, we shall implement the work called for in this Work Order.

| Florida Keys Mosquito Control (Purchaser): | TK Elevator Corporation Management Approval |
|--|---|
| By:  (Signature of Authorized Individual) Rochele Miller | By: (Signature of Branch Representative) |
| <u>Andrea L. Leal</u> (Print or Type Name) <u>Executive Director</u> (Print or Type Title) | Felipe Vidal Sales Manager |
| <u>February 6, 2024</u> (Date of Acceptance) | (Date of Execution) |

Please contact Edgar Delacerda to schedule work at the following phone number (305) 849-1478



REPAIR DOWN PAYMENT REQUEST

Attn: Rochele Miller
Florida Keys Mosquito Control
18 Aquamarine Dr
Key West FL, 33040-5601

| Date | Terms | Reference ID | Customer Reference # / PO |
|-----------------------|-----------|--------------|---------------------------|
| January 25, 2024 | Immediate | ACIA-25X89H5 | |
| Total Contract Price: | | | \$35,261.00 |
| Down Payment: | | | (50%) \$17,630.50 |

Handwritten signature and date: 2/6/24

For inquiries regarding your contract or services provided by TK Elevator, please contact your local account manager at +1 305 4628909. To make a payment by phone, please call 404-383-4122 with the reference information provided below.

Current and former service customers can now pay online at:
<https://secure.billtrust.com/tkelevator/ig/one-time-payment>

Thank you for choosing TK Elevator. We appreciate your business.

Please detach the below section and provide along with payment.

Customer Name: Florida Keys Mosquito Control
Location Name: Florida Keys Mosquito Control
Customer Number: 112573
Quote Number: 2023-2-1622071

Remit To:
TK Elevator
PO Box 3796
Carol Stream, IL
60132-3796

Reference ID: ACIA-25X89H5

For overnight checks,
please send to:

Remittance Amount: \$17,630.50

Deluxe
TK Elevator 3796
5450 N. Cumberland Ave.
Chicago, IL 60656



Repair Completion Notice to be signed at job completion

Date: _____
Repair Job #: _____

Building Name: Florida Keys Mosquito Control
Street Address: 503 107th Street Gulf
City State, Zip: Marathon, FL 33050-3021

Dear Rochele Miller,

Thank you for allowing us the opportunity to perform the repair job listed above. We have completed the work as outlined in job # _____ and the unit is now up and running. You will receive a final bill for this work shortly.

We hope your experience was exceptional and look forward to serving you in the future. If you have any questions about the repair work or your service agreement, please check one of the boxes under "Follow-Up Request" and the appropriate person will contact you soon.

Customer Representative

Customer Name: Rochele Miller

Print or Type Name

Customer Signature: _____
Signature of Authorized Individual

Title: _____
Print or Type Title

Date: _____
Date of acceptance

Customer Email: rlmiller@keysmosquito.org

Customer Email

TK Elevator Representative

Name: Samuel Richani

Print or Type Name

Signature: _____
Signature of Authorized Individual

Title: Sales Trainee

Print or Type Title

Date: _____

Follow Up Request

If you would like a manager or department representative to contact you, please check one of the following:

- Sales Department
 - Branch Manager
 - Service Department
 - Repair Department
- Phone Number

Comments:

EXHIBIT B

THE FLORIDA KEYS MOSQUITO CONTROL DISTRICT

EMERGENCY PURCHASE AUTHORIZATION FORM

REASON FOR EMERGENCY PURCHASE:

Due to a fire at the Marathon facility, water damage occurred within the elevator. The damage needed to be addressed immediately to prevent further issues from developing. The Marathon office facility is an essential public building and must be utilized as soon as possible. All costs have been approved by our insurance carrier.

Name of company or vendor:

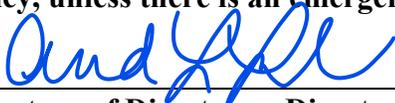
TK Elevator

Description of the services or goods (including cost):

Door Edge, Door Board, Door Motor, Gate Switch, Hanger Rollers, Audible Floor Gong, Car Operating Panel Boards (5), Car Top Inspection Station, Labor, and Travel for a total of \$35,261.

ANY RELEVANT DOCUMENTS CONCERNING THIS PURCHASE MUST BE ATTACHED TO THIS FORM.

The statements contained in this form are true and correct, and made with full knowledge that Florida Keys Mosquito Control District must generally, subject to exceptions and District policy, competitively bid certain services and goods when their cost exceeds Category 2, pursuant to Florida Statute Section 287 and District Policy, unless there is an emergency.



Signature of Director or Director's Designee

Print: Andrea L. Leal

Dated: 2/6/2024

IF COST OF SERVICES OR GOODS EXCEEDS CATEGORY 2, THEN THIS PURCHASE MUST BE APPROVED BY THE DISTRICT BOARD AFTER DECLARING IT AN EMERGENCY PURCHASE.

Signature of District Chairperson

Print: _____

Dated: _____

Item 10c

Resolution

2024-03:

Ratification of

Emergency

Purchase: Rubin,

Turnbull &

Associates

FLORIDA KEYS MOSQUITO CONTROL DISTRICT

RESOLUTION NO. 2024-03

A RESOLUTION OF THE FLORIDA KEYS MOSQUITO CONTROL DISTRICT, RATIFYING AND APPROVING THE ENGAGEMENT AND CONTRACT FOR SERVICES WITH RUBIN TURNBULL & ASSOCIATES FOR CONTRACT LOBBYING SERVICES, ATTACHED HERETO AS ATTACHMENT “1”; DECLARING AN EMERGENCY PURCHASE AND WAIVER OF COMPETITIVE BIDDING; AUTHORIZING THE EXECUTIVE DIRECTOR TO TAKE NECESSARY AND EXPEDIENT ACTION TO EFFECTUATE THE AGREEMENT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Florida Keys Mosquito Control District of Monroe County, Florida (the “District”) is an independent taxing district located within Monroe County, Florida; and

WHEREAS, due to pending legislation before the Florida legislature during the 2024 legislative session, District staff has identified a need for state legislative lobbying services to work along with the Florida Mosquito Control Association in addressing legislation that is of critical importance to the District; and

WHEREAS, Rubin Turnbull & Associates (“Rubin Turnbull”) engages a full staff of professional lobbyists with experience and expertise and familiarity with the issues facing the District; and

WHEREAS, Rubin Turnbull has provided a scope of lobbying services to the District, including specifically, representing the District on relevant and critically important issues in the State of Florida, including, but not limited to, representation before members of the Florida Legislature, Cabinet, and State and local agencies (the “Services”) during such engagement; and

WHEREAS, due to the critical importance of pending legislation and the urgency and time sensitivity of pending legislative action during the session, the Executive Director determined that an immediate requirement exists for an emergency purchase and that delay in procurement would be detrimental to the District and therefore authorized the engagement of Rubin Turnbull subject to approval and ratification of the Board of Commissioners of the District (the “Board”); and

WHEREAS, in accordance with the District’s purchasing policy, District staff has recommended an emergency purchase pursuant to the District’s purchasing policy; and

WHEREAS, the District’s legal counsel has prepared an Agreement (the “Agreement”) as follow attached hereto as Attachment “1” incorporating the requisite terms for the engagement of Rubin Turnbull for ratification and approval by the District Board; and

WHEREAS, Rubin Turnbull has agreed to provide the Services described in the Agreement and at the compensation set forth in the Agreement; and

WHEREAS, the District Board of Commissioners has determined that approving and ratifying the Agreement with the Rubin Turnbull and authorizing a waiver of competitive bidding for the services to be provided is in the best interest of the District.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF THE FLORIDA KEYS MOSQUITO CONTROL DISTRICT, AS FOLLOWS:

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

Section 2. Ratification and Approval of Agreement. The District Board of Commissioners hereby ratifies and approves the Agreement with Rubin Turnbull, as set forth in Attachment “1” attached hereto, together with such non-material changes as may be acceptable to the Executive Director and approved as to form and legality by the District Counsel.

Section 3. Emergency Purchase; Waiver of Competitive Bidding. In accordance with the District purchasing policies, the District Board hereby formally declares an emergency purchase and waives the competitive bidding purchasing provisions as set forth therein.

Section 4. Authorization of District Officials. The Executive Director and/or her designee and the District’s Counsel are authorized to execute and enter into the Agreement attached as Attachment “1” and to take necessary action to effectuate the intent of this Resolution.

Section 5. Effective Date. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED by the Florida Keys Mosquito Control District at a regular meeting of said Board Officials held on the 20th of February 2024.

| | | |
|--|----------|---------|
| District 1 – Commissioner Jill Cranney | Yes_____ | No_____ |
| District 2 – Chair Phil Goodman | Yes_____ | No_____ |
| District 3 – Commissioner Brandon Pinder | Yes_____ | No_____ |
| District 4 – Vice Chair Stanley M. Zuba | Yes_____ | No_____ |
| District 5 – Commissioner Bette Brown | Yes_____ | No_____ |

ATTEST:

FLORIDA KEYS MOSQUITO CONTROL DISTRICT

Andrea Leal, Executive Director

Date

Chairman Phil Goodman

Date

ATTACHMENT 1

THE FLORIDA KEYS MOSQUITO CONTROL DISTRICT

Contract for Goods & Services

This Contract entered into on the date last written below, by and between **RUBIN TURNBULL & ASSOCIATES** (the “Contractor”) and the **FLORIDA KEYS MOSQUITO CONTROL DISTRICT** (the “District”). In consideration of the mutual covenants and benefits hereinafter set forth, the parties herein covenant and agree as follows:

1. TERM

The term of this Contract shall be from retroactive from January 22, 2024 to December 31, 2024.

This Contract may be extended to complete the scope of work, as necessary.

2. CONTRACTOR'S SERVICES

Contractor agrees to provide the following services:

- a. Represent the District, at District’s direction, on those issues relevant to District in the State of Florida, including, but not limited to, representation before members of the Florida Legislature, Cabinet, and State and local agencies.
- b. Help craft a fully-fleshed out strategy to achieve success;
- c. Liaise with and send regular reports and progress updates to client leadership team;
- d. Be responsive to District/client questions and outreach and create and implement comprehensive strategy to achieve success;

Documentation of the specific services is attached and labeled as *Exhibit “A”* to this Contract and is incorporated herewith by reference. In the event of a conflict between the terms of this Contract and any exhibit, the terms of this Contract shall control, unless otherwise agreed in writing as an amendment pursuant to the terms for such as provided herein.

3. COMPENSATION

District shall pay Contractor the total sum of \$50,000.00 for services rendered pursuant to this Contract, with payments to be made a monthly basis over a 12-month period.

The District will make diligent efforts to verify and pay invoices within one (1) payment cycle after receipt. The Emergency Purchase Authorization Form, executed on January 20, 2024

is attached and labeled as *Exhibit "B."*

4. INSURANCE

Contractor agrees to secure and maintain at all times during the term of this Contract, at Contractor's expense, insurance coverage, as laid out below, covering Contractor for all acts or omissions which may give rise to liability for services under this Contract. All Contractor staff are to be insured in minimum amounts acceptable to The District and with a reputable and financially viable insurance carrier, naming The Florida Keys Mosquito Control District as an additional insured. Such insurance shall not be cancelled except upon thirty (30) days written notice to The District. Contractor shall provide The District with a certificate evidencing such insurance coverage within five (5) days after obtaining such coverage. Contractor agrees to notify The District immediately of any material change in any insurance policy required to be maintained by Contractor.

Contractor is required to obtain the following coverage, with documentation of having obtained such coverage being attached hereto as *Exhibit "C."*

General Liability Insurance

Amount: \$1,000,000.00

Professional Liability Insurance

Amount: _____

Vehicle Liability Insurance

Amount: \$1,000,000.00

Workers Compensation Insurance

Amount: Statutory Limits

5. WARRANTY

Contractor agrees to correct, at its own expense, any defects in the good/services performed under this Contract caused by faulty materials and/or workmanship within 90 days from the date of full completion. This warranty does not extend to workmanship and/or materials that were not supplied by Contractor. In the event that such defects are discovered during the warranty period, The District shall notify Contractor of the defect in writing, and shall allow Contractor a reasonable time in which to make any repairs necessary to correct the defect.

6. COMPLIANCE WITH LAWS AND POLICIES

Contractor agrees to comply with District policies and all applicable local, state, and federal laws, including laws; including public records.

Public Records. To the extent Contractor is acting on behalf of District as stated in Section 119.0701, Florida Statutes, Contractor shall:

- a. Keep and maintain public records required by District to perform the Services;
- b. Upon request from District, provide District with a copy of the requested records or allow the records to be inspected or copied within a reasonable time 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 confidential and exempt from public record requirements are not disclosed except as authorized by law for the duration of this Agreement and following completion or termination of this Agreement if the records are not transferred District; and
- d. Upon completion or termination of this Agreement, transfer to District, at no cost, all public records in Contractor's possession or keep and maintain public records required by District to perform the services. If Contractor transfers the records to District, Contractor shall destroy any duplicate public records that are exempt or confidential and exempt. If Contractor keeps and maintains the public records, Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to District upon request in a format that is compatible with the information technology systems of District.

A request for public records regarding this Agreement must be made directly to District, who will be responsible for responding to any such public records requests. Contractor will provide any requested records to District to enable District to respond to the public records request.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS BY EMAIL AT: DDARIAS@KEYSMOSQUITO.ORG, OR BY MAIL TO: FLORIDA KEYS MOSQUITO CONTROL DISTRICT, ATTN: CUSTODIAN OF PUBLIC RECORDS, 18 AQUAMARINE DR., KEY WEST, FL 33040, OR BY CALL TO (305) 292-7190.

7. INDEPENDENT CONTRACTOR STATUS

Contractor is, for all purposes arising under this Contract, an independent contractor. Contractor and its officers, agents or employees shall not, under any circumstances, hold themselves out to anyone as being officers, agents, or employees of the District.

8. **TERMINATION**

A. WITHOUT CAUSE

This Contract may be terminated for any reason by either party upon thirty (30) days written notice to the other party at the addresses set forth below. If said Contract should be terminated as provided in this paragraph of the Contract, The District will be relieved of all obligations under said contract and The District will only be required to pay that amount of the contract actually performed to the date of termination with no payment due for unperformed work or lost profits.

B. TERMINATION FOR BREACH

Either party may terminate this Contract upon breach by the other party of any material provision of this Contract, provided such breach continues for fifteen (15) days after receipt by the breaching party of written notice of such breach from the non-breaching party.

C. IMMEDIATE TERMINATION BY THE DISTRICT

The District may terminate this Contract immediately upon written notice to Contractor (such termination to be effective upon Contractor's/Individual's receipt of such notice) upon occurrence of any of the following events:

- i. the denial, suspension, revocation, termination, restricting, relinquishment or lapse of any license or certification required to be held by the Contractor, or of any Company/Individual staff's professional license or certification in the State of Florida;
- ii. conduct by Contractor or any Company/Individual staff which affects the quality of services provided to The District or the performance of duties required hereunder and which would, in The District's sole judgment, be prejudicial to the best interests and welfare of The District and/or its employees;
- iii. failure by Contractor to maintain the insurance required by the terms of this Contract.

9. **ASSIGNMENT**

Neither Consultant nor the Florida Keys Mosquito Control District may assign or transfer any interest in this Contract without the prior written consent of both parties. Should an assignment occur upon mutual written consent, this Contract shall inure to the benefit of and be binding upon the parties hereto and their respective heirs, representatives, successors, and assigns.

10. AMENDMENT

This Contract may be amended only with the mutual consent of the parties. All amendments must be in writing and must be approved by the Florida Keys Mosquito Control District.

11. INDEMNIFICATION, GOVERNING LAW & VENUE

Contractor shall indemnify and hold harmless the Florida Keys Mosquito Control District from and against any and all claims, liabilities, damages, and expenses, including, without limitation, reasonable attorneys' fees, incurred by the District in defending or compromising actions brought against it arising out of or related to the acts or omissions of Contractor, its agents, employees, or officers in the provision of services or performance of duties by Contractor pursuant to this Contract.

This Contract shall be construed in accordance with the laws of the State of Florida. Any dispute arising hereunder is subject to the laws of Florida, venue in Monroe County, Florida. The prevailing party shall be entitled to reasonable attorney's fees and costs incurred as a result of any action or proceeding under this Contract.

12. E-VERIFY

Pursuant to Florida Statute § 448.095, Contractor shall be required to register with and use the United States Department of Homeland Security's E-Verify system to verify the work authorization status of all employees hired after January 1, 2021. If Contractor enters into any contract with a subcontractor, Contractor shall be required to obtain an affidavit from the subcontractor confirming that the subcontractor does not employ, contract with, or subcontract with any person who is not authorized under federal law to be employed in the United States. Contractor shall be required to maintain a copy of said affidavit for the duration of the Contract Term and shall produce said affidavit to the District upon request. Notwithstanding any other provision herein, District reserves the right to immediately terminate this Contract upon notice to Contractor that the District has developed a good faith belief that Contractor has knowingly violated this section.

13. REPRESENTATIONS, WARRANTIES & DEBARMENT

Contractor represents and warrants to the Florida Keys Mosquito Control District, upon execution and throughout the term of this Contract that:

- 1) Contractor is not bound by any Contract or arrangement which would preclude it from entering into, or from fully performing the services required under the Contract;
- 2) None of the Contractor's agents, employees or officers has ever had his or

her professional license or certification in the State of Florida, or of any other jurisdiction, denied, suspended, revoked, terminated and/or voluntarily relinquished under threat of disciplinary action, or restricted in any way;

- 3) Contractor has not been convicted of a public entity crime as provided in F.S. §287.133, to wit: A person or affiliate who has been placed on the convicted vendor list following a conviction for public entity crime may not submit a bid, proposal, or rely on a contract to provide any goods or services to a public entity, may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.; and
- 4) Contractor and Contractor's agents, employees and officers have, and shall maintain throughout the term of this Contract, all appropriate federal and state licenses and certifications which are required in order for Contractor to perform the functions, assigned to him or her in connection with the provisions of the Contract.
- 5) Contractor certifies that, neither the firm nor any person associated therewith in the capacity of owner, partner, director, officer, principal, investigator, project director, manager, auditor, and/or position involving the administration of federal funds:
 - (i) Is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions, as defined in 29 CFR Part 93, Section 98.510, by any federal department or agency;
 - (ii) Has not within a three-year period preceding this certification been convicted of or had a civil judgment rendered against it for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a federal, state, or local government transaction or public contract; violation of federal or state antitrust statutes; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - (ii) Has not within a three-year period preceding this certification had one or more federal, state, or local government public transactions terminated for cause or default.

14. CONFIDENTIALITY

Contractor recognizes and acknowledges that by virtue of entering into this Contract and providing services hereunder, Contractor, its agents, employees and officers may have access to certain confidential information. Contractor agrees that neither it nor any Contractor agent, employee or officer will at any time, either during or subsequent to the term of this Contract, disclose to any third party, except where permitted or required by law or where such disclosure is expressly approved by The District in writing, any confidential/personally identifiable information. Contractor, its agents, employees and officers shall comply with all Federal and State laws and regulations and all policies of The District regarding the confidentiality of such information.

15. BILLING

Bills for fees or compensation under this contract shall be submitted in detail sufficient for a proper pre-audit and post-audit thereof. Further, bills for any travel expenses shall be submitted in accordance with Florida Statute §112.061 where applicable.

16. THIRD-PARTY BILLING AND PAYMENT

To the extent applicable with regard to the services provided in this Contract, Contractor shall not be entitled to bill nor accept third-party payment without authorization of The District. Contractor agrees that The District shall not be obligated to make any payment that exceeds the rate referred to in the paragraph governing Compensation. The Contractor shall provide service documentation in accordance with professional standards and criteria of The District as requested.

17. CONTRACT RECORDS RETENTION

Pursuant to Florida Statute 119.0701, contractor agrees to:

- (a) Keep and maintain public records that ordinarily and necessarily would be required by the public agency in order to perform the service.
- (b) Provide the public with access to public records on the same terms and conditions that the public agency would provide the records and at a cost that does not exceed the cost provided in this chapter or as otherwise provided by law.
- (c) Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law.
- (d) Meet all requirements for retaining public records and transfer, at no cost, to the public agency all public records in possession of the contractor upon termination of the contract and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the public agency in a format that is compatible with the information technology systems of the public agency.

Failure of Contractor to comply with this section and F.S. §119.0701 may include, but not be limited to, The District holding the contractor in default, termination of the contract or legal action.

18. ETHICS CLAUSE

Contractor warrants that he/it has not employed, retained or otherwise had act on his/its behalf any former FKMCD officer or employee. For breach or violation of this provision The District may, in its discretion, terminate this contract without liability and may also, in its discretion, deduct from the contract or purchase price, or otherwise recover the full amount of any fee, commission, percentage, gift or consideration paid to the former FKMCD officer or employee.

19. CONFLICT OF INTEREST

The following provisions shall apply for conflict of interest. Any violation of these provisions by a District employee may be grounds for dismissal. No contract for goods or services may be made with any business organization in which the Director or a District member has any material financial interest unless it is a single source or clear documentation exists to show that, no other supplier can provide the identical/comparable goods/service, at a lower cost to the District. No District member, officer or employee may directly or indirectly purchase or recommend the purchase of goods or services from any business organization which they or their near relative have a material interest as defined by §112.313, Florida Statutes, except as allowed by DOE Interpretative Memorandum No. A-20. No District member, employee or official may receive gifts or any preferential treatment from vendors. Such members, officers, officials, or employees shall not be prohibited from participating in any activity or purchasing program that is offered to all District employees or in District surplus sales, provided there is no preferential treatment.

20. SEVERABILITY

The parties recognize and agree that should any clause(s) herein be held invalid by a Court of competent jurisdiction, the remaining clauses shall not be affected and shall remain of full force and effect.

21. COUNTERPARTS

This Contract may be executed in one or more counterparts, all of which together shall constitute only one Contract.

22. WAIVER

A waiver by either party of a breach or failure to perform hereunder shall not constitute a waiver of any subsequent breach or failure to perform. Any waiver of insurance requirements as provided by this Contract and/or the policies of the District does not relieve the Contractor of the indemnification provisions contained within this Contract.

23. CAPTIONS

The captions contained herein are used solely for convenience and shall not be deemed to define or limit the provisions of this Contract.

24. ENTIRE CONTRACT

The parties hereto agree that this is the final Contract between the parties and supersedes any and all prior Contracts and/or assurances, be it oral or in writing.

25. NOTICES

All notices required by this Contract, unless otherwise provided herein, by either party to the other shall be in writing, delivered personally, by certified or registered mail, return receipt requested, or by Federal Express or Express Mail, and shall be deemed to have been duly given when delivered personally or when deposited in the United States mail, postage prepaid, addressed as follows:

| | |
|--|---|
| <p><u>Florida Keys Mosquito Control District:</u> Florida Keys Mosquito Control District Director 5224 College Road Key West, FL 33040</p> <p><u>With a copy to:</u> Florida Keys Mosquito Control District Counsel Vernis & Bowling of the Florida Keys, P.A. 81990 Overseas Hwy, 3rd Floor Islamorada, FL 33036</p> | <p><u>The Contractor:</u> Rubin Turnbull & Associates 101 E. College Avenue Suite 502 Tallahassee, Florida 32301.</p> |
|--|---|

26. NO WAIVER OF SOVERIGN IMMUNITY

Nothing herein is intended to serve as a waiver of sovereign immunity by any agency or political subdivision to which sovereign immunity may be applicable.

27. NO THIRD-PARTY BENEFICIARIES

The Parties expressly acknowledge that it is not their intent to create or confer any rights to or obligations upon any third person or entity under this Agreement.

IN WITNESS WHEREOF, the Parties hereto have made and executed this Contract on this _____ day of _____, 2024.

FOR FLORIDA KEYS MOSQUITO CONTROL DISTRICT:

SIGNATURE OF EXECUTIVE DIRECTOR DATE

FOR CONTRACTOR:

SIGNATURE OF CONTRACTOR/REPRESENTATIVE DATE

PRINT NAME

TITLE

EXHIBIT A



CONTRACT FOR SERVICES

Florida Keys Mosquito Control Board (“Client”) hereby contracts with Rubin Turnbull & Associates (“Consultant”) to perform the services enumerated herein during the term of this Agreement.

1. **Compensation:** For the services performed hereunder, Client will pay Consultant a total fee of \$50,000 to be paid out on a monthly basis over a 12-month period.
2. **Term:** This Agreement will commence on January 20, 2024 for a minimum period of twelve months.
3. **Consultant Responsibilities:** Rubin Turnbull is responsible for the following duties:
 - a. Represent Client, at Client’s direction, on those issues relevant to Client in the State of Florida, including, but not limited to, representation before members of the Florida Legislature, Cabinet, and State and local agencies.
 - b. Help craft a fully-fleshed out strategy to achieve success;
 - c. Liaise with and send regular reports and progress updates to client leadership team;
 - d. Be responsive to client questions and outreach and create and implement comprehensive strategy to achieve success;
4. **Relationship to Client:** Consultant will perform the services and duties set forth above, as an independent contractor or practitioner, as determined under the law of the State of Florida and the United States of America, and not an employee, partner of, or joint venture in Client.

Consultant may engage any number of clients. However, conflicts of interest shall be disclosed to Client, and no efforts shall be made on behalf of other clients contrary to the interests of Client.

5. **Compliance with Law:** Consultant shall comply with all applicable federal, state, and local laws and regulations in performing the services under this Agreement. With the cooperation of Client, Consultant shall be responsible for compliance with all applicable laws regarding activities, including but not limited to the accurate and timely filing of any required statements or expenditure or other reports which may be required of Client, because of its having entered into this Agreement.
6. **Indemnification:** Consultant shall indemnify and hold Client harmless from any and all actions, claims, losses, or damages (including attorney's fees) arising from the activities of Consultant, pursuant to this Agreement. Client shall indemnify and hold Consultant harmless from any and all actions, claims, losses, or damages (including attorney's fees) arising from the activities of Client pursuant to this Agreement.
7. **Confidentiality:** Consultant shall abide by all applicable laws and regulations in regard to confidentiality; shall maintain the confidentiality of the operation of Client, and will not divulge to anyone, without prior written approval of Client, any information regarding the financial aspects, management, administration, or operation of Client. This clause shall survive any termination of this Agreement.
8. **Assignment and Delegation:** Consultant shall not assign or delegate all or any part of this Agreement without prior consent of Client.
9. **Entire Agreement:** Parties agree that this Agreement represents the entire understanding of the parties.

In witness thereof, the parties have entered into this Agreement on the __ day of January, 2024.

Heather Turnbull, Managing Partner

Heather L. Turnbull
Managing Partner
Rubin Turnbull & Associates

Andrea Leal, Executive Director

Andrea Leal
Executive Director
Florida Keys Mosquito Control Board

EXHIBIT B

THE FLORIDA KEYS MOSQUITO CONTROL DISTRICT

EMERGENCY PURCHASE AUTHORIZATION FORM

REASON FOR EMERGENCY PURCHASE:

Legislation introduced at the State level over the last two legislative sessions
have specifically targeted special districts. Concerns have increased with the
introduction of HB7013/SB1058 in January of 2024. Due to the timeliness of
session, and with the recommendation of the FMCA attorney/consultant, the
District needed immediate representation in Tallahassee for this legislative session.

Name of company or vendor:

Rubin, Turnbull and Associates

Description of the services or goods (including cost):

140 hours of consulting services and lobbying representation to be billed
monthly from January 2024 through December 2024 for a total of \$50,000.

ANY RELEVANT DOCUMENTS CONCERNING THIS PURCHASE MUST BE ATTACHED TO THIS FORM.

The statements contained in this form are true and correct, and made with full knowledge that Florida Keys Mosquito Control District must generally, subject to exceptions and District policy, competitively bid certain services and goods when their cost exceeds Category 2, pursuant to Florida Statute Section 287 and District Policy, unless there is an emergency.



Signature of Director or Director's Designee

Print: Andrea L. Leal

Dated: 1/20/2024

IF COST OF SERVICES OR GOODS EXCEEDS CATEGORY 2, THEN THIS PURCHASE MUST BE APPROVED BY THE DISTRICT BOARD AFTER DECLARING IT AN EMERGENCY PURCHASE.

Signature of District Chairperson

Print: _____

Dated: _____

EXHIBIT C

BUSINESS/PERSONAL RELATIONSHIP DISCLOSURE AFFIDAVIT

I, _____, of the City/Township/Parrish _____ of _____ State of _____, and according to law on my oath, and under penalty of perjury, depose and say that;

1) I am the authorized representative of the company or entity making a proposal for a project described as follows: (Name of company/vendor): _____ and (Nature of services presently being offered to The Florida Keys Mosquito Control District): _____

2) I have _____ have not _____, at any time, excluding the instant proposal, had a business or personal relationship with any member of The Florida Keys Mosquito Control District Board, and/or with any employee of The Florida Keys Mosquito Control District.

- The details of my or my company’s present and/or former relationship, excluding the instant proposal, are: {include particular Board member or employee’s name(s), position held by such member or employee and relevant date(s); use reverse for space if needed}

_____.

3) The statements contained in this affidavit are true and correct, and made with full knowledge that The Florida Keys Mosquito Control District relies upon the truth of the statements contained in this affidavit in awarding contracts for the subject project.

(Signature of Authorized Representative)
Print: _____

Dated: _____

STATE OF _____,
COUNTY OF _____

PERSONALLY APPEARED BEFORE ME, the undersigned authority, _____ who, being personally known, ___ or having produced _____ as identification, and after first being sworn by me, affixed his/her signature in the space provided above on this _____ day of _____ 20____.

NOTARY PUBLIC

My commission expires:

Item 10d

Resolution

2024-04:

Approving the

Award of ITB

2024-01 Surplus

Equipment

FLORIDA KEYS MOSQUITO CONTROL DISTRICT

RESOLUTION NO. 2024-04

A RESOLUTION OF THE FLORIDA KEYS MOSQUITO CONTROL DISTRICT, APPROVING THE RECOMMENDATION AND BID AWARDS OF THE ITB 2024-01 EVALUATION COMMITTEE FOR DISPOSITION OF SURPLUS EQUIPMENT; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS; the Florida Keys Mosquito Control District of Monroe County, Florida (the “District”) is an independent taxing district located within Monroe County, Florida; and

WHEREAS, the District issued an Invitation to Bid, ITB 2024-01 for Surplus Equipment, seeking bids for the disposition of various equipment and assets declared surplus by the District; and

WHEREAS, the Executive Director established an Evaluation Committee (the “Committee”) to review the responsive bids and make recommendations to the Board of Commissioners of the District (the “Board”) for the bid awards; and

WHEREAS, the Committee reviewed the responsive bids which were evaluated using the criteria detailed in ITB 2024-01; and

WHEREAS, the Committee has recommended eleven (11) bids be awarded to the highest bidders as set forth in Exhibit “A” and one (1) other surplus asset be otherwise disposed at the discretion of the Executive Director; and

WHEREAS, the Board desires to approve the recommended bid awards; and

WHEREAS, the Board has determined that the disposition of the surplus equipment and assets is in the best interest of the District.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE FLORIDA KEYS MOSQUITO CONTROL DISTRICT, AS FOLLOWS:

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

Section 2. **Approval of Ranking and Recommendation.** The Board of Commissioners hereby approves the Committee’s rankings and recommendations as follows and as set forth in Exhibit “A” attached hereto.

Section 3. Authorization of District Officials. The Executive Director and/or her designee and the District’s Counsel are authorized to take necessary action to award the bids and otherwise effectuate the intent of this Resolution.

Section 4. Effective Date. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED by the Florida Keys Mosquito Control District at a regular meeting of said Board Officials held on the 20th of February 2024.

| | | |
|--|----------|---------|
| District 1 – Commissioner Jill Cranney | Yes_____ | No_____ |
| District 2 – Chair Phil Goodman | Yes_____ | No_____ |
| District 3 – Commissioner Brandon Pinder | Yes_____ | No_____ |
| District 4 – Vice Chair Stanley M. Zuba | Yes_____ | No_____ |
| District 5 – Commissioner Bette Brown | Yes_____ | No_____ |

ATTEST:

FLORIDA KEYS MOSQUITO CONTROL DISTRICT

Andrea Leal, Executive Director

Date

Chairman Phil Goodman

Date

EXHIBIT A



FLORIDA KEYS MOSQUITO CONTROL DISTRICT

Board of Commissioners

Phil Goodman, Chairman
Stanley Zuba, Vice Chairman
Bette Brown, Secretary/Treasurer
Jill Cranney
Brandon Pinder

Executive Director
Andrea Leal

18 Aquamarine Drive
Key West, FL 33040

Telephone: (305) 292-7190
FAX: (305) 292-7199

www.keysmosquito.org

February 7, 2024

To: Board of Commissioners
Florida Keys Mosquito Control District

From: Bruce Holden, Finance Director *B Holden*

Through: Andrea L. Leal, Executive Director

Subject: Bid Opening Committee Recommendations for ITB 2024-01

On February 1, 2024, the FKMCD Bid Opening Committee met to open bids for surplus equipment. The committee consisted of Director of Operations Mikki Coss, Director of Maintenance Robert Lee, Mechanic Supervisor Roberto Alvarenga, Purchasing Agent Rochele Miller, and me. Deanna Darias was present to handle recording of the bid opening. No other employees or members of the public were in attendance.

ITB 2024-01: Surplus Equipment

The committee unanimously recommends that the numbered assets or detailed items below be sold to the following bidders:

| | |
|-------------------------------------|-------------|
| Harry Barnett | |
| Asset Number 2060 (Automotive Lift) | \$ 973.00 |
| Randall R. Dell | |
| 2000 4X8 Trailer #260 | \$ 425.00 |
| Eric Denhart | |
| Asset Number 2817 (2008 ATV) | \$ 1,199.00 |
| Asset Number 2818 (2008 ATV) | \$ 4,199.00 |
| Asset Number 2819 (2008 ATV) | \$ 4,601.00 |
| 1999 4X8 Trailer #231 | \$ 285.00 |
| David Geide | |
| Asset Number 2928 (2010 Ford F150) | \$ 4,212.00 |
| Insight Auctioneers & Sales | |
| Asset Number 2656 (Grizzly) | \$ 157.00 |
| Asset Number 2835 (2008 Ford F150) | \$ 2,217.00 |

Arnold Young

| | |
|--------------------------------------|-------------|
| Asset Number 2939 (2010 Ford Ranger) | \$ 3,171.00 |
| Asset Number 2940 (2010 Ford Ranger) | \$ 3,521.00 |

In addition to the above items, one bid was received for Asset Number 2289 (Britten Norman Islander 2NT Aircraft). The committee recommends against accepting the bid of \$3,000.00, which is substantially below fair market value. The committee recommends that the aircraft be sold through different sales outlets at the Director's discretion.

The committee recommends that Asset Number 2967 be sold or disposed of at the Director's discretion. No bids were received on that item.

FLORIDA KEYS MOSQUITO CONTROL DISTRICT

BID TABULATION - ITB 2024-01 - SURPLUS EQUIPMENT

Thursday, February 1st, 2024, 10:00 AM

PRESENT WERE:

Bruce Holden, Finance Director
 Rochele Miller, Purchasing Agent
 Mikki Coss, Operations Director

Walden
Walden
mpc

Robert Lee, Director of Maintenance
 Roberto Alvarenga, Mechanic Supervisor
 Deanna Darias, Executive Assistant ~ Recording

rd

ITB 2024-01 - SURPLUS EQUIPMENT

| PROPERTY # | Item/Description | Condition/ Est Value | Bidder/Amount | Bidder/ Amount | Bidder/ Amount | Bidder/Amount | Bidder/Amount |
|------------|--|-------------------------|---|---|---|---|--|
| 2656 | G417 Grizzly Serial # 101995 | FAIR/ \$500.00 | Insight Auctioneers & Sales \$157.00 | | | | |
| 2817 | 2008 ATV HONDA TRX420TM/FM #391 VIN 1HFTE350484104196 Rusty but Runs. | POOR/ \$200.00 | Eric Denhart \$1,199.00 | Harry Barnett \$1,111.00 | Randall R. Dell \$1,175.00 | Insight Auctioneers & Sales \$157.00 | |
| 2818 | 2008 ATV HONDA TRX420TM/FM #392 VIN 1HFTE350884104190 | FAIR/ \$1,000.00 | Eric Denhart \$4,199.00 | Harry Barnett \$1,657.00 | Garry A. Sievers \$1,851.00 | Randall R. Dell \$3,175.00 | 3rd Generation Plumbing-Vincenzo Massero \$1,622.00 |
| 2819 | 2008 ATV HONDA #393 TRX420TM/FM VIN 1HFTE350984104148 | FAIR/ \$1,000.00 | Eric Denhart \$4,601.00 | Harry Barnett \$1,321.00 | Garry A. Sievers \$1,851.00 | Randall R. Dell \$1,175.00 | Insight Auctioneers & Sales \$257.00 |
| 2835 | 2008 FORD F150 4.2L Truck 396 Rusty but Runs. VIN 1FTRF12258KD60360 ODO 67,257 | POOR/ \$2,500.00 | David Geide \$1,312.00 | Insight Auctioneers & Sales \$2,217.00 | | | |
| 2928 | 2010 FORD F150 4.6L Truck 417 Rusty but Runs. VIN FTMF1CW3AKB68419 ODO 21,548 | POOR/ \$3,000.00 | David Geide \$4,212.00 | Insight Auctioneers & Sales \$2,577.00 | Tesis Manuel Chiari Barrera \$1,000.00 | | |

| PROPERTY # | Item/Description | Condition/ Est Value | Bidder/Amount | Bidder/ Amount | Bidder/ Amount | Bidder/ Amount | Bidder/Amount | |
|------------|--|---------------------------|--|---|---|--|--|--|
| 2939 | 2010 FORD RANGER 2.3L PROPERTY Truck 434 Rusty but Runs. VIN FTKR1ADXAPA49656 ODO 119,752 | POOR/ \$2,000.00 | Arnold Young \$3,171.00 | 3rd Generation Plumbing- Vincenzo Massero \$1,700.00 | Insight Auctioneers & Sales \$1,177.00 | Tesis Manuel Chiari Barrera \$1,000.00 | | |
| 2940 | 2010 FORD RANGER 2.3L Truck 435 Rusty but Runs. VIN 1FTKR1AD1APA49657 ODO 89,080 | POOR/ \$2,000.00 | Arnold Young \$3,521.00 | 3rd Generation Plumbing- Vincenzo Massero \$2,375.00 | Insight Auctioneers & Sales \$1,677.00 | Tesis Manuel Chiari Barrera \$2,650.00 | | |
| 2967 | 2010 ATV ULV GUARDIAN 55ES SERIAL#0392 | GOOD/ \$200.00 | NO BIDS | | | | | |
| 2060 | Forward Two Post Automotive Lift, Model DPO9A, SN 106 EE 5173, Capacity 9K Lbs. In Working Condition. | FAIR/ \$1,000.00 | Harry Barnett \$973.00 | Insight Auctioneers & Sales \$257.00 | | | | |
| 2289 | Britten Norman Islander 2NT Aircraft, Serial 2201, Tail N700FK | AIRWORTHY \$650,000.00 | 3rd Generation Plumbing- Vincenzo Massero \$3,000.00 | | | | | |
| | 1999 4X8 TRAILER #231 VIN 1ZJUT141XM061506 | GOOD/ \$200.00 | Eric Denhart \$285.00 | Harry Barnett \$237.00 | | | | |
| | 2000 4X8 TRAILER #260 VIN 1ZJUT1416YM000671 | GOOD/ \$200.00 | Eric Denhart \$310.00 | Harry Barnett \$271.00 | C. Edward Roarty \$275.00 | Randall R. Dell \$425.00 | 3rd Generation Plumbing- Vincenzo Massero \$350.00 | |

Bid Committee Recommendation:

The Bid Committee unanimously makes the following recommendations:

Insight Auctioneers & Sales: Property #2656 @ \$157.00 & #2835 @ \$2,217.00, for a total amount of \$2,374.00.

Eric Denhart: Property #2817 @ \$1,199.00, #2818 @ \$4,199.00, #2819 @ \$4,601.00 and the 1999 trailer @ \$285.00 for a total amount of \$10,284.00.

David Geide: Property #2928 for a total amount of \$4,212.00.

Arnold Young: Property #2939 @ \$3,171.00 & Property #2940 @ \$3,521.00 for a total amount of \$6,692.00.

Harry Barnett: Property #2060 @ \$973.00.

Randall R. Dell: 2000 Trailer @ \$425.00.

There were no bids received for the ULV Sprayer, Property #2967, therefore the committee requests that the item be sold or disposed of at the Director's Discretion. For the Islander 2NT Aircraft, the committee recommends using alternative sales outlets at the Director's Discretion.

Item 10e

Resolution

2024-05:

Approving the

Award of RFP

2024-02

13 New Work

Trucks

FLORIDA KEYS MOSQUITO CONTROL DISTRICT

RESOLUTION NO. 2024-05

A RESOLUTION OF THE FLORIDA KEYS MOSQUITO CONTROL DISTRICT, APPROVING THE RECCOMENDATION AND AWARD OF THE RFP 2024-02 EVALUATION COMMITTEE FOR 13 NEW WORK TRUCKS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS; the Florida Keys Mosquito Control District of Monroe County, Florida (the “District”) is an independent taxing district located within Monroe County, Florida; and

WHEREAS, the District issued a Request for Proposals, RFP 2024-02 for 13 New Work Trucks, seeking proposals from vendors to provide seeking up to 9 new work trucks and up to 4 new one-half (½ ton) work trucks for the District’s vehicle pool; and

WHEREAS, the Executive Director established an Evaluation Committee (the “Committee”) to review the responsive proposals received and to make a recommendation to the Board of Commissioners of the District (the “Board”) for the selection of vendors from whom to purchase the new vehicles; and

WHEREAS, the Committee reviewed three (3) responsive proposals which were evaluated using the selection criteria and point system detailed in RFP 2024-02; and

WHEREAS, the Committee has recommended the purchase of seven (7) vehicles, including four (4) ½ ton work trucks and three (3) other work trucks from Dadeland Dodge and Keys Auto Center as set forth in Exhibit “A”; and
K

WHEREAS, the Board desires to approve the Committee’s recommendation and select the recommended vendors for the purchase of the work vehicles; and

WHEREAS, the Board has determined that the procurement and utilization of these services is in the best interest of the District.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE FLORIDA KEYS MOSQUITO CONTROL DISTRICT, AS FOLLOWS:

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

Section 2. **Approval of Ranking and Recommendation.** The Board of Commissioners hereby approves the Committee’s rankings and recommendations for the purchase of the seven (7) work vehicles from Dadeland Dodge & Keys Auto Center as set forth in Exhibit “A” attached hereto.

Section 3. Authorization of District Officials. The Executive Director and/or her designee and District staff are authorized to purchase the requested work vehicles for the District from Dadeland Dodge and Keys Auto Center and to take necessary action to effectuate the intent of this Resolution.

Section 4. Effective Date. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED by the Florida Keys Mosquito Control District at a regular meeting of said Board Officials held on the 20th of February 2024.

| | | |
|--|----------|---------|
| District 1 – Commissioner Jill Cranney | Yes_____ | No_____ |
| District 2 – Chair Phil Goodman | Yes_____ | No_____ |
| District 3 – Commissioner Brandon Pinder | Yes_____ | No_____ |
| District 4 – Vice Chair Stanley M. Zuba | Yes_____ | No_____ |
| District 5 – Commissioner Bette Brown | Yes_____ | No_____ |

ATTEST:

FLORIDA KEYS MOSQUITO CONTROL DISTRICT

Andrea Leal, Executive Director

Date

Chairman Phil Goodman

Date

EXHIBIT A



FLORIDA KEYS MOSQUITO CONTROL DISTRICT

Board of Commissioners

Phil Goodman, Chairman
Stanley Zuba, Vice Chairman
Bette Brown, Secretary/Treasurer
Jill Cranney
Brandon Pinder

Executive Director
Andrea Leal

18 Aquamarine Drive
Key West, FL 33040

Telephone: (305) 292-7190
FAX: (305) 292-7199

www.keysmosquito.org

February 7, 2024

To: Board of Commissioners
Florida Keys Mosquito Control District

From: Bruce Holden, Finance Director *B. Holden*

Through: Andrea L. Leal, Executive Director

Subject: Bid Opening Committee Recommendations for RFP 2024-02

On February 1, 2024, the FKMCD Bid Opening Committee met to open bids for thirteen new work trucks. The committee consisted of Director of Operations Mikki Coss, Lower Keys Supervisor Corey Brindisi, Mechanic Supervisor Roberto Alvarenga, Purchasing Agent Rochele Miller, and me. Deanna Darias was present to handle recording of the bid opening. No other employees or members of the public were in attendance.

RFP 2024-02: 13 New Work Trucks

The committee unanimously recommends the following purchases:

- 1) The committee recommends the purchase of four 2024 Dodge Ram 1500, ½ Ton Work Trucks from Dadeland Dodge at \$42,574.50 each. These trucks were budgeted at \$45,550 each, so this would be a positive budget variance of \$11,901.80. This would fulfill our needs for these types of vehicles during the current budget year.
- 2) The committee recommends the purchase of two 2023 Toyota Tacomas priced at \$35,553.00 each and one 2023 Nissan Frontier priced at \$36,811.50 from Keys Auto Center in Key West. These trucks are in stock and could be purchased immediately upon award. The purchase price of these trucks is higher than the \$28,251 budgeted resulting in a negative variance of \$23,164.50.
- 3) The net budget variance of purchasing these seven vehicles is a negative variance of \$11,262.70 with an aggregate purchase price of \$278,215.50.

The committee recommends seeking other options for purchasing the remaining six trucks due to the price quotes and 8-12 month lead times quoted by Technology International.

FLORIDA KEYS MOSQUITO CONTROL DISTRICT

BID TABULATION – RFP 2024-02 13 NEW Work Trucks

Thursday, February 1, 2024, 10:42 AM

PRESENT WERE:

Bruce Holden, Finance Director *BH*
Mikki Coss, Operations Director *MC*
Roberto Alvarenga, Mechanic Supervisor *RA*
Corey Brindisi, Lower Keys Supervisor *CB*
Rochele Miller, Purchasing Agent *RM*
Deanna Darias, Executive Assistant ~ Recording

RFP 2024-02 13 NEW Work Trucks

Vendor: Dadeland Dodge

4 - ½ Ton Work Trucks – 2024 Dodge Ram 1500 - \$42,574.50

Minor Differences vs Specs; Estimated Delivery: 8-12 Weeks ARO;

Pick Up by Customer

Vendor: Technology International

9 - Chevy Colorado 4 Cyl: \$46,500.00 each

Minor Differences vs Specs; Estimated Delivery 8-12 Months ARO

4 - Chevrolet Silverado 1500: \$59,370.00 each

Minor Differences vs Specs; Estimated Delivery 8-12 Months ARO

BID TABULATION – RFP 2024-02 13 NEW Work Trucks

(Continued)

Vendor: Keys Auto Center

1 - 2023 Nissan Frontier \$36,811.50

2 - 2023 Toyota Tacoma \$35,553.00 each

1 - 2023 Chevrolet Silverado 1500 \$39,948.50

Color is Dark Gray, FKMCD requires white.

Committee Recommendation:

The committee unanimously recommends the purchase of 4-Dodge Ram 1500s, 1/2 Ton Work Trucks, from Dadeland Dodge at \$42,574.50 each. Estimated delivery is 8-12 weeks after receipt of order and will require pick up by FKMCD. There are only a few minor differences to the specs, but all are upgrades or comparable.

The committee also recommends the purchase of (2) 2023 Toyota Tacomas priced at \$35,553.00 and (1) 2023 Nissan Frontier priced at \$36,811.50. These trucks are in stock at Keys Auto Center and could be purchased immediately upon award.

The total amount to be allocated for these 7 trucks is \$278,215.50. The committee recommends seeking other options for the remaining 6 trucks due to the price quotes and 8-12 month delivery estimates from Technology International.

Item 10f

Resolution

2024-06:

Approving

Furniture

Purchase from

State Contract

FLORIDA KEYS MOSQUITO CONTROL DISTRICT

RESOLUTION NO. 2024-06

A RESOLUTION OF THE FLORIDA KEYS MOSQUITO CONTROL DISTRICT, APPROVING THE PIGGYBACK PURCHASE THROUGH THE FLORIDA DEPARTMENT OF MANAGEMENT SERVICES ALTERNATE SOURCE CONTRACT WITH AFFORDABLE INTERIOR SYSTEMS, INC. AND ACCEPTING THE BID FROM THE OUTLET CENTER OF FLORIDA, INC. FOR PURCHASE OF FURNITURE FOR THE DISTRICT’S MARATHON OFFICES; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS; the Florida Keys Mosquito Control District of Monroe County, Florida (the “District”) is an independent taxing district located within Monroe County, Florida; and

WHEREAS, due to a fire at the District’s Marathon facility, District staff has identified a need to purchase new furniture for the Marathon offices to replace furniture that sustained water damage from extinguishing the fire; and

WHEREAS, District staff is seeking a qualified vendor to provide quotes for new furniture for the District’s offices; and

WHEREAS, the Executive Director recommends that the District utilize a piggyback purchase through the competitively bid Alternate Source Contract No. 56120000-24-NY-ACS between the Florida Department of Management Services (“FDMS”) and Affordable Interior Systems, Inc. (the “Contract”) for purchase of the furniture; and

WHEREAS, utilizing the piggyback purchase contract with FDMS, the District would accept the bid from Affordable Interior Systems, Inc. via its authorized reseller, The Outlet Center of Florida, Inc., for the purchase of furniture for the Marathon offices; and

WHEREAS, the Board of Commissioners of the District (the “Board”), upon recommendation of the Executive Director, desires to accept the bid from Affordable Interior Systems, Inc. via its authorized reseller, The Outlet Center of Florida, Inc. for the purchase of furniture, at a cost not to exceed the unit prices for services as set forth in the quote marked Exhibit “A” and attached hereto; and

WHEREAS, the Board has determined that the procurement and purchase is in the best interest of the District.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE FLORIDA KEYS MOSQUITO CONTROL DISTRICT, AS FOLLOWS:

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

Section 2. Piggybacking of Purchase of Contract; Acceptance of Bid. The Board of Commissioners hereby approves the piggyback purchase through the Alternate Source Contract No. 56120000-24-NY-ACS between the Florida Department of Management Services (“FDMS”) and Affordable Interior Systems, Inc. (the “Contract”) and accepts the bid for purchase of the furniture, at a cost not to exceed the unit prices for services as set forth in the quote marked Exhibit “A” and attached hereto.

Section 3. Authorization of District Officials. The Executive Director and/or her designee are hereby authorized to purchase the furniture for the District from Affordable Interior Systems, Inc. via its authorized reseller, The Outlet Center of Florida, Inc., and to take necessary action to effectuate the intent of this Resolution.

Section 4. Effective Date. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED by the Florida Keys Mosquito Control District at a regular meeting of said Board Officials held on the 20th of February 2024.

| | | |
|--|-----------|----------|
| District 1 – Commissioner Jill Cranney | Yes _____ | No _____ |
| District 2 – Chair Phil Goodman | Yes _____ | No _____ |
| District 3 – Commissioner Brandon Pinder | Yes _____ | No _____ |
| District 4 – Vice Chair Stanley M. Zuba | Yes _____ | No _____ |
| District 5 – Commissioner Bette Brown | Yes _____ | No _____ |

ATTEST:

FLORIDA KEYS MOSQUITO CONTROL DISTRICT

Andrea Leal, Executive Director

Date

Chairman Phil Goodman

Date

EXHIBIT A

Bill of Material

Sold to

Company name:
Contact Person:
Contact Phone:
Contact Fax:

Distributor

Company name:
Salesperson:
Salesperson Phone:
Salesperson Fax:



| # | Part Number | Description | Qty | Sell | Ext. Sell |
|------------------------|---------------|---|-----|-----------------------------|-------------------|
| Floor 1 | | | | | |
| Office 1 Heidi | | | | | |
| 1 | A-CPF3450 | Wire Manager Wave Cable Gripper Black | 2 | \$4.68 | \$9.36 |
| 2 | C-BBFPFS23 | BBF Ped on Feet - Partial Depth-22Dx28Hx16W | 1 | \$357.30 | \$357.30 |
| 3 | C-BC663015 | Bookcase on Feet-14Dx66Hx30W | 1 | \$385.56 | \$385.56 |
| 4 | C-FFLCD663018 | FF Lat with 2-Door Cab on Feet 18Dx66Hx30W | 2 | \$755.46 | \$1,510.92 |
| 5 | C-OWMC167814L | Wall Mounted Overhead w/Cabinet Doors-16Hx78Wx14D | 1 | \$474.84 | \$474.84 |
| 6 | S-W1CORE6 | Key Alike Kit (6 Cores) - Wesko Type | 1 | \$17.28 | \$17.28 |
| 7 | X-DRR4824R | CB Desk Return with Access Modesty RH 24Dx48Wx29H | 1 | \$213.30 | \$213.30 |
| 8 | X-DS7230 | Cb Desk Shell Full Mod Recessed 30dx72wx29h | 1 | \$284.94 | \$284.94 |
| 9 | X-TACKWM2078 | Cbx Tackboard Wall Mount 20hx78w | 1 | \$171.72 | \$171.72 |
| | | | | Total Office 1 Heidi | \$3,425.22 |
| Office 2 Larry | | | | | |
| 10 | 4000 | Grafton - Side Chair - Black Mesh Back - Black Seat Fabric | 1 | \$166.47 | \$166.47 |
| 11 | 4600 | Devens Black Task Black Mesh Chair - Express | 1 | \$267.58 | \$267.58 |
| 12 | A-CPF3450 | Wire Manager Wave Cable Gripper Black | 2 | \$4.68 | \$9.36 |
| 13 | A-KEYBZ | Keyboard Arm W/tray | 1 | \$110.16 | \$110.16 |
| 14 | A-PDRWP | Plastic Pencil Drawer 21 1/4W x 16 1/4D x 2 1/4H - Black | 1 | \$49.68 | \$49.68 |
| 15 | C-BBFPFS23 | BBF Ped on Feet - Partial Depth-22Dx28Hx16W | 1 | \$357.30 | \$357.30 |
| 16 | C-BC663015 | Bookcase on Feet-14Dx66Hx30W | 4 | \$385.56 | \$1,542.24 |
| 17 | C-FFLCD663618 | FF Lat with 2-Door Cab on Feet 18Dx66Hx36W | 1 | \$799.74 | \$799.74 |
| 18 | C-FFPFS23 | FF Ped on Feet-Partial Depth22Dx28Hx16W | 1 | \$347.04 | \$347.04 |
| 19 | S-LATJ5D30 | Lateral File L Series Sq. (top Pull Out Shelf) 5 Drawer 30" | 2 | \$680.76 | \$1,361.52 |
| 20 | S-W1CORE6 | Key Alike Kit (6 Cores) - Wesko Type | 1 | \$17.28 | \$17.28 |
| 21 | X-DRR5424R | CB Desk Return with Access Modesty RH 24Dx54Wx29H | 1 | \$221.04 | \$221.04 |
| 22 | X-DSS7830 | Cb Desk Shell With Access Mod 30dx78wx29h | 1 | \$288.72 | \$288.72 |
| | | | | Total Office 2 Larry | \$5,538.14 |
| Office 3 John | | | | | |
| 23 | A-CPF3450 | Wire Manager Wave Cable Gripper Black | 2 | \$4.68 | \$9.36 |
| 24 | C-BBFPFS23 | BBF Ped on Feet - Partial Depth-22Dx28Hx16W | 1 | \$357.30 | \$357.30 |
| 25 | C-BC663015 | Bookcase on Feet-14Dx66Hx30W | 1 | \$385.56 | \$385.56 |
| 26 | C-FFLCD663618 | FF Lat with 2-Door Cab on Feet 18Dx66Hx36W | 2 | \$799.74 | \$1,599.48 |
| 27 | C-OWMC167214L | Wall Mounted Overhead w/Cabinet Doors-16Hx72Wx14D | 1 | \$0.00 | \$0.00 |
| 28 | S-W1CORE6 | Key Alike Kit (6 Cores) - Wesko Type | 1 | \$17.28 | \$17.28 |
| 29 | X-DRR4224R | CB Desk Return with Access Modesty RH 24Dx42Wx29H | 1 | \$204.66 | \$204.66 |
| 30 | X-DS7230 | Cb Desk Shell Full Mod Recessed 30dx72wx29h | 1 | \$284.94 | \$284.94 |
| 31 | X-TACKWM2072 | Cbx Tackboard Wall Mount 20hx72w | 1 | \$0.00 | \$0.00 |
| | | | | Total Office 3 John | \$2,858.58 |
| Office 4 Pilots | | | | | |

Bill of Material

Sold to

Company name:
Contact Person:
Contact Phone:
Contact Fax:

Distributor

Company name:
Salesperson:
Salesperson Phone:
Salesperson Fax:



| # | Part Number | Description | Qty | Sell | Ext. Sell |
|-----------------------|----------------|---|-----|------------------------------|-------------------|
| 32 | 4600 | Devens Black Task Black Mesh Chair - Express | 2 | \$267.58 | \$535.16 |
| 33 | 4600 | Devens Black Task Black Mesh Chair - Express | 1 | \$0.00 | \$0.00 |
| 34 | A-CPF3450 | Wire Manager Wave Cable Gripper Black | 2 | \$4.68 | \$9.36 |
| 35 | C-BBFPFS18 | BBF Ped on Feet- Full Depth-18Dx28Hx16W | 1 | \$332.82 | \$332.82 |
| 36 | C-BBFPFS18 | BBF Ped on Feet- Full Depth-18Dx28Hx16W | 1 | \$0.00 | \$0.00 |
| 37 | C-FFPFS18 | FF Ped on Feet-Full Depth-18Dx28Hx16W | 1 | \$326.70 | \$326.70 |
| 38 | C-FFPFS182824 | FF Ped on Feet-Full Depth-18Dx28Hx24W | 1 | \$0.00 | \$0.00 |
| 39 | C-OWMC167214L | Wall Mounted Overhead w/Cabinet Doors-16Hx72Wx14D | 2 | \$0.00 | \$0.00 |
| 40 | C-SDC661224LL | Single Door Cabinet Hinge Right on Feet-66Hx12Wx24D | 1 | \$0.00 | \$0.00 |
| 41 | C-SDC661224RL | Single Door Cabinet Hinge Left on Feet-66Hx12Wx24D | 1 | \$497.70 | \$497.70 |
| 42 | S-W1CORE4 | Key Alike Kit (4 Cores) - Wesko Type | 1 | \$11.88 | \$11.88 |
| 43 | T-RCR246029ATC | TBL, REC, 2mm, 24Dx60Wx29H, ALT24, CSTR | 1 | \$279.90 | \$279.90 |
| 44 | X-DR4224L | CB Desk Return LH 24Dx42Wx29H | 1 | \$0.00 | \$0.00 |
| 45 | X-DR4224R | CB Desk Return RH 24Dx42Wx29H | 1 | \$192.42 | \$192.42 |
| 46 | X-DS7230 | Cb Desk Shell Full Mod Recessed 30dx72wx29h | 1 | \$284.94 | \$284.94 |
| 47 | X-DS7230 | Cb Desk Shell Full Mod Recessed 30dx72wx29h | 1 | \$0.00 | \$0.00 |
| 48 | X-TACKWM2072 | Cbx Tackboard Wall Mount 20hx72w | 2 | \$0.00 | \$0.00 |
| | | | | Total Office 4 Pilots | \$2,470.88 |
| Office 5 Paul | | | | | |
| 49 | A-CPF3450 | Wire Manager Wave Cable Gripper Black | 2 | \$4.68 | \$9.36 |
| 50 | C-BBFPFS23 | BBF Ped on Feet - Partial Depth-22Dx28Hx16W | 1 | \$357.30 | \$357.30 |
| 51 | C-BC663015 | Bookcase on Feet-14Dx66Hx30W | 1 | \$385.56 | \$385.56 |
| 52 | C-FFLCD663618 | FF Lat with 2-Door Cab on Feet 18Dx66Hx36W | 1 | \$799.74 | \$799.74 |
| 53 | C-FFPFS23 | FF Ped on Feet-Partial Depth22Dx28Hx16W | 1 | \$347.04 | \$347.04 |
| 54 | C-OWMC167214L | Wall Mounted Overhead w/Cabinet Doors-16Hx72Wx14D | 1 | \$0.00 | \$0.00 |
| 55 | C-SDC661224RL | Single Door Cabinet Hinge Left on Feet-66Hx12Wx24D | 1 | \$497.70 | \$497.70 |
| 56 | S-W1CORE4 | Key Alike Kit (4 Cores) - Wesko Type | 1 | \$11.88 | \$11.88 |
| 57 | X-DRR4224R | CB Desk Return with Access Modesty RH 24Dx42Wx29H | 1 | \$204.66 | \$204.66 |
| 58 | X-DS7230 | Cb Desk Shell Full Mod Recessed 30dx72wx29h | 1 | \$284.94 | \$284.94 |
| 59 | X-TACKWM2072 | Cbx Tackboard Wall Mount 20hx72w | 1 | \$0.00 | \$0.00 |
| | | | | Total Office 5 Paul | \$2,898.18 |
| Office 6 Edgar | | | | | |
| 60 | A-CPF3450 | Wire Manager Wave Cable Gripper Black | 2 | \$4.68 | \$9.36 |
| 61 | C-BBFPFS23 | BBF Ped on Feet - Partial Depth-22Dx28Hx16W | 1 | \$357.30 | \$357.30 |
| 62 | C-BC663015 | Bookcase on Feet-14Dx66Hx30W | 1 | \$385.56 | \$385.56 |
| 63 | C-FFPFS182824 | FF Ped on Feet-Full Depth-18Dx28Hx24W | 2 | \$381.60 | \$763.20 |
| 64 | C-OWMC164814L | Wall Mounted Overhead w/Cabinet Doors-16Hx48Wx14D | 2 | \$0.00 | \$0.00 |
| 65 | C-SDC661224RL | Single Door Cabinet Hinge Left on Feet-66Hx12Wx24D | 1 | \$497.70 | \$497.70 |
| 66 | S-W1CORE6 | Key Alike Kit (6 Cores) - Wesko Type | 1 | \$17.28 | \$17.28 |

Bill of Material

Sold to

Company name:
Contact Person:
Contact Phone:
Contact Fax:

Distributor

Company name:
Salesperson:
Salesperson Phone:
Salesperson Fax:



| # | Part Number | Description | Qty | Sell | Ext. Sell |
|-------------------|----------------|--|-----|-----------------------------|--------------------|
| 67 | X-DRR6624L | CB Desk Return with Access Modesty LH 24Dx66Wx29H | 1 | \$237.06 | \$237.06 |
| 68 | X-DS7230 | Cb Desk Shell Full Mod Recessed 30dx72wx29h | 1 | \$284.94 | \$284.94 |
| 69 | X-TACKWM2096 | Cbx Tackboard Wall Mount 20hx96w | 1 | \$0.00 | \$0.00 |
| | | | | Total Office 6 Edgar | \$2,552.40 |
| | | | | Total Floor 1 | \$19,743.40 |
| Floor 2 | | | | | |
| Conference | | | | | |
| 70 | 4000 | Grafton - Side Chair - Black Mesh Back - Black Seat Fabric | 2 | \$166.47 | \$332.95 |
| 71 | 4600 | Devens Black Task Black Mesh Chair - Express | 1 | \$267.58 | \$267.58 |
| 72 | 6800 | Stow - Black Mesh Back - Black Seat Fabric - Gray Frame - Ca | 6 | \$172.27 | \$1,033.62 |
| 73 | A-CPF3450 | Wire Manager Wave Cable Gripper Black | 2 | \$4.68 | \$9.36 |
| 74 | C-BBFPFS23 | BBF Ped on Feet - Partial Depth-22Dx28Hx16W | 1 | \$357.30 | \$357.30 |
| 75 | C-FFPFS23 | FF Ped on Feet-Partial Depth22Dx28Hx16W | 1 | \$347.04 | \$347.04 |
| 76 | C-OWMC167214L | Wall Mounted Overhead w/Cabinet Doors-16Hx72Wx14D | 1 | \$468.72 | \$468.72 |
| 77 | S-W1CORE3 | Key Alike Kit (3 Cores) - Wesko Type | 1 | \$9.18 | \$9.18 |
| 78 | T-RCR247229ATC | TBL, REC, 2mm, 24Dx72Wx29H, ALT24, CSTR | 6 | \$302.58 | \$1,815.48 |
| 79 | X-DRR4224R | CB Desk Return with Access Modesty RH 24Dx42Wx29H | 1 | \$204.66 | \$204.66 |
| 80 | X-DS7230 | Cb Desk Shell Full Mod Recessed 30dx72wx29h | 1 | \$284.94 | \$284.94 |
| 81 | X-TACKWM2072 | Cbx Tackboard Wall Mount 20hx72w | 1 | \$168.12 | \$168.12 |
| | | | | Total Conference | \$5,298.95 |
| Office 1 | | | | | |
| 82 | 7700 | Auburn Black Conference Chair - Express | 6 | \$0.00 | \$0.00 |
| 83 | A-CPF3450 | Wire Manager Wave Cable Gripper Black | 2 | \$4.68 | \$9.36 |
| 84 | A-PDRWP | Plastic Pencil Drawer 21 1/4W x 16 1/4D x 2 1/4H - Black | 2 | \$49.68 | \$99.36 |
| 85 | C-BBFPFS18 | BBF Ped on Feet- Full Depth-18Dx28Hx16W | 2 | \$332.82 | \$665.64 |
| 86 | C-BBFPFS30 | Full Depth BFF Ped on Feet -30Dx28Hx16W | 2 | \$370.98 | \$741.96 |
| 87 | C-BC423015 | Bookcase on Feet-14Dx42Hx30W | 1 | \$337.50 | \$337.50 |
| 88 | C-FFLCD663624 | FF Lat with 2-Door Cab on Feet 24Dx66Hx36W | 1 | \$871.20 | \$871.20 |
| 89 | F-CET202430P | LB Lounge End Table Powered White/Silver 20"H X 24"W X 30"D | 1 | \$423.43 | \$423.43 |
| 90 | LNV1C | NV Club Chair, Metal Legs, Configurable | 2 | \$539.35 | \$1,078.70 |
| 91 | S-W1CORE7 | Key Alike Kit (7 Cores) - Wesko Type | 1 | \$19.98 | \$19.98 |
| 92 | X-CTR4278K | Cbx Table Rect 42D X 78W Knife 1 Sec 2 A-Base | 1 | \$940.50 | \$940.50 |
| 93 | X-DS7224-HM | Cb Desk Shell Half Mod Recessed 24dx72wx29h | 1 | \$237.06 | \$237.06 |
| 94 | X-DS7236 | Cb Desk Shell Full Mod Recessed 36dx72wx29h | 1 | \$306.00 | \$306.00 |
| 95 | X-SHCD3772 | Cbx Single Hutch With Cabinet Doors 14dx37hx72w | 1 | \$577.08 | \$577.08 |
| | | | | Total Office 1 | \$6,307.77 |
| Office 2 | | | | | |
| 96 | 4000 | Grafton - Side Chair - Black Mesh Back - Black Seat Fabric | 2 | \$166.47 | \$332.95 |
| 97 | A-CPF3450 | Wire Manager Wave Cable Gripper Black | 2 | \$4.68 | \$9.36 |

Bill of Material

Sold to

Company name:
Contact Person:
Contact Phone:
Contact Fax:

Distributor

Company name:
Salesperson:
Salesperson Phone:
Salesperson Fax:



| # | Part Number | Description | Qty | Sell | Ext. Sell |
|-----------------|---------------|--|-----------------------|----------|-------------------|
| 98 | A-PDRWP | Plastic Pencil Drawer 21 1/4W x 16 1/4D x 2 1/4H - Black | 1 | \$49.68 | \$49.68 |
| 99 | C-BBFPFS18 | BBF Ped on Feet- Full Depth-18Dx28Hx16W | 1 | \$332.82 | \$332.82 |
| 100 | C-BBFPFS23 | BBF Ped on Feet - Partial Depth-22Dx28Hx16W | 1 | \$357.30 | \$357.30 |
| 101 | C-FFLCD663618 | FF Lat with 2-Door Cab on Feet 18Dx66Hx36W | 2 | \$799.74 | \$1,599.48 |
| 102 | C-FFPFS182824 | FF Ped on Feet-Full Depth-18Dx28Hx24W | 1 | \$381.60 | \$381.60 |
| 103 | C-OWMC164814L | Wall Mounted Overhead w/Cabinet Doors-16Hx48Wx14D | 2 | \$372.60 | \$745.20 |
| 104 | S-W1CORE9 | Key Alike Kit (9 Cores) - Wesko Type | 1 | \$25.92 | \$25.92 |
| 105 | X-DRR6624R | CB Desk Return with Access Modesty RH 24Dx66Wx29H | 1 | \$237.06 | \$237.06 |
| 106 | X-DS8430 | Cb Desk Shell Full Mod Recessed 30dx84wx29h | 1 | \$307.62 | \$307.62 |
| 107 | X-TACKWM2096 | Cbx Tackboard Wall Mount 20hx96w | 1 | \$183.06 | \$183.06 |
| | | | Total Office 2 | | \$4,562.05 |
| Office 3 | | | | | |
| 108 | 4000 | Grafton - Side Chair - Black Mesh Back - Black Seat Fabric | 1 | \$166.47 | \$166.47 |
| 109 | A-CPF3450 | Wire Manager Wave Cable Gripper Black | 2 | \$4.68 | \$9.36 |
| 110 | C-BBFPFS23 | BBF Ped on Feet - Partial Depth-22Dx28Hx16W | 1 | \$357.30 | \$357.30 |
| 111 | C-BC663015 | Bookcase on Feet-14Dx66Hx30W | 1 | \$385.56 | \$385.56 |
| 112 | C-FFPFS23 | FF Ped on Feet-Partial Depth22Dx28Hx16W | 1 | \$347.04 | \$347.04 |
| 113 | C-OWMC167214L | Wall Mounted Overhead w/Cabinet Doors-16Hx72Wx14D | 1 | \$0.00 | \$0.00 |
| 114 | S-W1CORE3 | Key Alike Kit (3 Cores) - Wesko Type | 1 | \$9.18 | \$9.18 |
| 115 | X-DRR4224R | CB Desk Return with Access Modesty RH 24Dx42Wx29H | 1 | \$204.66 | \$204.66 |
| 116 | X-DS7230 | Cb Desk Shell Full Mod Recessed 30dx72wx29h | 1 | \$284.94 | \$284.94 |
| 117 | X-TACKWM2072 | Cbx Tackboard Wall Mount 20hx72w | 1 | \$0.00 | \$0.00 |
| | | | Total Office 3 | | \$1,764.51 |
| Office 4 | | | | | |
| 118 | 4000 | Grafton - Side Chair - Black Mesh Back - Black Seat Fabric | 2 | \$166.47 | \$332.95 |
| 119 | 4600 | Devens Black Task Black Mesh Chair - Express | 1 | \$267.58 | \$267.58 |
| 120 | A-CPF3450 | Wire Manager Wave Cable Gripper Black | 2 | \$4.68 | \$9.36 |
| 121 | C-BBFPFS23 | BBF Ped on Feet - Partial Depth-22Dx28Hx16W | 1 | \$357.30 | \$357.30 |
| 122 | C-FFPFS23 | FF Ped on Feet-Partial Depth22Dx28Hx16W | 1 | \$347.04 | \$347.04 |
| 123 | C-OWMC167214L | Wall Mounted Overhead w/Cabinet Doors-16Hx72Wx14D | 1 | \$468.72 | \$468.72 |
| 124 | S-W1CORE3 | Key Alike Kit (3 Cores) - Wesko Type | 1 | \$9.18 | \$9.18 |
| 125 | X-DRR4224R | CB Desk Return with Access Modesty RH 24Dx42Wx29H | 1 | \$204.66 | \$204.66 |
| 126 | X-DS7230 | Cb Desk Shell Full Mod Recessed 30dx72wx29h | 1 | \$284.94 | \$284.94 |
| 127 | X-TACKWM2072 | Cbx Tackboard Wall Mount 20hx72w | 1 | \$168.12 | \$168.12 |
| | | | Total Office 4 | | \$2,449.85 |
| Office 5 | | | | | |
| 128 | 4000 | Grafton - Side Chair - Black Mesh Back - Black Seat Fabric | 2 | \$166.47 | \$332.95 |
| 129 | 4600 | Devens Black Task Black Mesh Chair - Express | 1 | \$267.58 | \$267.58 |
| 130 | A-CPF3450 | Wire Manager Wave Cable Gripper Black | 2 | \$4.68 | \$9.36 |

Bill of Material

Sold to

Company name:
Contact Person:
Contact Phone:
Contact Fax:

Distributor

Company name:
Salesperson:
Salesperson Phone:
Salesperson Fax:



| # | Part Number | Description | Qty | Sell | Ext. Sell |
|-----------------|----------------|---|-----------------------|----------|--------------------|
| 131 | C-BBFPFS23 | BBF Ped on Feet - Partial Depth-22Dx28Hx16W | 1 | \$357.30 | \$357.30 |
| 132 | C-FFPFS23 | FF Ped on Feet-Partial Depth22Dx28Hx16W | 1 | \$347.04 | \$347.04 |
| 133 | C-OWMC167214L | Wall Mounted Overhead w/Cabinet Doors-16Hx72Wx14D | 1 | \$468.72 | \$468.72 |
| 134 | S-W1CORE3 | Key Alike Kit (3 Cores) - Wesko Type | 1 | \$9.18 | \$9.18 |
| 135 | X-DRR4224R | CB Desk Return with Access Modesty RH 24Dx42Wx29H | 1 | \$204.66 | \$204.66 |
| 136 | X-DS7230 | Cb Desk Shell Full Mod Recessed 30dx72wx29h | 1 | \$284.94 | \$284.94 |
| 137 | X-TACKWM2072 | Cbx Tackboard Wall Mount 20hx72w | 1 | \$168.12 | \$168.12 |
| | | | Total Office 5 | | \$2,449.85 |
| Office 6 | | | | | |
| 138 | 4000 | Grafton - Side Chair - Black Mesh Back - Black Seat Fabric | 2 | \$166.47 | \$332.95 |
| 139 | 4600 | Devens Black Task Black Mesh Chair - Express | 1 | \$267.58 | \$267.58 |
| 140 | A-CPF3450 | Wire Manager Wave Cable Gripper Black | 2 | \$4.68 | \$9.36 |
| 141 | C-BBFPFS232818 | BBF Ped on Feet - Partial Depth-23Dx28Hx12W | 1 | \$393.12 | \$393.12 |
| 142 | C-BC663615 | Bookcase on Feet-14Dx66Hx36W | 2 | \$405.90 | \$811.80 |
| 143 | C-CBC663018 | 2-Door Cab w/Lam Doors on Feet-18Dx66Hx30W | 2 | \$550.62 | \$1,101.24 |
| 144 | C-CBC663618 | 2-Door Cab w/Lam Doors on Feet-18Dx66Hx36W | 1 | \$583.56 | \$583.56 |
| 145 | C-FFPFS23 | FF Ped on Feet-Partial Depth22Dx28Hx16W | 1 | \$347.04 | \$347.04 |
| 146 | C-OWMC168414L | Wall Mounted Overhead w/Cabinet Doors-16Hx48Wx14D | 1 | \$476.82 | \$476.82 |
| 147 | S-W1CORE7 | Key Alike Kit (7 Cores) - Wesko Type | 1 | \$19.98 | \$19.98 |
| 148 | X-DRR5424R | CB Desk Return with Access Modesty RH 24Dx54Wx29H | 1 | \$221.04 | \$221.04 |
| 149 | X-DS7230 | Cb Desk Shell Full Mod Recessed 30dx72wx29h | 1 | \$284.94 | \$284.94 |
| 150 | X-TACKWM2084 | Cbx Tackboard Wall Mount 20hx84w | 1 | \$175.68 | \$175.68 |
| | | | Total Office 6 | | \$5,025.11 |
| Office 7 | | | | | |
| 151 | 4657C | Devens Black Mesh Back Side Chair - Configurable | 4 | \$205.44 | \$821.74 |
| 152 | A-CPF3450 | Wire Manager Wave Cable Gripper Black | 2 | \$4.68 | \$9.36 |
| 153 | C-BBFPFS232818 | BBF Ped on Feet - Partial Depth-23Dx28Hx12W | 1 | \$393.12 | \$393.12 |
| 154 | C-FFLCD663618 | FF Lat with 2-Door Cab on Feet 18Dx66Hx36W | 1 | \$799.74 | \$799.74 |
| 155 | C-FFPFS232818 | FF Ped on Feet-Partial Depth23Dx28Hx18W | 1 | \$368.64 | \$368.64 |
| 156 | C-OWMC167814L | Wall Mounted Overhead w/Cabinet Doors-16Hx78Wx14D | 1 | \$474.84 | \$474.84 |
| 157 | S-LATJ5D30 | Lateral File L Series Sq. (top Pull Out Shelf) 5 Drawer 30" | 1 | \$680.76 | \$680.76 |
| 158 | S-W1CORE6 | Key Alike Kit (6 Cores) - Wesko Type | 1 | \$17.28 | \$17.28 |
| 159 | T-RDR4829TPG | Tbl, Rnd, 2mm, 48dx29h, Tap, Gl'd | 1 | \$358.56 | \$358.56 |
| 160 | X-DR6024R | CB Desk Return RH 24Dx60Wx29H | 1 | \$219.24 | \$219.24 |
| 161 | X-DS7830-HM | Cb Desk Shell Half Mod Recessed 30dx78wx29h | 1 | \$266.22 | \$266.22 |
| 162 | X-TACKWM2090 | Cbx Tackboard Wall Mount 20hx90w | 1 | \$178.92 | \$178.92 |
| | | | Total Office 7 | | \$4,588.42 |
| | | | Total Floor 2 | | \$32,446.52 |

Bill of Material

Sold to

Company name:
Contact Person:
Contact Phone:
Contact Fax:

Distributor

Company name:
Salesperson:
Salesperson Phone:
Salesperson Fax:



| # | Part Number | Description | Qty | Sell | Ext. Sell |
|---|-------------|-------------|-----|------|-----------|
|---|-------------|-------------|-----|------|-----------|

| | |
|-------------------|--------------------|
| Components | \$52,189.92 |
| Delivery | \$960.00 |
| Assembly | \$10,320.00 |
| Tax (0 %) | \$0.00 |
| Total | \$63,469.92 |