



LOXAHATCHEE RIVER DISTRICT

2500 JUPITER PARK DRIVE, JUPITER, FLORIDA 33458

TEL: (561) 747-5700

FAX: (561) 747-9929

D. Albrey Arrington, Ph.D. EXECUTIVE DIRECTOR

loxahatcheeriver.org

AGENDA

REGULAR MEETING #14-2022

OCTOBER 20, 2022 – 7:00 PM AT DISTRICT OFFICES

ALSO, THE MEETING WILL BE AVAILABLE TO THE PUBLIC ONLINE AT:
LOXAHATCHEERIVER.ORG/PUBLICMEETING

1. Call to Order & Pledge of Allegiance
2. Administrative Matters
 - A. Roll Call
 - B. Previous Meeting Minutes [Page 3](#)
 - C. Additions and Deletions to the Agenda
3. Comments from the Public
4. Status Updates
 - A. Loxahatchee River Watershed [Page 12](#)
 - B. Loxahatchee River District Dashboard [Page 13](#)
5. Consent Agenda (see next page) [Page 14](#)
6. Regular Agenda
 - A. Consent Agenda Items Pulled for Discussion
 - B. Lift Station Control Panel & Telemetry Installation – Professional Engineering Services [Page 55](#)
 - C. County Line Road Bridge Utility Relocations – Professional Engineering Services [Page 66](#)
 - D. Employment Health Insurance [Page 74](#)
7. Reports (see next page) Pulled for Discussion
8. Future Business [Page 139](#)
9. Board Comments
10. Adjournment

"...if a person decides to appeal any decision made by the Board, with respect to any matter considered at such meeting or hearing, he/she will need a record of the proceedings, and that, for such purpose, he/she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based."

Submitted by: 
Date: October 10, 2022

James D. Snyder
CHAIRMAN

Gordon M. Boggie
BOARD MEMBER

Stephen B. Rockoff
BOARD MEMBER

Dr. Matt H. Rostock
BOARD MEMBER

5. CONSENT AGENDA

All items listed in this portion of the agenda are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless requested by a Board member or citizen; in which event, the item will be removed and considered under the regular agenda.

- A. Reauthorization of Annual Purchase Order for Odor and Control Chemicals and Services (Evoqua) – to approve purchase order [Page 15](#)
- B. Wastewater and Reclaimed Water General Construction Services / 20-007-WWREGENCONSTR – to approve contract extension [Page 21](#)
- C. Greenhouse Gas Initiatives - to approve contract [Page 24](#)
- D. Girl Scout Partnership Agreement – to approve agreement [Page 37](#)
- E. Fixed Asset Disposal – to approve disposal [Page 52](#)
- F. Change Orders to Current Contracts – to approve modifications [Page 53](#)

7. REPORTS

- A. Neighborhood Sewering [Page 83](#)
- B. Legal Counsel's Report [Page 85](#)
- C. Engineer's Report [Page 89](#)
- D. Busch Wildlife Sanctuary [Page 97](#)
- E. Director's Report [Page 98](#)



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D. Albrey Arrington, Ph.D. EXECUTIVE DIRECTOR

loxahatcheeriver.org

MEMORANDUM

TO: Governing Board
FROM: Recording Secretary
DATE: October 14, 2022
RE: Approval of Meeting Minutes

Attached herewith are the minutes of the Public Hearings and Regular Meeting of September 15, 2022. As such, the following motion is presented for your consideration:

“THAT THE GOVERNING BOARD approve the minutes of the September 15, 2022 Public Hearings and Regular Meeting as submitted.”

James D. Snyder
CHAIRMAN

Gordon M. Boggie
BOARD MEMBER

Stephen B. Rockoff
BOARD MEMBER

Dr. Matt H. Rostock
BOARD MEMBER

Ref. 04-2022

**LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT
PUBLIC HEARING – MINUTES
SEPTEMBER 15, 2022**

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chairman Snyder called the Public Hearing of September 15, 2022 to order at 6:57 P.M.

2. ROLL CALL

The following Board Members were in attendance:

Mr. Boggie
Mr. Rockoff
Dr. Rostock

3. TO RECEIVE PUBLIC COMMENTS PERTAINING TO THE REVISION OF LRD
RULE CHAPTER 31-5, RULE MAKING PROCEEDING

No comments from the public were received.

4. COMMENTS FROM THE BOARD

No comments from the Board were received.

5. ADJOURNMENT

Vice Chairman Rostock adjourned the Public Hearing at 6:58 P.M.

BOARD CHAIRMAN

BOARD SECRETARY

RECORDING SECRETARY

**LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT
PUBLIC HEARING – MINUTES
SEPTEMBER 15, 2022**

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chairman Snyder called the Public Hearing of September 15, 2022 to order at 6:58 P.M.

2. ROLL CALL

The following Board Members were in attendance:

Mr. Boggie
Mr. Rockoff
Dr. Rostock

3. TO RECEIVE PUBLIC COMMENTS PERTAINING TO THE FINAL BUDGET FOR THE 2023 FISCAL YEAR

No comments from the public were received.

4. COMMENTS FROM THE BOARD

No comments from the Board were received.

5. ADJOURNMENT

Vice Chairman Rostock adjourned the Public Hearing at 6:59 P.M.

BOARD CHAIRMAN

BOARD SECRETARY

RECORDING SECRETARY

LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT
REGULAR MEETING - MINUTES
SEPTEMBER 15, 2022

1. CALL TO ORDER

Vice-Chairman Rockoff called the Regular Meeting of September 15, 2022 to order at 7:00 PM.

2. ADMINISTRATIVE MATTERS

A. ROLL CALL

The following Board Members were in attendance:

Mr. Rockoff
Mr. Boggie
Dr. Rostock

Staff Members in attendance were Dr. Arrington, Mr. Dean, Mr. Howard, Ms. Fraraccio, Mr. Pugsley, and Ms. Marshall .

Consultants in attendance were Mr. Curtis Shenkman and Mr. Hunter Shenkman from Shenkman Law, P.A., and Rebecca Travis, Baxter & Woodman (via GotoWebinar).

James Schuette, South Florida Water Management District (via Goto Webinar)

Board Member candidates Ms. Mary Ann Hartman and Mr. Clinton Yerkes were in attendance and Mr. Kevin Baker attended the meeting electronically.

B. PREVIOUS MEETING MINUTES

“THAT THE GOVERNING BOARD approve the minutes of the August 18, 2022 Regular Meeting as submitted.”

MOTION: Made by Mr. Rockoff, Seconded by Mr. Boggie,
Passed Unanimously.

C. ADDITIONS & DELETIONS TO THE AGENDA

Delete 5B and 5O

3. COMMENTS FROM THE PUBLIC

No comments from the public were received.

4. STATUS UPDATES

A. LOXAHATCHEE WATERSHED STATUS

Mr. Howard presented on South Florida Water Management District (SFWMD) Cypress Creek Wetland Restoration Project.

B. LOXAHATCHEE RIVER DISTRICT DASHBOARD

Dr. Arrington reviewed the District Dashboard.

5. CONSENT AGENDA

MOTION: Made by Mr. Boggie, Seconded by Mr. Rockoff,
Passed unanimously.

“THAT THE GOVERNING BOARD approve the Consent Agenda of September 15, 2022 with items 5B and 5O pulled from the Consent Agenda.”

The following motions were approved as a result of the Board’s adoption of the Consent Agenda:

A. Manual of Minimum Construction Standards and Technical Specifications – to ratify revisions

“THAT THE DISTRICT GOVERNING BOARD ratify and approve the Loxahatchee River Environmental Control District’s “Manual of Minimum Construction Standards and Technical Specifications”, as of September 15, 2022, and authorize the District Engineer and Executive Director to update the Construction Standards and Technical Specifications from time to time, and periodically present it to the Governing Board for ratification and approval.”

C. Personnel Policies & Procedures Section 5.1 Retirement Plan – to approve revision

“THAT THE DISTRICT GOVERNING BOARD ratify and approve the Loxahatchee River Environmental Control District’s Personnel Policies and Procedures Section 5.1 Retirement Plan as revised with an effective date of September 16, 2022 and authorize the District’s Executive Director to update the Personnel Policies and Procedures from time to time, and periodically present it to the Governing Board for ratification and approval.”

D. Annual Lawn/Landscape Maintenance Services (Terracon Services, Inc.) – to approve annual purchase order

“THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to execute an annual purchase order to Terracon Services, Inc. in accordance with the contract specifications and their bid dated October 4, 2019, for the annual landscape service for Fiscal Year 2023 in an amount Not-to-Exceed \$62,861.52, as well as a contingency amount of \$5,000.00.”

E. Bill Printing and Postage (Arista) – to approve annual purchase order

“THAT THE DISTRICT GOVERNING BOARD authorizes the Executive Director to approve a purchase order to Arista Information Systems, Inc. in the amount not-to-exceed \$40,000 for printing, postage and digital archives of the District’s sewer bills for a portion of Fiscal Year 2022-2023 according to our agreement dated December 22, 2015.”

F. Biosolids Hauling (Synagro) – to approve annual purchase order

“THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to execute an annual purchase order to Synagro South, LLC in accordance with the contract specifications and their bid dated August 6, 2018, for the offsite hauling of dewatered biosolids for Fiscal Year 2023 in an amount Not-to-Exceed \$175,000.00”

G. Biosolids Processing (Solid Waste Authority) – to approve annual purchase order

“THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to execute an annual purchase order to Solid Waste Authority of Palm Beach County for the processing and disposal of biosolids at the Biosolids Processing Facility for Fiscal Year 2023 in accordance with the Interlocal Government Agreement for Biosolids Processing in an amount Not-to-Exceed \$1,000,000.00.”

H. Bulk Fuel Procurement – to authorize annual bulk fuel purchase

“THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to purchase bulk diesel and unleaded fuel in quantities not to exceed Diesel No. 2 of 80,000 Gallons and Unleaded Fuel of 1,500 Gallons for an amount not to exceed \$360,000 using the District’s bulk fuel procurement procedure.”

I. Chlorine (Allied Universal) Supply – to award contract

“THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to execute a purchase order to Allied Universal Corporation for the Supply of Liquid Chlorine, in accordance with District ITB No. 22-012-00122 for the period of October 1, 2022 through September 30, 2023, in an amount Not-to-Exceed \$240,000.”

J. First Billing Merchant Service – to approve purchase order

“THE DISTRICT GOVERNING BOARD authorizes the Executive Director to execute the Second Amendment to the Master Services Agreement with First Billing, and approve an annual not to exceed purchase order in the amount of \$50,000 for FY2023.”

- K. Hauling of Liquid Domestic Wastewater Sludge and Collection System Debris – to approve annual contract extension

“THAT THE DISTRICT GOVERNING BOARD authorize the first of four (4) 1-year renewals to Raider Rooter for ITB # 21-008-00107-WWSH Hauling of Liquid Domestic Wastewater Sludge and Collection System Debris in the amount not to exceed \$30,000”.

- L. Home Depot Open Purchase Order – to approve annual purchase order

“THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to execute an annual Open Purchase Order to Home Depot at a total cost not to exceed \$60,000 for maintenance, repair, operating supplies, industrial supplies, and related products, in accordance with the District Procurement Policy.”

- M. Low Pressure Sewer System General Construction Services – to approve annual contract extension

“THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to execute an extension of contract ITB#19-008LPSSGENCONSTR with The Lazarus Group, Inc. to September 30, 2023 in an amount not to exceed \$100,000 inclusive of adjustment to unit prices in accordance with a CPI-U increase of 9.1 %.”

- N. Purchase of Odor and Corrosion Control Chemicals and Services (Evoqua) – to approve annual purchase order

“THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to execute a purchase order to Evoqua Water Technologies, Inc. for the continued supply of odor and corrosion control chemicals and services, in accordance with a “piggy-back” of Lee County contract for the period from October 1, 2022 through May 13, 2023, in an amount Not-to-Exceed \$174,000”.

- P. Fixed Asset Disposal – to approve disposal

“THAT THE GOVERNING BOARD authorize the Executive Director to dispose of tangible personal property asset tag number 2703, and the items from aggregated assets listed in the schedule above in accordance with the District’s Disposal of Surplus Tangible Personal Property Policy.”

- Q. Change Orders to Current Contracts – to approve modifications

No change orders were presented

6. REGULAR AGENDA

A. CONSENT AGENDA ITEMS PULLED FOR DISCUSSION

B. FY2023 Budget

"THAT THE GOVERNING BOARD approve Resolution 2022-07 adopting the Loxahatchee River Environmental Control District's annual budget for the 2023 Fiscal Year."

MOTION: Made by Mr. Boggie, Seconded by Mr. Rockoff,
Passed unanimously.

C. Chapter 31-5 Rulemaking Proceeding

"THAT THE DISTRICT GOVERNING BOARD approve Rule Chapter 31-5 Rulemaking Proceeding, as revised, with an effective date of September 16, 2022."

MOTION: Made by Mr. Rockoff, Seconded by Mr. Boggie,
Passed unanimously.

7. REPORTS

The following reports stood as written.

A. NEIGHBORHOOD SEWERING

B. LEGAL COUNSEL'S REPORT

C. ENGINEER'S REPORTS

D. BUSCH WILDLIFE SANCTUARY

E. DIRECTOR'S REPORT

8. FUTURE BUSINESS

Dr. Arrington reviewed Future Business.

9. COMMENTS FROM THE BOARD

Mr. Rockoff commended staff on the FY2023 budget and noted the challenging balance between addressing rising costs due to inflation and maintaining acceptable rates.

Mr. Boggie discussed his interactions with the Town of Jupiter Town Council regarding our position on renewal of the Nanofiltration Concentrate interlocal agreement, and informed the Board of his forthcoming meeting with the Town of Jupiter Town Manager.

10. ADJOURNMENT

MOTION: Made by Mr. Rockoff, Seconded by Mr. Boggie,
Passed Unanimously.

“That the Regular Meeting of September 15, 2022 adjourns at 7:42 PM.”

BOARD CHAIRMAN

BOARD SECRETARY

RECORDING SECRETARY



Loxahatchee River Watershed Status Field Emergency Response Preparedness & Planning

Events that demand an emergency response are infrequent, but the potential for these events to impair our operations is high. The last significant event to impact the District's service area was Hurricane Irma in 2017. Before that was Hurricane Wilma in 2005 and Hurricanes Frances and Jeanne in 2004.

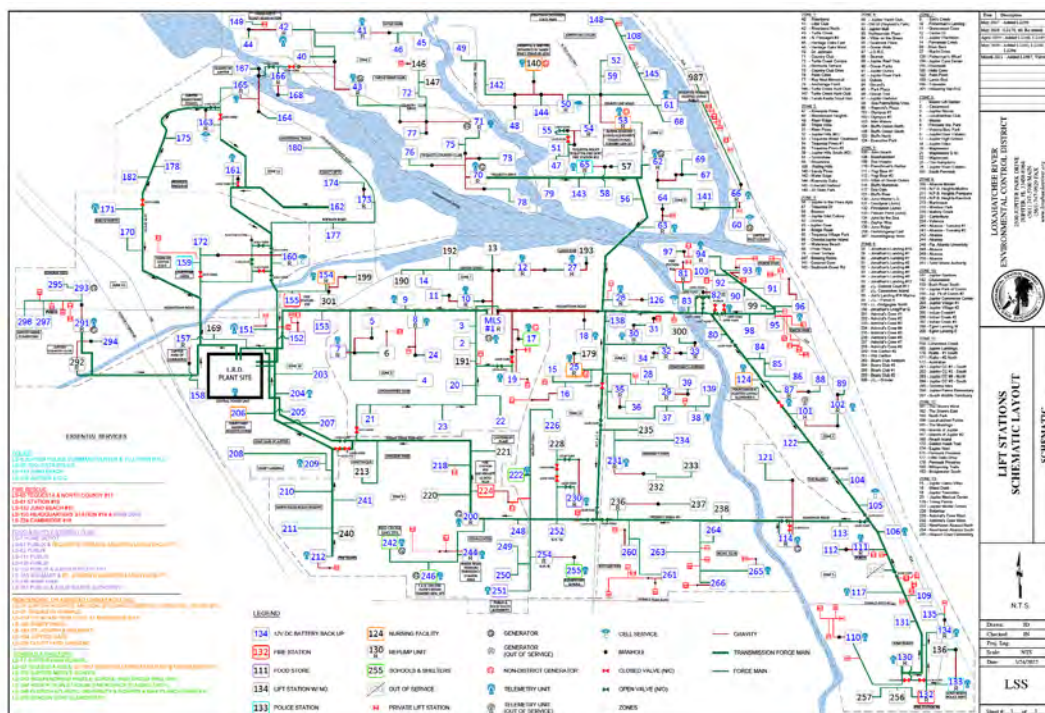
For this month's Watershed Status we will discuss the variety of training, technology, data, and the District wide resources used in preparing for a field emergency response and the District's game plan to implement the field response if needed.




Lift Station Wet Well Level
Collector Offline Use
Offline areas



Low Pressure Post Storm
Collector Offline Use
Offline areas



LOXAHATCHEE RIVER DISTRICT'S EXECUTIVE DASHBOARD

		Stewardship	Pre-Treatment	Collection & Transmission		Wastewater Treatment			Reclaimed Water	EHS	General Business					River Health		
		# People educated at RC	Grease Interceptor Inspections	Customer Service	Unauthorized Discharge of Sewage	Mean Daily Incoming Flow	Permit exceedance	NANO Blend to Reuse (@ 511)	Delivery of Reclaimed Water	Employee Safety	Cash Available	Revenue (excluding assessment & capital contrib.)	Operating Expenses	Capital Projects		Minimum Flow Compliance	Salinity @ NB seagrass beds	River Water Quality
Units		% of Target	% requiring pump out	# blockages with damage in home	Gallons; # impacting surface waters	million gallons/day	# occurrences	Max Specific Conductance (umhos/cm)	# days demand not met	# of OSHA recordable injuries	\$	% of Budget	% of Budget	% within budget	average # days ahead (behind) schedule	# Days MFL Violation	‰	Fecal Coliform Bacteria (cfu/100ml)
Green Level		≥ 90%	≤ 15	Zero	<704; 0	< 7.7	Zero	<1542	<2	Zero	≥ \$9,894,657	≥ 95%	≥ 85% but ≤ 105%	≥80%	≥ (30)	0	min ≥ 20 ‰	≤ 1 site > 200
Yellow		< 90%	≤ 25	1	≤1,500; 0	< 8.8	1	≤1875	≥ 2	-	< \$9,894,657	≥ 90%	≥ 80%	≥60%	< (30)	1	min ≥ 10 ‰	≤ 3 sites >200
Red		<75%	> 25	≥ 2	>1,500; ≥1	≥ 8.8	≥ 2	>1875	≥ 9	≥ 1	< \$5,557,057	< 90%	< 80% or > 105%	< 60%	< (60)	≥ 2	min < 10 ‰	≥ 4 sites > 200
2019 Baseline		100%	9	1	8,022	6.8	0	1,229	1	0.3	\$ 35,137,006	100%	89%	95%		2	22.9	1
2020 Baseline		34%	8	0	3,292	7.2	0	1,183	1	0.3	\$ 35,350,661	100%	90%	91%	-15	7	14.6	2
2021 Baseline		113%	16	0.3	1,130	7.1	0	1,294	2	0.2	\$ 40,651,532	97%	89%	79%	-34	0	24.3	3
2021	Sept	192%	11	0	357; 0	6.8	0	1,300	1	0	\$ 40,450,479	95%	86%	76%	(61)	0	17.2	6
	Oct	77%	18	0	1,050; 1	7.0	0	1,221	0	0	\$ 40,516,049	94%	100%	79%	(55)	0	19.3	6
	Nov	75%	12	0	565; 0	7.4	0	1,164	0	1	\$ 42,924,083	97%	91%	81%	(49)	0	9.9	3
	Dec	67%	12	0	1,500; 0	7.3	0	1,021	0	0	\$ 42,827,478	106%	98%	78%	(55)	0	18.6	0
2022	Jan	65%	16	0	25; 0	7.3	0	1,154	0	0	\$ 42,677,604	103%	95%	77%	(42)	0	27.9	4
	Feb	79%	8	0	225; 0	7.3	0	1,383	0	0	\$ 44,675,863	101%	94%	80%	(54)	0	30.2	3
	Mar	91%	12	0	241; 0	7.2	0	1,384	0	0	\$ 44,151,634	100%	93%	80%	(59)	0	24.0	2
	Apr	104%	22	1	217; 0	7.1	0	1,296	0	0	\$ 44,230,248	103%	93%	83%	(62)	0	29.3	4
	May	55%	13	0	13; 0	6.5	0	1,312	1	0	\$ 46,067,857	102%	92%	81%	(39)	16	31.8	2
	June	86%	14	0	17; 0	6.6	0	1,249	1	0	\$ 44,902,557	101%	91%	81%	(36)	0	20.6	4
	July	95%	8	0	310; 0	6.2	0	1,245	7	0	\$ 44,247,503	102%	93%	81%	(52)	0	26.9	4
	Aug	88%	10	0	45; 0	6.3	0	1,275	4	0	\$ 45,392,935	101%	92%	84%	(69)	0	32.2	3
	Sept	77%	10	0	11; 0	6.4	0	1,207	13	0	\$ 43,373,290	100%	92%	84%	(87)	0	5.0	4
Consecutive Months at Green		0	5	5	9	160	17	14	0	10	156	10	18	7	0	4	8	0
Metric Owner		O'Neill	Pugsley	Dean	Dean	Pugsley	Pugsley	Pugsley	Dean	Horchar	Fraraccio	Fraraccio	Fraraccio	Dean	Dean	Howard	Howard	Howard

MetricExplanation

Stewardship	We limited the number of programs offered in September to accomodate staff vacations and additional planning time needed since our staffing structure had changed since the spring - we did this because September is usually slow because students are returning to school and normal schedules. Also, the River Center was closed Sept 28 and 29 due to Hurricane Ian.
Reclaimed Water	September was a tale of extremes. From Sept 8th through 16th our IQ Water system was in curtailment due to very dry conditions and low lake levels. Then, from Sept 27th through 30th we shut down portions of our IQ Water system due to Hurricane Ian.
Capital Projects (time)	Our Capital Program schedule continued to degrade. Anticipated improvement did not occur in August due to continued delays driven largely by delayed material deliveries, e.g., delivery of new vehicles, delivery of key materials and equipment for Headworks Generator and IW Pump Emergency Generator connection. Improvement is anticipated with award of the Control Panel Replacement professional engineering services contract (October) and execution of Change Orders for certain projects. See Kris' report for more information.
Salinity @ North Bay	Exceptionally high freshwater flows, including discharges through S-46, occurred due to rainfall associated with Hurricane Ian. Se Bud's report for more detailed information.
River Water Quality	High fecal coliform bacteria (>200 cfu/100 ml) were observed at Stations 65 (NW Fork @ Kitching Creek mouth), 67 (NW Fork @ Trapper Nelson's dock), 95 (Jupiter Farms), and 100 (NW Fork @ Cypress Creek mouth). See Bud's report for additional details.



LOXAHATCHEE RIVER DISTRICT

2500 JUPITER PARK DRIVE, JUPITER, FLORIDA 33458

TEL: (561) 747-5700

FAX: (561) 747-9929

D. Albrey Arrington, Ph.D. EXECUTIVE DIRECTOR

loxahatcheeriver.org

MEMORANDUM

TO: Governing Board
FROM: Administration Staff
DATE: October 20, 2022
SUBJECT: Consent Agenda

All items listed below are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless requested by a Board Member or citizen, in which event, the item will be removed and considered under the regular agenda.

This month's consent agenda consists of the following items:

- A. Reauthorization of Annual Purchase Order for Odor and Control Chemicals and Services (Evoqua) – to approve purchase order
- B. Wastewater and Reclaimed Water General Construction Services / 20-007-WWREGENCONSTR – to approve contract extension
- C. Greenhouse Gas Initiatives - to approve contract
- D. Girl Scout Partnership Agreement – to approve agreement
- E. Fixed Asset Disposal – to approve disposal
- F. Change Orders to Current Contracts – to approve modifications

Should you have any questions regarding these items, I would be pleased to discuss them further with you.

The following Motion is provided for Board consideration:

“THAT THE GOVERNING BOARD approve the Consent Agenda of October 20, 2022 as presented.”

Signed
D. Albrey Arrington, Ph.D.
Executive Director

James D. Snyder
CHAIRMAN

Gordon M. Boggie
BOARD MEMBER

Stephen B. Rockoff
BOARD MEMBER

Dr. Matt H. Rostock
BOARD MEMBER



LOXAHATCHEE RIVER DISTRICT

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D. Albrey Arrington, Ph.D. EXECUTIVE DIRECTOR

loxahatcheeriver.org

MEMORANDUM

TO: D. ALBREY ARRINGTON, Ph.D., Executive Director
FROM: JASON A. PUGSLEY, P.E., Operations – Plant Manager
DATE: October 14, 2022
SUBJECT: FISCAL YEAR 2023 – REAUTHORIZATION OF ANNUAL PURCHASE ORDER
AUTHORIZATION FOR EVOQUA ODOR CONTRACT PRICING EXTENSION

Evoqua Water Technologies, Inc. (Evoqua) supplies the District with chemicals and equipment that assists with odor control and/or corrosion control at our plant site and within the collection system. Evoqua has an executed contract in place with Lee County and previously extended the offer to the District to “piggy-back” the executed Lee County contract for our wastewater odor and corrosion control program. The Lee County contract included an initial three-year period which was effective May 14, 2018 through May 13, 2021. Lee County previously elected to execute the second of three possible one-year extensions. The Year 2 extension has a term of May 14, 2022 through May 13, 2023.

As part of the August 2022 Governing Board meeting, the Board approved the authorization of an annual purchase order with Evoqua in the amount of \$174,000.00 for a term of October 1, 2022 through May 13, 2023. Upon issuance of the purchase order by the District's purchasing agent it was discovered that the amount of the previous authorization excluded the funds required to purchase the bioxide solution which is injected at Lift Station 53 for odor control purposes. The current request is for the reauthorization of the purchase order in the amount of \$265,000.00, an increase of \$91,000.00. The amount included in the District's FY 2023 budget is sufficient to cover the amount of this reauthorization request.

Staff recommends the following motion:

“THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to execute a revised purchase order to Evoqua Water Technologies, Inc. for the continued supply of odor and corrosion control chemicals and services, in accordance with a “piggy-back” of Lee County contract for the period from October 1, 2022 through May 13, 2023, in an amount Not-to-Exceed \$265,000.00, an increase of \$91,000.00 above the initial authorization”.

James D. Snyder
CHAIRMAN

Gordon M. Boggie
BOARD MEMBER

Stephen B. Rockoff
BOARD MEMBER

Dr. Matt H. Rostock
BOARD MEMBER



May 5, 2022

Jason A. Pugsley, P.E.
Loxahatchee River District
2500 Jupiter Park Drive
Jupiter, FL 33458-8964
Email: Jason.pugsley@lrecd.org

**RE: LEE COUNTY CONTRACT – RENEWAL #2
LOXAHATCHEE RIVER DISTRICT**

Dear Mr. Pugsley:

First, let me thank you again for your continued interest in Evoqua Water Technologies and for your confidence in our ability to solve your hydrogen sulfide odor and corrosion control needs.

Evoqua Water Technologies will continue to offer the Lee County Contract Piggyback for the period of May 14, 2022 through May 13, 2023.

Under the Lee County contract, the pricing for the products and services you are currently using are as follows.

Bioxide®:	\$ 2.69 per gallon
Sodium Hydroxide 25%:	\$ 3.99 per gallon
Sodium Hypochlorite:	\$ 2.75 per gallon
Master Lift Station Biofilter:	\$ 3,354 per month
WWTF Headworks Biofilter:	\$ 4,408 per month

Terms and conditions of the existing Lee County contract shall apply. These prices do not include any applicable taxes.

Please NOTE: Effective April 2022, you may be assessed a 3% fee if paying via Credit Card. Find more info on our website here > <https://www.evoqua.com/en/about-us/terms-conditions-sale-products-services/credit-card-fee-faqs> . Ask us how to avoid paying fees by migrating to ACH CTX payment type.

Thank you again for the opportunity to be of service. We look forward to continuing to serve Loxahatchee River District in the years to come. If you have any questions regarding this information or if I can be of assistance in any way, please do not hesitate to call me at (951) 326-7415.

Sincerely,

Evoqua Water Technologies LLC

Eric Hansen

Eric Hansen - Technical Sales Representative



Kevin Ruane
District One

May 3, 2022

Cecil L. Pendergrass
District Two

Ray Sandelli
District Three

Brian Hamman
District Four

Frank Mann
District Five

Roger Desjarlais
County Manager

Richard Wesch
County Attorney

Donna Marie Collins
County Hearing Examiner

Mr. Charles Maltby
Evoqua Water Technologies, LLC
210 Sixth Avenue, Suite 3300
Pittsburg, PA 15222

SUBJECT: Renewal of Annual Contract No. RFP170384ANB
Odor Control & Corrosion Services

Dear Mr. Maltby:

This is to inform you that Lee County agrees to renew the above subject contract for an additional one (1) year period, from 5/14/22 through 5/13/23.

We are hereby extending the annual contract for an additional one-year period under the same terms and conditions as the original award with the inclusion of the requested pricing from the Board date of 4/19/23. Please see Amendment.

If you have any questions regarding this letter, please contact me at (239) 533-8871.

Sincerely,

Kimberly Urban

Kimberly Urban
Contracts Analyst
Procurement Management Division

C: Project File



Lee County

Southwest Florida

Kevin Ruane
District One

November 2, 2021

239-533-8871

Cecil L. Pendergrass
District Two

Ray Sandelli
District Three

Brian Hamman
District Four

Frank Mann
District Five

Roger Desjarlais
County Manager

Richard Wesch
County Attorney

Donna Marie Collins
County Hearing
Examiner

Mr. Charles Maltby
Evoqua Water Technologies, LLC
210 Sixth Avenue, Suite 3300
Pittsburg, PA 15222

Subject: Renewal of Annual Contract RFP170384ANB
Odor Control & Corrosion Services

Dear Mr. Maltby:

The above-referenced annual contract will expire on May 13, 2022, unless renewed. Lee County is requesting that this annual contract be renewed for an additional one year period (5/14/22 – 5/13/23). Therefore, we are requesting that you choose one of the following options and return this letter to Lee County Procurement Management, Attn: Kimberly Urban, P.O. Box 398, Ft. Myers, FL 33902-0398, (Fax: 239-485-8383 or email kurban@leegov.com), within 15 calendar days from receipt. Failure to return by **November 16, 2021**, may, at the County's sole discretion, result in contract cancellation and/or rebid of solicitation.

* _____ a. I want to continue performing under this annual contract for an additional one year period under the same terms and conditions as agreed upon in the above-referenced quotation.

*Please see attached requested pricing

As a condition of this renewal, the vendor agrees to provide Lee County with an updated insurance certificate upon expiration of the original certificate on file with the County.

_____ b. I am not interested in extending this contract for an additional one-year period. Why? _____

Vendor:

Signature Jennifer R. Miller

Lee County:

Signature of Authorized Official

V. P. & G. M.

Title

Procurement Management Director

Title

2/1/22

Date

Date

May 3, 2022

P.O. Box 398, Fort Myers, Florida 33902-0398 Phone: (239) 533-2111

www.leegov.com

AN EQUAL OPPORTUNITY EMPLOYER

Item #	Description	Unit Cost	Unit of Measure
1	Bioxide	\$ 2.69	gal
2	Bioxide Plus 71	\$ 3.89	gal
3	Bioxide AE	\$ 2.98	gal
4	Odophos	\$ 1.29	gal
5	Odophos Plus	\$ 1.89	gal
6	Ferric Sulfate (9%)	\$ 1.94	gal
7	PRI-SC Odophos*	NA	gal
8	PRI-SC Odophos Plus*	NA	gal
9	PRI-SC Ferric Sulfate (9%)	NA	gal
10	50% Hydrogen Peroxide	\$ 0.46	lb
11	PRI-SC Peroxide*	NA	lb
12	VX-456 (Bulk Tanker)	\$ 1.35	lb
13	VX-456 (Tote)	\$ 1.74	lb
14	Aktivox (Bulk Tanker)	\$ 1.03	lb
15	Aktivox (Tote)	\$ 1.39	lb
16	Textone L	\$ 0.98	lb
17	AQuit	\$ 17.79	lb
18	Alkagen AQ	\$ 1.68	gal
19	Sodium Hydroxide 25%**	\$ 3.99	gal
20	Sodium Hydroxide 50%**	\$ 6.50	gal
21	Sodium Hypochlorite**	\$ 2.75	gal
22	Perox Plus***	\$ 3.45	lb

Notes:

* PRISC Products no longer available

**Mini-bulk availability

***New product available

ITEM	DESIGN AIR FLOW (cfm)	AVERAGE DESIGN H ₂ S CONCENTRATION (ppmv)			
		A. <10	B. 10-150	C. 150-300	D. 300-500
1	Natural Draft	\$251.00	\$789.00	NA	NA
2	0-140	\$1,092.00	\$1,585.91	\$2,497.00	\$3,055.25
3	0-280	\$1,574.00	\$2,215.71	\$3,055.25	\$4,264.00
4	0-600	\$1,768.00	\$2,362.00	\$3,953.00	\$4,831.00
5	0-850	\$2,698.00	\$3,354.00	\$4,351.00	\$4,998.00
6	0-1150	\$3,048.00	\$4,163.00	\$5,167.00	\$6,322.00
7	0-1500	\$3,250.00	\$4,204.00	\$5,266.00	\$6,379.00
8	0-2000	\$3,494.00	\$4,408.00	\$6,316.00	\$7,322.00
9	0-3000	\$4,268.00	\$4,769.00	\$6,246.00	\$8,992.50
10	0-4000	\$4,650.00	\$5,699.00	\$8,739.00	\$12,356.00
11	0-5000	\$4,950.00	\$5,939.00	\$9,499.00	\$15,534.00
12	0-8000	\$7,944.00	\$8,968.00	\$12,674.00	\$16,754.00
13	0-12000	\$11,552.00	\$12,781.00	\$15,534.00	\$20,969.00
14	0-15000	\$12,488.00	\$13,738.00	\$23,611.00	NA
15	0-18000	\$15,471.00	\$17,162.20	\$28,333.20	NA
16*	0-20000	\$18,945.00	\$19,445.00	NA	NA

Notes

*New airflow range available to the County.



LOXAHATCHEE RIVER DISTRICT

2500 JUPITER PARK DRIVE, JUPITER, FLORIDA 33458

TEL: (561) 747-5700

FAX: (561) 747-9929

D. Albrey Arrington, Ph.D. EXECUTIVE DIRECTOR

loxahatcheeriver.org

MEMORANDUM

TO: D. Albrey Arrington, Ph.D., Executive Director

FROM: Kris Dean, P.E., Deputy Executive Director/Director of Engineering Services

DATE: October 13, 2022

SUBJECT: ITB # 20-007-WWRECGENCONST: Wastewater and Reclaimed Water General Construction Services – Reauthorize Contract

During the course of operating and maintaining our system we frequently have construction projects whose scope exceeds our abilities to address with the in-house construction crews. To address these projects in a timely and efficient manner we use a general construction services contract.

The contract provides for the original one-year term and up to up to 4 one-year extensions. The first extension was exercised November 2, 2022 and expires October 31, 2022.

In accordance with the original contract, the contractor has requested the second extension of the contract with consideration of a CPI-U adjustment to prices as presented in the attached Bid Tab.

The Hinterland Group, Inc. has satisfactorily performed under this contact and staff are satisfied with their coordination and performance.

As such, staff recommends the following motion:

“THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to execute an extension of the contract ITB # 20-007-WWRECGENCONSTR with Hinterland Group, Inc. to October 31, 2023 for a total contract amount not to exceed \$500,000.00.”

James D. Snyder
CHAIRMAN

Gordon M. Boggie
BOARD MEMBER

Stephen B. Rockoff
BOARD MEMBER

Dr. Matt H. Rostock
BOARD MEMBER



Chase Rogers
Hinterland Group Inc.
2051 W Blue Heron Blvd
Riviera Beach, FL 33404
561-640-3503
Crogers@hinterlandgroup.com

9/29/2022

ATTN: Kris Dean, P.E.
Deputy Executive Director/Director of Engineering
Loxahatchee River Environmental Control District
2500 Jupiter Park Drive
Jupiter, FL 33458
Kris.Dean@lrecd.org

RE: Hinterland Group Inc. – ITB #20-007-WWRECGENCONSTR – WASTEWATER AND
RECLAIMED WATER GENERAL CONSTRUCTION SERVICES

Request for Contract Change/Amendment

Hinterland Group Inc. hereby submits this letter as a request to extend the above mentioned contract for another year and to adjust the contract pricing in accordance with the June 2022 CPI index, at a rate of 9.1% for all items.

Feel free to reach out should you need anything further.

Thank you

Chase Rogers

Chase Rogers
Hinterland Group Inc.

Hinterland Group Inc. - Wastewater and Reclaimed Water General Construction Services
20-007-WWRECGENCONSTR
FY22 Renewal
October 2022

				FY21	FY22 Renewal - 5% CPI-U Adjustment	FY23 Renewal - 9.1% CPI-U Adjustment
NO.	DESCRIPTION	UNIT	UNIT PRICE	Unit Price		
1	General Construction Services					
	Mobilization/Demobilization First Day	EA	\$2,500.00	\$2,625.00	\$2,863.88	
	Mobilization/Demobilization Each Additional Day	EA	\$100.00	\$105.00	\$114.56	
	Construction Crew and Equipment Rate	HR	\$260.00	\$273.00	\$297.84	
2	Paving					
	Mobilization/Demobilization for Paving	EA	\$1,500.00	\$1,575.00	\$1,718.33	
	Paving	SY	\$35.00	\$36.75	\$40.09	
	Mobilization/Demobilization for Milling	EA	\$1,800.00	\$1,890.00	\$2,061.99	
	Milling	SY	\$25.00	\$26.25	\$28.64	
3	Sod, Seed and Mulch					
	Bahia	SY	\$4.00	\$4.20	\$4.58	
	St. Augustine	SY	\$5.00	\$5.25	\$5.73	
	Seeding and Mulch	SY	\$3.00	\$3.15	\$3.44	
4	Concrete Sidewalk Replacement	SY	\$65.00	\$68.25	\$74.46	
5	Asphalt Sidewalk Replacement	SY	\$75.00	\$78.75	\$85.92	
6	Concrete Driveway Replacement	SY	\$55.00	\$57.75	\$63.01	
7	Dewatering w/Wellpoints					
	First Day	EA	\$3,800.00	\$3,990.00	\$4,353.09	
	Each Additional Day	EA	\$200.00	\$210.00	\$229.11	
8	Maintenance of Traffic – Signage Only per day	EA	\$100.00	\$105.00	\$114.56	
9	Maintenance of Traffic – Flaggers per day	EA	\$350.00	\$367.50	\$400.94	
10	Maintenance of Traffic – Sign Board per day	EA	\$80.00	\$84.00	\$91.64	



LOXAHATCHEE RIVER DISTRICT

2500 JUPITER PARK DRIVE, JUPITER, FLORIDA 33458

TEL: (561) 747-5700

FAX: (561) 747-9929

D. Albrey Arrington, Ph.D. EXECUTIVE DIRECTOR

loxahatcheeriver.org

MEMORANDUM

TO: D. Albrey Arrington, Ph.D.

FROM: Kris Dean, P.E., Deputy Executive Director/Director of Engineering

DATE: October 13, 2022

SUBJECT: Operational Greenhouse Gas and Cost Assessment – Potential Project Initiatives

In April of 2022, the District completed the Loxahatchee River Environmental Control District Regional Wastewater Treatment Facility Operational Greenhouse Gas and Cost Assessment. From the assessment;

Loxahatchee River Environmental Control District (LRECD) is committed to serving as a steward of environmental, financial, and human health for its customers and the surrounding community. As such, the purpose of this assessment is to characterize current operations at the Regional Wastewater Treatment Facility (WWTF) in terms of greenhouse gas (GHG) emissions and costs, thus enabling the identification of hot spots and associated opportunities for improvement. This study and the corresponding operational GHG and cost assessment tool provide a baseline against which to compare potential future operating alternatives.

The assessment identified direct emissions from the aeration basins, indirect emissions from purchased electricity and natural gas used at the SWA BPF for biosolids processing as greenhouse gas hot spots, along with purchased electricity and biosolids processing as cost hot spots for the District. To address these hotspots the assessment identified, among others, the following potential opportunities for evaluation:

1. Switching from Bioxide to iron salts in the collection system may reduce energy consumption and improve odor control. This measure may reduce or eliminate chemical usage and the ventilation rate of the odor scrubbers at the equalization basins, aerobic sludge holding tank, and solids building. It may also improve sludge volume indices (SVIs) and reduce plant effluent phosphorus concentrations.
2. Trial operating with one equalization basin instead of two to reduce equalization mixing, aeration, and odor control scrubber ventilation energy consumption. Two equalization basins may not be required because the facility is not operating at full capacity.

James D. Snyder
CHAIRMAN

Gordon M. Boggie
BOARD MEMBER

Stephen B. Rockoff
BOARD MEMBER

Dr. Matt H. Rostock
BOARD MEMBER

3. Trial turning off the aeration at the equalization basins and operating only with mixing to reduce energy consumption and odor off-gassing.
4. Update the March 2017 Solar Evaluation to reassess the cost effectiveness of solar generation onsite based on current market conditions.

Items 1, 2 and 3 are focused on operational changes that may result in reduced energy consumption and cost. These were characterized as near-term operational options that staff could investigate for low cost. To that end staff propose an evaluation of the current equalization tank operation and impacts of the potential modifications to odor, system reliability and permit compliance as well as the greenhouse gas reduction benefit and cost savings associated with the potential modifications. Additionally, staff propose an evaluation of chemical feed systems in the field to include the current Bioxide feed system, potential iron salts system and potential no chemical feed systems.

Item 4, similar to 1, 2 and 3 since it is focused on energy, but differs in that the focus is on renewable energy, not reduced usage. The assessment proposed an update to the March 2017 Solar Evaluation to include floating solar, an update to installation costs and payback based on current market conditions and impacts of pending legislation. Staff concur with this update with the addition of an evaluation of options to purchase clean energy produced offsite or partner with energy providers to produce clean energy onsite.

This month staff bring to the Board for consideration the attached work authorization to evaluate Items 1 – 3 and update Item 4.

Staff recommend the following motion:

“THAT THE DISTRICT GOVERNING BOARD authorize work authorization 2022-8 with Holtz Consulting Engineers in the amount of \$124,220.00.”

**AGREEMENT BETWEEN
LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT AND
HOLTZ CONSULTING ENGINEERS, INC.
FOR PROFESSIONAL ENGINEERING SERVICES**

Greenhouse Gas Strategies Evaluation

WORK AUTHORIZATION: 2022-8

BACKGROUND

This Agreement is for the performance of engineering services by Holtz Consulting Engineers, Inc. (HCE) pursuant to the Continuing Contract for Professional Engineering Services between Loxahatchee River District (District) and HCE dated October 16, 2020, hereafter referred to as the Contract. HCE shall partner with designated subconsultant Hazen and Sawyer (Hazen) to complete the work herein.

The District has an ongoing commitment to containing and controlling odor sources throughout their Wastewater Treatment Facility (WWTF) site and collection system. Additionally, District has an ongoing commitment to improve operational efficiency of District facilities throughout its service area. In April 2022, District completed the Regional Wastewater Treatment Facility Operational Greenhouse Gas (GHG) and Cost Assessment. Purchased electricity was identified as a major contributor to both operational GHG emissions and costs. The assessment identified the following potential strategies (amongst others) for reducing purchased electricity use, GHG emissions, and optimizing plant operation:

- Switching from calcium nitrate (Bioxide) to iron salts in the collection system may reduce energy consumption and improve odor control. This measure may reduce or eliminate chemical usage and the ventilation rate of the odor scrubbers at the aerobic sludge holding tank and solids building. Although sludge settleability is currently within an acceptable range, addition of iron salts may further improve sludge settleability (as measured by the Sludge Volume Index (SVI) test) and reduce plan effluent phosphorous concentrations.
- Trial operating with one equalization basin instead of two to reduce equalization mixing and aeration energy consumption. Two equalization basins may not be required because the facility is not operating at full capacity. Also, trial turning off aeration at the equalization basins and operating only with mixing to reduce energy consumption.
- Onsite solar photovoltaic (PV) power generation as a potential strategy (amongst others) for reducing purchased electricity use and associated GHG emissions. In March 2017, the District completed a Solar Evaluation that studied the feasibility and preliminary costs and benefits of installing solar PV at three areas of the WWTF site with three sizing options. The intent of the following scope of work is to update the 2017 Solar Evaluation to reassess

the cost effectiveness of onsite solar PV power generation based on current market conditions.

SCOPE OF WORK

The District has requested engineering services from HCE to complete the following objectives:

- Evaluate switching from calcium nitrate (Bioxide) to iron salts in the collection system to reduce or eliminate chemical usage and the ventilation rate of the odor system at the aerobic sludge holding tank, and improve odor control at the solids building.
- Evaluate the effects of operating one equalization basin instead of two to reduce equalization mixing and aeration energy consumption.
- Reassess the feasibility, costs, benefits and payback of installing solar PV at the WWTF.

Specific tasks include:

- Task 1 – Kickoff meeting and data review
- Task 2 – Sampling plan
- Task 3 – Field sampling
- Task 4 – Flow equalization evaluation
- Task 5 - Solar PV array sizing and technical considerations
- Task 6 – Solar PV updated cost estimates, benefits, and payback analysis
- Task 7 – Solar PV funding, financing, and ownership considerations
- Task 8 – Iron Salts and Flow Equalization technical memorandum and final review meeting
- Task 9 – Solar PV technical memorandum and final review meeting

TASK 1 – KICKOFF MEETING AND DATA REVIEW

HCE and it's designated subconsultant Hazen shall prepare for and attend a meeting with District utility staff and visit the chemical dosing facilities at Lift Station LS 53 and WWTF site to review and discuss the scope of the proposed project and study, and to discuss any issues associated with maintenance of facility or collection system operations. Hazen shall also review background data and information provided by the District. This information will provide the initial understanding of the collection system characteristics and will be a key component for development of the Sampling Plan (Task 2). The anticipated data to be provided by the District (limited to a 3-year timeframe) includes:

- Available historical odor sampling, corrosion observations, and H₂S data.
- Available wastewater data (total/dissolved sulfides, pH, temperature, dissolved oxygen, and ORP).
- Current chemical dosing locations and feed rates.
- Verification of collection system GIS information previously provided by District, including:

- Force main and gravity line locations.
- Pipe size, length, and material information.
- Spatial data for manholes, lift stations, and the WWTP.
- Minimum, peak, and average flow data for the collection system force main and gravity pipes.
- List of known collection system odor and corrosion “hot spots”, which includes pipelines which have recently been lined or proposed to be lined, lift stations where odor complaints have occurred or where corrosion is apparent.
- Historical pump run time data and pump nameplate flowrates, to determine average flowrates and detention times through various force main segments
- Historical WWTF influent and effluent data
- Historical WWTF SVI data
- Historical flow equalization SCADA operational data and setpoints

The team will also attend a meeting with District utility staff to review and discuss the scope of the proposed solar evaluations. Hazen shall also review background data and information, to be provided by District. The anticipated data to be provided by the District (limited to a 3-year timeframe) includes:

- Electric bills associated with the WWTF
- Areas available for solar arrays at the WWTF
- Projected WWTF sizing and associated electric usage

TASK 2 – SAMPLING PLAN

HCE’s subconsultant Hazen shall prepare a Sampling Plan based on review of background data and information provided by the District in Task 1. The Sampling Plan shall include the following:

- Proposed sampling locations and schedule.
- Required liquid-phase and vapor-phase data collection.
- Required sampling equipment.
- Required assistance from the District to access certain sites and locations to obtain samples.
- Required assistance from the District related to operational modifications to ensure accurate and representative samples are obtained.

Hazen will discuss and address comments related to the Sampling Plan prior to commencing the field sampling activities in Task 3.

TASK 3 – FIELD SAMPLING

HCE’s subconsultant Hazen will perform field sampling to assess the current effectiveness of liquid stream odor control strategy via the addition of Bioxide. Hazen will provide one (1) senior engineer to lead a team to perform field sampling activities over two 2-day sampling events,

occurring during non-consecutive weeks. It is assumed that the District will provide one (1) personnel member capable of escorting Hazen and providing site access for four (4) full working days (7:00 am to 3:00 pm) during the two, 2-day sampling events. Hazen will collect and analyze wastewater liquid-phase grab samples for the following parameters with portable hand-held meters and field test kits:

- Total and dissolved sulfide
- Dissolved oxygen (DO)
- pH
- Temperature
- Oxidation-reduction potential (ORP)
- Nitrate
- Continuous vapor-phase data will be collected using continuous H₂S data recorders at key locations

The following locations have been preliminarily identified for liquid phase sampling. It should be noted that these locations are subject to change based on the findings of Tasks 1 and 2:

- Lift Station (LS) 53 wetwell (existing Bioxide dosing location)
- One location (ARV valve preferred) located immediately downstream of Lift Station (LS) 53
- Master Lift Station wet well
- Plant influent force main downstream of Master Lift Station
- Plant headworks
- Equalization tanks

The following locations have been preliminarily identified for continuous H₂S vapor phase sampling (AcruLog). It should be noted that these locations are subject to change based on the findings of Tasks 1 and 2:

- Lift Station (LS) 53 wetwell
- Master Lift Station wet well
- Plant headworks
- Flow Equalization Basin
- Aerated Sludge Holding Tank
- Equalization tanks

Attachment A provides a detailed discussion of the anticipated sampling schedule, and field data to be collected.

The results of field sampling activities will be documented in the Technical Memorandum in Task 8.

TASK 4 – FLOW EQUALIZATION EVALUATION

HCE's subconsultant Hazen will complete an evaluation of the flow equalization basin operation, to determine the potential effects of discontinuing use of one (1) basin under current and design flowrates. This evaluation will be comprised of two (2) parts:

- Desktop Study – Hazen will perform a desktop study of flow equalization basin, aeration basin, and clarifier capacity. Flow equalization basin operation will be modeled on a 24-hour diurnal basis using excel spreadsheet tool to determine current and proposed flow equalization performance. Aeration basin capacity will be assessed based on current and proposed hydraulic retention time (HRT) under peak conditions. Clarifier capacity will be assessed based on State Point Analysis methodology, which accounts for variations in RAS flowrate and sludge settleability (SVI).
- Clarifier Stress Testing Plan – Hazen will use the results of the desktop study, to design a clarifier stress testing plan for District staff to execute. The plan will be designed to assess clarifier performance during peak hydraulic and solids loading events, without flow equalization. Hazen will submit a DRAFT stress testing plan for review, receive written comments, and implement comments to produce a FINAL stress testing plan. Hazen will provide one (1) senior engineer, to assist the District in performing field sampling and observation activities over one 2-day stress testing events. It is assumed that District will provide two (2) personnel members capable of assisting Hazen in sampling activities. Clarifier stress testing will entail two (2) days of stress testing, requiring two (2) full-time District personnel during this time. On the first day, one (1) clarifier will be turned off. On the second day, two (2) clarifiers will be turned off. Flow equalization may also be bypassed at this time. Stress testing includes bi-hourly collection of MLSS, effluent TSS, and RAS samples for laboratory analysis typically from 8 am to 5 pm. Stress testing includes hourly collection of sludge blanket readings from 8 am to 5 pm.

TASK 5 – SOLAR PV ARRAY SIZING AND TECHNICAL CONSIDERATIONS

HCE's subconsultant Hazen shall review the areas available for solar arrays at the WWTF compared to the current and projected electric usage to identify array sizing and options. Hazen will review the available area, solar radiance potential, and adjacent structures to calculate the energy generation profile from a solar installation. Hazen will review the technical feasibility and potential risks and benefits of installing floating solar at the WWTF, including the location of the arrays, environmental impacts, maintenance, and accessibility.

TASK 6 – SOLAR PV UPDATED COST ESTIMATES, BENEFITS AND PAYBACK ANALYSIS

HCE's subconsultant Hazen will perform updated cost estimates of the solar array equipment and installation based on the agreed upon array areas, sizing, and options. Hazen will also evaluate the financial benefits of onsite solar PV power generation, including modeling the current and projected electric demand and solar power production, electric demand and production profile, and existing retail billing rate to accurately estimate how the solar array's diurnal energy generation patterns will impact the overall cost of purchased energy. The costs and revenue generation potential will be used to calculate the approximate payback period for the solar installation. The payback period analysis will include estimated operation and maintenance (O&M) costs, project energy cost escalations, and interest / inflation rates.

TASK 7 – SOLAR PV FUNDING, FINANCING AND OWNERSHIP CONSIDERATIONS

HCE's subconsultant Hazen will perform a review of the financing and ownership options for a solar installation, including leasing with a private party and coordination with Florida Power and Light (FPL) solar programs. Hazen will also complete a preliminary evaluation of the federal and state renewable energy tax incentives and grants available to offset the cost of solar installation.

TASK 8 – IRON SALTS AND FLOW EQUALIZATION TECHNICAL MEMORANDUM AND FINAL REVIEW MEETING

HCE's subconsultant Hazen will prepare a Technical Memorandum (TM) which will include the following:

- Summary of sampling plan
- Summary of liquid and vapor phase field sampling results
- Comparison of baseline chemical feed data to no/reduced feed scenario
- Results of flow equalization evaluation, including results of clarifier stress testing
- Recommendations for proposed next steps (future phases)

The technical memorandum will include a life cycle cost and GHG emissions evaluation for the baseline scenario (dosing with Bioxide, flow equalization operating normally), compared with the alternative scenarios (dosing with iron salts and/or modified flow equalization operation) to estimate the effectiveness of viable options. Based on the level of sulfide generation measured, the dosing rate of potential alternate iron salts will be based on stoichiometric calculations and current vendor costs for chemical alternatives to realize an effective target control point dissolved sulfide residual. The scenarios will also document the increase in corrosion protection in the collection system in terms of linear footage of pipeline protected, as well as process impacts at the WWTF (e.g. pH, alkalinity, impact to unit operations).

Findings will include summaries of anticipated benefits and burdens related to GHG, particularly those relating to purchased electricity use, transport of chemicals, and transport of residuals. Hazen will provide an updated operational greenhouse gas and cost footprint for the alternative mode of operation relative to current conditions.

Hazen will submit a draft TM for District review and comment. Following incorporation of the District review comments, Hazen will schedule a final review meeting. Hazen will provide a PowerPoint presentation at the final review meeting which explains key information summarized in the TM and to discuss District review comments. Comments from the final review meeting will be incorporated into the FINAL TM. Review meeting minutes will be prepared and distributed.

TASK 9 – SOLAR PV TECHNICAL MEMORANDUM AND FINAL REVIEW MEETING

HCE’s subconsultant Hazen will prepare a Technical Memorandum (TM) which will include the following:

- Summary of the solar PV array sizing and technical considerations
- Summary of the updated cost estimates, benefits, and payback analysis
- Summary of the funding, financing, and ownership considerations
- Recommendations for proposed next steps

The technical memorandum will include a GHG emissions evaluation for the agreed upon solar array areas, sizing, and options to estimate the effectiveness of the solar installation to help achieve the District GHG reduction commitments.

Findings will include summaries of anticipated benefits and burdens related to GHG, particularly those relating to solar PV manufacturing, installation, and O&M. Hazen will provide an updated operational greenhouse gas and cost footprint for the proposed solar installation.

Hazen will submit a draft TM for District review and comment. Following incorporation of the District review comments, Hazen will schedule a final review meeting. Hazen will provide a PowerPoint presentation at the final review meeting which explains key information summarized in the TM and to discuss District review comments. Comments from the final review meeting will be incorporated into the FINAL TM. Review meeting minutes will be prepared and distributed.

DELIVERABLES

TASK	DELIVERABLE	QUANTITY
Task 1 – Kickoff meeting and data review	Kickoff meeting minutes	Electronic delivery – Word document Electronic delivery – PDF
Task 2 – Sampling plan	Draft plan Final plan	Electronic delivery – Word document Electronic delivery – PDF
Task 3 – Field sampling activities	Results of field sampling will be reported in Task 8	

Task 4 – Flow equalization evaluation	Draft plan Final plan	Electronic delivery – Word document Electronic delivery – PDF
Task 5-7	Results will be reported in Task 9	
Task 8 – Iron Salts and Flow Equalization technical memorandum and final review meeting	Draft memorandum Final memorandum Review meeting minutes	Electronic delivery – Word document Electronic delivery – PDF
Task 9 – Solar PV technical memorandum and final review meeting	Draft memorandum Final memorandum Review meeting minutes	Electronic delivery – Word document Electronic delivery – PDF

TIME OF COMPLETION

HCE shall complete the project as outlined below in the project schedule.

- Task 1 – Kickoff meeting and data review
 - 30 days from Notice to Proceed (NTP)
- Task 2 – Sampling plan
 - Draft sampling plan – 6 weeks from receipt of requested information from District
 - District Review Period – One week
 - Final sampling plan – 8 weeks from receipt of requested information from District and one week after receipt of comments from District on the draft sampling plan
- Task 3 – Field sampling activities
 - 10 weeks from receipt of requested information from District
- Task 4 – Flow equalization evaluation
 - Draft stress testing plan – 16 weeks from receipt of requested information from District
 - District Review Period – One week
 - Final stress testing plan – 18 weeks from receipt of requested information from District and one week after receipt of comments from District on the draft stress testing plan.
- Task 5-7, Solar PV Evaluation
 - 12 weeks from receipt of requested information from District
- Task 8 – Iron Salts and Flow Equalization technical memo
 - Draft technical memo – 20 weeks from receipt of requested information from District
 - District Review Period – 2 weeks
 - Final technical memo and review meeting –24 weeks from receipt of requested information from District and two weeks after receipt of comments from District on the draft technical memo
- Task 9 – Solar PV technical memo

- Draft technical memo – 16 weeks from receipt of requested information from District
- District Review Period – 2 weeks
- Final technical memo and review meeting –20 weeks from receipt of requested information from District and two weeks after receipt of comments from District on the draft technical memo

SCHEDULE OF FEES

Proposed labor costs for engineering services are tabulated below.

TASK	ENGINEERING FEE
Task 1 – Kickoff meeting and data review	\$10,830.00
Task 2 – Sampling plan	\$12,810.00
Task 3 – Field sampling activities	\$19,840.00
Task 4 – Flow equalization evaluation	\$24,250.00
Task 5 – Solar PV array sizing and technical considerations	\$4,270.00
Task 6 – Solar PV updated cost estimates, benefits, and payback analysis	\$5,490.00
Task 7 – Solar PV funding, financing, and ownership considerations	\$3,850.00
Task 8 – Iron Salts and Flow Equalization technical memo and final review meeting	\$30,990.00
Task 9 – Solar PV technical memorandum and final review meeting	\$11,890.00
TOTAL AMOUNT (LS)	\$124,220.00

ASSUMPTIONS

1. District will provide available information listed in Task 1 in an electronic format.
2. Only the existing chemical dosing point of Lift Station (LS) 53 will be considered in the evaluation. Alternative dosing points will not be considered.
3. District will provide access to the liquid-phase sampling locations (keys, gate entry, access hatch locks, etc.).
4. District will provide staff and maintenance of traffic equipment as necessary to access sample locations within road right-of-ways (if applicable).
5. District will provide one personnel member per team, capable of providing Hazen access to perform the sampling events. The District personnel member shall be available for the two day, non-consecutive sampling weeks, and for a time period of up to 8 hours per day to assist Hazen with sampling activities.
6. It is assumed the District will provide vehicle assistance as necessary for in-plant and lift station sampling.
7. Sampling events will occur in the same month, with sampling activities occurring in Week 1 and Week 3.

8. All field activities and observations will be made from the surface of lift stations, manholes, and entry hatches, without confined space entry. Any confined space entry required, if any, will be completed by District personnel.
9. Prior to field sampling activities, key District staff and Hazen will discuss the proposed sampling locations to determine field sampling logistics, MOT requirements, and ensure accessibility of all sampling points.
10. District staff will assist Hazen in turning off / reducing chemical dosage at sampling locations.
11. Hazen will be responsible for rental, deployment, and retrieval of AcruLog H₂S data recorders.
12. Hazen will provide all equipment and services required for liquid-phase sample collection in Task 2 and Task 3.
13. It is assumed that District will provide two personnel members capable of assisting Hazen during all WWTF sampling events. Clarifier stress testing will entail two days of stress testing, requiring two full-time District personnel during this time. This may involve a combination of one or more clarifiers out of service at a time. Flow equalization may also be bypassed at this time.

This Authorization is accepted, subject to the terms, conditions, and obligations of the aforementioned Contract.

LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT

By: _____
D. Albrey Arrington Ph.D., Executive Director

Date

HOLTZ CONSULTING ENGINEERS, INC.

By: _____
Christine Miranda, PE, Vice President

Date

ATTACHMENT “A”

Anticipated Sampling Schedule and Data Collection

This attachment provides a detailed discussion of the anticipated sampling schedule, and field data and monitoring data to be collected under Task 3.

In order to determine the effectiveness of the existing chemical addition strategy, the “systems” (pumping station and associated force mains) where chemicals are currently fed will be sampled with and without chemical addition. It is assumed that the sampling events will occur in the same month, with the sequence as follows:

- Week 1 - The first round of sampling will be conducted over a one week time period with the existing Bioxide feed system in service at baseline feed rates.
- Week 2 - Chemical addition will be turned off/ at each system, over a one-week time period. No sampling will occur during this week, but the H₂S data recorders will remain in place to collect vapor phase data.
- Week 3 - The second round of sampling will be conducted approximately one week after chemical addition is turned off at each system, over a one-week time period. After the second round of sampling is completed, the chemical addition can resume.

It is anticipated that the following general procedures will be followed for acquiring accurate liquid phase sampling data:

1. Grab samples at each location will be collected four (4) times over each one-week period (baseline chemical feed condition and no/reduced chemical feed condition).
2. The continuous H₂S data recorders will be deployed for a three-week period to capture data over both chemical feed scenarios, including two weekends.
3. The samples will be collected during periods of the day which are warmer when the microbiology is most active and odor/corrosion potential is increased.
4. The samples for each system will be collected concurrently, i.e., manhole upstream of pumping station/wet well, force main discharge, etc.
5. During field sampling activities, Hazen will require the assistance of District staff for access.



LOXAHATCHEE RIVER DISTRICT

2500 JUPITER PARK DRIVE, JUPITER, FLORIDA 33458


TEL: (561) 747-5700

FAX: (561) 747-9929

D. Albrey Arrington, Ph.D. EXECUTIVE DIRECTOR

loxahatcheeriver.org

MEMORANDUM

TO: GOVERNING BOARD
FROM: D. ALBREY ARRINGTON, Ph.D. 
DATE: OCTOBER 10, 2021
SUBJECT: GIRL SCOUTS PARTNERSHIP AGREEMENT

Loxahatchee River District staff take the environmental stewardship portion of our mission seriously. One of our greatest contributions to environmental stewardship is through successful environmental education programming where we train the next generation to understand, respect, and value natural resources within the Loxahatchee River watershed. Our environmental education staff and the partnerships they have assembled are at the center of our environmental education efforts, and one of our most successful environmental education partnerships has been with the Girl Scouts of Southeast Florida, Inc.

In 2018, 2019, 2020, and 2021, the LRD Governing Board has authorized execution of a Partnership Agreement with the Girl Scouts of Southeast Florida, Inc. Once again, The Girl Scouts of Southeast Florida, Inc. Partnership Agreement is up for renewal.

Our environmental education staff anticipate offering the following Girl Scout programs in 2022-2023: (1) Girl Scout Way Campfire; (2) Animal Habitats; (3) Bugs; and (4) Fish Like a Girl. Historically, these programs have been well attended and deemed highly successful by our environmental education staff, Girl Scout staff, and participants.

Mr. Shenkman, LRD legal counsel, has reviewed and approved the Partnership Agreement. Because we have had such a successful partnership with the Girl Scouts of Southeast Florida, Inc., I request your approval of the following motion:

“THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to execute the Partnership Agreement with the Girl Scouts of Southeast Florida, Inc. for 2022-2023.”

James D. Snyder
CHAIRMAN

Gordon M. Boggie
BOARD MEMBER

Stephen B. Rockoff
BOARD MEMBER

Dr. Matt H. Rostock
BOARD MEMBER

Program Partnership Agreement

Greetings from Girl Scouts of Southeast Florida!

We are excited to provide you and your organization with an opportunity to partner with our local Girl Scout Council. We will work together to provide programs and opportunities to help fulfill the Girl Scout Mission: To build girls of courage, confidence, and character, who make the world a better place.

Girl Scouts is the world's preeminent organization dedicated to developing leadership in girls. In Girl Scouts, they partner with inspiring adults to design fun and challenging activities that empower them to discover, connect, and take action around issues that they care about. Our Program Partnership Agreement allows us to clearly articulate our requirements for implementing quality programs for girls, as well as sharing the benefits of partnering with GSSEF.

Inside this guide, you will find information on:

- Our Council and The Girl Scout Program
- Program Development and Planning
- Insurance, Safety, and Integrity
- Marketing and Promotion
- Program Partnership Commitment
- Program Summary
- Program Checklist

We look forward to working with you!

A handwritten signature in black ink, reading "Heather Hileman".

Heather L. Hileman, MBA

Senior Vice President of Mission Delivery

Office: 561-815-1804

hhileman@gssef.org

Girl Scouts of Southeast Florida, Inc.

Administrative Headquarters

6944 Lake Worth Road

Lake Worth, FL 33467

www.gssef.org

Our Council and The Girl Scout Program

Dedicated to this specific area of work, GSSEF employs five dedicated staff:

Director of Girl Experience	Ally Hackett	ahackett@gssef.org
Girl Experience Manager	Destiny Oakley	doakley@gssef.org
Girl Experience Manager	Kaley Homan	khoman@gssef.org
STEM Program and Education Manager	Vivien Dearth	vdearth@gssef.org
Outdoor Program and Education Manager	Kate Goosey	kgoosey@gssef.org

GSSEF serves six counties: Broward, Palm Beach, Martin, Okeechobee, St. Lucie and Indian River. Our Administrative Headquarters is centrally located in Lake Worth, Florida. GSSEF also maintains three camp properties: Camp Welaka in Tequesta, FL; Camp Nocatee in Clewiston, FL; and Camp Telogia in Parkland, FL.

Organizations located outside our Council's jurisdiction may be eligible to partner with GSSEF when programs are offered at locations in the jurisdiction, or virtually.



The Girl Scout Leadership Experience (GSLE) is what we use to achieve our mission. In simple terms, our GSLE is what Girl Scouts do and how they do it.

Our GSLE is a collection of engaging, challenging, and fun activities that includes earning badges, going on trips, selling cookies, exploring science, getting outdoors, doing community service projects – and MUCH more!

The Girl Scout Leadership Experience includes four pillars:



STEM



Life



Skills



Outdoors
Entrepreneurship

The Girl Scout Grade Levels are:

- Daisy Girl Scouts, grades K – 1st
- Brownie Girl Scouts, grades 2nd – 3rd
- Junior Girl Scouts, grades 4th – 5th
- Cadette Girl Scouts, grades 6th – 8th
- Senior Girl Scouts, grades 9th – 10th
- Ambassador Girl Scouts, grades 11th – 12th

Girl Scouts and their families can register and participate in programs in two ways:

- As members of a Troop
- As individual members

Program Development and Planning

Scheduling

Together, GSSEF staff and partners work to select the date(s), time(s) and location(s) for each program. Additionally, the team will discuss the applicable grade levels and capacity logistics prior to scheduling programs.

GSSEF will:	Partner will:
<ul style="list-style-type: none">• Ensure program dates are positioned within the calendar to maximize registration	<ul style="list-style-type: none">• Work with GSSEF to determine the Girl Scout Grade-Level(s) best suited for the program• Set the minimum and maximum capacity for a program• Set the minimum number of registrations to avoid cancellation• Determine adult supervision required

Registration

Participant registration is handled by GSSEF and conducted through our online registration system.

GSSEF will:	Partner will:
<ul style="list-style-type: none">• Track registrations and update partner of progress when registration closes and upon request• Verify Girl Scout membership status• Collect fees, which may include an administrative fee per participant• Set registration in collaboration with the partner, prior to scheduling programs• Notify registrants if the program cancels for any reason and process refunds (if applicable)• Email confirmation letter with any special information needed (such as: safety guideline/waivers/permissions) to registrants in advance of the program• Email registrant roster to the partner in advance of the program• Pay partner fees due, based upon receipt of invoice and roster; these are due within seven business days of the program and paid within seven business days, unless agreed upon differently with the partner	<ul style="list-style-type: none">• Provide GSSEF with specific permission forms, waivers or photo release forms, etc.• Notify GSSEF staff if an emergency cancellation must occur (i.e. inclement weather)• Use the roster to verify in-person participants• Document and add any additional participants who arrived and took part in the program (SEE “ADDITIONAL PARTICIPANTS”)• Return the attendee roster to GSSEF within seven business days of the program• Provide invoice based on registration count within seven business days of the program, unless agreed upon differently with GSSEF• Provide a W-9 form in order to receive first payment from GSSEF

Cancellation

While uncommon, program cancellation does occur.

GSSEF will:	Partner will:
<ul style="list-style-type: none">• Provide partners with our cancellation policy and procedure• Publish alternate cancellation policies, should the partner's policies differ from GSSEF• Accept refunds requests only until 14 days before the scheduled program• Notify registrants of a cancellation via email• Provide refunds to registrants within 30 days of the cancellation date• Cancel all programs that are located in areas where a Hurricane Watch and/or Hurricane Warning have been issued for a span of dates in which the program is scheduled• Provide exceptions to the 14-day return request policy in the event of a medical emergency; documentation may be requested	<ul style="list-style-type: none">• Provide your cancellation policy, if different from GSSEF's cancellation policy, prior to scheduling programs• Provide GSSEF with an on-site contact person (with phone number) who will be available for discussing any unexpected concerns or issues on the day of the scheduled program• Abide by the GSSEF cancellation policies• Opt to cancel an program due to threat of inclement weather that may jeopardize the safety of our members• Contact the designated GSSEF staff member immediately in the event of an unexpected cancellation

Additional Participants

Sometimes Girl Scouts, troops, and “extra” family members show-up to the program without prior registration. This is not a practice endorsed by GSSEF. GSSEF does not require partners to accommodate unregistered participants; this is at the discretion of the partner to determine if they can/will accommodate the people/persons.

GSSEF will:	Partner will:
<ul style="list-style-type: none">• Discourage unregistered participants from going to programs with the expectation that they will be accommodated• Collect payment(s) for unregistered participants that are accommodated at the program• Pay partner fees due, based upon the invoice and roster of unregistered participants, provided these are received within seven business days of the program (SEE “REGISTRATION”)	<ul style="list-style-type: none">• Reserve the right to accommodate or prohibit unregistered participants who arrive for the program• Document unregistered participants who took part in the program on the roster with first and last name and a phone number• Notify unregistered participants who arrived and took part in the program that they will be contacted by GSSEF for collection of payment• Return the complete roster and invoice to GSSEF within seven days of the program when unregistered participants are accommodated• Treat Girl Scouts and additional unregistered participants politely and respectfully at all times; especially in cases when the partner will not allow additional participants and is offering the explanation

Photography

Should partners wish to take photographs, video, and/or make recordings of our members, GSSEF requires use of a separate photo release form. This is required should partners wish to utilize images on social media platforms as well.

GSSEF will:	Partner will:
<ul style="list-style-type: none">• Provide the partner's photo release form to registrants, prior to the program, as well as directions on how/when to return it	<ul style="list-style-type: none">• Provide the photo release form to GSSEF registrants at the time of scheduling• Require only the name of the minor child as the intended photo subject, name of adult completing the release and the date; partners are prohibited from requesting any contact information from our members• Keep the photo release documentation on file

Girl Scout Brand

Girl Scouts is a well-loved and iconic brand. Few brands are able to be identified by a color or shape like the Girl Scout brand. All Girl Scout products and the images and phrases featured on our products serve to raise Girl Scout brand voice, mission, and visibility.

Girl Scouts has the sole and exclusive right by virtue of its Congressional Charter, 36 U.S.C. § 80106 et. seq., to have and use all service marks, trademarks, emblems, badges, descriptive or designating marks and words used in carrying out its program and is the owner of the GIRL SCOUTS name, service mark, and trademark, and of all other associated names, marks, slogans, insignias, logotypes, designs, fonts, program titles, program content, patch images, badge images and artwork.

GSSEF is the exclusive local brand owner. Partners are permitted to use of the Girl Scout brand with preapproval from GSSEF. This includes, but is not limited to, digital or printed materials, brochures, or other marketing collateral that is produced for the purpose of marketing services and activities. Additionally, use of the Girl Scout brand on community partner websites or social media outlets is permitted with preapproval. Upon expiration or termination of a partnership, all use of the Girl Scout brand must be removed.

Members are referred to as "Girl Scouts." The business is referred to as a "Girl Scout Council" or "Girl Scouts of Southeast Florida." Use of capital letters are demonstrated here and expected for use. Use of the word "scouts" (noun) or words "The Scouts" (proper noun) referring to members and use of the word "scouting" (verb) referring to an action or activity are strictly prohibited. Activities may be referred to as "Girl Scouting" when an action verb is needed.

With the execution of the partner agreement, GSSEF allows the partner to utilize our brand assets to showcase the partnership through co-branding opportunities. GSSEF does not permit co-branding or participating in co-activities with organizations considered to be direct competitors. These organizations include, but are not limited to:

- Indian Princesses and Y-Guides (operated through the YMCA)
- Boy Scouts of America or local Boy Scout Councils (also operated as Scouts BSA)
- Girls, Inc.

Privacy and Personal Information

Member information is the property of GSSEF. Protecting the integrity of their data and the privacy of our members is a priority.

Partners are prohibited to collect member information at Girl Scout activities for any purpose. Partners are prohibited from contacting our Girl Scout members for any reason.

The only exception for requesting information is for Photo Release; in this case, partners may request names only. (SEE “PHOTOGRAPHY”)

Insurance, Safety, and Integrity

Insurance

Partners must submit a current certificate of insurance annually verifying that the organization has a reasonable amount of general liability coverage for the programs. By carrying adequate liability insurance, the partner can accept the responsibility for the actions of its staff and volunteers. GSSEF may not be able to work with a potential partner whose programs are not covered adequately by liability insurance.

The partner must submit a Certificate of Insurance annually naming GSSEF as a certificate holder. A valid certificate of insurance includes:

- A minimum total per occurrence limit of \$1,000,000
- If providing transportation as part of the program, the COI must also include at least \$1,000,000 of automobile coverage
- Scheduled program falls within policy period shown
- Certificate holder name as: Girl Scouts of Southeast Florida, Inc., 6944 Lake Worth Road, Lake Worth, FL 33467

If your organization is self-insured, send documentation such as Certificate of Insurance (COI) or other proof of insurance coverage, to verify this. If your organization is not providing insurance, but the location of the program is providing coverage, please send a copy of the location's liability insurance such as a COI.

Safety

Nothing is more important than ensuring the health and safety of girls, whether they're engaged in a real-world program or exploring online. Girl Scouts works hard to build safety consciousness in adults, staff, volunteers, girls and with our partners. This diligence is intended to ensure proper supervision, prevent accidents and incidents and maintain program resources.

GSSEF expects our partners to work with us to ensure the health and safety of our members – as well upholding the standards and integrity of the Girl Scout Promise and Law at programs.

GSSEF will:	Partner will:
<ul style="list-style-type: none">• Provide applicable Girl Scout safety standards, policies, and procedures• Record all reported safety concerns or incidents	<ul style="list-style-type: none">• Read applicable Girl Scout safety standards, policies, and procedures provided by GSSEF• Know and report the signs or concerns of abuse to a child (see “REPORTING OF ABUSE”)

<ul style="list-style-type: none"> • Follow internal policies and procedures regarding disciplinary actions with members regarding a safety concern or incident • Provide necessary follow up with members regarding a safety concern or incident • Facilitate the utilization of insurance resources, for members involved in an incident, through all applicable providers 	<ul style="list-style-type: none"> • Provide a stocked first aid kit at the location of an program • Provide a currently certified first aid/CPR adult on-site (if applicable) <ul style="list-style-type: none"> ○ Troops are required to provide a certified first aid/CPR volunteer with girls, at the program. However, if the program is for individuals (i.e. not Troop registration), the partner is required to provide a certified first aid/CPR adult on-site • Document any safety concerns or incidents by providing situational details with the names of those involved, including witnesses and their contact information is not on the roster, to the GSSEF staff member in writing, within one day of the incident • Contact emergency services (i.e. 9-1-1) in an emergency situation, and then, • Contact the designated GSSEF staff member via cellular phone, as soon as the participant's immediate health and safety have been addressed appropriately
---	--

Adult Supervision

Girl Scouts has a strict standard that whenever girls meet, whether in person or virtually, there are to be two unrelated adults, one of whom is female, supervising girls. This applies to every Girl Scout gathering including troop meetings (online and virtual), day trips, camp, sleep away travel, events, programs, and projects.

Our Adult Supervision requires two unrelated adults, ONE of which MUST be female, for every:

- 6 Daisy Girl Scouts (grades K-1)
- 12 Brownie Girl Scouts (grades 2-3)
- 16 Junior Girl Scouts (grades 4-5)
- 20 Cadette Girl Scouts (grades 6-8)
- 24 Senior/Ambassador Girl Scouts (grades 9-12)

Plus, one adult for each additional:

- 4 Daisy Girl Scouts
- 6 Brownie Girl Scouts
- 8 Junior Girl Scouts
- 10 Cadette Girl Scouts
- 12 Senior/Ambassador Girl Scouts

Reporting of Abuse

Florida state law requires any individual who suspects that a child or vulnerable adult has been abused, neglected or abandoned by any person to report that to the Florida Abuse Hotline. GSSEF strictly adheres to Florida Statute 39 regulated by the Florida Department of Children and Families, and it is therefore a requirement of our partners to adhere to the Statute as well.

According to Florida Statute 39, a “Child” is defined as an unmarried person less than 18 years old who has not been emancipated by order of the court; and “Abuse” on a child is defined by Florida law as any willful or threatened act or omission that results in any physical, mental, or sexual injury or harm that causes or is likely to cause the person’s physical, mental, or emotional health to be significantly impaired.

GSSEF will:	Partner will:
<ul style="list-style-type: none"> • Provide access and explanation of Florida Statute 39 regulated by the Florida Department of Children and Families • Provide access to the Florida Abuse Hotline at 1-800-96-ABUSE (1-800-962-2873) • Make the report should the partner feel uncomfortable doing so • Record all reported concerns 	<ul style="list-style-type: none"> • Acknowledge Florida Statute 39 regulated by the Florida Department of Children and Families • Know and understand the signs of abuse on a child • Report concerns by calling the Florida Abuse Hotline at 1-800-96-ABUSE (1-800-962-2873), or • Contact the GSSEF staff member to make the report if you are uncomfortable doing so

Weather

The safety of our members is the most important consideration, both during the program and when traveling to and from it.

GSSEF will:	Partner will:
<ul style="list-style-type: none"> • In the event weather or water conditions preclude the program from occurring, GSSEF will contact the partner to setup a make-up date 	<ul style="list-style-type: none"> • Abide by the GSSEF cancellation policies regarding dangerous weather • Will reschedule an program due to threat of inclement weather or water conditions that may jeopardize the safety of our members • Contact the designated GSSEF staff member immediately in the event of an unexpected postponement

Impact of a Hurricane Watch or Warning on Girl Scout Programs

The safety of our Girl Scout members is our highest priority. Hurricane season begins June 1 and ends November 30 (annually). When the National Weather Service issues a Hurricane “Watch” or “Warning” for any geographic portion of our Council’s jurisdiction during any time period for which a program is scheduled, it will be automatically postponed. When the National Weather Service lifts the Hurricane “Watch” or “Warning,” and GSSEF operations have resumed, together we will determine if the program can be rescheduled. Tropical Storm “Watch” or “Warning” will be handled on a case-by-case basis.

Adherence to the Girl Scout Promise and Law

It is the standard and procedure of GSSEF to provide all volunteers, members, employees and girls with an environment free from forms of harassment and characterized by dignity, respect, courtesy, and conduct that is in alignment with the principals of the Girl Scout Promise and Law. GSSEF expects our partners to work with us to ensure members uphold these standards when attending programs.

Part of being an effective and responsible Girl Scout adult member or volunteer includes being an appropriate role model. Girls learn about leadership and appropriate health and safety standards directly and indirectly from the adults around them.

GSSEF will:	Partner will:
<ul style="list-style-type: none">• Provide access and explanation of the Girl Scout Promise and Law• Provide access and explanation of the GSSEF Code of Conduct• Record all reported concerns or incidents• Follow internal policies and procedures regarding disciplinary actions with members regarding Code of Conduct• Provide necessary follow up communication with members regarding concern or incidents	<ul style="list-style-type: none">• Read the Girl Scout Promise and Law• Read and ensure the standards in the GSSEF “Code of Conduct” are met (Check www.gssef.org and search for words “Volunteer Policies and Procedures” to access the most recent version)• Document concerns or incidents by providing situational details with the names of those involved, to the GSSEF staff member in writing, within one (1) day of the incident• Contact the designated GSSEF staff member via cellular phone immediately in the event of an egregious breach of the Girl Scout Promise and Law or GSSEF “Code of Conduct”

Marketing and Promotion

Marketing

GSSEF actively promotes programs through a wide-range of successful marketing tools. It is our objective to share the opportunities offered exclusively for Girl Scout members.

Regular marketing and promotion of programs utilizes year-round interactive and trackable tools, supported by our in-house marketing team of professionals. Our GSSEF marketing tools currently include:

- Monthly e-newsletter to registered members and subscribers
- Social media channels
- Council’s website, online Activities Calendar

GSSEF will determine which of the marketing tools will be implemented for each individual program. Partners may opt to create promotional assets, too. If so, partners are required to follow the standards set forth in the “Girl Scout Brand” section of the packet, as well as the following requirements.

GSSEF will:	Partner will:
<ul style="list-style-type: none"> • Utilize applicable marketing tools described in the packet to reach the desired registration capacity for programs • Approve partner-produced promotional materials prior to production or distribution (SEE “GIRL SCOUT BRAND”) 	<ul style="list-style-type: none"> • Request approval of promotional materials regarding partner programs prior to production or distribution • Request approval prior to using the Girl Scout brand with additional brands, other than that of the specific single named partner, such as logos for funders or other collaborators. (This includes digital platforms like website or social media pages) • Abide by the limitations regarding “co-branding” (SEE “THE GIRL SCOUT BRAND”) • Refer to members as “Girl Scouts” • Refer to the business as a “Girl Scout Council” or “Girl Scouts of Southeast Florida” • Refrain from use of the word “scouts” (noun) or the words “The Scouts” (proper noun) when referring to members • Refrain from use of the word “scouting” (verb) referring to an action or activity; activities may be referred to as “Girl Scouting” when an action verb is needed

Program Partnership Commitment

The relationship between Girl Scouts of Southeast Florida, Inc. and partners is voluntary and can be dissolved at any time for non-compliance with our safety and risk management standards, insurance requirements, and actions that do not align with the mission and values of Girl Scouts.

The authorized individual should initial each item to verify that the partner organization understands these requirements and will work to adhere to the information and standards stated in the "Program Partnership Agreement" document. Print, sign and date the bottom of this Commitment.

Failure to comply with the standards and expectations set forth, or included, in the "Program Partnership Agreement" will result in the immediate termination of the partner relationship which will include termination of a currently signed agreement(s), cancellation future/scheduled programs and may include legal action.

___ My/Our organization aligns with Girl Scouts in its efforts to make Girl Scouting available to all girls and adults, regardless of race, ethnicity, religion, age, national origin, gender, veteran status, sexual orientation, marital status, or the presence of any physical, sensory, or mental disability (provided that the participant can safely undertake the program).

___ I/We have read and understand this GSSEF "Program Partnership Agreement" and agree to comply.

___ I/We have read and understand this Program Partnership Agreement is valid for a period not to exceed one year, beginning: _____ (start date, xx/xx/xxxx) and ending: _____ (final date: xx/xx/xxxx).

___ I/We have read and understand the applicable GSUSA "Safety Activity Checkpoints" and agree to comply.

___ I/We have read and understand the applicable GSSEF "Volunteer Policies and Procedures" and agree to comply.

___ I/We have included a current certificate of general liability insurance. Scheduled Program Providers should carry at least \$1,000,000 in general liability coverage.

___ I/We understand that GSSEF cannot guarantee attendance for a program.

___ I/We understand that GSSEF will pay the partner the agreed price per person for the registered number of participants, based upon the invoice, provided within seven days of the activity.

___ I/We acknowledge that a W-9 Request of Taxpayer Identification Number & Certification form is required in order to receive payment from GSSEF.

___ I/We have included a copy of the waiver/agreement that will be distributed to parents/guardians of girls attending events. (Initial here, only if applicable).

___ I/We have included a photo release form. (Initial here, only if applicable)

Partner Business Name: _____ Representative Name: _____

Contact Email: _____ Contact Phone: _____

Authorized Representative Signature and Date: _____

D. Albrey Arrington, Ph. D. - Executive Director

Program Summary

Partner Business Name: _____

Contact Name: _____

Contact Email: _____ Contact Phone: _____

Program Name: _____

☐ In-person: (venue address) _____

(or)

☐ Virtual: (platform used) _____

Program date(s): _____

Program time(s): (include time zone) _____

☐ Girl Scout member only program (or) ☐ Family program

Check all Girl Scout grade levels that apply:

☐ Daisy (K-1) ☐ Brownie (2-3) ☐ Junior (4-5) ☐ Cadette (6-8) ☐ Senior (9-10) ☐ Ambassador (11-12)

Partner fee: ☐ Child: _____ (and, if applicable) ☐ Adult: _____

Minimum registration required: _____ (and) Maximum registration allowed: _____

Registration open date: _____ (and) Registration close date: _____

☐ Waiver/Photo Release required

☐ Badge earned/patch given: _____ ☐ Included in partner fee

☐ Specific clothing, equipment, supplies or proficiencies required: _____

(continues on next page)

☐ Description of program: _____

☐ Learning objectives/expected outcomes: _____

☐ Any additional info needed for this program: _____

Program Checklist

The following must be provided to GSSEF:

- ☐ Signed Program Partner Commitment (page 12)
- ☐ Certificate of Insurance (COI) with GSSEF listed as additional insured
- ☐ Signed W-9 form
- ☐ Waiver/Photo Release (if applicable) Online waiver previously provided.
- ☐ Logo/promotional images for marketing use
- ☐ Program Summary information for every potential program Previously provided in May 2022.

Girl Scout Promise

On my honor, I WILL TRY:
to serve **GOD** and MY COUNTRY,
to **HELP** people **AT ALL TIMES**,
and to live by the **GIRL SCOUT LAW**.

Girl Scout Law

I will do my best to be
HONEST and **FAIR**,
FRIENDLY and **HELPFUL**,
CONSIDERATE and **CARING**,
COURAGEOUS and **STRONG**, and
RESPONSIBLE for what I **SAY** and **DO**,
and to
RESPECT MYSELF and **OTHERS**,
RESPECT AUTHORITY,
use **RESOURCES WISELY**,
make the **WORLD** a **BETTER PLACE**, and
be a **SISTER** to every **GIRL SCOUT**.

Girl Scout Mission

GIRL SCOUTING BUILDS
girls of **courage, confidence**
and **character**, who make the
world a better place.

ADMINISTRATIVE HEADQUARTERS
6944 LAKE WORTH ROAD
LAKE WORTH, FL 33467
561.427.0177 • GSSEF.ORG



LOXAHATCHEE RIVER DISTRICT

2500 JUPITER PARK DRIVE, JUPITER, FLORIDA 33458

TEL: (561) 747-5700

FAX: (561) 747-9929

D. Albrey Arrington, Ph.D. EXECUTIVE DIRECTOR

loxahatcheeriver.org

MEMORANDUM

To: Governing Board
From: Kara Fraraccio, Director of Finance and Administration
Date: October 14, 2022
Subject: Disposal of Surplus Property

Whenever the District disposes of tangible personal property of a non-consumable nature, Florida Statutes and our Disposal of Surplus Tangible Personal Property Policy require Governing Board approval before any Surplus Tangible Personal Property can be disposed of. Therefore, consistent with state statute and our policies and procedures, I request your authorization to dispose of the items listed below:

Tag #	F/A #	Description	Condition	Date Recorded	Acquired Value	Book Value	Estimated Value
	PE0065	80 KW Portable Generator	Operational	09/30/10	\$ 32,575	\$ 6,515	\$ 5,600
	PE58	67 KW Portable Generator	Operational	09/30/07	22,467	-	4,800
	PE48	143 KW Generator	Not Operational	09/05/05	30,589	-	-
	CTLS0230	10 HP FLYGT Pump	Beyond Repair	09/30/08	2,624	-	-
Total Assets to be Disposed					\$ 88,255	\$ 6,515	\$ 10,400

The items listed in the schedule above are no longer of use to the District and are considered Surplus.

Asset numbers PE0065 and PE58 are both Operational. Staff would like Governing Board consideration to either donate these portable generators to Lee County, or another west coast government-owned utility, or sell via public auction.

Items slated for disposal that have no remaining value will be recycled or otherwise disposed of in an environmentally conscious manner.

If you have any questions, please feel free to contact me.

I offer the following motion for your approval:

“THAT THE GOVERNING BOARD authorize the Executive Director to dispose of tangible personal property fixed asset numbers PE0065 and PE58 and either donate them to Lee County, or another west coast government-owned utility, or sell via auction and dispose of tangible personal property fixed asset numbers PE48 and CTLS0230 in accordance with the District’s Disposal of Surplus Tangible Personal Property Policy.”

James D. Snyder
CHAIRMAN

Stephen B. Rockoff
BOARD MEMBER

Dr. Matt H. Rostock
BOARD MEMBER

Gordon Boggie
BOARD MEMBER



Change Orders

No Change Orders are presented
for Board consideration this month.



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LOXAHATCHEE RIVER DISTRICT

2500 JUPITER PARK DRIVE, JUPITER, FLORIDA 33458

TEL: (561) 747-5700

FAX: (561) 747-9929

D. Albrey Arrington, Ph.D. EXECUTIVE DIRECTOR

loxahatcheeriver.org

MEMORANDUM

TO: D. Albrey Arrington, Ph.D. Executive Director

FROM: Kris Dean, P.E. Deputy Executive Director/Director of Engineering Services

DATE: October 13, 2022

SUBJECT: Lift Station Control Panel and Telemetry Upgrades - Professional Engineering Services

While evaluating stations for cellular telemetry installations, 41 stations were identified as needing control panel upgrades prior to installation of telemetry. Staff are addressing panel upgrades on 7 of the stations under the lift station rehabilitation contract. The remaining 34 stations will need to be addressed under a separate contract.

Attached you will find a work authorization from Baxter and Woodman, Inc. issued under RFQ 20-001-PROFSERVICES Continuing Services Contract. This work authorization will provide engineering design and construction services for elevation benchmarks, topographic survey, lift station site plan re-development to include current standards and access requirements, and control panel replacement and telemetry installations compliant with the approved site plan.

FY23 budget for this project is \$250,000 with the remainder scheduled to occur in FY24.

Staff recommend the following motion:

“THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to enter into a Professional Engineering Services contract with Baxter and Woodman, Inc. for Lift Station Control Panel and Telemetry Upgrades in the amount of \$565,055.00 and a contingency in the amount of \$28,253.00”

James D. Snyder
CHAIRMAN

Gordon M. Boggie
BOARD MEMBER

Stephen B. Rockoff
BOARD MEMBER

Dr. Matt H. Rostock
BOARD MEMBER

**AGREEMENT BETWEEN LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT
AND BAXTER & WOODMAN, INC.
FOR PROFESSIONAL ENGINEERING SERVICES**

“LIFT STATION CONTROL PANEL & TELEMETRY UPGRADES”

DATE: July 11, 2022 (revised August 5, 2022)(revised October 13, 2022)

Background

This Agreement is for the performance of engineering services by Baxter & Woodman, Inc. (CONSULTANT) pursuant to the Continuing Contract for Professional Engineering Services between Loxahatchee River District (DISTRICT) and CONSULTANT dated October 16, 2020, herein after referred to as the Contract. The DISTRICT has the right to stop work at any time being only responsible for costs incurred up to that time.

The Loxahatchee River Environmental Control District (DISTRICT) has identified thirty-four (34) lift station control panels that were noted as deficient with significant corrosion and improper isolation from the wetwell. The DISTRICT desires to replace these panels, the FPL meter cans, and main disconnect switches. The project also will include the addition of Remote Telemetry Units (RTUs) at each of the 34 stations. The stations are as follows:

- LS-003 – 216 Jupiter Woods Dr
- LS-011 – 116 Kriss Ln
- LS-021 – 1600 Pinetree Trail
- LS-024 – 110 Mohican Blvd
- LS-029 – 3700 Barrow Island Rd
- LS-032 – 17006 Passage Dr
- LS-033 – 16984 Passage Dr
- LS-036 – 3801 Outlook Ct
- LS-040 – Riverbend (behind guardhouse)
- LS-054 – 449 Seabrook Rd
- LS-069 – 105 N US Hwy 1
- LS-086 – 1490 Ocean Walk Blvd
- LS-101 – 113 Pegasus Dr
- LS-121 – 4210 River Edge Rd
- LS-122 – 2400 S US Hwy 1
- LS-126 – 34 Fishermans Way
- LS-132 – 12870 US Hwy 1
- LS-138 – 17300 Alt A1A S
- LS-139 – 3171 Casseekey Island Rd
- LS-153 – 350 Bush Rd
- LS-155 – Riverwalk Ln
- LS-164 – 19969 Loxahatchee Pointe Dr
- LS-191 – 706 S Pennock Ln
- LS-207 – 51 Wandering Trail
- LS-228 – 170 Golf Village Blvd

- LS-232 – 104 Commodore Dr
- LS-234 – 155 Spyglass Ln
- LS-236 – 237 Eagle Dr
- LS-238 – 447 Mariner Dr
- LS-252 – 234 Sweet Bay Cir
- LS-254 – Marlberry Cir
- LS-260 – 176 Ritz Carlton Club Dr
- LS-264 – Bears Club Dr
- LS-301 – 250 Thelma Avenue

Engineering services consisting of meetings, detailed design, plan preparation for application for Building Permits, bidding services, and construction management services are included within this scope of work. Certain assumptions have been made in preparing this scope of services. To the extent possible, they are stated herein, within the attached scope dated September 23, 2022 from our electrical subconsultant Electrical Design Associates, Inc. (EDA), and are reflected in the budget estimates included in this scope of services.

The Scope of Services consists of the following six (6) tasks:

- Task 1 – Preliminary Design
- Task 2 – Design Services
- Task 3 – Permitting Services
- Task 4 – Bidding Services
- Task 5 – Construction Administration Services
- Task 6 – Construction Inspection Services

TASK 1: PRELIMINARY DESIGN

Data shall be provided by the District as available, for the existing lift stations such as record drawings, technical memorandum, data sheets, pump make, model, etc.

The CONSULTANT shall obtain the services of a Florida Licensed Surveyor to prepare a topographic survey of each of the 34 lift station sites. The horizontal and vertical control shall utilize the 1929NGVD datum and a conversion provided to the NAVD88 datum. The topographic survey will be prepared in accordance with Rule 5J-17.050 (12) of the Standards of Practice adopted by the Board of Professional Surveyors and Mappers. The survey will depict the following:

- Location of visible above ground improvements within the lift station site, including physical objects, wet well and valve vault slabs, control panel, driveway, fences, and power poles.
- Location of above ground existing utilities.
- Location of utility locate information (811) paint marks. Locate information marked by Owner.
- Provide and reference benchmarks. Elevations to be referenced to an existing established County Benchmark.

Below ground information, such as inverts or structure bottom elevations, will not be obtained.

A site investigation will be performed at each of the 34 stations, a condition assessment made of the electrical equipment, associated components and cable wetwell entry information. A District representative will be available for the site visits to open the fence and panel for inspection.

CONSULTANT shall obtain the services of a Florida Licensed Surveyor to prepare up to five (5) Sketch and Descriptions as defined in Rule 5J-17.052(5)(a)(b) of the Standards of Practice adopted by the Board of Professional Surveyors and Mappers. These locations are identified by the DISTRICT as follows:

- LS011 – 116 Kriss Lane
- LS040 – Riverbend
- LS054 – 449 Seabrook Road
- LS122 – 2400 US Hwy 1
- LS301 – 250 Thelma Avenue

CONSULTANT shall attend up to three (3) client workshops/meetings with DISTRICT staff. CONSULTANT shall provide a written summary of the issues discussed at the workshop meetings. These include meetings for the following:

- Kickoff Meeting
- 30% Design Report/Site Plans Review Meeting
- 90% Design Review Meeting

TASK 2: DESIGN SERVICES

Preparation of construction documents shall include contract drawings, technical specifications, and opinion of probable construction costs as specified on the attached scope of work.

Design includes demolition of existing FPL meter can, main disconnect switch, control panel and associated conduit and wire. Design to include new utility meter, main fused disconnect switch, control panel and RTU with cellular antenna. A cellular survey is not required for the RTU installations. Coordination with FPL for service disconnect and reconnection and obtaining available fault current information is included in the scope.

Consultant shall utilize the District's standard lift station site plan drawing detail in an effort to bring the layout of the wetwell, valve vault and control panel into compliance with District standard site plan location. The 30% design submittal shall include the survey site plan for each of the stations and the placement of the new control panel will be reviewed and approved by the District at this design stage. The electrical subconsultant's deliverable will consist of a Preliminary Design Report memorandum including site electrical requirements descriptions, process control and instrumentation descriptions and preliminary construction cost estimate.

Drawings shall be submitted for DISTRICT review at 30% (site plans), 90%, and 100% design stages. Technical specifications and construction cost estimates will be provided at 90% and 100% design stages. CONSULTANT shall meet with the DISTRICT to discuss comments for the 30%, 90% submittal and incorporate comments into the 100% final documents. CONSULTANT shall furnish with the 100% final documents, one (1) set of AutoCAD Version 2020 files.

Emergency generator is not required and not included in the scope.

TASK 3: PERMITTING SERVICES

CONSULTANT shall coordinate with authorities having Building Department review jurisdiction. Building Departments anticipated to have jurisdiction over the project have yet to be determined, but may include Palm Beach County, Town of Jupiter, Village of Tequesta, Martin County.

CONSULTANT shall submit signed and sealed electrical design drawings to the various City, Town and County Building Departments having jurisdiction over the 34 lift station sites. The initial round of comments from the Departments' review shall be addressed. The purpose is to address comments from the Building Department during Final Design to expedite acquisition of the Building Permit by the Contractor during construction. The Contractor will be responsible for obtaining the Building Permits and paying the fees.

TASK 4: BIDDING SERVICES

Bid Advertisement

CONSULTANT shall assist DISTRICT in advertising for and obtaining bids. It is anticipated that work shall be awarded under a single construction contract. The DISTRICT shall advertise and post the bid documents on DemandStar. All bid document control (i.e. meeting minutes, addendums, etc.) will be performed electronically.

Pre-Bid Conference

CONSULTANT shall conduct a pre-bid conference in conjunction with DISTRICT staff and provide written minutes of the items discussed.

Bid Clarification

CONSULTANT shall assist DISTRICT in issuing addenda and shall provide supplemental information or clarification, as appropriate, to interpret, clarify, or expand the bidding documents to all prospective bidders during the bid period. DISTRICT shall issue any addenda to prospective bidders electronically via DemandStar.

Contract Award

CONSULTANT shall prepare bid tabulation sheet and assist DISTRICT in evaluating bids and proposals, including reference checks. CONSULTANT shall submit a written recommendation to the DISTRICT concerning the award of contract to the lowest responsive responsible bidder.

Conformed Contract Documents

CONSULTANT shall prepare conformed (i.e. As-Bid) Contract Documents (drawings and technical specifications) for use by the Contractor and DISTRICT during construction.

TASK 5 – CONSTRUCTION ADMINISTRATION SERVICES

The general administration services during construction of the Lift Station Control Panel and Telemetry Upgrades project shall include the following tasks:

Subtask 5.1 Preconstruction Conference

CONSULTANT shall administer a preconstruction conference with representatives of DISTRICT, contractors and major subcontractors for the construction contract. CONSULTANT shall prepare agenda in writing, as well as issue minutes from preconstruction conference.

Subtask 5.2 Submittal Review

CONSULTANT shall review and process shop drawings, bypass plans, schedules, vendor certifications and any other data which the construction contractor is required to submit according to the Design Drawings or Contract Documents. The review will be for general conformance with the design intent and compliance with the construction contract documents. Review of up to 65 submittals (which includes submittals and re-submittals, if required) is included in the budget for this subtask. CONSULTANT will also coordinate with the DISTRICT for approval of Operations Specific Shop Drawings and submit approved shop drawings/submittals to DISTRICT for their records.

Subtask 5.3 Pay Application Review

Review monthly payment applications from the Contractor submitted in a format acceptable to the DISTRICT. CONSULTANT shall verify the progress quantities as represented on the pay application and make a recommendation to the DISTRICT to proceed with the payment as requested, or as modified based on CONSULTANT review. A nine (9) month construction period is assumed in budgeting this task.

Subtask 5.4 Construction Schedule Review

Monitor the Contractor's updated construction schedule monthly and report to the DISTRICT, conditions which may cause delay in completion. If significant delays or schedule slippage is noted, CONSULTANT will notify the Contractor to provide a detailed Schedule Recovery Plan with a Revised Baseline Construction Schedule.

Subtask 5.5 Construction Clarifications/Daily Communication

Respond in writing to Contractor's Request for Information (RFI) regarding design documents during the 9-month construction period. CONSULTANT shall issue interpretations and clarifications of the Contract Documents, along with associated support materials, as requested by the Contractor. Those interpretations will be rendered, and a response prepared and submitted to the Contractor with a goal of within 5 working days. This subtask also includes the necessary day-to-day verbal and written communication with Contractor and DISTRICT for coordination of the construction activities during the nine (9) month construction timeframe.

Subtask 5.6 Construction Changes/Contractor Claims

CONSULTANT shall prepare and negotiate DISTRICT-initiated or DISTRICT-approved Change Orders (CO) and Field Change Directives (FCD) during the nine (9) month construction period. For the purpose of this task order, it is assumed that up to six (6) COs and twenty (20) FCDs will be prepared during the nine (9) month construction period. CONSULTANT will also review and respond to Contractor delay claims or requests for additional compensation within the established construction contract period and respond back in writing per the contract documents.

Subtask 5.7 Monthly Progress Meetings

CONSULTANT shall conduct monthly construction progress meetings (estimated 8 meetings) to be held virtually on Microsoft Teams platform. CONSULTANT shall prepare meeting agenda and provide a written minutes summary of the issues discussed.

Subtask 5.8 As-Built Record Drawings

CONSULTANT shall review monthly progressive as-built record drawings and updated Single Line Diagram for electrical and telemetry upgrades from the Contractor and provide comments back to achieve the final set of as-built record drawings upon final completion.

Subtask 5.9 Conduct Lift Station Startups

For lift station start-up services at each site, CONSULTANT will provide an inspector and an engineer on-site to oversee and assist DISTRICT along with Contractor and their vendors for start-up support. In addition to the services at each site during start-up, the following will be included:

- Coordinate with DISTRICT Operations staff for bypass, communication, spill protection, and observation period at each location
- Attend preliminary startup procedures, along with the necessary planning and coordination field meetings with DISTRICT staff and Contractor and their vendors
- Review Contractor's site-specific sequencing plan for completing the panel and telemetry upgrades at each location.

The Electrical Subconsultant EDA, estimates a maximum of 102 hours for site visits for the witnessing of start up of all of the 34 lift stations, and assumes that the contractor will have performed an initial start up and will be ready for the scheduled start up to be witnessed by the CONSULTANT and DISTRICT.

Subtask 5.10 Certification of Construction Completion

CONSULTANT shall certify to the DISTRICT based on the visible project features, CONSULTANT's inspections, and review and attendance at the startup for each lift station, that the project was constructed in accordance with the plans and specifications.

Subtask 5.11 Substantial and Final Inspections

CONSULTANT shall conduct a substantial and final inspection with the DISTRICT and Contractor to determine if the project has been completed in accordance with the contract documents and if the construction contractor has fulfilled his obligations thereunder. A punch-list will be prepared following Substantial Completion listing out items needed to be completed by the Contractor to meet Final Completion of the project. CONSULTANT shall issue in writing, final acceptance of the work to the DISTRICT. The DISTRICT may then at DISTRICT's option proceed to make final payment to the construction contractor.

TASK 6 – RESIDENT PROJECT REPRESENTATIVE SERVICES

The Construction Inspections phase services to be provided by the CONSULTANT include the following:

1. Provide a full-time Construction Inspector (20 hours/week) during the actual construction (installation of bypass, panel upgrades, and telemetry) of the work estimated to be six (6) months (for a total of 516 hours) for the construction contract. During the actual construction work CONSULTANT will provide full time inspections on Monday thru Friday (an average of 8 hours each day). Activities performed under this task consist of furnishing a Construction Inspector during the construction of the project, to observe the quality of the work by the Contractor, who will:
 - Serve as CONSULTANT's liaison with construction contractor, working principally through the contractor's Superintendent and assist him in understanding the intent of the contract documents.

- Conduct on-site observations of the work in progress to assist in determining if the work is proceeding in accordance with the contract documents and that completed work conforms to the contract documents. Report, in writing, whenever CONSULTANT believes that work is unsatisfactory, faulty or defective, or does not conform to the contract documents, or does not meet the requirements of inspections, tests or approval required to be made, or has been damaged prior to final payment.
- Accompany visiting inspectors representing public or regulatory agencies having jurisdiction over the project. Record, in writing, the outcome of these inspections and report same to DISTRICT.
- Consider and evaluate construction contractor's suggestions for modifications in drawings or specifications and report them to DISTRICT, in writing. CONSULTANT shall make recommendation for action by the DISTRICT.
- Oversee and Coordinate with DISTRICT Staff and Contractor for bypass procedures.

The Electrical Subconsultant EDA, estimates a maximum of 88 hours for site visits during construction of all of the 34 lift stations,

LIMITATIONS OF AUTHORITY

Except upon written instructions of Engineer, Resident Project Representative:

1. Shall not authorize any deviation from the Contract Documents or approve any substitute materials or equipment.
2. Shall not exceed limitations on Engineer's authority as set forth in the Contract Documents.
3. Shall not undertake any of the responsibilities of Contractor, Subcontractors or Construction Manager, or expedite the Work.
4. Shall not advise on or issue directions relative to any aspect of the means, methods, techniques, sequences or procedures of construction unless such is specifically called for in the Contract Documents.
5. Shall not advise on or issue directions as to safety precautions and programs in connection with the Work.
6. Shall not participate in specialized field or laboratory tests.

ASSUMPTIONS

Work described herein is based upon the assumptions listed below. If conditions differ from those assumed in a manner that will affect schedule or Scope of Work, CONSULTANT shall advise DISTRICT in writing of the magnitude of the required adjustments. Changes in completion schedule or compensation to CONSULTANT will be negotiated with DISTRICT. Services to be provided by the DISTRICT and other related key assumptions include:

1. CONSULTANT assumes that all lift station locations will not require underground mechanical or electrical service upgrades.
2. CONSULTANT will be provided a DISTRICT standard lift station site plan drawing file for use in determining the location of the new control panel at each of the 34 lift station locations.
3. No mechanical improvements are proposed for the lift stations.

4. DISTRICT shall provide all available easement and deed information for the lift station sites.
5. CONSULTANT shall provide the legal sketch and description for up to five (5) lift station sites requiring additional easement. The five sites have been identified by the District. No title work, preparation of easement agreements or legal recordation work efforts are included herein.
6. The 34 stations will be bid as a single bid package.
7. Contractor shall be responsible for obtaining all necessary permits during construction.
8. CONSULTANT assumes construction contract duration of 9 months, with actual construction activities to occur at each of the 34 sites over a 6-month period. This schedule and the hours assigned to the various tasks during construction assume that the contractor will be working at multiple lift station sites at any given time and that Substantial Completion, Final Completion inspections and lift station start up reviews will be performed on groupings of lift station sites.
9. Contractor shall be responsible for preparing record drawings for CONSULTANT review.
10. Public Outreach and/or addressing Resident Concern issues is not included as part of this scope.
11. Assisting the DISTRICT in the settlement of construction contract claims after the construction contract period is expired is an additional service and is not included in this scope.

SUMMARY OF PROPOSED DESIGN AND CONSTRUCTION SERVICES FEES

Proposed labor costs and associated expenses for construction services are tabulated below and detailed in **Exhibit A**.

<u>DESIGN & CONSTRUCTION SERVICES</u>	<u>FEE</u>
Task 1 – Preliminary Design (LS)	\$ 204,049.50
Task 2 – Design Services (LS)	\$ 113,078.17
Task 3 – Permitting Services (LS)	\$ 14,882.68
Task 4 – Bidding Services (LS)	\$ 7,797.65
Task 5 – Construction Administration Services (LS)	\$ 167,914.89
Task 6 – Resident Project Representative	\$ 52,632.00
Reimbursables (NTE)	\$ 4,700.00
TOTAL DESIGN & CONSTRUCTION SERVICES	<u>\$565,055.00</u>

PROPOSED PROJECT SCHEDULE

The proposed schedule for the project is shown in **Exhibit B**.

IN WITNESS WHEREOF, the parties have made and executed this agreement as of the date written below.

LOXAHATCHEE RIVER ENVIRONMENTAL
CONTROL DISTRICT

Witnesses:

By: _____
DAlbrey Arrington, Ph D, Executive Director

Date
Executed: _____

BAXTER & WOODMAN, INC.

Witnesses:

 _____

By:  _____
Rebecca Travis, P.E., Executive Vice President

Date
Executed: 10.13.22



LOXAHATCHEE RIVER DISTRICT

2500 JUPITER PARK DRIVE, JUPITER, FLORIDA 33458

TEL: (561) 747-5700

FAX: (561) 747-9929

D. Albrey Arrington, Ph.D. EXECUTIVE DIRECTOR

loxahatcheeriver.org

MEMORANDUM

TO: D. Albrey Arrington, Ph.D., Executive Director

FROM: Kris Dean, P.E., Deputy Executive Director/Director of Engineering Services

DATE: October 13, 2022

SUBJECT: County Line Road IQ Main Relocation – Professional Engineering Services

Martin County has scheduled replacement of the County Line Road bridge over the North Fork of the Loxahatchee River. The District has a 12" IQ main attached to the bridge. To accommodate Martin County's replacement project the District needs to relocate the IQ main.

The IQ main provides up to 1.2 MGD IQ water to Jupiter Hills. To meet this contractual obligation staff propose to replace the bridge mounted IQ main with a subaqueous directional drill prior to construction of the bridge ensuring continuity of service to Jupiter Hills.

Attached you will find a work authorization from Kimley-Horn issued under the RFQ 20-001-PROFSERVICES Continuing Services Contract. This work authorization will provide engineering design and construction services for a directional drill installation under the North Fork of the Loxahatchee River.

FY23 budget for this project is \$100,000 with the remainder scheduled to occur in FY24.

Staff recommend the following motion:

"THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director to enter into the Professional Engineering Services contract with Kimley-Horn for the County Line Road IQ Main Relocation in the amount of \$194,531.00 and a contingency of \$10,000.00."

James D. Snyder
CHAIRMAN

Gordon M. Boggie
BOARD MEMBER

Stephen B. Rockoff
BOARD MEMBER

Dr. Matt H. Rostock
BOARD MEMBER

**LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT
ENGINEERING SERVICES WORK AUTHORIZATION**

COUNTY LINE ROAD UTILITY RELOCATIONS

This Work Authorization authorizes Kimley-Horn and Associates, Inc. to perform work set forth herein and is issued pursuant to The Professional Engineering Services Agreement (20-001-PROFSERVICES), between the Loxahatchee River Environmental Control District (“Client” or “District”) and Kimley-Horn and Associates, Inc. (“Kimley-Horn” or “Consultant”), dated September 30, 2020 (“Agreement”). All terms and conditions of said Agreement are hereby incorporated and made part of this Work Authorization.

PROJECT UNDERSTANDING

Martin County Public Works Department has notified the District that the S.E. County Line Road Bridge, located between Girl Scout Road and Ridgeview Drive, is being planned to be replaced. The bridge design plans are currently being prepared. The County’s tentative schedule for commencement of bridge construction is October 2023. The District currently maintains a 12-inch IQ main that is attached to the bridge on the north side. The District has desires to replace their 12-inch IQ with a new horizontal directional drill under the river prior to bridge construction.

This work authorization will be for the development of design plans, permitting services, bidding assistance and limited construction administration/inspection services. The scope of services noted below address services to be performed for the District. It is understood that the Engineer will develop one (1) set of design plans and specifications for the permitting, bidding and construction phases of this Project. The project will consist of eight (8) sheets as outlined below.

- C-1 Title Sheet
- C-2 General Notes
- C-3 Key Map
- C-4 – C-6 Plan and Profile Sheets (1” = 20’)
- C-7 Directional Drill Profile Sheet
- D-1 Detail Sheets

SCOPE

Kimley-Horn will perform the following services:

DISTRICT (IQ Main Relocation)

Task 1 Data Collection/Field Investigation

Task 1.1 Site Survey

Kimley-Horn will have their survey subconsultant Betsy Lindsay, Inc. perform a topographic survey in accordance with current standards to include a right-of-way survey of County Line Road. The survey will include both sides of the bridge (right of way to right of way) extending

600LF on either side of the bridge. The survey will also include one (1) cross sections of the river (north side of the bridge) and will include one (1) project benchmark (unless an existing benchmark is found within the project limits. The survey will also include the geotechnical SPT locations and the subsurface survey locations.

The survey be prepared in AutoCAD 2022 Civil 3D.

Task 1.2 Geotechnical Services

Kimley-Horn will utilize their geotechnical subconsultant Terracon Consultants Inc., to perform geotechnical services within the project at the location of the County Line Road Bridge. The subconsultant will perform one (1) 75 ft. Standard Penetration Test (SPT) bore. The testing and report shall be suitable for horizontal directional drill applications. The subconsultant shall provide a geotechnical engineering report of their findings for use by KHA in their design.

Task 1.3 Subsurface Survey

Kimley-Horn will utilize Infra Map Corp., to perform up to four (4) soft dig utility test holes, at locations determined by Kimley-Horn, mainly concentrated around the bridge and at proposed points of connections. The utility test holes will be coordinated with the survey services to capture locations and depths of the existing utility identified.

Task 1.1 thru 1.3 Deliverables

- Site Survey (PDF and AutoCAD file)
- Geotechnical Report (PDF Copy)
- Subsurface Survey Report (Findings with Exhibits in PDF format)

Task 2 Design Services (30%, 60%, 90% and Final Submittals)

Task 2.1, 30% Plans

Kimley- Horn will conduct a “kick-off” meeting with the District and their representatives to discuss the overall project. Prior to this meeting, the CONSULTANT will “walk” the proposed route to confirm constructability issues to be discussed at the kick-off meeting. The topographic services (Task 1.1 above) will be authorized after the kick-off meeting. The preliminary design (30%) shall address the requirements of the project and shall include the base survey in the background. The intent of the preliminary design (30%) is to acquire District acceptance of the new utility alignment that will be noted on the base sheets (without any profiles), connections and valve locations. Horizontal locations of existing utilities will be identified along with possible conflicts. Locations of geotechnical bores and soft dig locations will be noted.

Task 2.2, 60% Plans

Upon acceptance of the preliminary design (30%), the Kimley-Horn shall prepare and submit 60% design plans and technical specifications depicting the construction of the new utilities in accordance with the project schedule. Geotechnical Services (Task 1.2) and Subsurface Surveys (Task 1.2) will be authorized after the 30% design acceptance.

The 60% design shall include pipe profiles without call outs, identify potential utility conflicts, utility test hole data, connection details/bore profiles for District review for discussion at the 60% review meeting. An opinion of probable construction cost and draft technical specifications will be made with this submittal.

Task 2.3, 90% Plans

Upon acceptance of the 60% design by the District, Kimley-Horn will commence with the 90% design plans incorporating District comments from the 60% review and developing the plans to a level that if no comments are made, that the plans would be sufficient for signing and sealing for issuance into the permitting agencies noted in Task 3 below. Kimley-Horn will provide an updated opinion of probable construction cost and technical specifications with the 90% submittal.

Task 2.4, Final Plans

Upon acceptance of the 90% design by the District, Kimley-Horn will finalize the plans and technical specifications (including insertion of District provided upfront documents) for a complete set of documents to be used for bidding and construction.

The drawings will be based on the AutoCAD (2022) Civil 3D base files. The drawings will depict the proposed utility relocation work in plan and profile view at a 1" = 20' scale, depicted in a single plan/profile view per sheet. Technical specifications will be developed based on District Design Standards.

Task 2.1 thru 2.4 Deliverables

- 30%, 60%, 90% and Final Plans (PDF and AutoCAD format)
- Opinion of Probable Construction Cost (PDF and Excel format)
- Technical Specifications (PDF and Word format)

Task 3 Permitting Services

Kimley-Horn will prepare permit support documents and submit accordingly to the following regulatory agencies and will provide assistance in addressing a reasonable set of questions from the permitting agency in order to move forward with permit application submittals. Note that for the FDEP ERP and USACE permits, Kimley-Horn will prepare the applications and supporting documents upon notification/issuance of a Purchase Order by the District, and make the submittals within 30 days. The other applications will require 90% design plans for those submittals.

- Martin County Engineering Department, "Right-of Way Use" Permit Application
- FDEP "Notice of Intent to Use an Environmental Resource General Permit", DEP Form 62-330.402(1).
- Army Corp of Engineers (USACE) "Application for Department of the Army Permit", USACE Form OMB No. 0710-0003.
- FDEP "Self-Certification for Permit Exemption for Potable Water or Domestic Wastewater System" for the IQ main relocation.

Task 3 Deliverables

- Copies of permit applications (PDF format)
- FDEP Correspondence/Emails
- Responses to FDEP Requests for Additional Information
- Permits received

Task 4 Martin County Public Works Coordination

Kimley-Horn will coordinate the design plans prepared above with Martin County and their bridge consultant to address the new IQ main drill location with proposed bridge demolition work, and future bridge construction. This task will be limited to two (2) meetings with the County and four (4) calls via Teams.

Task 4 Deliverables

- Copies of meeting minutes
- Design plans received by County or their consultant

Task 5 Bidding Assistance

Kimley-Horn will prepare and provide electronic bid documents for District's use in advertising the project. Kimley-Horn will attend and conduct the pre-bid meeting at the District's offices, prepare meeting minutes, prepare up to four (4) addendums to address contract questions and attend the bid opening. Kimley-Horn will also prepare a bid tabulation of bid results, evaluate the bids and the apparent low bid contractor, make a recommendation of award, and attend the District Board when the project award is being presented.

Task 5 Deliverables

- Addendums prepared with any backup material
- Bid Tabulations
- Contractor evaluation sheets
- Recommendation of Award

Task 6 Construction Administration

Kimley-Horn shall prepare conformed documents (plans and specifications) for the District's use in the execution of the contract with the contractor. In addition, the CONSULTANT shall perform the following.

- Prepare for and conduct the pre-construction meeting and distribute meeting minutes
- Provide assistance to the District for the issuance of the Notice to Proceed
- Review shop drawings and submittals for their conformance of the design documents. Such review and approvals or other action will not extend to means, methods, techniques, equipment choice, sequences, or procedures of construction or to related safety precautions. It is assumed that approximately six (6) submittals will be reviewed. Kimley-Horn will strive to complete the reviews within ten (10) working days.
- Review and recommend approval of contractor monthly pay requests, up to five (5) pay requests.
- Review and recommend for approval up to two (2) contractor requests for change orders.
- Attend up to six (6) bi-monthly progress meetings on-site.
- Review contractor provided record drawing information.
- Prepare the Substantial Completion forms as required by the construction contract.
- Prepare a final punch list of contractors required contract items for completion of the work.
- Prepare the appropriate regulatory completion/certifications forms required by the issuing agency to close out the project.

- Confirm that all required punch lists identified are completed prior to preparing final close out documents and final pay application approvals.
- Prepare final contractor close out documents to include, final pay request, final balancing change order, contractor subcontractor release of liens and warranty items.

Task 6 Deliverables

- Meeting minutes
- Notice to Proceed form
- Shop Drawings and associated log
- Approved pay requests
- Change Order request responses and forms
- Punch lists
- Substantial Completion forms
- Regulatory Certification of Completion forms and releases
- Final balancing change order

Task 7 Resident Project Representative

Kimley-Horn will provide the following construction observation.

- Provide limited on-site construction observation with all other remaining observation time being performed by District staff. Assuming a 5-month construction schedule, with 4-months of actual construction activities, it is assumed that two (2) site visits per week will be made by Kimley-Horn, at 2-hours per visit (plus travel time), in addition to being on-site during pipe fusing, drilling operations and pipe pullback. Site visits will also include, pipe flushing, pipe connections, pipe pressure tests and site walk-throughs for development of a punch list.

Task 7 Deliverables

- Inspector site visit forms
- Site photos
- Test reports

Task 8 Project Management

Project management includes activities related to initiating, planning, executing, controlling, and closing the Project. The Consultant will perform a technical review of deliverables, in accordance with standards, prior to transmitting them to the Client. Under this Task, the Consultant will be responsible for overall coordination and oversight of the project execution. The task includes monthly invoicing, project financials, enter subcontracts, and start the Project kick-off within 14 calendar days upon receiving the Notice to Proceed, along with coordinating the project progress meetings throughout the duration of the project.

ADDITIONAL SERVICES

Any services not specifically provided for in the above scope, as well as any changes in the scope requested by the District, will be considered additional services to this Work Authorization

and will be performed based on subsequent Work Authorizations approved prior to performance of the additional services.

INFORMATION AND SERVICES PROVIDED BY THE DISTRICT

Kimley-Horn assumes that all information provided by the District can be relied upon in the performance of professional services. The following information shall be provided to Kimley-Horn and/or the following services will be performed by the District.

- Record drawing information
- Assistance during construction to supplement the Kimley-Horn inspector

ASSUMPTIONS

The CONSULTANT has made the following assumptions in the development of this scope of services:

1. The District will pay for all permit related fees.
2. The project does not require any environmental related work along the proposed utility route.
3. FDEP and the ACOE will not require a legal description and sketch of the proposed river crossings.

SCHEDULE

The term of the contract is for approximately eighteen (18) months from the issuance date of the Purchase Order. Unless indicated otherwise, Kimley-Horn shall commence work within ten (10) days after receiving the fully executed contract/Purchase Order.

Task Name	Duration
Task 1.1 Site Survey	45 Days
Task 1.2 Geotechnical Services	30 Days (i)
Task 1.3 Subsurface Survey	30 Days (i)
Task 2.1 30% Plans	30 Days (ii)
Task 2.2 60% Plans	45 Days
Task 2.3 90% Plans	25 Days
Task 2.4 Final Plans	25 Days
Task 3 Permitting Services	
- FDEP ERP and USACE	210 Days (iii)
- MC R/W and FDEP Self Certification	60 Days (iv)
Task 4 Martin County Public Works Coordination	Occurs during Task 2 work
Task 5 Bidding Services	45 Days
Task 6 Construction Administration	140 Days
Task 7 Resident Project Representative.	Occurs with Phase 6 work
Task 8 Project Management	Ongoing

(i) to commence after the 30% review meeting

(ii) to commence after receipt of Site Survey

(iii) to be submitted 30 days after Board approval or PO issuance

(iv) to be submitted after 90% plan comments are addressed

COMPENSATION

The total amount to be paid by the District to Kimley-Horn for Scope of Services Tasks 1 thru 6 and 8 is a **lump sum** of \$180,531.00 and for Scope of Services Task 7 is a **hourly not to exceed amount** of \$14,000.00.

Task Name	Lump Sum Fee Amount
DISTRICT (IQ Main Relocation)	-
Task 1.1 Site Survey	\$9,200.00
Task 1.2 Geotechnical Services	\$10,340.00
Task 1.3 Subsurface Survey	\$8,200.00
Task 2.1 30% Plans	\$13,255.00
Task 2.2 60% Plans	\$15,620.00
Task 2.3 90% Plans	\$12,480.00
Task 2.4 Final Plans	\$7,130.00
Task 3 Permitting Services	\$26,580.00
Task 4 Martin County Public Works Coordination	\$5,200.00
Task 5 Bidding Services	\$9,980.00
Task 6 Construction Administration	\$47,996.00
Task 8 Project Management	\$14,550.00

Kimley-Horn will perform the services described in the Scope of Services Task 7 (under District and Village Tasks) on an hourly basis with a not to exceed amount noted below in accordance with the hourly rates established in the Professional Engineering Services Agreement between the District and Kimley-Horn.

Task Name	Hourly Not to Exceed Amount
DISTRICT (IQ Main Relocation)	-
Task 7 Resident Project Representative	\$14,000.00

Accepted by:

Loxahatchee River Environmental
Control District

Kimley-Horn and Associates, Inc.

D. Albrey Arrington, Ph.D.,
Executive Director

Michael F. Schwartz, P.E.,
Sr. Vice President

Date: _____

Date: _____



LOXAHATCHEE RIVER DISTRICT

2500 JUPITER PARK DRIVE, JUPITER, FLORIDA 33458

TEL: (561) 747-5700

FAX: (561) 747-9929

D. Albrey Arrington, Ph.D. EXECUTIVE DIRECTOR

loxahatcheeriver.org

MEMORANDUM

TO: GOVERNING BOARD
FROM: D. ALBREY ARRINGTON, Ph.D.
DATE: OCTOBER 13, 2022
SUBJECT: EMPLOYEE INSURANCE BENEFITS

It is time to renew our employee benefit insurance policies. Only medical and voluntary vision policies are up for renewal. Our other policies have a rate lock through the end of 2023. Gehring Group has negotiated renewal quotes for our existing policies as summarized below.

Insurance Type	Company	2022 Premium [¶]	2023 Premium [¶]
Medical	Cigna	\$ 1,580,875	\$ 1,865,432 (18.0%)
Voluntary Vision	Humana	\$ 6,672	\$ 7,008 (5.0%)
Dental	United Concordia	\$ 54,331	Rate lock through 2023
Long Term Disability	Reliance Standard	\$ 19,449	Rate lock through 2023
Life and AD&D [†]	Reliance Standard	\$ 10,151	Rate lock through 2023

[†] = Accidental Death and Dismemberment

[¶] = Projected based on anticipated employees and elected coverages

The Cigna renewal premium shown as an 18% increase is a verbal offer contingent upon us not going out to RFP. This increase is much larger than I was expecting, but it appears to reflect the health conditions of our employees and market conditions. The 18% Cigna increase is still 3% lower than the UnitedHealthcare premium offered last year. Because our Cigna plan is a "Level Funded" plan, we receive greater insight into our claims experience. In 2022 both our claims costs and stop loss coverage costs (i.e., very large claims) have exceeded expectations so that we are currently at 160% actual vs expected. The Gehring Group has determined the Cigna renewal quote to be fair.

Finally, our voluntary vision premium will increase by 5%. We last renewed this policy in 2020.

Based on these factors, I request your approval of the following motion:

"THAT THE DISTRICT GOVERNING BOARD authorize the Executive Director, upon receipt of a written Cigna renewal quote not to exceed an 18% rate increase and with an effective date of January 1, 2023, to enter into contract with Cigna for their level funded OAP Plan health insurance policy, and renew our Humana Vision 130 voluntary vision insurance policy."

James D. Snyder
CHAIRMAN

Gordon M. Boggie
BOARD MEMBER

Stephen B. Rockoff
BOARD MEMBER

Dr. Matt H. Rostock
BOARD MEMBER

**Loxahatchee River District
Medical Insurance Evaluation
Effective Date: January 1, 2023**



CURRENT			RENEWAL*		
Cigna - OAP Plan			Cigna - OAP Plan		
SCHEDULE OF BENEFITS	In Network	Out of Network	In Network	Out of Network	
Plan Basics	Choice Plus		Open Access Plus		
Network Name					
Calendar Year Deductible					
Single	\$500	\$1,000	\$500	\$1,000	
Family	\$1,000	\$2,000	\$1,000	\$2,000	
Out of Pocket CYM					
Single	\$2,500	\$5,000	\$2,500	\$5,000	
Family	\$5,000	\$10,000	\$5,000	\$10,000	
Coinsurance (Member Pays)	20%	40%	20%	40%	
Non-Hospital Services					
Primary Care Physician	\$20	40% after CYD	\$20	40% after CYD	
Specialist	\$20	40% after CYD	\$20	40% after CYD	
Primary Care Virtual Visits	No Charge	Not Covered	No Charge	Not Covered	
Preventive Care	No Charge	40% after CYD	No Charge	40% after CYD	
Independent Clinical Lab (Bloodwork)	No Charge	40% after CYD	No Charge	40% after CYD	
X-Rays	No Charge	40% after CYD	No Charge	40% after CYD	
Advanced Imaging	20% after CYD	40% after CYD	20% after CYD	40% after CYD	
Urgent Care	\$50	40% after CYD	\$50	40% after CYD	
Hospital Services					
Inpatient Hospital	20% after CYD	40% after CYD	20% after CYD	40% after CYD	
Outpatient Hospital	20% after CYD	40% after CYD	20% after CYD	40% after CYD	
Physician Services at Hospital	20% after CYD	40% after CYD	20% after CYD	40% after CYD	
Emergency Room	\$350	\$350	\$350	\$350	
Mental Health / Substance Abuse					
Inpatient Hospital	20% after CYD	40% after CYD	20% after CYD	40% after CYD	
Outpatient Hospital	20% after CYD	40% after CYD	20% after CYD	40% after CYD	
Outpatient Office Visit	\$20	40% after CYD	\$20	40% after CYD	
Pharmacy					
Tier 1 / Generic	\$10	40%	\$10	40%	
Tier 2 / Preferred Brand	\$45		\$45		
Tier 3 / Non Preferred Brand	\$80		\$80		
Tier 4 / Speciality	\$125		\$125		
Mail Order Copay	\$25/\$113/\$200	N/A	\$25/\$113/\$200	N/A	
Rates					
Employee	30	\$798.04		\$941.69	
Employee + Spouse	19	\$1,914.98		\$2,259.68	
Employee + Child(ren)	11	\$1,352.12		\$1,595.50	
Family	22	\$2,570.02		\$3,032.62	
Monthly Premium	82	\$131,740		\$155,453	
Annual Premium		\$1,580,875		\$1,865,432	
\$ Increase/(Decrease)		N/A		\$284,557	
% Increase/(Decrease)		N/A		18.0%	

Initial Renewal was 33%

*Renewal Rates are Estimated and are Subject to Change.

Loxahatchee River District
Dental Insurance Renewal Evaluation
Effective Date: January 1, 2023



CURRENT

RENEWAL

SCHEDULE OF BENEFITS	United Concordia		United Concordia	
	In Network	Out of Network	In Network	Out of Network
Plan Basics				
Annual Benefit Maximum	\$1,500		\$1,500	
Orthodontia - Lifetime Max	\$1,500		\$1,500	
Deductibles				
Single	\$50	\$50	\$50	\$50
Family Aggregate	\$150	\$150	\$150	\$150
Ded. Waived for Preventive Services?	Yes	No	Yes	No
Benefits				
Preventative	100%	100%	100%	100%
Basic	100%	80%	100%	80%
Major	60%	50%	60%	50%
Child Orthodontia	50%	50%	50%	50%
Service Information				
Periodontics and Endodontics	Basic		Basic	
Out of Network Benefits Payable	90th Percentile		90th Percentile	
Rate Guarantee	24 Months: Expires 12/31/2023		12 Months: Expires 12/31/2023	
Employee 33	\$29.21		\$29.21	
Employee + Spouse 19	\$58.02		\$58.02	
Employee + Child(ren) 8	\$64.29		\$64.29	
Employee + Family 19	\$102.47		\$102.47	
Monthly Premium 79	\$4,528		\$4,528	
Annual Premium	\$54,331		\$54,331	
\$ Increase/(Decrease)	N/A		\$0	
% Increase/(Decrease)	N/A		0.0%	

Loxahatchee River District
Voluntary Vision Renewal Evaluation
Effective Date: January 1, 2023

		CURRENT		RENEWAL	
SCHEDULE OF BENEFITS		Humana 130 Insight		Humana 130 Insight	
		In-Network	Out of Network	In-Network	Out of Network
<u>Plan Basics</u>					
Examination		\$10 Copay	Up to \$30	\$10 Copay	Up to \$30
Materials		\$15 Copay	Varies	\$15 Copay	Varies
<u>Frequency</u>					
Examination		12 Months		12 Months	
Lenses		12 Months		12 Months	
Frames		24 Months		24 Months	
Contacts		12 Months		12 Months	
<u>Benefits Payable</u>					
Single Lenses		\$15 Copay	Up to \$25	\$15 Copay	Up to \$25
Bifocal Lenses		\$15 Copay	Up to \$40	\$15 Copay	Up to \$40
Trifocal Lenses		\$15 Copay	Up to \$60	\$15 Copay	Up to \$60
Lenticular Lenses		\$15 Copay	Up to \$100	\$15 Copay	Up to \$100
<u>Lenses and Frames</u>					
Contact Lenses (Elective)		\$130 Allowance	Up to \$104	\$130 Allowance	Up to \$104
Contact Lenses (Medically Necessary)		Covered in Full	Up to \$200	Covered in Full	Up to \$200
Frames		\$130 Allowance	Up to \$65	\$130 Allowance	Up to \$65
<u>Rate Guarantee</u>		12 Months: Expires 12/31/2022		24 Months: Expires 12/31/2024	
Employee	27	\$4.37		\$4.59	
Employee + Spouse	16	\$8.75		\$9.19	
Employee + Children	6	\$8.31		\$8.73	
Employee + Family	19	\$13.06		\$13.72	
Monthly Premium	68	\$556		\$584	
Annual Premium		\$6,672		\$7,008	
\$ Increase/(Decrease)		N/A		\$336	
% Increase/(Decrease)		N/A		5.0%	

Loxahatchee River District
Basic Life and AD&D Insurance Renewal Evaluation
Effective Date: January 1, 2023



	CURRENT	RENEWAL
SCHEDULE OF BENEFITS	Reliance Standard	Reliance Standard
<u>Life and AD&D Benefit</u>		
Employee Benefit	\$50,000	\$50,000
Dependent Life	Spouse Life: \$5,000 (Ends at age 70) Child: \$250 (14 days to 6 months) / \$2,500 (6 months to age 20 or to 26 FT student)	Spouse Life: \$5,000 (Ends at age 70) Child: \$250 (14 days to 6 months) / \$2,500 (6 months to age 20, 26 FT student)
<u>Features</u>		
Waiver of Premium	Included	Included
Accelerated Benefit	75% to \$250,000	75% to \$500,000
Age Reduction Schedule	65% at age 65 50% at age 70 Benefits terminate at retirement	65% at age 65 50% at age 70 Benefits terminate at retirement
<u>Rate Guarantee</u>	24 Months: Expires 12/31/2023	12 Months: Expires 12/31/2023
Basic Life Rate / \$1,000 79	\$0.180	\$0.180
AD&D Rate / \$1,000	\$0.025	\$0.025
Total Life AD&D Rate / \$1,000	\$0.205	\$0.205
Volume	\$3,812,500	\$3,812,500
Monthly Premium	\$782	\$782
Annual Premium	\$9,379	\$9,379
Dependent Basic Life Rate / \$1,000 48	\$1.340	\$1.340
Monthly Premium	\$64	\$64
Annual Premium	\$772	\$772
Monthly Premium	\$846	\$846
Annual Premium	\$10,151	\$10,151
\$ Increase/(Decrease)	N/A	\$0
% Increase/(Decrease)	N/A	0.0%

Loxahatchee River District
Voluntary Supplemental Life and AD&D Insurance Renewal Evaluation
Effective Date: January 1, 2023



	CURRENT	RENEWAL
SCHEDULE OF BENEFITS	Reliance Standard	Reliance Standard
Life and AD&D Benefits		
Employee Formula	Increments of \$10,000, NTE \$500,000, NTE 10x Earnings for Amounts Over \$150,000	Increments of \$10,000, NTE \$500,000, NTE 10x Earnings for Amounts Over \$150,000
Guarantee Issue	\$100,000 (Under Age 70)	\$100,000 (Under Age 70)
Spouse Formula	Increments of \$10,000 up to 50% of EE amount (Terminates at age 75)	Increments of \$10,000 up to 50% of EE amount (Terminates at age 75)
Guarantee Issue	\$10,000 (Under age 60)	\$10,000 (Under age 60)
Child Formula	14 days to 6 months: \$1,000 6 months to 20 years or to 26 FT student: \$10,000	14 days to 6 months: \$1,000 6 months to 20 years or to 26 FT student: \$10,000
Guarantee Issue	\$10,000	\$10,000
Features		
Age Reductions (Reduces to)	60% at 75, 35% at 80, 27.5% at 85, 20% at 90, 7.5% at 95, 5% at 100+	60% at 75, 35% at 80, 27.5% at 85, 20% at 90, 7.5% at 95, 5% at 100+
Accelerated Death Benefit	Included	Included
Conversion	Included	Included
Portability	Included	Included
Waiver of Premium	Included	Included
Rate Guarantee	24 Months: Expires 12/31/2023	12 Months: Expires 12/31/2023
Age Banded Rates/\$1,000		
24 & Under	\$0.070	\$0.070
25-29	\$0.070	\$0.070
30-34	\$0.080	\$0.080
35-39	\$0.100	\$0.100
40-44	\$0.160	\$0.160
45-49	\$0.260	\$0.260
50-54	\$0.500	\$0.500
55-59	\$0.800	\$0.800
60-64	\$0.930	\$0.930
65-69	\$1.680	\$1.680
70-74	\$3.290	\$3.290
75-79	\$8.880	\$8.880
80-99	\$20.150	\$20.150
Child(ren)	\$1.560	\$1.560
AD&D	\$0.016	\$0.016
% Increase/(Decrease)	N/A	0.0%

Loxahatchee River District
Long Term Disability Insurance Renewal Evaluation
Effective Date: January 1, 2023



	CURRENT	RENEWAL
SCHEDULE OF BENEFITS	Reliance Standard	Reliance Standard
Core Benefits		
Monthly Benefit	60%	60%
Maximum Monthly Benefit	\$6,500	\$6,500
Elimination Period	90 days	90 days
Own Occupation Period	24 Months	24 Months
Duration of Benefit	SSNRA	SSNRA
Pre-existing Condition Limitation	3/12	3/12
Mental Illness, Alcoholism & Drug Abuse Limitation	24 Months	24 Months
Employee Assistance		
EAP Included in Pricing?	Yes	Yes
Rate Guarantee	24 Months: Expires 12/31/2023	12 Months: Expires 12/31/2023
Rate / \$100	\$0.415	\$0.415
Estimated Volume	\$390,544	\$390,544
Monthly Premium	\$1,621	\$1,621
Annual Premium	\$19,449	\$19,449
\$ Increase/(Decrease)	N/A	\$0
% Increase/(Decrease)	N/A	0.0%

Loxahatchee River District
Flexible Spending Account Evaluation
Effective Date: January 1, 2023

		CURRENT	RENEWAL
Flexible Spending Account		Discovery	Discovery
Features			
Claim Submission Method		Debit Card/Mobile App/Web Portal/Fax/Mail	Debit Card/Mobile App/Web Portal/Fax/Mail
Web Portal		Included	Included
Mobile App		Included	Included
Electronic Enrollment Materials		Included	Included
Reporting		Included	Included
Employee Education Meeting		\$350 per Day + Travel	\$350 per Day + Travel
Nondiscrimination Testing		Included	Included
Rate Guarantee		60 Months: Expires 12/31/2025	48 Months: Expires 12/31/2025
Per Participant Per Month (PPPM) Fee	39	\$4.00	\$4.00
Debit Card PPPM Fee		No Fee	No Fee
Setup Fee(s)		No Fee	No Fee
Annual Renewal Fee		No Fee	No Fee
Monthly Premium		\$156	\$156
Annual Premium		\$1,872	\$1,872
\$ Increase/(Decrease)		N/A	\$0
% Increase/(Decrease)		N/A	0.0%

Loxahatchee River District
Executive Summary
Effective Date: January 1, 2023

No Change to Contribution Strategy

CURRENT					RENEWAL			
Monthly Premiums	Enrollment	Employer	Employee	Total	Employer	Employee	EE \$ Change/Month	Total
Medical Insurance		Cigna - Open Access Plus - OAP*			Cigna - Open Access Plus - OAP*			
Employee Only	30	\$694.30	\$103.74	\$798.04	\$819.28	\$122.41	\$18.67	\$941.69
EE + Spouse	19	\$1,666.04	\$248.94	\$1,914.98	\$1,965.93	\$293.75	\$44.81	\$2,259.68
EE + Child	11	\$1,176.35	\$175.77	\$1,352.12	\$1,388.08	\$207.42	\$31.65	\$1,595.50
EE + Family	22	\$2,235.92	\$334.10	\$2,570.02	\$2,638.38	\$394.24	\$60.14	\$3,032.62
Annual Total	82	\$1,375,366	\$205,509	\$1,580,875	\$1,622,931	\$242,501		\$1,865,432
\$ Increase/(Decrease)		N/A	N/A	N/A	\$247,565	\$36,993		\$284,557
% Increase/(Decrease)		N/A	N/A	N/A	18.0%	18.0%		18.0%
Dental Insurance		United Concordia PPO Alliance (Employee pays total if they don't elect medical insurance)			United Concordia PPO Alliance (Employee pays total if they don't elect medical insurance)			
Employee	33	\$29.21	\$0.00	\$29.21	\$29.21	\$0.00	\$0.00	\$29.21
EE + Spouse	19	\$58.02	\$0.00	\$58.02	\$58.02	\$0.00	\$0.00	\$58.02
EE + Child	8	\$64.29	\$0.00	\$64.29	\$64.29	\$0.00	\$0.00	\$64.29
EE + Family	19	\$102.47	\$0.00	\$102.47	\$102.47	\$0.00	\$0.00	\$102.47
Annual Total	79	\$54,331	\$0	\$54,331	\$54,331	\$0		\$54,331
\$ Increase/(Decrease)		N/A	N/A	N/A	\$0	\$0		\$0
% Increase/(Decrease)		N/A	N/A	N/A	0.0%	0.0%		0.0%
Voluntary Vision Insurance		Humana Vision 130 Insight			Humana Vision 130 Insight			
Employee	27	\$0.00	\$4.37	\$4.37	\$0.00	\$4.59	\$0.22	\$4.59
EE + Spouse	16	\$0.00	\$8.75	\$8.75	\$0.00	\$9.19	\$0.44	\$9.19
EE + Child	6	\$0.00	\$8.31	\$8.31	\$0.00	\$8.73	\$0.42	\$8.73
EE + Family	19	\$0.00	\$13.06	\$13.06	\$0.00	\$13.72	\$0.66	\$13.72
Annual Total	68	\$0	\$6,672	\$6,672	\$0	\$7,008		\$7,008
\$ Increase		N/A	N/A	N/A	\$0	\$336		\$336
% Increase		N/A	N/A	N/A	0.0%	5.0%		5.0%
Life Insurance / AD&D		Reliance Standard			Reliance Standard			
Volume		\$3,812,500	\$0	\$3,812,500	\$3,812,500	\$0	N/A	\$3,812,500
Rate/\$1,000		\$0.205	\$0.000	\$0.205	\$0.205	\$0.000	N/A	\$0.205
Annual Total		\$9,379	\$0	\$9,379	\$9,379	\$0		\$9,379
\$ Increase/(Decrease)		N/A	N/A	N/A	\$0	\$0		\$0
% Increase/(Decrease)		N/A	N/A	N/A	0.0%	0.0%		0.0%
Dependent Life		Reliance Standard			Reliance Standard			
Volume		48	\$0	48	48	\$0	N/A	48
Rate/Dep Unit		\$1.340	\$0.000	\$1.340	\$1.340	\$0.000	N/A	\$1.340
Annual Total		\$772	\$0	\$772	\$772	\$0		\$772
\$ Increase/(Decrease)		N/A	N/A	N/A	\$0	\$0		\$0
% Increase/(Decrease)		N/A	N/A	N/A	0.0%	0.0%		0.0%
Long Term Disability		Reliance Standard			Reliance Standard			
Volume		\$390,544	\$0	\$390,544	\$390,544	\$0	N/A	\$390,544
Rate/\$100 CMP		\$0.415	\$0.000	\$0.415	\$0.415	\$0.000	N/A	\$0.415
Annual Total		\$19,449	\$0	\$19,449	\$19,449	\$0		\$19,449
\$ Increase/(Decrease)		N/A	N/A	N/A	\$0	\$0		\$0
% Increase/(Decrease)		N/A	N/A	N/A	0.0%	0.0%		0.0%
Monthly Total		\$121,608	\$17,682	\$139,290	\$142,238	\$20,792		\$163,031
Annual Total		\$1,459,297	\$212,181	\$1,671,477	\$1,706,861	\$249,510		\$1,956,371
\$ Increase/(Decrease)		N/A	N/A	N/A	\$247,565	\$37,329		\$284,894
% Increase/(Decrease)		N/A	N/A	N/A	17.0%	17.6%		17.0%



Neighborhood Sewering Schedule-Revised February 2020

Rank *	Area Description	# Lots	Activity	Original Target Date	Revised Target Start Date
11	Jupiter Farms (East)	708		TBD	TBD
11	PB Country Estates	1547		TBD	TBD

* Rank based upon "2010 Septic System Inventory & Assessment"

TBD = To be determined

Remnant Areas

Rank*	Area Description	Lots	Activity	Original Target Date	Revised Target Start Date
H	Olympus Dr, Juno (LP)	2	Notified Owners – June 2013 Prelim. Design started – August 2017 Notice of Intent to Assess – July 2020	2016	2021
	605+607 Military Trl (LP)	2	Notified Owners – June 2020 Notice of Intent – Jan 2021	2022	
	18041 69 th Terrace	1	LRD procedures shared for connection to sewer services Statutory Way Provision – Jan 2022	N/A	2022
	5331 Center Street	1	LRD procedures shared for connection to sewer services Notice of Intent – March 2022	N/A	2022
	18150 SE Wooden Bridge Lane	1	LRD procedures shared for connection to sewer services Notice of Intent – May 2022	N/A	2022
	Island Way Property	1	Notice of Intent – August 2022	N/A	2022

Rank *	Area Description	# Lots	Activity	Original Target Date	Revised Target Start Date
AA	Peninsular Road	4	Private Road Notice of Intent – February 2010 Partial construction complete - June 2013 Soliciting easements for remainder of project	2010	AEO
BB	Rivers Edge Road (Martin Co.)	35	Notified Owners – August 2010 Private Road-Easements Solicited –May 2014 Notice of Intent – February 2014 Project Delayed	2013	AEO
CC	171 st Street (Martin Co.)	7	Private Road - In House Design Owners notified October 2012 Easement rec'd from Church – April 2017 Grant received	2014	AEO
CC	Jamaica Dr	11	Private Road Owners notified Oct 2012 Statutory Way Provision (2) – June 2021	2014	AEO
D	Loggerhead Park <i>(institutional)</i>	6 ECs	Need Easements from County-No database	2014	AEO
DD	Taylor Road	38	Notified Owners – September 2011 Private Roads	2015	AEO
FF	Rolling Hills	50	Notified Owners – Jan. 2013 - Private HOA Notice of Intent to Assess – October 2019 Award of Contract – December 2021	2017	2021
FF	North A1A	3	Postponed-Town activities in area No database	2012	AEO
GG	815 S US 1 (Yum Yum Tree)	9 ecs	Notified Owner – November 2014	2016	AEO
GG	Rockinghorse <i>(north of Roebuck Road)</i>	11	Notified Owners – January 2013	2018	AEO
GG	Castle Rd SE	5	Notified Owners – Jan 2013-private road	2018	AEO
GG	Jupiter Rd SE	4	Notified Owners – Jan 2013-private road	2018	AEO
HH	Harbor Rd. S. LPSS	6	Notified Owners – January 2014-private road	2017	AEO
HH	Indian Hills SE	12	Notified Owners – January 2016 Easement for Road & Utilities, No Dedication	2019	AEO
16	Limestone Creek Road West	49	Notified Owners – January 2013-private road	2018	TBD
19	US Coast Guard Station Offices <i>(institutional)</i> PX Commercial <i>(commercial)</i>	2 ECs 2 ECs	US Government - private roads-No database Contract for installation of sanitary sewers – September 2020	2019	2021
	109+111 Old Jupiter Beach Road	2	Notified Owners – September 2021		

CURTIS L. SHENKMAN
Board Certified
Real Estate Attorney
HUNTER SHENKMAN
Attorney

CURTIS SHENKMAN, P.A.
4400 PGA BLVD, SUITE 300
PALM BEACH GARDENS, FLORIDA 33410
TELEPHONE (561) 822-3939
Curtis@PalmBeachLawyer.Law

LEGAL ASSISTANTS
REAL ESTATE
JUDY D. MONTEIRO
DENISE B. PAOLUCCI
KRISTY SANTORO

October 12, 2022

Loxahatchee River Environmental Control District
D. Albrey Arrington, Exec. Dir. and Board Members (sent by email to S. Patel)
2500 Jupiter Park Drive
Jupiter, FL 33458

RE: PENDING LITIGATION STATUS REPORT

Dear Dr. Arrington and Board Members:

We are enclosing herewith a brief status report relating to the litigation in which the Loxahatchee River Environmental Control District is involved with our law firm as the attorney of record, and/or monitoring the attorney of record. This status report updates the last monthly status report previously submitted and consists of a summary of the record proceedings which have occurred in each of the pending cases since last month. NO CHANGE IN STATUS SINCE JULY REPORT.

There are no analyses of the pending cases included, as the inclusion of such items might constitute a waiver of any attorney/client privilege that exists between our firm and the District. Therefore, if you would like to discuss the particulars of any specific case in more detail or would like to obtain more information concerning the strategy, status, or settlement posture of any of the individual cases, please feel free to contact me.

As always, we are available at any time to discuss any of these lawsuits with each individual Board Member by telephone or by conference, if there are any questions.

Respectfully submitted,

CURTIS L. SHENKMAN

CURTIS L. SHENKMAN

Attachments

OTHER LITIGATION

IN THE CIRCUIT COURT OF THE FIFTEENTH JUDICIAL CIRCUIT, IN AND
FOR PALM BEACH COUNTY, FLORIDA
CASE NO. 50-2019 CA 014447 XXXX MB AB

FRED BEMAN, Plaintiff, vs.
LOXAHATCHEE RIVER DISTRICT,
Defendant.

December 6, 2017. Auto Accident involving District vehicle and vehicle driven by Fred Beman.

April 15, 2020. Summons & Complaint served upon the District.

April 20, 2020. Attorney Lyman Reynolds, appointed be District's Insurance Carrier to Defend the
District under the District's Insurance Policy.

May 4, 2020. District's Motion to Dismiss filed.

July 8, 2020. District's attorney reports Motion to Dismiss not yet set for a hearing.

August 19, 2020. Agreed Order permitting transfer of the case to Martin County Sept

16, 2020. Amended Complaint filed in Martin County

November 16, 2021, Notice of Lack of Prosecution filed in Palm Beach County.

Dec 2, 2021, Summons served on the District; Attorney Reynolds responded with Motion to Dismiss on
December 17, 2021.

January 14, 2022. District's Responses to Plaintiff's Request for Production and Interrogatories was filed.

January 31, 2022. District's Motion to Dismiss denied. District's Answer due by February 20, 2022, being
prepared by Attorney Reynolds.

February 20, 2022, District's Answer Filed.

April 22, 2022, Deposition of Plaintiff

June 21, 2022, Attorney Reynolds indicated projected trial date is December 18, 2023, and provided
confidential information to claims adjuster.

NO CHANGE IN STATUS SINCE JULY REPORT.

Pre-Suit Notice of Claim under FS 768.28 (6)(a)

Dated August 3, 2020, from Attorney for Plaintiff

Donovan Mackey and Dee Mackey, Plaintiff

Vs. LOXAHATCHEE RIVER DISTRICT,

Defendant.

On or about October 2019 sewage back up into 141 Beacon Lane, Jupiter, FL 33469 (Jupiter
Inlet Colony). Plaintiffs claim personal injury from the sewage back up.

August 3, 2020, District notified District's insurance carrier of the claim.

August 18, 2020, Insurance Adjuster for the District assigned the claim.

As of July 11, 2022, No activity since Adjuster assigned the claim

Plaintiff cannot file suit until claim is denied. 768.28 (6)(b).

Statute of Limitations is running on the claim.

NO CHANGE IN STATUS SINCE JULY REPORT.

Pre-Suit Notice of Claim under FS 768.28(6)(a)

Universal Property & Casualty Insurance Company a/s/o

BettyCavanagh & Jules Formel, Plaintiff VS.

LOXAHATCHEE RIVER DISTRICT, Defendant.

On or about November 18, 2020, sewage back up into 18081 SE Country Club Drive, Apt 4-
33, Tequesta, FL 33469. The Owners, Betty Cavanagh & Jules Formel made claim to their
insurance company, University Property & Casualty Company.

On April 29, 2021, 2020, the Insurance Adjuster for University Property
& Casualty Company notified the District's Insurance Company, PGCS
Claims Services of the claim.

On July 13, 2021, University Property & Casualty Company (UPCC), as subrogee of Betty

Cavanagh & Jules Formel, notified the District in accordance with 768.28, the District has 6 months from receipt of the letter to investigate this claim and provide formal acceptance or denial. Plaintiffs claim property damage from the sewage back up in the amount of \$26,860. PGCS has been investigating.

On July 12, 2022, PGCS informed the District, that UPCC resubmitted new information as to the claim in the amount of \$28,860.00. PGCS is investigating the claim. Plaintiff cannot file suit until claim is denied. 768.28 (6)(b).

NO CHANGE IN STATUS SINCE JULY REPORT.

LIEN FORECLOSURES

NONE

MORTGAGE OR LIEN FORECLOSURES / LRD COUNTERCLAIMS/CROSSCLAIMS

NONE



Loxahatchee River Environmental Control District
Monthly Status Report
October 3, 2022

Submitted To: Kris Dean, P.E, Deputy Executive Director/Director of Engineering

The following is a summary of work performed by Baxter and Woodman, Inc. (B&W), on District projects for the monthly period ending September 30, 2022.

Irrigation Quality 511 (IQ-511) Pump Station Piping Improvements

The following items were ongoing or completed during the last monthly period:

- The Contractor has completed the asphalt pavement work near IQ-511 and installation of the pond outlet box level transducer.
- Remaining work includes: Electrical Room No. 2 Shutdown, Diversion Structure B level transducer installation and final site work.
- A formal delay letter was provided by the Contractor on September 23, 2022 in regards to the Declaration of State of Emergency for Hurricane Ian.

Lift Station Fall Protection Improvements

The following items were ongoing or completed during the last monthly period:

- Contractor received the balance of the safety grates (for the plant) early and began installation September 19, 2022. Installation of only one station remains. Contractor is waiting for LRECD to adjust some piping that is in conflict with the grate so the final station can be completed.

Structural Condition Assessment of Headworks, Diversion Structure A

The following items were ongoing or completed during the last monthly period:

- Field investigation scheduled for September 15, 2022 was cancelled due to safety improvements not ready for the field inspection. The date to be rescheduled.

Respectfully Submitted by:

BAXTER & WOODMAN, INC.

Rebecca Travis, P.E.
Executive Vice President / Florida Division Manager

**Loxahatchee River Environmental Control District
CMA Project Status Update
October 5, 2022**

<i>CMA Project #</i>	<i>Name</i>	<i>Activities Performed</i>
494.001	BLM House Demolition and Reconstruction	<ul style="list-style-type: none"> • Conceptual Design Memorandum and building layout options approved by Board 10/21/21 • Coordination meeting held 11/12/21 • 90% design, specifications and cost estimate submitted • LRD plan comments addressed • Proposed roof alternative design submitted to LRD for review (to address comments from SHPO) • Bid documents submitted to LRD • Comments received from LRD, additional discussion taken place, and final documents being prepared
494.002	2500 Jupiter Park Drive Conceptual Site Planning	<ul style="list-style-type: none"> • Conducted kick off meeting 11/12/21 • Environmental field work performed, report submitted, comments received from LRD, revised report submitted • Staff and Board survey performed • Existing site base plan prepared • Review of adjacent stormwater permits performed • Site concept plans prepared • Site visits and meeting with LRD was conducted to review survey results and concept plans • Presented survey results and concept plans to Board • Submitted data request to LRD for massing study and received results. Provided LRD with initial space calculations. • Reviewed WWTF capacity expansion goals with LRD. Submitted memorandum on the WWTF future space to LRD. • Submitted draft Site Security memorandum, received comments from LRD, and submitted final memorandum. • Massing study underway and internal consultant meetings conducted to discuss alternatives. Meeting is scheduled with LRD to review the preliminary massing study and get input.



HOLTZ CONSULTING ENGINEERS, INC.
270 South Central Boulevard, Suite 207, Jupiter, FL 33458 (561) 575 2005

MEMORANDUM

To: Kris Dean, PE, Deputy Director/Director of Engineering, Loxahatchee River Environmental Control District
From: Christine Miranda, PE, Holtz Consulting Engineers, Inc.
Date: October 13, 2022
Subject: Loxahatchee River Environmental Control District Monthly Status Report

The following is a summary of work performed by Holtz Consulting Engineers, Inc. (HCE) on Loxahatchee River District projects through October 13, 2022. **Note: Any information that is historical or repeated from previous months are shown in italics. Otherwise, all information as shown below is newly reported information.**

Lift Station No. 082 Improvements

- HCE has obtained the sketch and legal description from the surveyor and has prepared the easement agreement for the generator area that will be granted to the District. HCE forwarded to the property manager, and they executed the document and sent it back on September 29, 2022. A meeting was held with the Contractor, property manager, electrical engineer, and HCE staff on October 3, 2022. The Contractor will be working on an updated schedule to show the activities that will impact the shopping plaza entrance and the duration of those activities for the property manager to review. On September 23, 2022, Contractor sent correspondence to District and HCE staff that they are still waiting for materials to be delivered that impact the critical path schedule of the project and will be submitting documentation for review and approval. These revised dates will also be provided in the updated schedule.

Schedule Update: The Contractor has provided information from their supplier which shows they are still waiting for delivery of specific pipe fittings for this project. Upon receipt of more detailed information that provides expected dates for delivery, the schedule will be adjusted as required and a time extension change order will be submitted to the District for consideration.

Country Club Drive Force Main Transmission System Preliminary Evaluation

- *The draft technical memorandum was submitted to the District on June 10, 2022 for review and comment. Upon receipt of the comments from the District, the memorandum will be finalized and transmitted to the District.*

Schedule Update: *Per the work authorization agreement, upon receipt of comments from the District on the draft memorandum, the final memorandum will be prepared and submitted within two weeks.*

Lift Station Telemetry Improvements



- HCE continues to work with the Contractor and the electrical engineer on control panel design and submittal items. The Contractor has completed additional site visits to several lift stations.

Schedule Update: *The Notice to Proceed (NTP) has been issued for August 8, 2022. Substantial completion is 595 days from the NTP, March 25, 2024 and final completion is 660 days from the NTP, May 29, 2024. The schedule provided from the Contractor currently shows them mobilizing and starting installation in April 2023 and completing construction in January 2024.*

Rolling Hills Gravity Sewer System, Lift Station, & Force Main

- All lining and repairs of the existing service laterals are now complete. Construction work is still ongoing for manhole rehabilitation. The Contractor has installed the electrical rack for the lift station and once the control panel arrives on-site the construction of the lift station can be completed. HCE has processed five payment applications to date for the project.

Schedule Update: *The current contract substantial completion date is August 13, 2022 and final completion date is October 17, 2022. The Contractor has provided an updated schedule based upon the anticipated delivery date of the control panel. HCE is currently preparing a time extension change order to be forwarded to the District for consideration.*

Jupiter Inlet Lighthouse Septic to Sewer Conversion

- During the month of September, HCE continued their onsite observation of construction efforts. Progress has been made regarding the installation of horizontal directional drilling (HDD) for water mains along with sewer lateral connections to the 11 buildings all in conjunction with scheduled activities. September's milestones include completion of the new 6" & 8" directional drilled water main's, cannon flushing of all potable water mains, installation of Coquina roadways (60%) and approximately 50% of FPL conduit installations. Work continues on construction of low-pressure lift stations along with completing low pressure force main tie-ins. HCE has continued ongoing coordination of construction activities with the archaeologist, performing cultural resources monitoring throughout the duration of construction. Photo above depicts the recent cannon flushing procedure of the new water main system. This is part of the Town of Jupiter's testing protocols prior to bacteriological testing of the water mains. Below photos are of Jupiter Highschool students and their recent trip to the lighthouse, in which they took part in the ongoing archaeological efforts in preservation and recording of ancient historical artifacts.



While onsite and sifting through historical midden, they came across multiple artifacts such as the ancient shark teeth shown below used for tooling and cutting.



Schedule Update: The current substantial contract completion date is September 9, 2022 and final contract completion date is December 5, 2022. HCE, the District, and the Contractor met on October 6, 2022 to review the schedule. HCE is currently preparing a time extension change order to extend the Contract due to Town of Jupiter permitting delays.

Deep Injection Well Replacement Cost Study

- HCE staff is currently working on finalizing the technical memorandum and addressing all comments received by the District. Additional information will be provided in the final technical memorandum providing a life cycle cost analysis and breakdown of operation and maintenance costs of the presented options. After all comments are addressed, and additional information inputted, the final memorandum will be completed and submitted to the District.

Schedule Update: The final memorandum will be completed and submitted to the District three weeks after all additional required information is gathered. The time frame to gather and analyze the additional information will also be provided to the District in a change of scope that HCE is currently preparing to be submitted to the District.

Injection Well Pump Manual Transfer Switch Addition

- A safety meeting was held with the Contractor and the District on October 11, 2022. On October 12, 2022, the Contractor provided an updated schedule that shows them mobilizing the week of October 10, 2022 and completion of the project by December 31, 2022. They have also provided supporting documentation regarding material delays that affected the construction schedule and mobilization. HCE is currently preparing a time extension change order to be submitted to the District for consideration.



Schedule Update: The current substantial contract completion date is August 13, 2022 and final contract completion date is October 17, 2022. Due to the delay in procurement of materials a time extension request is being prepared and will be forwarded via change order for the District's consideration.

Master Lift Station No. 1 Traveling Bridge Crane Solicitation

- Prime Contractor Boromei Construction and crane manufacturer MHS remain at the substantial completion portion of this project. Construction efforts regarding the many punch list items have carried through the month of September leaving the remaining few punch list items scheduled for completion in October. HCE continued daily coordination and onsite monitoring construction activities and in coordination with LRD staff with the intent to see this project finalized and turned over to the District in October.

Schedule Update: The current substantial contract completion date is July 21, 2022 and final contract completion date is September 24, 2022. As of September 24, 2022, a few remaining punch items still needed to be completed. HCE is diligently working with the Contractor to have them complete the remaining items as quickly as possible.

Emergency Response ESRI Collection Tool & Synovia Vehicle Tracking Assistance

- *No new activities have occurred for this work.*



**Loxahatchee River Environmental Control District
Master Plan 20-AC “Sierra Square” @ 9278 Indiantown Rd
LRECD PO# 21-0649 / KCI #482021095.01**

Progress Report

To: Mr. Kris Dean, P.E., Deputy Executive Director/Director of Engineering
From: Todd Mohler, RLA, KCI, Project Manager
Date: October 3, 2022

ACTIVITIES

KCI Technologies progress report updates for the current billing period are:

Activities and Support:

1. **Survey:** Complete.
2. **Environmental:** Complete.
3. **Geotechnical:** Complete.
4. **Electrical Engineering:** 90% Complete. Will finalize to 30% in Task 3.
5. **Civil Engineering:** Finalized grading analysis and budget estimate. Presented at workshop for Board of Directors on 6/28/22. Task 2 deliverables (pre 30% conceptual grading and utilities) delivered 9/9/22. Awaiting any comments from LRECD on Task 2 deliverables. Will finalize to 30% in Task 3.
6. **Landscape Architecture:** Researched funding opportunities. Need to identify desired renderings for Task 3 deliverables. Need to discuss both above with LRECD in order to proceed with Task 3.
7. **Architecture:** 90% Complete. Will finalize to 30% in Task 3.



October 5, 2022

Mr. Kris Dean, P.E.
Deputy Executive Director/Director of Engineering
Loxahatchee River Environmental Control District
2500 Jupiter Park Drive
Jupiter, FL 33458

Ref. No. C0089.40
Subject: Loxahatchee River Subaqueous Forcemain Replacement
PO No. 22-0911

Dear Mr. Dean:

Below is our Monthly Update for September 2022.

Schedule:

- The Project upcoming dates:
 - 60% Submittal October 15, 2022

Upcoming Activities:

- Ongoing coordination between Consultant, District and Consultant's surveyor.
- Ongoing coordination with Utilities Companies.
- Topographic Field Survey 95% complete.
- Topographic Survey Basemap preparation in progress.
- Construction Drawings progressing to 60%.

If you have any questions, please contact me at 683-3113, extension 293.

Sincerely,
MOCK, ROOS & ASSOCIATES, INC.

A handwritten signature in blue ink, appearing to read "G. Gruber".

Garry G. Gruber, P.E.
Senior Vice President

GGG:tsm
Copies: John Cairnes
Spencer Schroeder



Busch Wildlife Sanctuary At Loxahatchee River District Quarterly Dashboard - 3rd Quarter 2022



	Education				Animal Care			Financial Operations			Gift Shop	Volunteers	Safety
	General Public Visitors	Visitors Attending Public Programs	In-reach / Out-reach Program Attendance	Education Net Income	Injured Animals Received / Treated	Animals Released	Average Donation per Animal Admitted	General Donation Income	Grants/Major Donor Income	BWS Net Income	Net Income	Hours Logged	OSHA Recorded Incidents
Benchmark	# of People	# of People	# of People		#	%						#	#
Green	> 25,000	> 3500	> 5500	> \$20,000	< 500	≥30%	≥ \$15.00/Animal	> \$25,000	> \$100,000	≥ \$100,000	> \$10,000	> 2000	0
Yellow	> 20,000	≥ 2500	≥ 4000	≥ \$10,000	≥ 500	≥25%	< \$15.00/Animal	≥ \$15,000	≥ \$50,000	> \$0.00	≥ \$5,000	≥ 1500	1
Red	< 20,000	< 2500	< 4000	< \$10,000	>1000	<25%	< \$10.00/Animal	< \$15,000	< \$50,000	≤ \$0.00	< \$5,000	< 1500	>2
2021 Qtr Results													
1st Qtr													
2nd Qtr													
3rd Qtr													
4th Qtr													
2022 Qtr Results													
1st Qtr													
2nd Qtr													
3rd Qtr													
4th Qtr													

3rd Quarter Onsite Items:

Projects Completed: Landscape clean up & re-mulching throughout Sanctuary

Projects In Progress: Remulching Pineland Nature Trail, restoring property and removing unused enclosures

Future Projects: None scheduled at this time

3rd Quarter Appearances, Notables, Trainings:

Trainings: All Staff Trainings on Zoonotic Diseases, Basic First Aid, Back Safety

Onsite Educational Activities: In addition to daily programming we provided 41 Tours, 1 VIP Tour, 10 B-day parties, and 27 Junior Naturalist & Mini Jrs Sessions

Offsite Educational Activities: 27 presentations, 2 Exhibits

Other Community Events/Notables: Women in Wildlife Panel in Jupiter Farms, Tour with Lighthouse School for the Blind, Participated in Natl Night Out, New volunteer partnership with Fort Freedom, Tour with PB School for Autism, Living with Florida Black Bears Zoom with FWC

Licensing & Permits: All current

Rocky Pines Facilities Build Update: On schedule



Director's Report

- | | |
|-------------------------------|------------|
| ➤ Admin. & Fiscal Report | attach. #1 |
| ➤ Engineering Report | attach. #2 |
| ➤ Operations Report | attach. #3 |
| ➤ Information Services Report | attach. #4 |
| ➤ Environmental Education | attach. #5 |
| ➤ Safety Report | attach. #6 |
| ➤ Other Matters (as needed) | attach. #7 |



J:\Board\Notebook\Directors Report



LOXAHATCHEE RIVER DISTRICT

2500 JUPITER PARK DRIVE, JUPITER, FLORIDA 33458

TEL: (561) 747-5700

FAX: (561) 747-9929

D. Albrey Arrington, Ph.D. EXECUTIVE DIRECTOR

loxahatcheeriver.org

MEMORANDUM

To: Governing Board
From: Kara Fraraccio, Director of Finance and Administration
Date: October 14, 2022
Subject: Monthly Financial Report

Cash and Investments

Balance as of September 30, 2022

Certificates of Deposit:

Institution	Original Term	Maturity	Rate	Book Value	Monthly Interest Earned	Market Value
Bank United	3 Months	11/16/22	1.98%	\$ 1,055,237	\$ 1,719	\$ 1,057,814
Bank United	3 Months	11/16/22	1.98%	1,574,277	2,564	1,578,122
TD Bank	6 Months	02/04/23	3.06%	2,500,000	6,300	2,511,120
TD Bank	9 Months	05/05/23	3.22%	2,500,000	6,630	2,511,702
TD Bank	9 Months	05/08/23	3.35%	1,274,425	3,516	1,280,398
Bank United	9 Months	05/16/23	2.13%	1,003,248	1,755	1,005,880
TD Bank	12 Months	08/10/23	3.36%	2,000,000	5,534	2,009,400
Bank United	12 Months	08/16/23	2.42%	1,004,118	1,999	1,007,116
Bank United	12 Months	08/16/23	2.42%	1,004,118	1,999	1,007,116
US Century Bank	13 Months	09/22/23	2.71%	2,500,000	5,578	2,507,251
Subtotal				\$ 16,415,423	\$ 37,594	\$ 16,475,919
Investment Accounts:						
Synowus - Public Demand			2.00%		\$ 12,145	\$ 7,394,783
Bank United - Public Funds Reserve			1.98%		1,954	2,001,939
Florida Prime - SBA			2.61%		4,316	2,013,224
Subtotal					\$ 18,415	\$ 11,409,946
Checking Account:						
SunTrust-Hybrid Business Account			0.02%		\$ 223	\$ 12,116,796
Subtotal					\$ 223	\$ 12,116,796
Brokerage Accounts:						
Vanguard GNMA ADM			-16.45%	\$ 291,742	(41,217)	\$ 250,525
Vanguard Short-Term Treasury			-5.71%	1,335,270	(72,092)	1,263,178
Vanguard Short-Term Inflation			-10.15%	129,373	(11,918)	117,455
U.S. Treasuries - Due 11/22/22			2.57%	99,279	310	99,589
U.S. Treasuries - Due 11/25/22			2.78%	496,553	1,338	497,891
U.S. Treasuries - Due 12/01/22			2.68%	496,313	1,278	497,591
U.S. Treasuries - Due 12/20/22			3.07%	506,564	1,092	507,656
U.S. Treasuries - Due 12/22/22			3.33%	128,917	161	129,079
Charles Schwab Bank Sweep						7,665
Subtotal				\$ 3,484,011	\$ (121,048)	\$ 3,370,629
Total					\$ (64,816)	\$ 43,373,290

Average weighted rate of return on investments is: 1.44%

As of 9/30/22:

3 month Short Term Bond: 3.22%

1 month Federal Fund Rate: 3.08%

James D. Snyder
CHAIRMAN

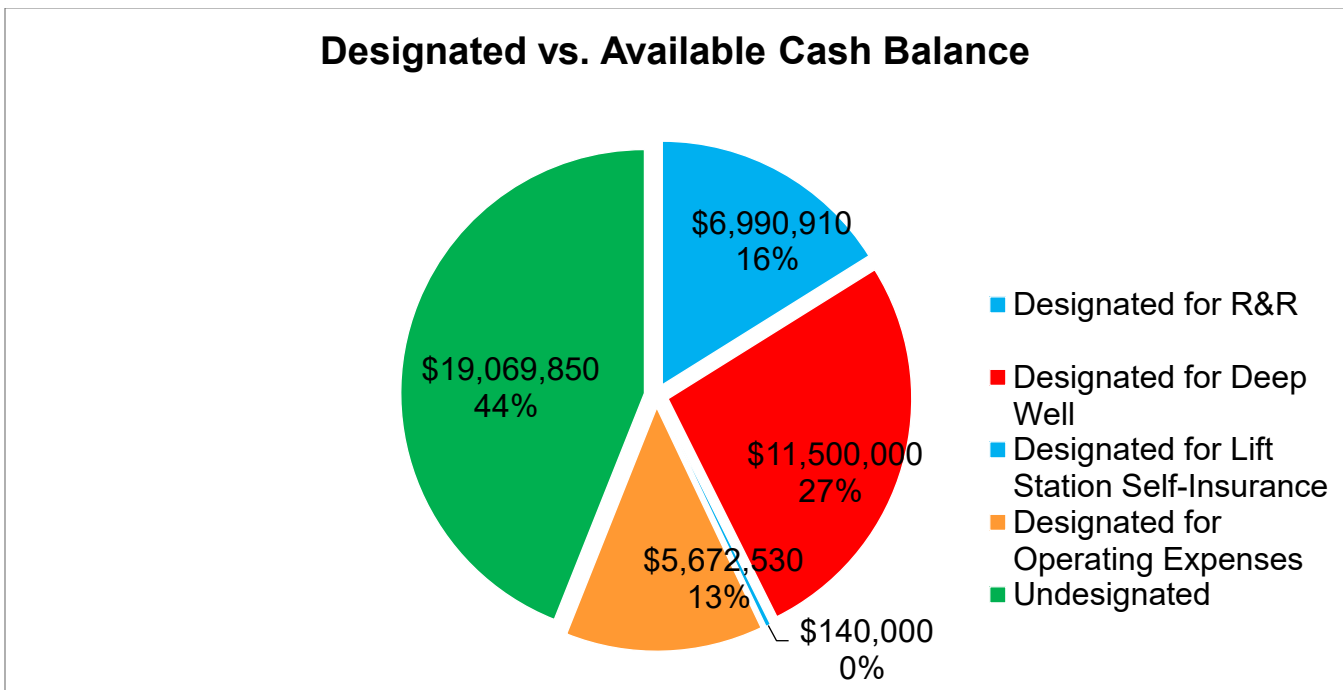
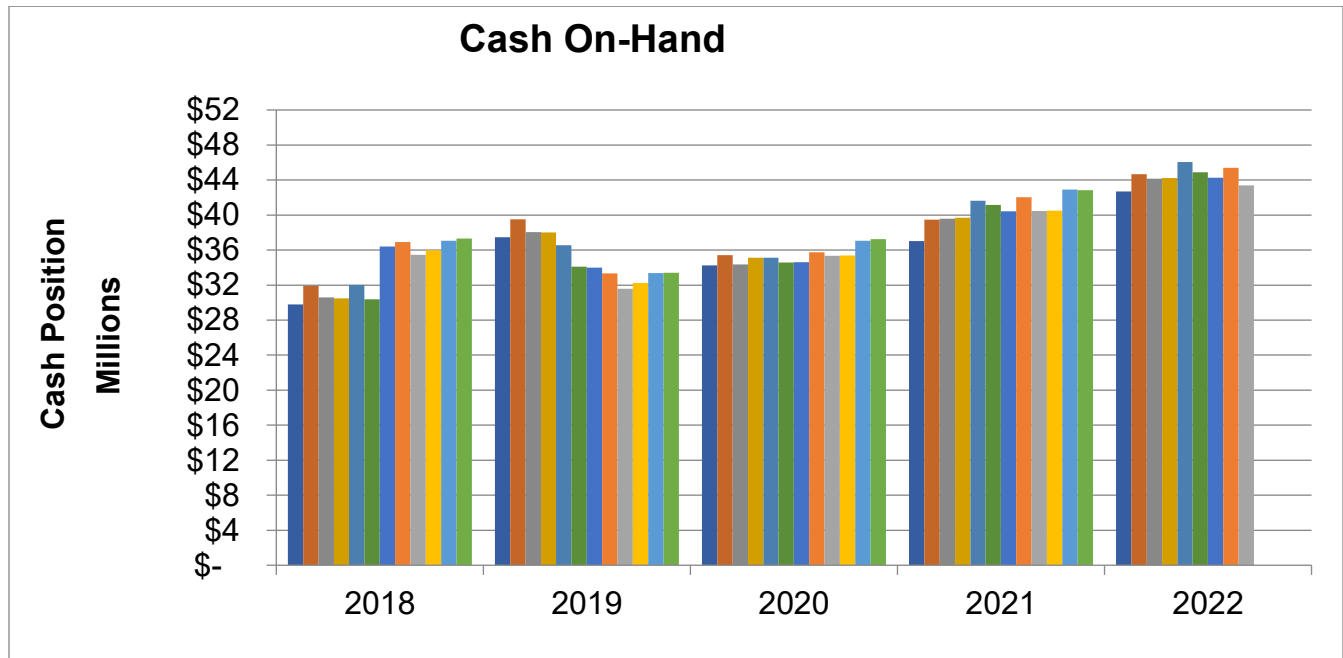
Stephen B. Rockoff
BOARD MEMBER

Dr. Matt H. Rostock
BOARD MEMBER

Gordon Boggie
BOARD MEMBER

The bond funds in the District brokerage accounts are still underperforming due to abnormal market conditions and uncertainties with the Federal Reserve. However, the District is optimistic that losses will be recovered and that we have an optimized portfolio based on risk and cash flow needs.

Cash position for September 2021 was \$40,450,479. Current Cash position is up by \$2,922,811.



Financial Information

- Legal Fees billed in September were \$300. The fiscal year-to-date total is \$65,860.
- Estoppel fees collected in September totaled \$4,305. The fiscal year-to-date total is \$85,590.
- There was no Septage billing for the month of September.
- Developer's Agreement – There were no new Developer Agreements.
- I.Q. Water Agreements –All IQ Water Agreements are up to date.

Summary of Budget vs. Actual

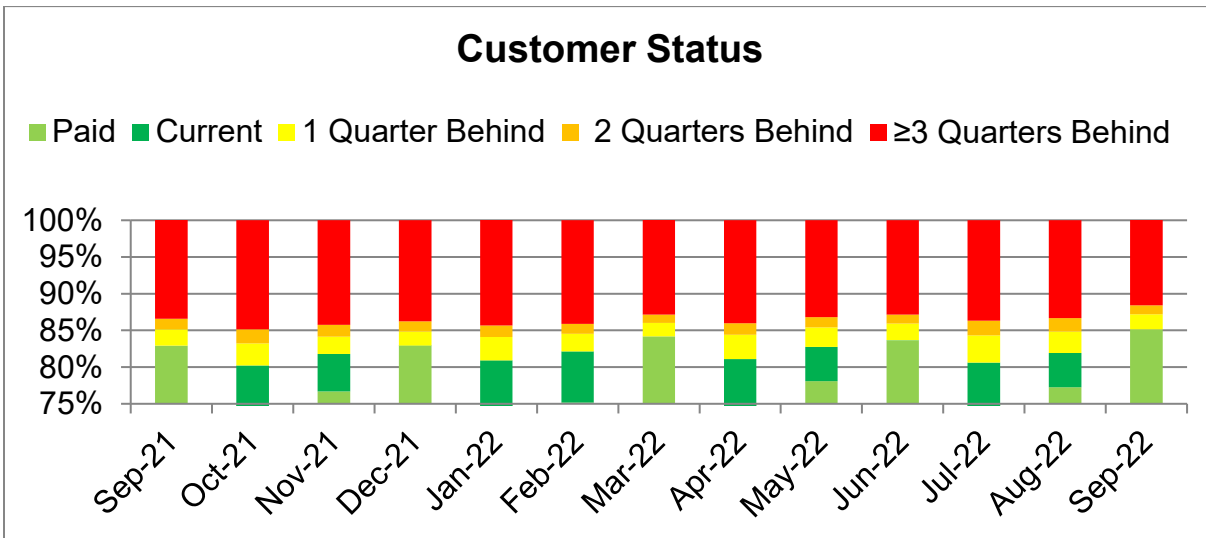
Budget Benchmark
100%

	Sep-22 Actual	YTD Actual	FY 22 Budget	Favorable (Unfavorable)	Budget Expended	Sep-21 YTD
Revenues						
Operating Revenues						
Regional Sewer Service	\$ 1,454,612	\$ 17,157,795	\$17,100,000	\$ 57,795	100.34%	\$16,683,096
Standby Sewer Service	9,028	113,801	73,000	40,801	155.89%	98,167
IQ Water Charges	191,595	2,307,624	2,326,000	(18,376)	99.21%	2,266,870
Admin. and Engineering Fees	1,196	32,671	38,000	(5,329)	85.98%	62,488
Other Revenue	14,165	499,314	424,490	74,824	117.63%	371,384
Subtotal Operating Revenues	1,670,596	20,111,205	19,961,490	149,715	100.75%	19,482,005
Capital Revenues						
Assessments	\$ 4,894	\$ 1,297,923	1,188,997	108,926	109.16%	2,207,631
Line Charges	7,872	175,086	287,000	(111,914)	61.01%	300,954
Plant Charges	13,403	553,202	898,000	(344,798)	61.60%	651,533
Capital Contributions		14,731	800,000	(785,269)	1.84%	
Subtotal Capital Revenues	26,169	2,040,942	3,173,997	(1,133,055)	64.30%	3,160,118
Other Revenues						
Grants		351,500		351,500		
Interest Income	30,376	624,544	613,000	11,544	101.88%	708,104
Subtotal Other Revenues	30,376	976,044	613,000	363,044	159.22%	708,104
Total Revenues	\$ 1,727,141	\$ 23,128,191	\$ 23,748,487	\$ (620,296)	97.39%	\$ 23,350,227
Expenses						
Salaries and Wages	\$ 750,250	\$ 6,257,767	\$6,522,000	\$ 264,233	95.95%	\$5,303,124
Payroll Taxes	54,062	453,006	470,200	17,194	96.34%	382,595
Retirement Contributions	104,169	871,136	946,800	75,664	92.01%	769,438
Employee Health Insurance	113,213	1,418,614	1,558,400	139,786	91.03%	1,272,312
Workers Compensation Insurance		56,802	73,700	16,898	77.07%	53,480
General Insurance		389,675	374,995	(14,680)	103.91%	358,803
Supplies and Expenses	19,494	1,004,731	1,036,285	31,554	96.96%	843,583
Utilities	135,581	1,497,253	1,407,908	(89,345)	106.35%	1,250,827
Chemicals	46,306	428,600	503,000	74,400	85.21%	309,877
Repairs and Maintenance	70,168	1,673,853	1,858,362	184,509	90.07%	1,454,881
Outside Services	9,051	1,665,330	2,040,930	375,600	81.60%	1,912,472
Contingency			225,000	225,000	0.00%	
Subtotal Operating Expenses	1,302,294	15,716,767	17,017,580	1,300,813	92.36%	13,911,392
Capital						
Capital Improvements	\$ 934,903	\$ 4,893,313	10,537,513	5,644,200	46.44%	3,667,088
Subtotal Capital	934,903	4,893,313	10,537,513	5,644,200	46.44%	3,667,088
Total Expenses	\$ 2,237,197	\$ 20,610,080	\$ 27,555,093	\$ 6,945,013	74.80%	\$ 17,578,480
Excess Revenues						
Over (Under) Expenses	\$ (510,056)	\$ 2,518,111	\$ (3,806,606)	\$ 6,324,717		\$ 5,771,747

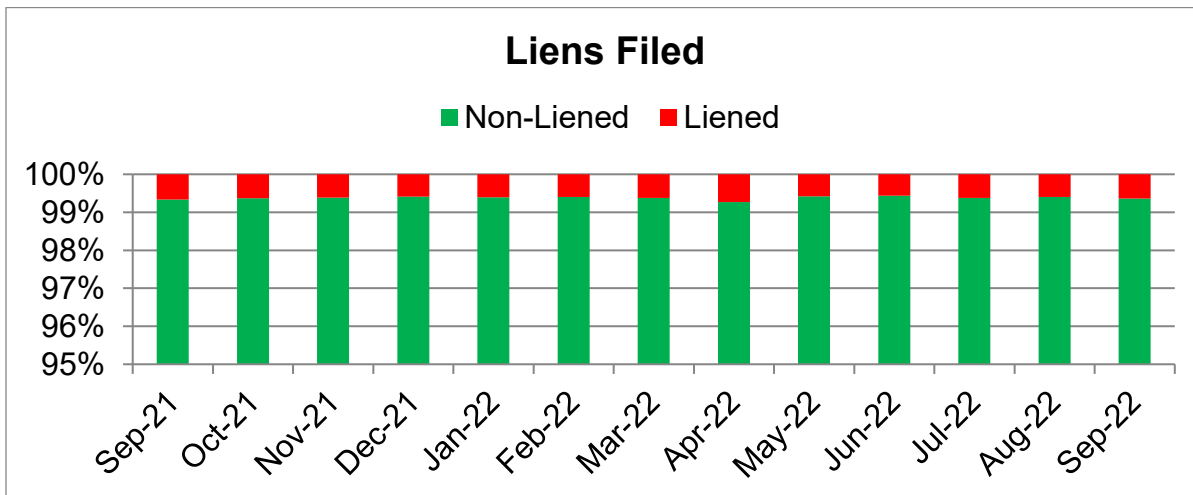
Total Capital expenses incurred and encumbered totalled \$14,127,489 or 134% of the capital budget. This includes funds encumbered in a prior fiscal year for projects that stretch across multiple fiscal years.

Accounts Receivable

The chart below illustrates customers' receivable status as a percentage of quarterly sewer billing. Paid or current balances represent approximately 84% billing.



The District serves approximately 33,189 customers. Currently, the District has 213 liens filed which represent approximately 1% of our customers.



Pending/Threatened Litigation

- Vehicle Accident – The District received a legal summons related to a vehicle accident involving a District vehicle. This claim is currently being handled through the District's General Liability Insurance provider, PRIA. PRIA has assigned the firm of Roberts, Reynolds, Bedard & Tuzzio, PLLC to represent the District.
- Beacon Lane – The District received a formal notice that a negligence claim is being made on behalf of a resident on Beacon Lane from injuries sustained as a result of septic and sewage over-flow at the property. We notified the District's legal counsel, the project engineers, the contractor, and the District's General Liability Insurance provider, PRIA.
- Turtle Creek Sub-system 2 & 3 – The Contractor stopped responding to the District regarding paving issues found by Martin County. We have notified the District's contract legal counsel, Delaparte and Gilbert, and requested they send a formal notice of latent defects to the Contractor.



LOXAHATCHEE RIVER DISTRICT

2500 JUPITER PARK DRIVE, JUPITER, FLORIDA 33458

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D. Albrey Arrington, Ph.D. EXECUTIVE DIRECTOR

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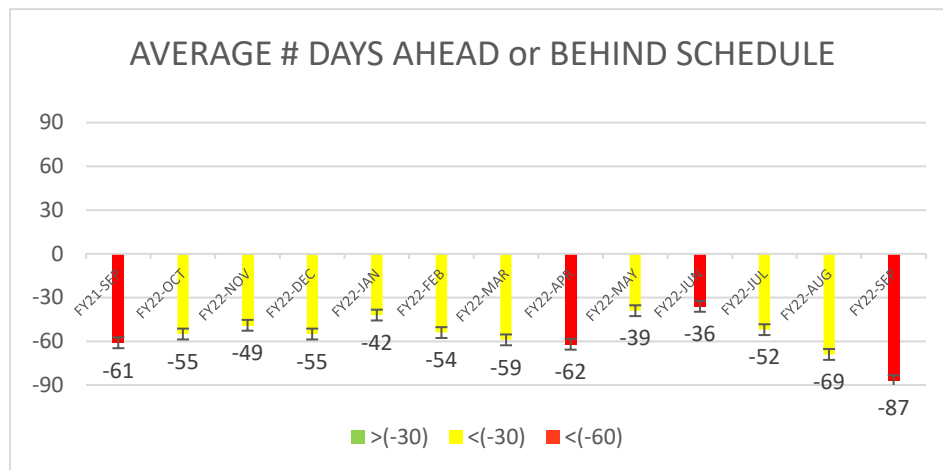
MEMORANDUM

TO: D. Albrey Arrington, Ph.D., Executive Director
FROM: Kris Dean, P.E., Deputy Executive Director/Director of Engineering Services
DATE: October 14, 2022
SUBJECT: Capital Program and Engineering Services Report

Capital Projects

Capital Schedule (FLOAT = -87 Days)

The overall Capital Program schedule continued to slip through September.



Delays to date are attributed to the following causes:

Supply Chain Issues:	30%
Planning Contracts:	23%
Construction Delays:	19%
Design/Permit/Bid:	17%
Late Start:	11%

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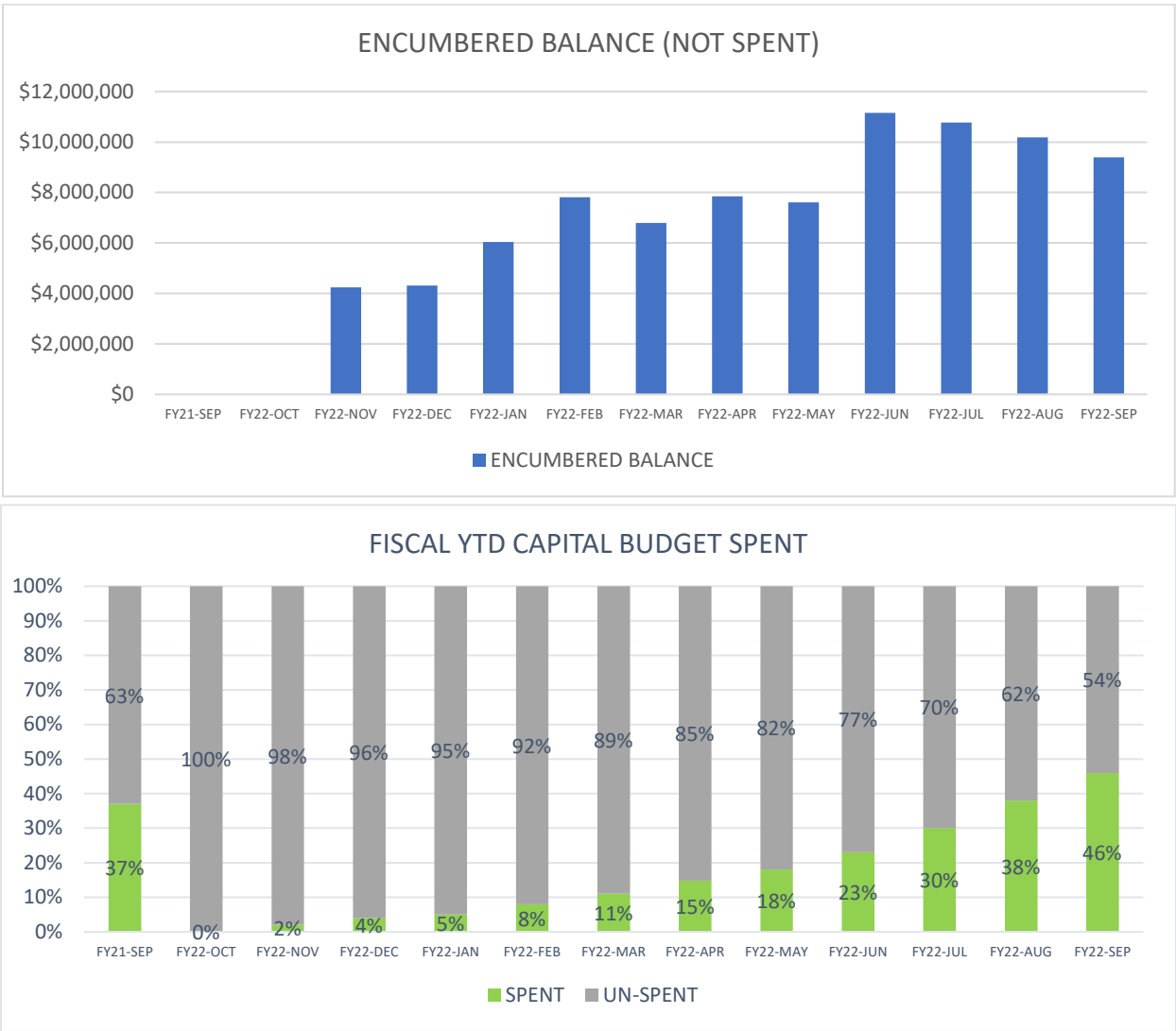
Planning and Design/Permit/Bid combined (40%) have the largest impact to the Capital Program schedule. Staff are looking at similarities with these contracts and additional tools and mechanisms to promote schedule performance.

Supply chain issues also have a significant impact to the Capital Program schedule. As staff move forward more consideration will be given to procurement of materials and equipment at the earliest possible time through direct purchase by owner as opposed to including in the construction contract. Staff are also looking at alternatives to standard materials and equipment that may be more readily available.

Construction delays, not attributable to supply chain issues, also contribute significantly. Staff are working with consultants and contractors to understand these delays and improve construction schedule management.

Capital Budget

Encumbered Balance (unspent encumbered funds) continues to decrease slowly as spending out paces new encumbrances at the end of the 2023 fiscal year.



Project Updates

Science Center and Jupiter Inlet Lighthouse Outstanding Natural Area (aka: BLM House Renovations): The consultant is working on comments to the 100% plans and specifications. Staff have pushed bidding another month which is resulting in a two month delay on award of the project.

Advertise: 10/31/2022

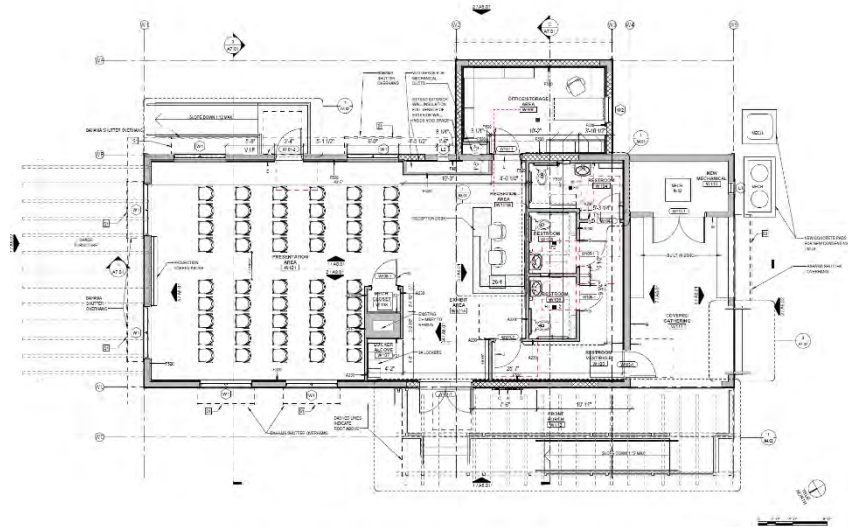
Pre-Bid Meeting:
11/15/2022

Bids Due: 12/6/2022

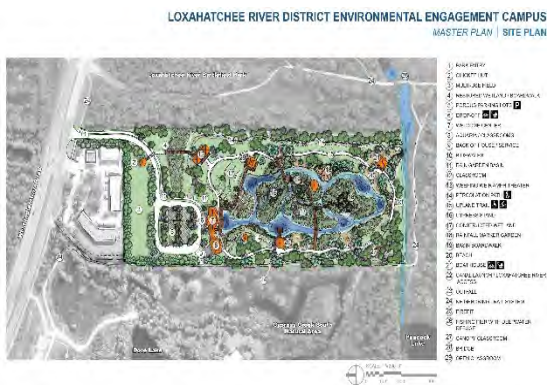
Bonds Due: 12/8/2022

Recommendation of
Award due: 12/15/2022

Award: 1/17/2023

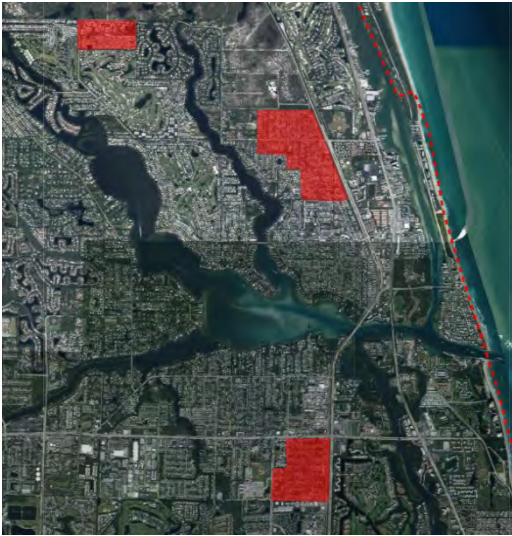


2500 Jupiter Park Drive Site Planning: Since the presentation to the Board in May of this year staff and the consultant have continued to make progress on the massing study, architectural programming, potential treatment facility footprint and security review. Once these components are complete staff will provide revised site plans for Board discussion and consideration.



20 Acres: Since the presentation to the Board in June of this year the consultant is proceeding with the conceptual master plan development including preliminary civil, electrical and schematic floor plans based on the presented site plan. This will be followed by completion of the Final Conceptual Master Plan, currently scheduled for December 2022.

In-house Projects



Gravity System Rehabilitation – Cleaning, TV Inspection and Lining: The contractor is working in LS041 and LS018 and will mobilize to LS054 when complete. The current schedule shows completion with the 3 systems in December 2022.

Lift Station Rehabilitations General Construction Services: Site visits and design have commenced based on the prioritized inspection reports. Engineering is working on design and project set up in EAM to ensure the work moves into construction.

Work is complete at LS059 and LS112. LS266 is under construction. Staff are coordinating pricing for LS064. LS233 is in design. The new work flow continues to work well with defined coordination between Collections, Inspections, Engineering and Construction.

Neighborhood Sewerage/Remnant Properties:

5331 Center St.: Design and permitting are complete for 5331 Center Street. Staff is coordinating with a general services contract for pricing and installation. This project includes a single service to be installed in easements coordinated by the property owner. Staff are coordinating with the contractor for a construction schedule.

18041 and 18049 69th Terrace: The property owner at 18041 69th Terrace provided easements and requested staff install sewers to a proposed two-unit residential project. Design and permitting are complete. Staff is coordinating with a general services contract for pricing and installation. This project includes a double service to be installed in easements. Staff are coordinating with the contractor for a construction schedule.

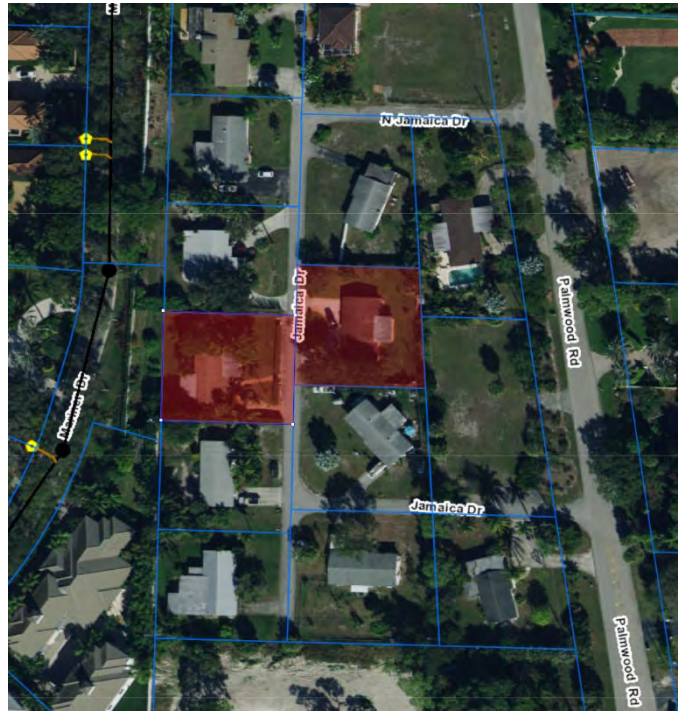
18150 SE Woodbridge Lane: Staff is in design and permitting. The project includes a single service to be installed in right of way. Staff are coordinating with the contractor for a construction schedule.

Other: Recent activity with Statutory Way of Necessity has postponed staff focusing on other remnant properties. Staff will begin working this Fall with IT and customer service to re-evaluate our system to confirm remnant areas on public right of way or with easement access have all been served.

Statutory Way of Necessity:

Jamaica Drive Low Pressure Sewer: Over the last two years staff has been coordinating with two property owners for utility easements to install sewers to their properties on Jamaica Drive without success. At this time both property owners have determined Statutory Way of Necessity is the preferred option and entered into letter agreements for staff to proceed on their behalf.

Agreements are in place. Staff are coordinating with the contractor for final pricing.



COLLECTIONS AND REUSE

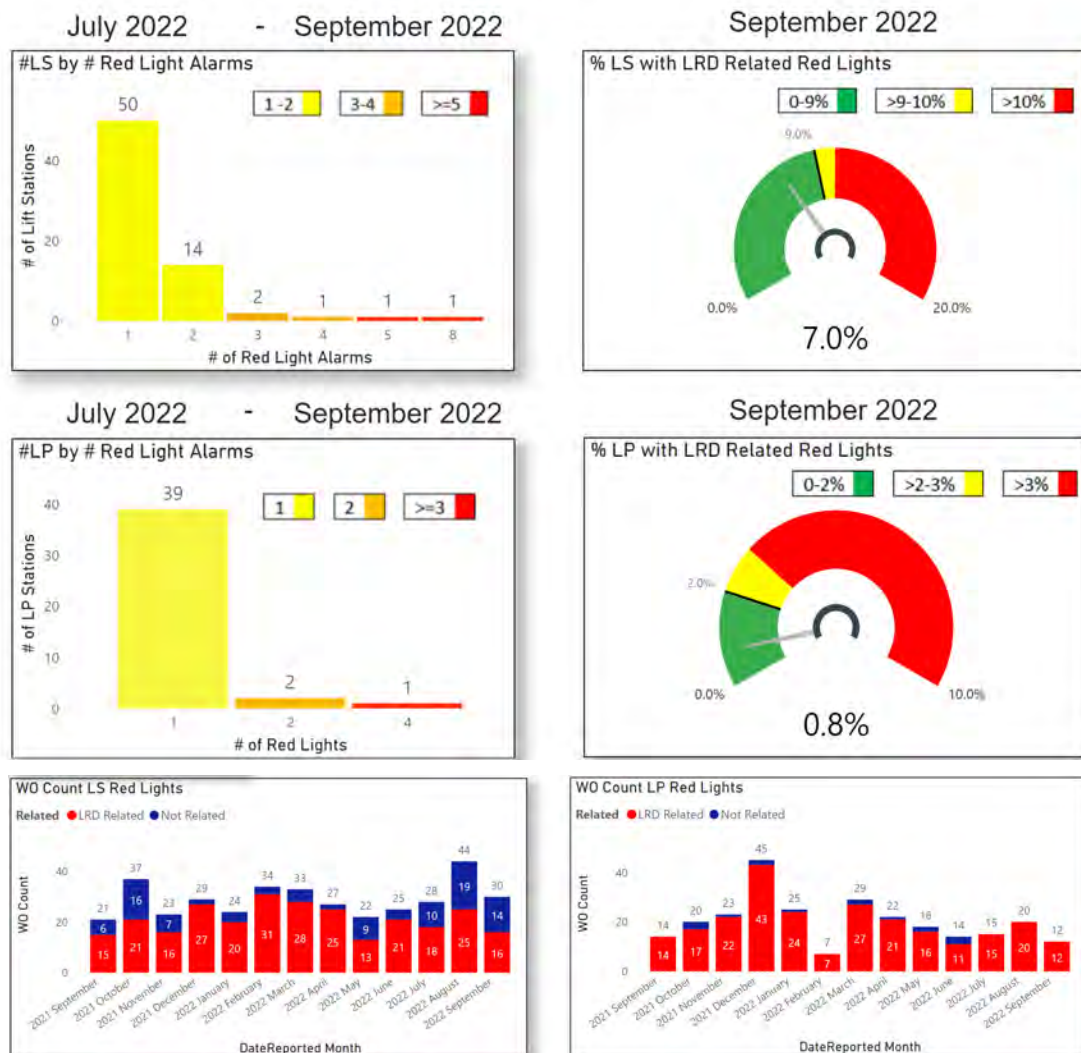
Lift Station Data Collection

Starting in August 2022 Collections staff began collecting data on installed pumps at lift stations and various control panel components. This information will be used to populate custom data fields in EAM for use by collections staff when performing routine tasks such as assessing station issues or checking out parts. The data collection is being implemented service area wide with staff systematically evaluating a specific zone and by adding the data collection task plan check list to corrective work orders issued for station repair. Staff anticipate completion of the data collection by the end of the year.

Lift Station Red Lights: This month the system experienced 42 total red lights. 30 lift station red lights (with 3 stations experiencing multiple red light events) and 12 low pressure red lights (with 1 station experiencing multiple red light events).

The monthly reporting excludes redlights due to FPL power failure since staff have no mechanism to impact FPL performance during inclement weather or other power outages. Staff continue to include FPL power outages in the 3-month rolling average for repeat stations and work order counts to facilitate FPL coordination on problem areas and potential use of portable standby power to ensure continuity of service.

Emergency Call Work Orders Dashboard



Air Release Valves: The ARV evaluation process has resulted in 156 ARVs inspected year to date (September 23, 2022). Of all inspected ARV's from beginning of reporting, January 2020, 112 are out of service. Board members have requested trending be provided for ARVs out of service. Staff are working on revisions to provide this.

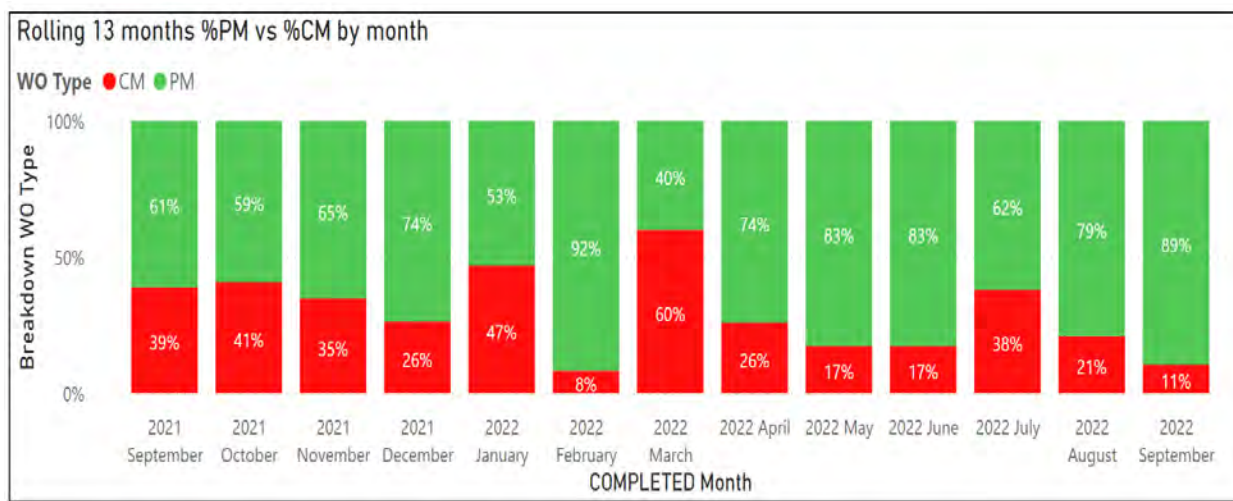
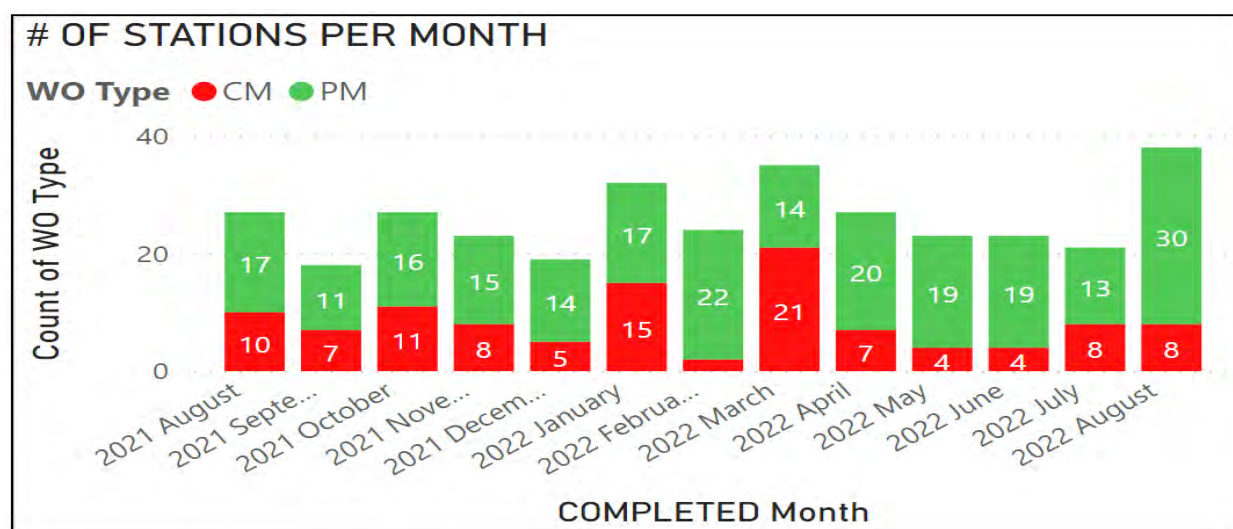
MONTHLY ARV INSPECTIONS

Visits													
Year	January	February	March	April	May	June	July	August	September	October	November	December	Total
2020	25	35	63	39	23	33	14	24	56	17	15	13	285
2021	11	33	58	88	34	33	11	23	41	19	24	21	291
2022	5	20	23	30	33	43	7	7	1				156

Out of Service

112

Wet Well Cleaning: Unscheduled wetwell cleanings totaled 8 for the month.



UNAUTHORIZED DISCHARGES (fka SANITARY SEWER OVERFLOWS)

There were 2 unauthorized discharges in the collection-transmission-distribution system this month.

On September 20, 2022, the Loxahatchee River District (LRD) had an unauthorized discharge of five gallons of sewage from an air release valve located on Island Way, Jupiter, FL. The unauthorized discharge was due to a failed air release valve seat. The unauthorized discharge was stopped by isolating the valve until repairs could be made. The unauthorized discharge flowed out of a sealed manhole and was absorbed into the soil. The affected area was disinfected with lime. No known storm drains or bodies of water were affected.

On September 23, 2022, the Loxahatchee River District (LRD) had an unauthorized discharge of five gallons of sewage at a private residence low pressure station (LP0499) located on Pennock Point Road, Jupiter, FL. The unauthorized discharge was caused when a contractor damaged the low-pressure service lateral. The unauthorized discharge was stopped when LRD personnel shut off the system and pumped out the wet well using a 3rd party pump truck. The unauthorized discharge was absorbed into the soil. Approximately 0.25 yards of soil was excavated, and the immediate area around the station was disinfected with lime. No known storm drains or bodies of water were affected.



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loxahatcheeriver.org

MEMORANDUM

TO: Albrey Arrington, Ph.D., Executive Director

FROM: Jason A. Pugsley, P.E., Operations – Plant Manager

DATE: October 14, 2022

SUBJECT: September 2022 Operations Department Monthly Report

Treatment Plant Division/Maintenance Department

Overall, the month of September was productive with all monthly reports prepared and submitted on time. There were no permit exceedances this month. The treatment plant generally operated efficiently and met all treatment objectives. During the month, influent flows to the plant were on the same order of magnitude as the previous month. The plant experienced one (1) unauthorized discharge during the month September. The unauthorized discharge resulted in approximately 1-gallon of return activated sludge (RAS) being released onto the ground. The discharge occurred due to leaking fittings on two (2) separate air release valves on the RAS pump discharge piping. In accordance with the applicable regulatory requirements, the ground in the vicinity of the area where the discharge occurred was disinfected with lime. No bodies of water or storm drains were affected. The discharge was documented and reported to the appropriate regulatory agencies.

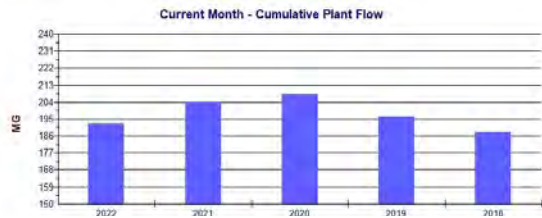
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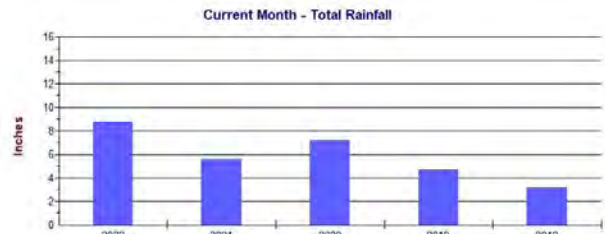
Stephen B. Rockoff
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Dr. Matt H. Rostock
BOARD MEMBER

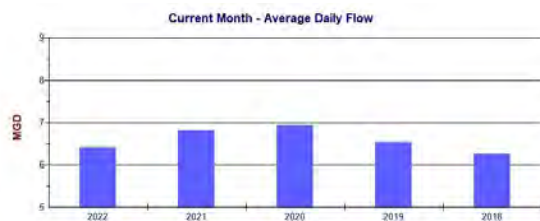
Graphical summaries of the plant flows and rainfall during the month of September, including comparisons with plant flows during the previous month (i.e., August 2022), are presented below.



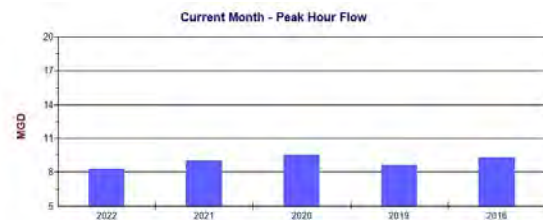
The Cumulative Influent Flow to the plant for the month of September was 192.55 million gallons. This is slightly less than the August flow of 194.31 million gallons.



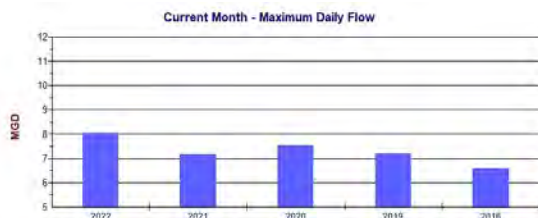
8.72 inches of total rainfall was recorded at the plant site during the month of September. This is significantly greater than the August rainfall recorded of 2.94 inches.



The Average Daily Flow (ADF) for the month of September was recorded at 6.42 MGD compared to 6.27 MGD during the month of August and 6.80 MGD during September 2021.

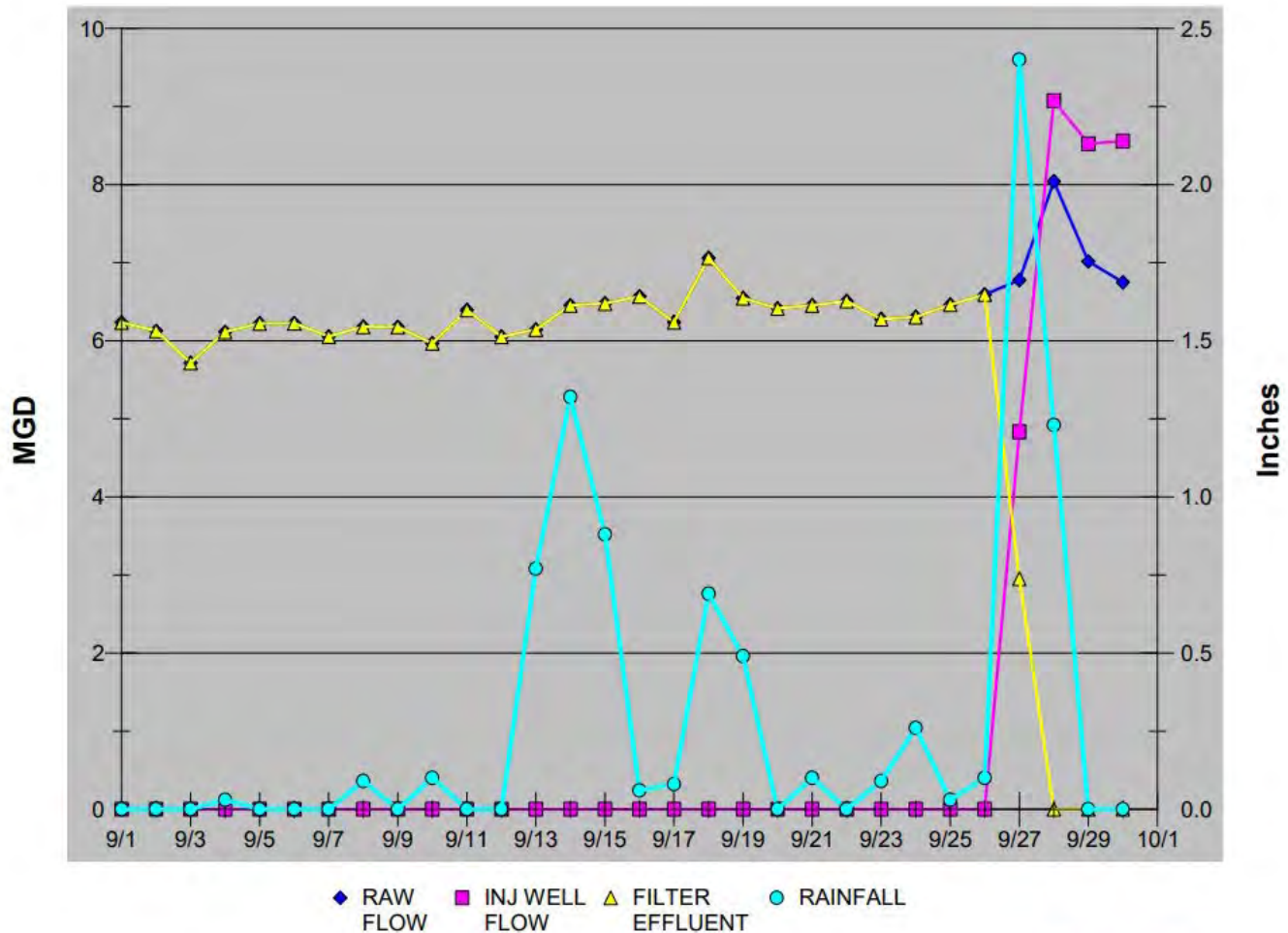


The Peak Hour Flow (PHF) for September was 5,743 GPM which equates to an equivalent daily rate of 8.27 MGD. This is a slight decrease when compared to the PHF for August of 5,986 GPM (8.62 MGD).



The Maximum Daily Flow (MDF) in September was 8.04 MGD. This is greater than the MDF for August of 6.53 MGD.

For the month of September, 86.69 % or 166.92 MG of the cumulative influent flow to the plant was sent to the IQ storage system where it was distributed, as needed, to the various golf courses and the Abacoa development sites. A total of 30.99 MG of blended effluent was diverted to the Deep Injection Well. The plant delivered a total of approximately 168.37 million gallons of IQ water to the reuse customers during the month of September.

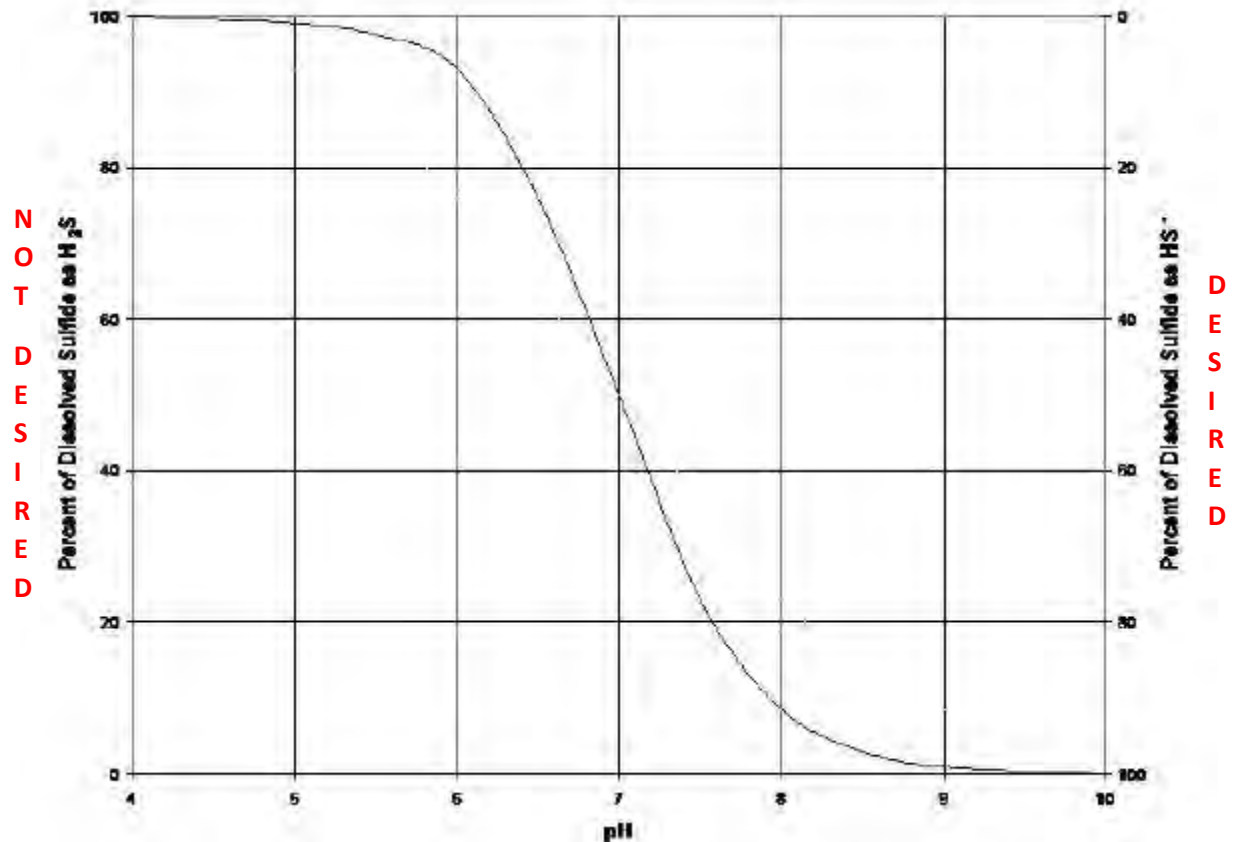


Year to date (i.e., Calendar Year 2022), approximately 84.00% of all influent flow to the plant was treated and available for reuse as IQ water. The total volume of IQ water distributed to reuse customers for the year stands at 1,789.65 million gallons.

All monthly reporting was submitted on time.

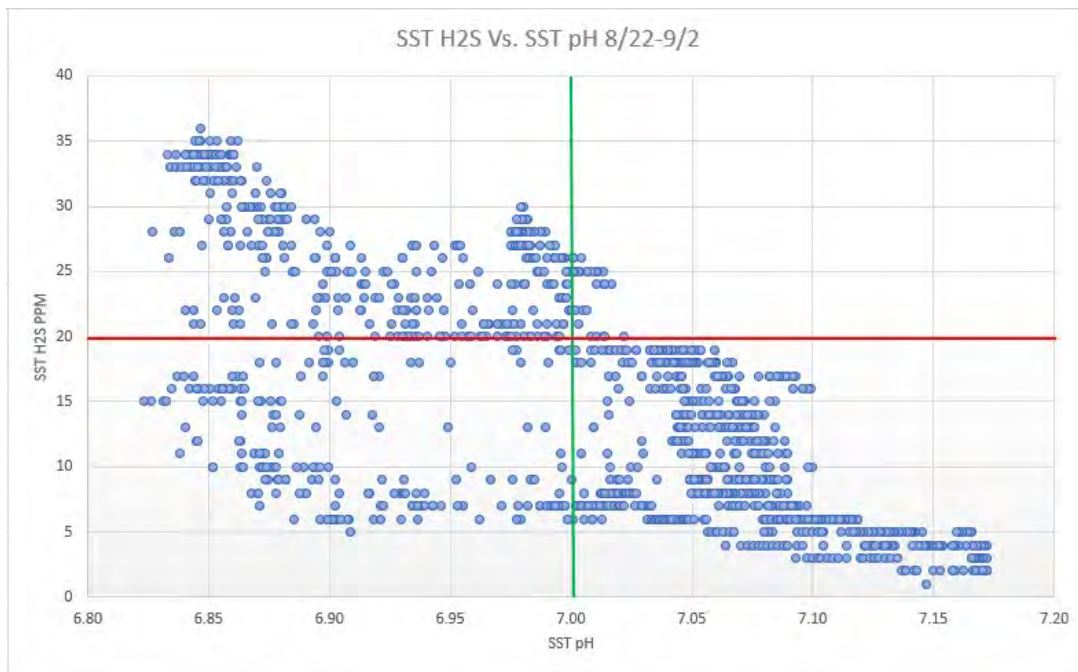
Treatment Plant:

Operations Staff continued to work diligently to perform routine monitoring, sampling and general maintenance of equipment and structures. Staff also completed special projects during the month including the installation of a continuous pH analyzer within the sludge storage tank. The analyzer was installed to collect critical data necessary to fully assess and identify the root cause of nuisance odors generated due to the formation of hydrogen sulfide gas within the storage tank. The assessment is part of an ongoing Six Sigma project which has provided valuable insight into the operating conditions within the sludge storage tank. pH values are significant because dissolved sulfides are rapidly converted to hydrogen sulfide gas at lower (i.e., more acidic) pH values. When the concentration of hydrogen sulfide generated within the sludge tank is higher than 20 milligrams per liter (mg/L or ppm) the ability of the odor control system to effectively treat nuisance odors is significantly reduced.



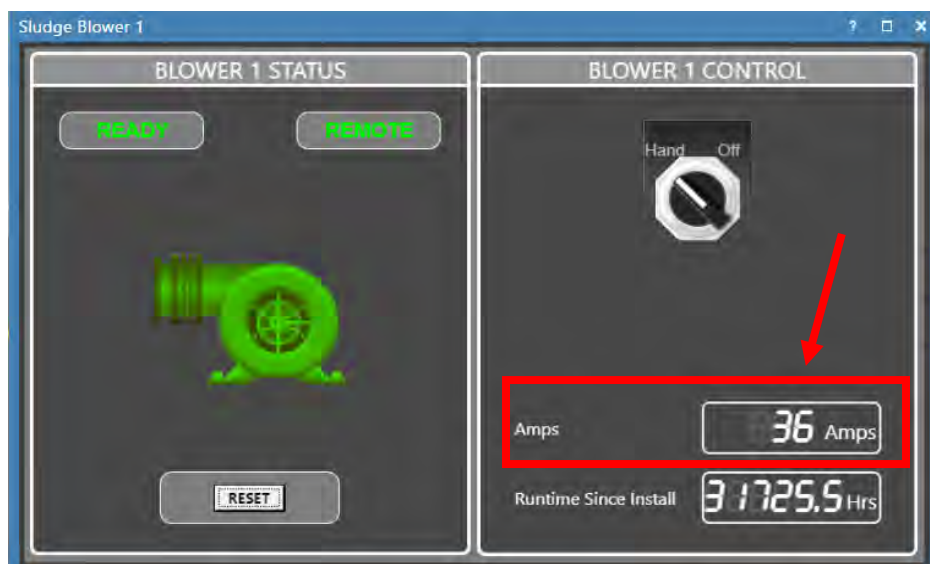
pH vs. Sulfide – Conversion Curve

Staff are currently in the process of evaluating methods to optimize the sludge treatment process procedures to promote higher pH values (min. 7 standard units) in the sludge storage tank by identifying the optimum range of mean sludge age values. Preliminary results are encouraging, and Staff are excited to present our findings at a future Board meeting.



Effect of pH on Hydrogen Sulfide Gas Formation at Sludge Tank

During the month of September, Operations members worked with the Maintenance Team and a qualified system integrator to integrate ampere meters for the two (2) positive displacement blowers dedicated to providing process air blowers to the sludge storage tank into the plant Supervisory Control and Data Acquisition (SCADA) system. The ability to remotely monitor and set operational limits/alarms based on the amperage draw of the blower motors will allow Staff to monitor the performance of the blowers and receive notifications when there is a potential operational issue. For example, upon indication of low motor amperes an alarm will advise the Operators and they can quickly troubleshoot the issue. Under this scenario, it is likely that the Operators will discover that the drive belt coupling the motor to the blower has failed/broken.



Sludge Tank Blower No. 1 Status and SCADA Interface Screen

Operations also coordinated with a qualified vendor to perform the annual calibration and certification of the moisture balance units utilized as part of the biosolids dewatering process. The moisture balance units play a vital role because they provide a quantitative measurement of the moisture content of waste activated sludge prior to and after dewatering via the onsite belt filter press units.

Certificate of Calibration

Model: SMART 6	Calibration Date: Sep 13, 2022
Record ID: 139778	Expiration Date: Sep 13, 2023
Serial Number: SF4520	

Inspection Area	Low Specification	High Specification	Calibration After	Units	Passed
Door Leakage	0	1	0	mW/cm2	<input checked="" type="checkbox"/>
Cooling Fans Leakage	0	0.4	0	mW/cm2	<input checked="" type="checkbox"/>
Cavity Vent Leakage	0	0.4	0	mW/cm2	<input checked="" type="checkbox"/>
Mode Stirrer Leakage	0	0.4	0	mW/cm2	<input checked="" type="checkbox"/>
Magnetron Leakage	0	0.4	0	mW/cm2	<input checked="" type="checkbox"/>
Waveguide Leakage	0	0.4	0	mW/cm2	<input checked="" type="checkbox"/>
Balance Calibration	9.999	10.001	10.0005	Gms	<input checked="" type="checkbox"/>
Balance Drift			0.0012	Gms	<input checked="" type="checkbox"/>
IR Mirror Cleaned			Y		<input checked="" type="checkbox"/>
Temperature Calibration IR	127	133	129.8	°C	<input checked="" type="checkbox"/>
IR Scaler			91.7		<input checked="" type="checkbox"/>
Voltage Offset			-14	Volts	<input checked="" type="checkbox"/>
IDri Calibration			Y		<input checked="" type="checkbox"/>
Verify operation of Infrared Heater			Y		<input checked="" type="checkbox"/>
Firmware Version			0.20		<input checked="" type="checkbox"/>
Software Version			1.19		<input checked="" type="checkbox"/>
Door Count			14523		<input checked="" type="checkbox"/>
Set Date and Time			Y		<input checked="" type="checkbox"/>
Line Voltage			120.3	VAC	<input checked="" type="checkbox"/>
Room Temperature			25	°C	<input checked="" type="checkbox"/>
System installed in environment that meets specifications as outlined in the operations manual			Y		<input checked="" type="checkbox"/>

Service Engineer
Signature:

CEM
Service

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Page 1/2



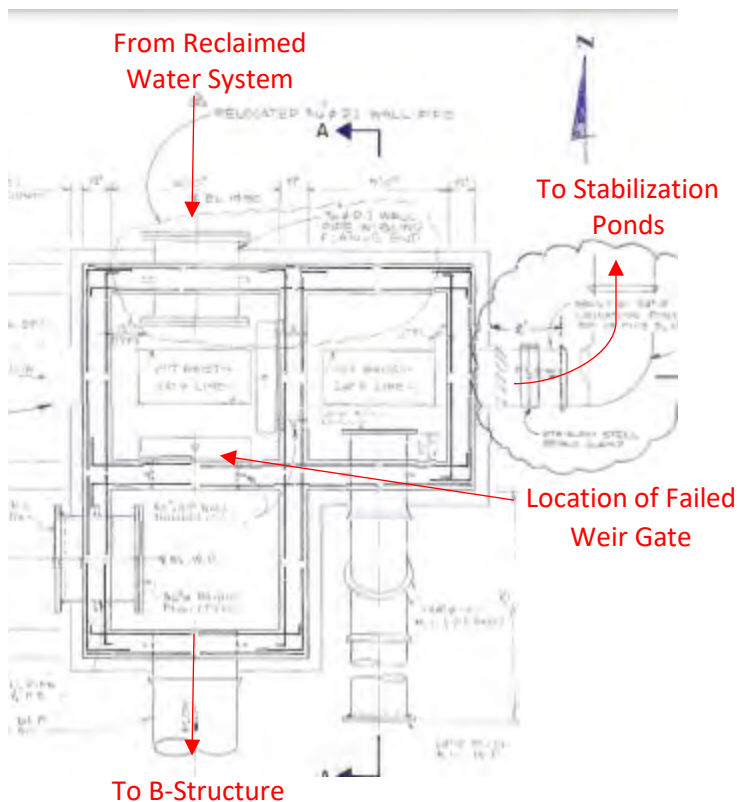
Moisture Balance Unit - Annual Calibration Certificate

Finally, as everyone is aware, the District was very fortunate to be only minimally impacted by Hurricane Ian which devastated the southwest Florida coast towards the end of September. Due to the uncertainty of the path of the storm and the significant potential risks, the Operations Team (including Maintenance) worked diligently to expeditiously implement the Operations EMCONS at the plant. The plant essential Hurricane Team was activated and stayed on site for the duration of the period of potential impacts. In the end, conditions were relatively mild, but it was great to see Staff be ready and prepared to maintain the plant in service.

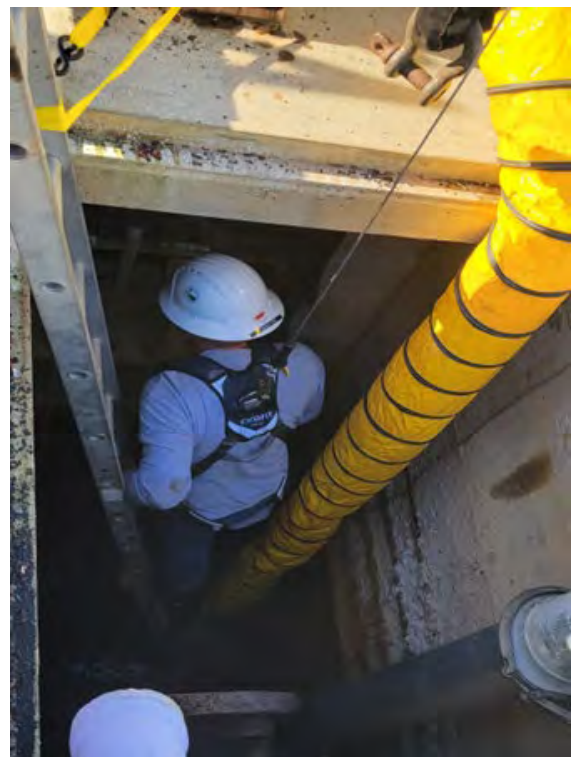
Maintenance Department:

The Maintenance Department continued to efficiently perform planned maintenance (PM) tasks over the last monthly period. In addition to the completion of standard PM tasks, the Maintenance Department addressed non-routine maintenance items as well as “special projects.” A few examples of these types of projects are presented below.

The intermediary isolation/weir gate which controls reclaimed water flow from A-Structure to B-Structure was rendered inoperable due to the gate leaf becoming bound and stuck in a partially closed position. At the time of the failure the reclaimed water treatment system was offline and there was no impact on plant operations. However, in order to bring the system back online the gate needed to be fully opened to eliminate the significant hydraulic impact (i.e., bottleneck) created by the partially closed gate. If left in the failed position, it would not have been possible to divert all plant influent flow to the reclaimed water system. After reviewing and assessing the cause of the gate failure, the Maintenance Team determined that the gate leaf was bound due to significant corrosion along the gate leaf guides. Based on the findings it was determined that the gate had reached the end of its useful life and warranted replacement. It was also determined that the physical removal of the gate would be the most expeditious method to resolve the current issue. Maintenance Team members worked with the District’s Safety Compliance Officer to execute a confined space entry (CSE) and with the assistance of a crane vendor were capable of removing the gate within a matter of hours. The ability of the Maintenance Team to perform this work quickly and safely eliminated potential impacts to the treatment capacity of the reclaimed water system.



A-Structure As-Built Drawing



District Staff Executing CSE at A-Structure



Weir Gate Removal at A-Structure

Staff are currently in the process of evaluating replacement options for the gate. The potential options include refurbishment and reinstallation of the existing cast iron gate or the procurement and installation of a more modern weir gate fabricated of aluminum which would be resistant to corrosion and include replaceable seals. In the meantime, Maintenance Staff fabricated and installed a temporary, fixed weir plate at A-Structure. The temporary weir plate was required to ensure that optimum water levels are maintained in the chlorine contact basin located upstream of A-Structure.



Temporary Weir Plate Fabricated by Maintenance Team

During the month of September, Maintenance Team members also coordinated and provided oversight of the annual bank trimming/cleaning of the canals running along the western and southern property boundaries. The work was performed by a contractor utilizing an excavator equipped with a grinding/mulching head which significantly reduced the length of time required to complete the work. The machine was able to complete the work, which included approximately 1.4 miles of canal bank, within a 5-day period.



Bank Cleaning and Clearing along Site Perimeter J-Canal

Lastly, the Maintenance Team worked with Operations to isolate and completely drain B-Structure. This work was required to facilitate installation of new level control components associated with the ongoing IQ-511 Pump Station Improvement project. The task required setting up a temporary diesel driven pump and actuation of the intermediary gates and valving located upstream and downstream of the structure.



Temporary Diesel Pump Setup at B-Structure



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D. Albrey Arrington, Ph.D. EXECUTIVE DIRECTOR

loxahatcheeriver.org

MEMORANDUM

TO: Albrey Arrington, Ph.D., Executive Director
FROM: Bud Howard, Director of Information Services
DATE: October 12, 2022
SUBJECT: Information Services Monthly Governing Board Update for September 2022

WildPine Ecological Laboratory

Riverkeeper Project

In September, the lab staff and our partners collected water quality samples from 19 monitoring stations throughout the watershed. These Riverkeeper samples were collected *prior* to Hurricane Ian. In addition, a total of 47 fecal indicator bacteria samples were tested in support of additional testing for the weekly bacteria monitoring program, and the additional monthly testing in Jones and Sims Creeks.

The overall water quality score for September 2022 scored “Good” with 81% of all samples meeting the EPA/DEP water quality criteria. This was similar to last month’s score of 80% and much better than last year’s score of 67% for September (see score card below). Interestingly, these are some of the best scores that we have ever recorded for the month of September. This is likely due in part to the drier than normal conditions preceding this sampling event and the effects of Hurricane Ian.

Total Nitrogen scored “Good” during September with 100% of sites meeting the water quality criteria, which was higher than last month’s score of 88% and last year’s score of 96%. *Total Phosphorus* scored “Good” with 95% of sites meeting the criteria, which was up from last month’s score of 88% and last year’s 83%. *Chlorophyll*, which has historically poor water quality in September, scored “Fair” with 79% of sites meeting the criteria, which was slightly better than last month’s score of 77% and substantially better than from last year’s 50%. For the combined *Fecal Indicator Bacteria* (fecal coliforms in all waters, enterococci in marine and brackish waters and *E. coli* in fresh waters), September scores dropped to 68% when compared to August’s score of 76% meeting the criteria, but marginally better than last year’s “Fair” score of 60%.

James D. Snyder
CHAIRMAN

Gordon M. Boggie
BOARD MEMBER

Stephen B. Rockoff
BOARD MEMBER

Dr. Matt H. Rostock
BOARD MEMBER

9/1/2021

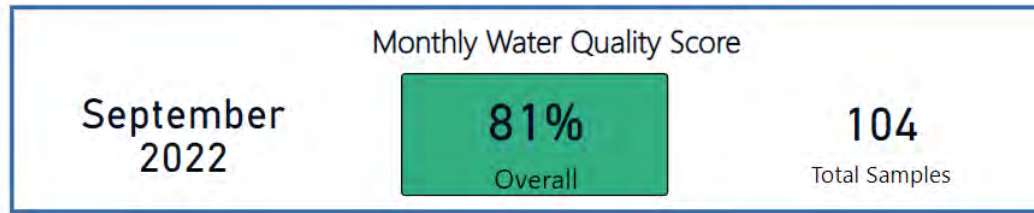
9/21/2022



Loxahatchee River District Water Quality Scorecard

Results scored to FDEP/EPA Water Quality Criteria

Green - Good: 80% - 100%
Yellow - Fair: 60% - 79.9%
Red - Poor: < 60%



TN: Total Nitrogen, TP: Total Phosphorus, CLA: Chlorophyll a, BAC: Enterococci and E. coli bacteria

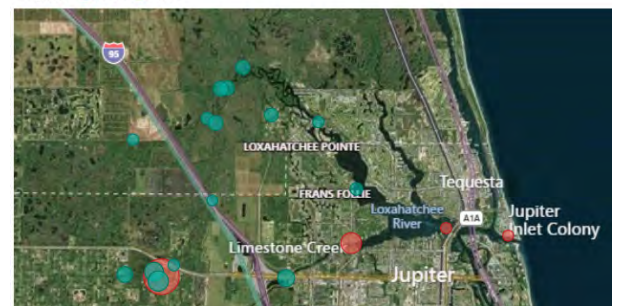
Year	Month	# Samples	Overall Score	# TN Samples	Total Nitrogen Percent Good	# TP Samples	Total Phosphorus Percent Good	# CLA Samples	Chlorophyll Percent Good	# BAC Samples	Bacteria Percent Good
2022	September	104	81%	19	100%	19	95%	19	79%	47	68%
2022	August	162	80%	26	88%	26	88%	26	77%	84	76%
2022	July	159	72%	30	93%	30	70%	30	47%	69	75%
2022	June	123	76%	16	88%	16	75%	16	69%	75	75%
2022	May	119	84%	21	95%	20	85%	20	80%	58	81%
2022	April	147	82%	26	96%	27	81%	27	48%	67	91%
2022	March	123	88%	16	100%	16	100%	16	88%	75	83%
2022	February	153	86%	26	88%	26	88%	26	85%	75	84%
2022	January	152	88%	28	100%	28	89%	28	79%	68	85%
2021	December	126	87%	17	100%	17	94%	17	76%	75	84%
2021	November	129	86%	26	92%	26	92%	26	81%	51	82%
2021	October	164	70%	28	100%	28	75%	28	50%	80	64%
2021	September	164	67%	24	96%	24	83%	24	50%	92	60%
Total		1825	80%	303	95%	303	85%	303	68%	916	77%

Spatial Distribution of Water Quality Results

In September, Chlorophyll results met the water quality criteria at 15 out of 19 sites. The highest value was observed at our new, temporary monitoring site at the lake at LRD's 20-acre property in Jupiter Farms. The Chlorophyll was 24 µg/L, above the 20 µg/L numeric nutrient criteria for that area, but not surprising given the very limited water flow and warm water temperatures. The other "Poor" scoring stations were in the estuary which has stricter quality criteria than the freshwater sites. Station 10, 40, and 72 ranged from 2 to 11 µg/L.

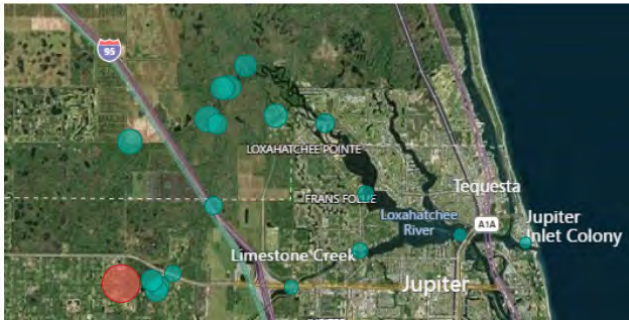
Chlorophyll a (ug/L)

CHL_Score ● GOOD ● POOR



Total Phosphorus (mg/L)

TP_Score ● GOOD ● POOR

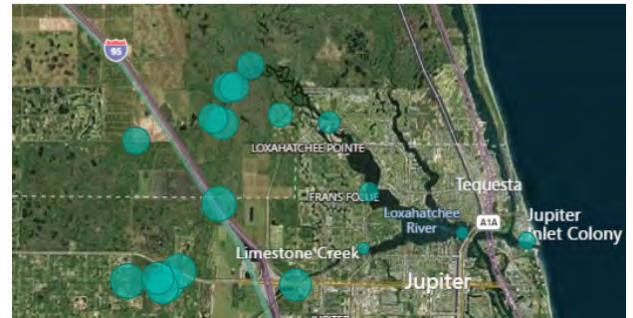


Total Phosphorus (TP) results scored “Good” at 18 out of 19 sites in September. The lone “Poor” station was 95, a lateral canal that is sampled where it flows under Jupiter Farms Road. The TP value was 0.14 mg/L, just over the numeric nutrient criteria of 0.12 mg/L.

Total Nitrogen results scored “Good” at all 19 sites in September. The highest values were all located out west and tested at around 1 mg/L, which is good compared to the freshwater quality standard of 1.5 mg/L.

Total Nitrogen (mg/L)

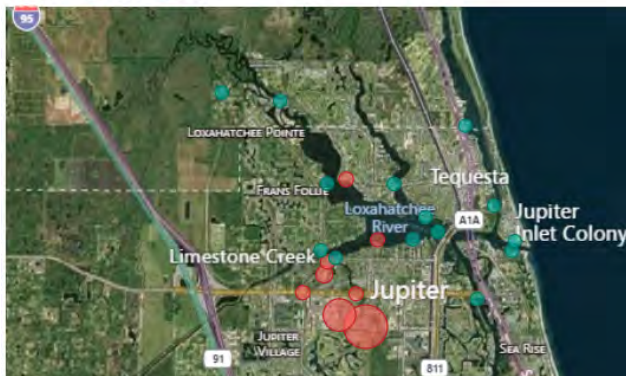
TN_Score ● GOOD



The fecal indicator bacteria results scored “Fair” again for the fourth month in a row, which is not unusual for this time of year with the warm water temperatures and high productivity. For Enterococci (see map below left), the preferred indicator bacteria for salt and brackish waters, eight stations scored “Poor”. Six of them were in Jones/Sims Creeks with counts in the thousands again in September. This month, the Toney Penna Footbridge (TPJ) had the highest enteric count at 6,867 MPN/100 mL. Caloosahatchee Culvert (CALC) was second highest at 4,352 MPN/100 mL. The other poor stations ranged from 201 to 845 MPN/100 mL. For E. coli, the preferred indicator bacteria for freshwater, five stations scored “Poor”. The Northwest Fork at I-95 (Station 68) had the highest E. coli count at 697 MPN/100 mL. The other four sites were also in the upper reach of the Northwest Fork and E. coli results ranged from 440 to 600 MPN/100 mL as can be seen as red dots on map below right.

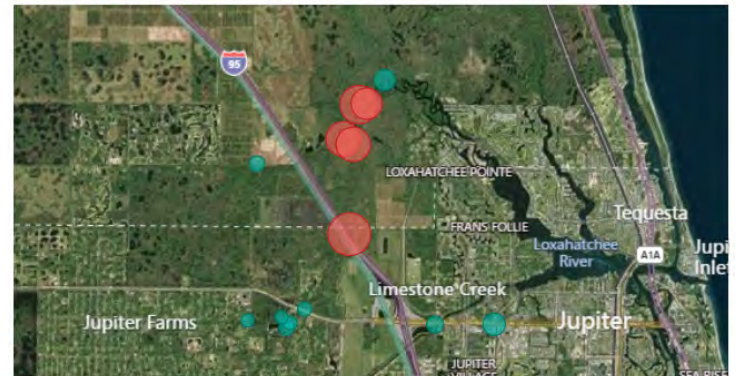
Enterococci Bacteria - Criteria: 130 MPN/100mL

ENT_Score ● GOOD ● POOR



E. coli Bacteria - Criteria: 410 MPN/100mL

ECOL_Score ● GOOD ● POOR



Hurricane Ian

Our datasonde continuous water quality monitoring project recorded some interesting data during the passing of Hurricane Ian. These instruments, strategically placed throughout the river, record pH, temperature, salinity and dissolved oxygen. Although short-lived, the salinity readings dropped significantly on September 28th as water managers lowered water levels in preparation, during and following Hurricane Ian.



data visualization tools for this data are available on our website at loxahatcheeriver.org/river/datasonde/.

Datasonde Station 72 at Loxahatchee River Road Bridge monitors the freshwater flows out of SFWMD Structure S-46 into the Southwest Fork. That structure is used for flood control and is the primary source of freshwater into the estuary during storm events. The lowest salinity was recorded on September 28 at 0.1ppt and the maximum salinity was 7 ppt which was much lower than normal averages of 20-30 ppt for this time of the year. *Full size interactive*



Datasonde Station PP at southeast corner of Pennock Point is adjacent to one of our seagrass monitoring sites and is more influenced by marine water at high tide. This instrument recorded as salinity of 12 ppt and the maximum salinity was 35 ppt on September 30. Typical salinity ranges at this site are around 30-35 ppt for this time of year, but drop substantially when S-46 is flowing.

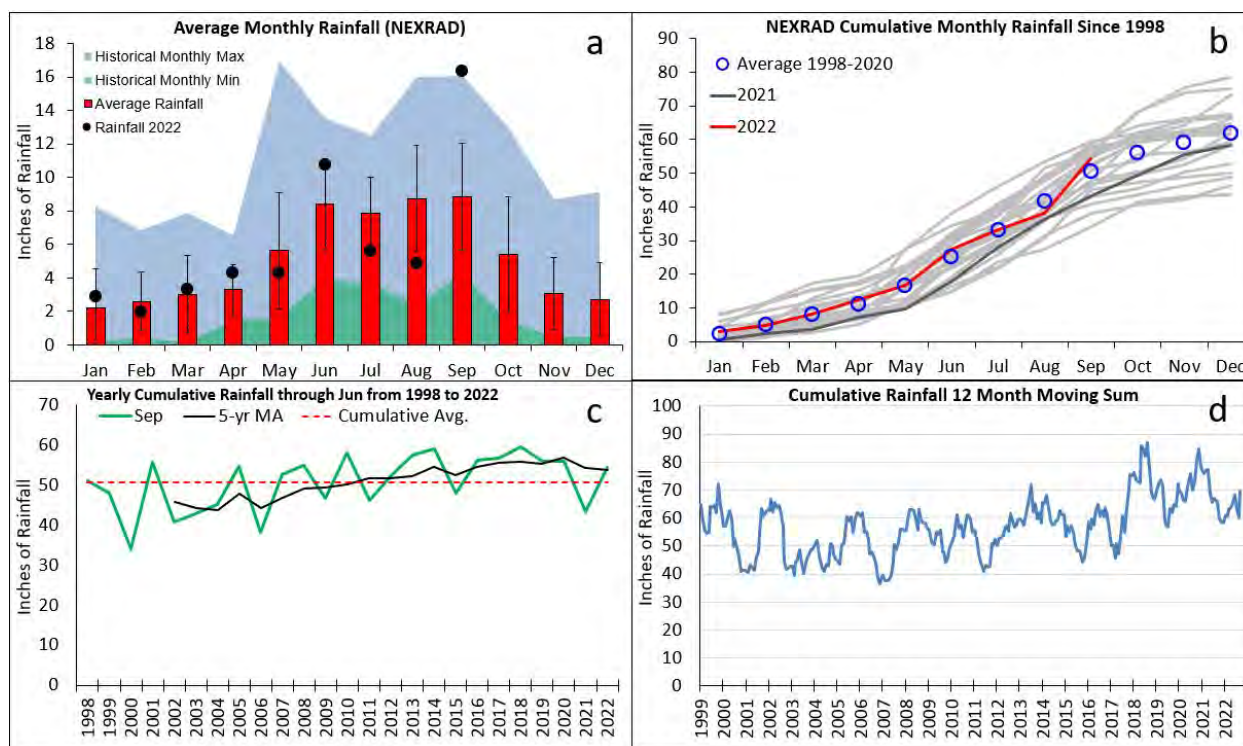


Datasonde Station NB at North Bay is in our seagrass monitoring site on the north side of the estuary just west of the RR/Alt A1A bridge. The lowest salinity was recorded on September 30 at 8 ppt and the maximum salinity was 36 ppt. Normal averages at this site are generally around 35 ppt this time of year.

Hydrologic Monitoring

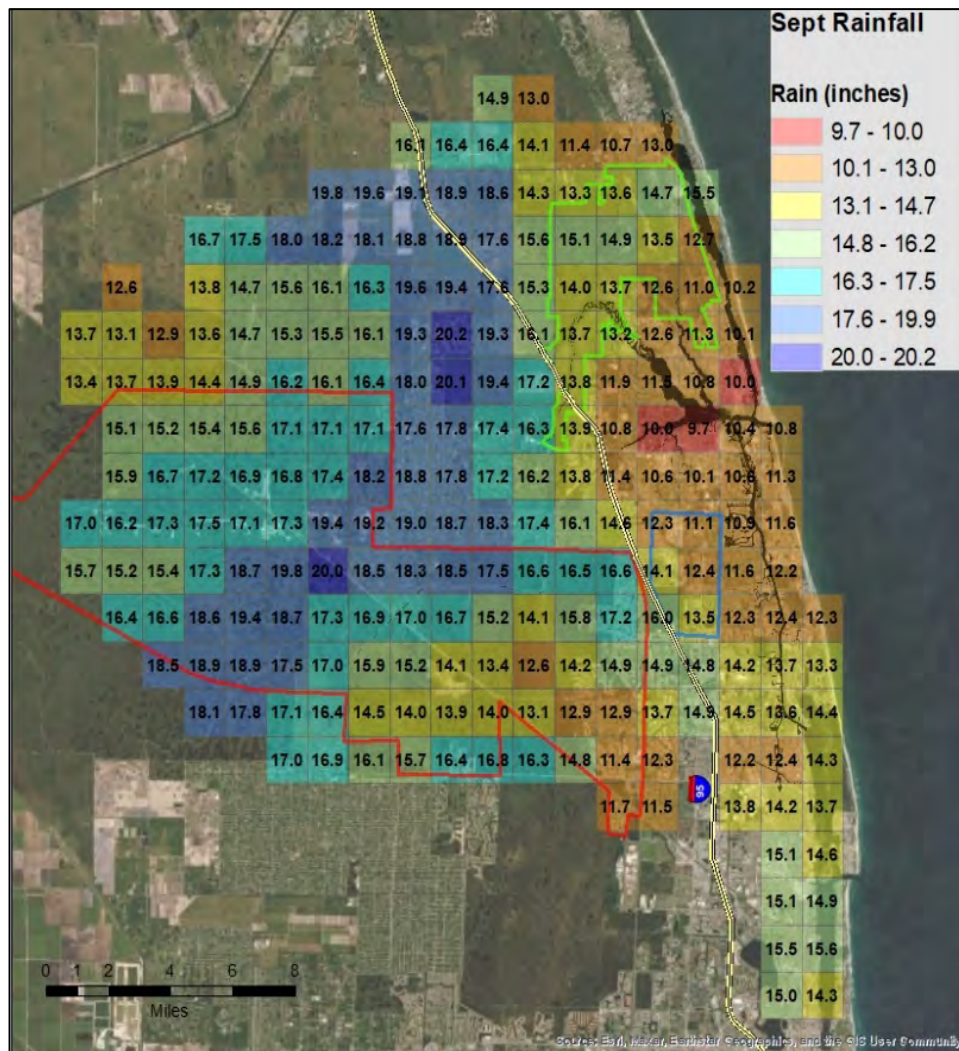
Rainfall associated with Hurricane Ian abruptly changed what was shaping up to be a very dry and uneventful wet season. Rainfall across the watershed during September averaged 16.4", which was about 85% above the 8.9" historical average for the month (panel 'a' in figure below) and set a new rainfall record for the month surpassing the previous record of 16.1" set in September 2001. While rainfall was detected within the watershed during 28 days in September, it was the effects of Hurricane Ian that pushed rainfall total to its record high. Hurricane Ian made landfall on Florida's gulf coast near Ft. Meyers on September 28 and moved northeast across the state, but its impact was felt within the Loxahatchee River watershed where the three day rainfall total between 9/26 to 9/28 was 4.8" with peak daily rainfall of 2.4" recorded on 9/27.

The region had been at a four inch Cumulative Annual rainfall deficit heading into September. However, September's rainfall resulted in a nearly four inch surplus over the cumulative average of 50.4" with a final total of 54.4" (panel 'b' in figure below) and also pushed the cumulative year to date total about 26% higher than the same period last year that had only 43.3" (panel 'c' in figure below).



Figures above display various measures of rainfall. Panel (a) shows average monthly rainfall from 1998 to 2021 (red bars; error bars indicate ± 1 sd). Black dots indicate monthly rainfall for 2022. The blue and green shaded areas show the maximum and minimum rainfall ever recorded for each month. Panel (b) shows monthly cumulative rainfall for each year since 1998. Red line indicates cumulative rainfall during 2022; dark grey line indicates rainfall during 2021. Blue circles are monthly cumulative average rainfall measured between 1998-2021. Panel (c) shows cumulative annual rainfall using NEXRAD radar-based data. Green line indicates cumulative rainfall through indicated month for each year since 1998, when the radar-based rainfall measurements began. Black line is the 5-year moving average across all years and red dashed line shows cumulative average through indicated month. Panel (d) shows cumulative 12-month moving sum of monthly rainfall.

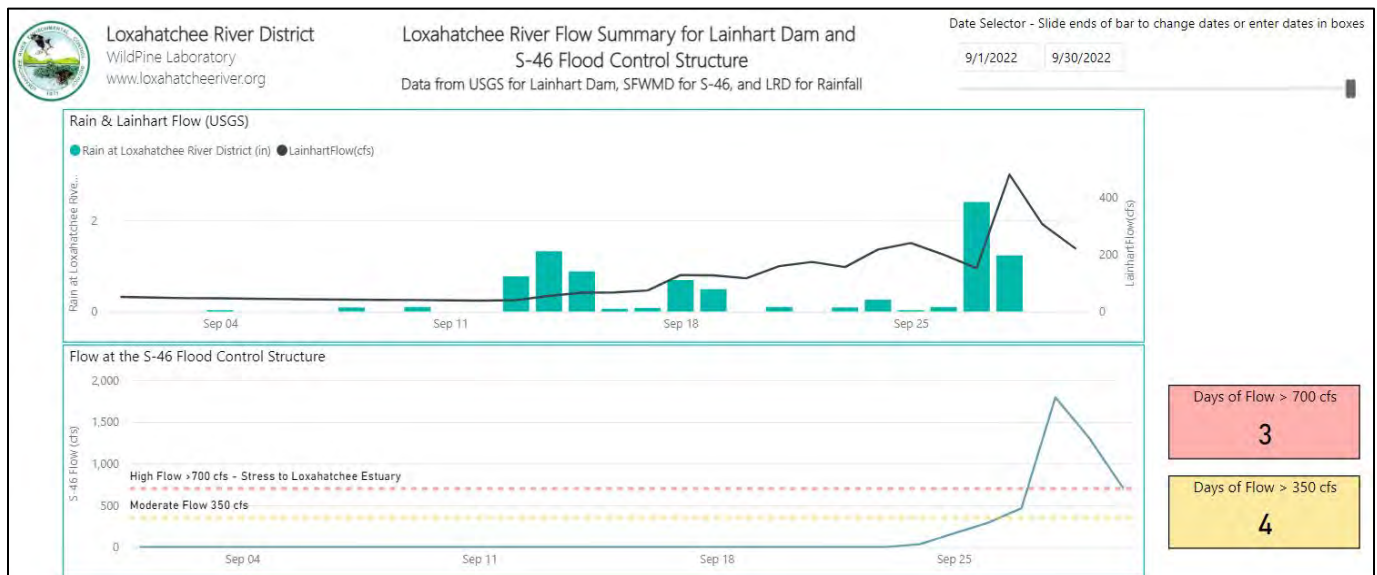
The spatial distribution of rainfall across the watershed ranged from 9.7" in the driest regions to just over 20" in the wettest regions (figure below). In general, rainfall during September exhibited the typical wet season distribution where the highest amounts of rain were inland (west of I-95) and driest along coastal areas. This month, the areas of highest rainfall occurred over the Cypress Creek and Jupiter Ranch Colony as well as portions of the Pratt & Whitney facility within the C-18 basin (red outline in figure). The urbanized areas of Jupiter, including Jones and Sims Creeks, experienced the least amount of rainfall during September.



Rainfall distribution across the watershed using NEXRAD data. Each pixel represents an area of 2 km x 2 km. Blue colored pixels show highest rainfall and red pixels show lowest rainfall. For reference, the red line is the C-18 basin which includes portions of J.W. Corbett WMA, Loxahatchee Slough, and Pine Glades Natural Area; green line shows Jonathan Dickinson State Park boundary, light blue line shows the Abacoa development.

The abundance of rainfall experienced during September had a corresponding effect on river flows as measured by flows at Lainhart Dam and the S-46 flood control structure. During the first half of the month, flow through the Lainhart Dam held at just above the minimum flow target of 35 cfs – *highly* unusual for September. But as rainfall increased so did flows through the remainder of the month before peaking at 477 cfs on September 28 in response to the effects of Hurricane Ian (figure below).

There was no flow measured through the S-46 flood control structure throughout most of September. But flood control releases began on September 24 in anticipation of approaching Hurricane Ian. Daily average flow ramped up quickly to a peak of 1,794 cfs on September 28 before flows reduced to 708 cfs at end the month. For three consecutive days flow through the S-46 and into the Southwest Fork exceeded 700 cfs which is the threshold we consider stressful to adjacent estuarine habitats including seagrass. Despite the slow flows early in the month, salinity at USGS River Mile 9.1 monitoring station remained well below the 2.0 ppt maximum salinity threshold throughout September.

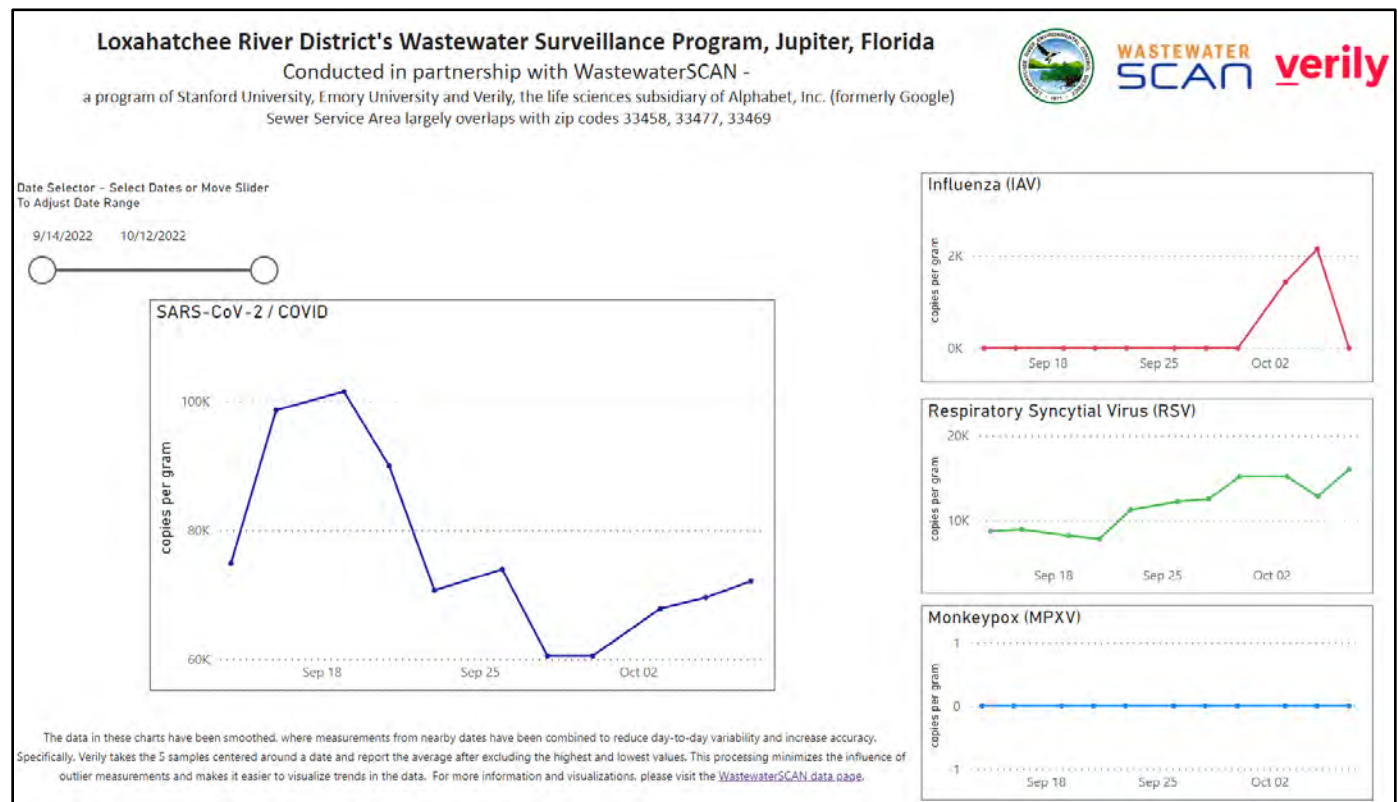
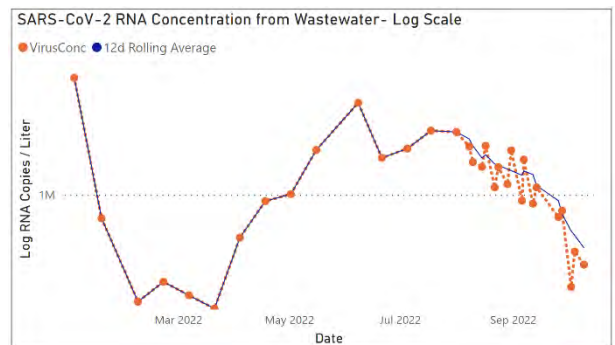


Flow measurements during September 2022 through the Lainhart Dam (top graph) and the S-46 flood control structure (bottom graph). Also shown are the daily rainfall as measured at the LRD plant site (green bars) and the Moderate Flow (gold line; 350 cfs) and High Flow (red line; >700 cfs) which would indicate stressful conditions to estuarine habitats.

Wastewater Surveillance of COVID-19

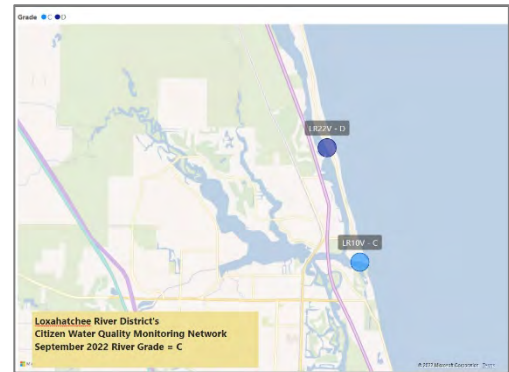
The wastewater surveillance monitoring for September continues to show much lower SARS/COVID-19 virus concentrations with a gradual declining trend relative to the highs back in January (figure right). The twice-weekly sampling under the CDC program helps us appreciate the variability inherent in this testing.

Last month we published our new data visualization for the WastewaterSCAN monitoring program results that we are conducting in partnership with Verily, the life sciences subsidiary of Alphabet, Inc (formerly Google). Under the WastewaterSCAN program we are testing 3 days per week for SARS/COVID-19, Influenza A, RSV and Monkeypox. The Wastewater Surveillance web page is www.loxahatcheeriver.org/wastewater-surveillance/ and the Verily data is updated daily at 5 am.



Volunteer Water Quality

The overall Volunteer Water Quality grade for September 2022 scored a “C”. The main driver for the lower scores were the below normal dissolved oxygen (DO) results at both the Jupiter Inlet (St. 10) and the IRL site (St. 22), which is likely a function of the very warm water temperatures through most of the month. The other parameters at the Jupiter Inlet were also lower than normal due to the significant amounts of tannin-stained freshwater observed during outgoing tide and holding along the coast.



Averaged results for the Month								Monthly Cumulative Grades						Cumul. Monthly	
Site	Temp (F)	Secchi	Salinity	pH	DO	DO%	Color	Vis	Salt	pH	DO	DO%	Color	Score	Grade
LR10V	30.0	2.33	32.5	8.1	5.8	91.4	1.0	B	B	C	F	C	A	77.1	C
LR22V	28.5	1.50	33.0	8.2	3.8	58.8	1.0	A	A	A	F	F	A	66.7	D
Average	29.3													75.0	C

VAB (Visible at Bottom)

DO (Dissolved Oxygen)

ND (No Data)

Customer Service

Payment Processing

The Customer Service Team closed out the 3rd quarter billing processing nearly 2,300 late payments totalling \$340k. For the quarter, we saw another reduction of few hundred payments received from customers paying through their bank's online bill pay (now 25.4% of total payments) and a proportional increase in payments through our payment services provider (now 51.9%) as automatic payments; 22.7% payments are cash/check. Interestingly, this quarter we saw an increase the number of customers paying through eCheck (versus credit card), reversing several quarters of gradual increases in the numbers of payments by credit card.

Customer Information & Billing System

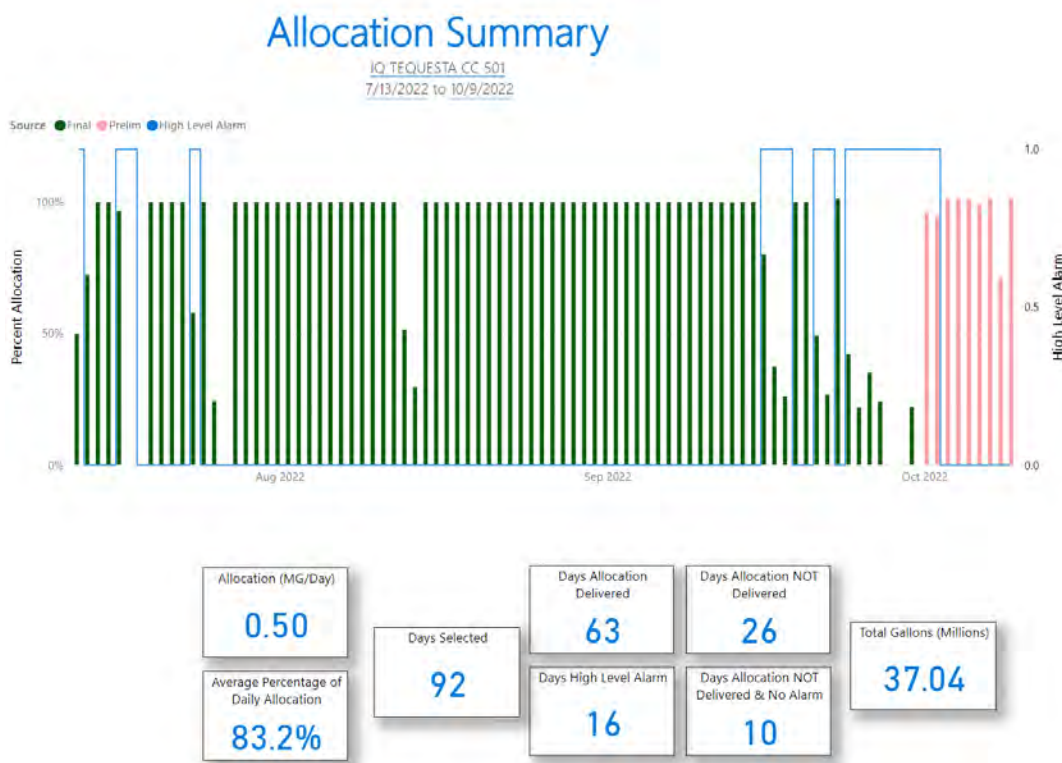
In September, as part of the implementation with our new software provider, Edmund's sent down two staff members to review our business processes and workflows. Unfortunately, we learned this week that our “go live” date may be pushed back from December to March/April because of additional time needed for programming required functionality.

Information Technology (IT)

Irrigation Quality (IQ) Water Allocation - Power BI Reporting

To help our staff better monitor and understand IQ water delivered to each of our IQ customers, our team built a new report that displays what percent of IQ allocation delivered daily, high water level alarms that preclude water delivery, and other summary statistics all summarized for a selected period.

This report includes a new feature where we mashup two disparate data sets to include both the final, verified reporting data (Final) and preliminary data (Prelim) so staff have all available information decision making. A shoutout goes to Joe for finding a way to make this happen!



IQ Allocation Summary for Tequesta Country Club 7/13/2022 to 10/9/2022

Computerized Maintenance Management System (CMMS) Software Updates

As we continue expand the utilization of our asset management software, it is very important to keep current with the latest software updates to ensure full functionality of our CMMS. During August and September, we updated both the development and production systems to the latest version of Enterprise Asset Management (EAM) software.

Many new features were added but we are most excited to try our some of the new mobile app features that we have begun testing on certain types of workflows. Stay tuned for further improvements!

Loxahatchee River Environmental Center

October 2022

River Center Summary Statistics



LRD'S ENVIRONMENTAL STEWARDSHIP DASHBOARD



		Environmental Stewardship Impact [% ES Impact = (Total Visitors x ES Index)/Monthly Target]	Environmental Stewardship Index	Total Visitors (incl. Visitors, Field Trips, Onsite Programs)	Average Program Participation [Actual participants/Capacity of Program]	Volunteer Engagement	1st Time Visitors	Visitor Satisfaction	Staff Overall Program Assessment	Expenses	Program Revenue
Benchmark / Customer Expectation		% of Target	Monthly Average [Max Rating is 9]	% of Target	% of Capacity	% of Target	% of Target	Rating Average [Max Rating is 5]	Rating Average [Max Rating is 9]	% within budget	% of Target
Blue Level		≥ 110%	≥8	≥ 110%	≥ 95%						
Green Level		≥ 90%	≥7	≥ 90%	≥ 75%	≥ 90%	≥ 90%	≥4	≥7	≥ 85% but ≤ 105%	≥ 90%
Yellow		≥ 75%	≥5	≥ 75%	≥ 50%	≥ 75%	≥ 75%	≥3	≥5	≥ 80%	≥ 75%
Red		<75%	<5	<75%	<50%	<75%	<75%	<3	<5	< 80% or > 105%	<75%
2019 Baseline		134%	7.3	44%	83%	121%	124%	4.7	7.8	97%	128%
2020 Baseline		62%	7.6	28%	50%	70%	65%	4.6	7.8	81%	103%
2021 Baseline		188%	8.1	112%	83%	102%	275%	4.7	7.8	92%	85%
2021	Sept	237%	7.6	192%	85%	66%	519%	4.6	7.8	91%	83%
	Oct	63%	7.8	77%	81%	92%	155%	5.0	7.8	104%	90%
	Nov	76%	8.0	75%	87%	112%	156%	4.9	7.9	89%	101%
	Dec	74%	8.1	67%	86%	63%	193%	4.9	7.6	95%	120%
2022	Jan	44%	8.4	65%	73%	65%	236%	4.9	7.6	98%	111%
	Feb	45%	7.8	79%	90%	109%	235%	4.5	8.1	99%	98%
	Mar	82%	8.2	91%	90%	96%	110%	4.7	8.2	103%	103%
	Apr	82%	8.6	104%	75%	136%	173%	4.9	7.9	97%	87%
	May	45%	8.1	55%	86%	55%	147%	5.0	7.9	100%	153%
	June	139%	8.4	86%	92%	105%	107%	4.8	8.0	100%	122%
	July	152%	8.3	95%	84%	134%	164%	4.5	7.9	101%	123%
	Aug	111%	8.3	88%	100%	147%	184%	3.8	8.0	91%	129%
	Sept	63%	7.9	77%	86%	76%	178%	4.6	7.8	89%	120%
Consecutive Months at Green		0	13	0	5	0	13	1	13	13	5
Metric Owner		O'Neill	O'Neill	O'Neill	Duggan/Warwick	Weeks	O'Neill	O'Neill	O'Neill	O'Neill	O'Neill

Metric	Explanation
ESI Impact	Our ESI is high as usual, but we only had 195 program participants this month which brings the ESI Impact significantly below our target. We decided to limit the number of programs offered in September to make room for staff vacations and additional planning time since our staffing structure had changed dramatically since the spring.
Total Visitors	This month is usually slow with everyone returning to school and normal schedules. Again, we only had 195 program participants which brings this number down.
Volunteer Engagement	With the return of school, volunteers are coming on Saturday only. We have not had additional programs or events available for them to sign up.

River Center General

Closed for Hurricane [Wednesday, September 28th through Thursday, September 29th]

The River Center closed on Tuesday afternoon (September 27th) to prepare for Hurricane Ian. Staff returned on Friday, September 30th to remove the shutters and battery back-up aeration. The River Center re-opened to the public that afternoon.

Special Programs

Blooming in the Garden [Saturday, Sept. 3rd]

On Saturday, September 3rd the River Center conducted our Blooming in the Garden program, designed for children ages 3-6. The theme for this month was “Busy Bees” which included a fun story, featuring bees and a garden themed craft. We then moved to our garden for a bee hunt and learned why these insects are so beneficial for our environment. When it was time to go home, children received seeds to take home to start their own garden!

International Coastal Cleanup [Saturday, Sept. 10th]

The River Center participated in the International Coastal Cleanup, which is a global cleanup that mobilizes hundreds of thousands of people to take-action for our ocean. It is the world’s largest volunteer beach cleanup. By joining the movement for Trash Free Seas, volunteers helped clean up trash already in the ocean and shoreline and worked to reduce their own trash impact before it happens. Ocean trash compromises the health of humans, wildlife, and the economies that depend on a healthy ocean. At this year’s cleanup, most of our volunteers found an abundance of plastic bottle caps plaguing the beach. By the end of the event, our volunteers collected over 50 pounds of garbage and debris! A special thank you to the 50 volunteers who helped make our local waterways a cleaner place.



Science with Sam [Saturday, Sept. 17th]

The River Center conducted a Science with Sam class on the Wonders of Water. Students in this lesson conducted water experiments to further understand the many unique properties of water, such as density, polarity, cohesion and adhesion. After the lesson students created a bracelet of the water cycle, then played a “water cycle” game showing how water travels and changes around the Earth.

National Public Lands Day [Saturday, Sept. 24th]

On Saturday, September 24th the River Center attended an outreach for National Public Lands Day. This event featured a day of outdoor activities giving back to the Earth such as trash pick up, mangrove planting, trail maintenance and meet with environmental professionals. Throughout the day, 50 visitors came to the River Center’s table.

Volunteer of the Month

Tisha DeJesus is the September 2022 Volunteer of the Month! She recently joined the River Center Volunteer team this summer and has been a wonderful addition since. Tisha brings her artistic creativity to the River Center every week and is always willing to help with our craft projects. She helped update the chalkboard behind the front desk and even drew a diagram of the water cycle for one of our projects. We are so appreciative of Tisha’s support and service at the River Center!



Upcoming River Center Events

RSVP at www.lrdrivercenter.org/events-calendar
rivercenter@lrecd.org or 561-743-7123

Every Thursday, 9:30 a.m. – 10 a.m. – Story time: Join the River Center for Story Time. Families are welcome as we read stories and have an animal encounter.

October 22, 8:00 a.m. – 4:00 p.m.: Safe Boating Class: The River Center continues to collaborate with the US Coast Guard Auxiliary “Flotilla 52” to provide a series of Boating Safely Classes targeted specifically to young boaters in our community. These classes are provided through a generous sponsorship by the AustinBlu Foundation, a not-for-profit dedicated to raising awareness and promoting educational programs to improve boater safety. There is no cost for this class, however there is a deposit required to reserve a seat. The deposit of \$10 will be refunded in full to all students who complete the class. Recommended for children 12 years and up, but all ages are welcome.

October 26, 10:00 a.m. – 12:00 p.m.: Kayak Tour (TBD)

November 5, 10 – 11:30 a.m.: Blooming in the Garden [Dragonflies]: Join the River Center for our Blooming in the Garden program, designed for children ages 3-6. The program will start at 10:00am at the River Center Fire Pit with a story time and a garden themed craft. We will then move to our garden for a garden themed hands-on activity. When it is time to go home, children will receive seeds to take home to start their own garden! So do not miss this exciting opportunity for your little ones to enjoy nature!

November 8, 10:00 a.m. – 12:00 p.m.: Kayak Tour (TBD)

November 12: 1 p.m. – 2 p.m.: Science with Sam [Habitats: Jupiter Inlet Lighthouse ONA]: **NEW TIME!**
On select Saturdays from 1:00 pm – 2:00 pm, join our Scientist Sam for different science activities for our K-5th grade aged children. Activities will include garden exploration and hands-on opportunities with wildlife. Each month has a different theme!

November 19, 8:00 a.m. – 4:00 p.m.: Safe Boating Class: The River Center continues to collaborate with the US Coast Guard Auxiliary “Flotilla 52” to provide a series of Boating Safely Classes targeted specifically to young boaters in our community. These classes are provided through a generous sponsorship by the AustinBlu Foundation, a not-for-profit dedicated to raising awareness and promoting educational programs to improve boater safety. There is no cost for this class, however there is a deposit required to reserve a seat. The deposit of \$10 will be refunded in full to all students who complete the class. Recommended for children 12 years and up, but all ages are welcome.

November 22, 10:00 a.m. – 12:00 p.m.: Nature Hike (TBD)

November 23, 10:00 a.m. – 1:00 p.m.: Craft-a-palooza

November 26, 1:00 p.m. – 2:30 p.m.: Introduction to Volunteering at the River Center



LOXAHATCHEE RIVER DISTRICT

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TEL: (561) 747-5700

FAX: (561) 747-9929

D. Albrey Arrington, Ph.D. EXECUTIVE DIRECTOR

loxahatcheeriver.org

MEMORANDUM

To: D. Albrey Arrington, Ph.D., Executive Director
From: Ed Horchar Safety Officer
Date: October 11, 2022
Subject: District Safety Report for September 2022

Safety Metrics: September 2022

OSHA recordable injuries: Zero

Lost time injuries: Zero

Actual TRIR: 1.3 [Goal < 2.2]

TRIR = Total Recordable Incident Rate

Safety is a Core Value at LRD – Our

conduct is shaped by a personal commitment to protect the health and safety of ourselves and our colleagues. Safety is driven through education, training, planning, protective equipment, and individual accountability.

OSHA Recordable Incidents/MVA's:

The LRD has now experienced zero OSHA Recordable Injuries for ten consecutive months. With one recordable injury in the last 12 months, we have sustained a Total Recordable Incident Rate (TRIR) of 1.3, below our goal of 2.2 and a rate shared as the lowest in recent history. This District has now surpassed the best performance (recent history) for consecutive months with no recordable injuries. The District will need to work injury free for an additional two months to reach a rate of zero.

The District did not experience a Motor Vehicle Accident (MVA) in September. With a total of three MVAs in the last 12-month period, the MVA incident rate is at 3.4. Above the LRD MVA goal of 2.2. The District will need to work MVA free for an additional three months to reduce the MVA incident rate.

Sustainment:

Job Hazard Assessment (JHA) activity volume shot up in September. The District has established yet another record high with 910 JHA's completed compared to the August high of 797. The following is a comparison of September JHA's performed per employee in each participating department:

Reuse:	37 JHA / employee	Construction:	10 JHA / employee
Operations:	27 JHA / employee	Inspection:	14 JHA / employee
Collections:	26 JHA / employee	Wild Pine Lab	2 JHA / employee
Maintenance:	19 JHA / employee		

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CHAIRMAN

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BOARD MEMBER

JHA and EAM:

JHA input into EAM initiated in mid-September, as approximately 31% (279) of September's JHA's were completed in EAM associated Work Orders. Per the data pulled from Power BI, 98% of all Work Orders generated from mid-September involved completed JHA's, a very good indicator. This is a Key Process Indicator we will track moving forward. As we transition into a paperless JHA District, we expect the majority of October JHA's to be initiated in EAM, with the expectation of 100% initiated in EAM by year's end. JHA input in EAM will continue to evolve to create a more efficient and value-added process for the District employees. In September we saw improvement from Inspection, Collections, Maintenance, Construction and Operations. As Operations, Collections and Reuse continue to perform at a high level, Inspections gets the shout-out for September as volume increased by 7 JHA's per employee. Maintenance and Construction increased JHA completion activity by 3 JHA's per employee, respectively.

There were seven Near Miss reports initiated in September, which is a desirable amount. Employees from Operations, Collections, Construction, and the Lab all participated in this program in September. Let me remind everyone again. Reporting safety issues in the Near Miss Reporting system can also include Unsafe or Unhealthy Conditions, Environmental Pollution Potential, and Suggestions for Safety Process Improvement. This is a continuous improvement process that will improve you or your co-worker's safety. Your input is important, and each employee is encouraged to participate in this program.

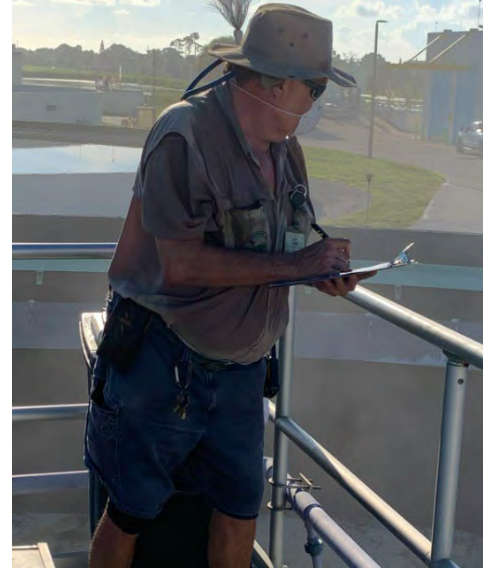
Training:

The emphasis on classroom and computer-based safety training continues. The District realized a 93% completion rate for all safety training tracked in September, below the District goal of 95%. The focus in September was ladder use safety and eye safety. Applicable employees completed the OSHA respirator use medical questionnaire, and all six are cleared to use the Powered Air-Purifying Respirator. Employees can expect at least one training module deployed every month. Be aware of initial training notifications from "platform@targetsolutions" and complete the training on time. If employees are overdue, a computer-based training reminder will be sent through target solutions.

The annual fire extinguisher inspections were conducted on September 8th for the facility and all service trucks.



Pictured at left: Brian Davis is donning a breathing air hood while blasting the rake arm in clarifier 3. At right: Kemm Peebles documents activity on the confine space permit while observing Brian. The rake arm would be painted at a later date.



A total of 12 Workplace inspections occurred in September. District jobs that were observed included Clarifier #3 Blasting Operations and Painting, A Structure Gate Adjustment, Pre and Post Hurricane/Storm inspection, Pond outlet box isolation, and measurement for dimensions, and LS 117 pump removal.



Pictured at left: Aaron Toth assists operator Dwayne Martin with VacCon assembly. At right: As Dwayne operates the VacCon, Thomas Ryan and Arron support the activity as Jim Novak in back round provides direction. The Stabilization pond structure is being cleaned for entry.



Pictured at left:
With Brian Davis
gathering
dimensions in the
confined space,
Chris Whalen is
standing by at the
confined space
rescue device,
Kemmm Peeples
documents the
required air data
on the confined
space permit as
Anthony
Nicoletta (Plant
Maintenance
Foreman)
provides
direction to the
crew. The task at
hand is to collect
actual
dimensions of
the structure.



District employees continue to benefit from a safe work environment as evident by the successful confined space entries above, and ten consecutive months of injury-free work. The JHA and training programs are benefiting District employees as we get closer to 12 months of injury free work. Stay safe at home and at work. My door is always open. Visit with any questions or ideas you may have. Let's help each other achieve our safety goals.



LOXAHATCHEE RIVER DISTRICT

2500 JUPITER PARK DRIVE, JUPITER, FLORIDA 33458

TEL: (561) 747-5700

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D. Albrey Arrington, Ph.D. EXECUTIVE DIRECTOR

loxahatcheeriver.org

MEMORANDUM

TO: Governing Board
FROM: Administration Staff
DATE: October 13, 2022
SUBJECT: Consultant Payments

The following amounts have been reviewed and approved for payment to our consultants for work performed during the prior month.

Consultant	Prior Month	Fiscal YTD
Shenkman	\$ 4,000.00	\$ 103,655.00
Baxter & Woodman	\$ 7,325.18	\$ 88,582.71
Carollo	—	\$ 113,701.16
Chen Moore	—	\$ 116,640.83
Holtz	\$ 20,466.54	\$ 324,717.14
KCI	—	\$ 92,415.60
Mock, Roos & Associates	\$ 19,535.25	\$ 108,817.00

Should you have any questions regarding these items, please contact Kara Fraraccio concerning the attorney's invoice, and Kris Dean concerning the engineers' invoices.

James D. Snyder
CHAIRMAN

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Future Business

General:

- Procurement Policy updates
- LRD Rule Chapter 31-13 Regulation of Sewer Use
- Board Presentation of select Six Sigma green belt projects
- Renewal of Health Insurance

Future Contracts:

- Biosolids Process Evaluation – Professional Engineering Services Contract
- FY23 Lateral Lining – Piggyback Contract
- FY23 Main Lining – Piggyback Contract
- FY23 Vehicle Purchases – FSA Cooperative Purchasing Program
- Science Center at JILONA – Construction Contract

