DISTRICT MEETING AGENDA

December 14, 2020

Pursuant to Executive Order No. 20-69, Monroe County Emergency Directive 20-06 and Center the spread of the COVID-19 virus, this meeting will be held virtually via Zoom Meetings. Members of the public who wish to comment on matters before the District Board may do so by either: Sending an email to the clerk@klfrems.org or Calling (301) 715-8592, and upon receiving voice prompt, dialing Meeting ID: 602 743 6243 and Password: 33037 Members of the public who participate in the meeting through this option must mute themselves until called upon to speak. Website:

https://us02web.zoom.us/j/6027436243?pwd=Ylp2b3JYckhIQVpwVkFlMmVKbE1uZz09

1. **AGENDA**
   1a. Call to Order

   1b. Pledge of Allegiance

   1c. Roll Call

2. **APPROVAL OF AGENDA & MINUTES**
   2a. Approval of December 14, 2020 District Meeting Agenda

   2b. Approval of November 16, 2020 Strategic Planning Workshop Minutes

   2c. Approval of November 16, 2020 District Meeting Minutes

3. **PUBLIC COMMENT**
4. **CHAIRMAN REPORT**
5. **SECRETARY REPORT**
6. **OLD BUSINESS**
   6a. Fire Hydrant Report (Edge)

7. **NEW BUSINESS**
   7a. MOTION/APPROVAL: Phase 9 Fire Hydrant Contract (Jones)

   7b. MOTION/APPROVAL: KLFD Station 24 Bay Floors (Johnson)

   7c. MOTION/APPROVAL: Station 24 2nd Story (Allen)

   7d. DISCUSSION: Next Strategic Planning Workshop (Fact-Finding Committee Update) (Conklin)

   7e. DISCUSSION: Next Strategic Planning Workshop (2021 – 911 Service) (Conklin)

7f. MOTION/APPROVAL: KLFD Elevator Service Proposal (Mumper)

7g. DISCUSSION: KLFD Aetna Medical Insurance Refund (Allen)

7h. MOTION/APPROVAL: Approval of Burke Construction Drawing Proposal and Directing Legal to Prepare Contract (Jones)

8. FINANCE REPORT
9. LEGAL REPORT

10. AMBULANCE CORPS REPORT
10a. KLVAC Monthly Report 201130
10b. KLVAC Call Log 201031

11. FIRE DEPARTMENT REPORT
11a. KLFD Monthly Report 201130
11b. KLFD Performance Report 201130

12. COMMISSIONER ITEMS

13. NEXT MEETING
13a. KLFR&EMS December 21, 2020 District Meeting or January 11 or 25, 2020

14. ADJOURN

NEXT MEETINGS

January 11, 2021 District Meeting (If required)
January 25, 2021 District Meeting
February 8, 2021 Strategic Planning Workshop & District Meeting
February 22, 2021 District Meeting (if required)
March 8, 2021 District Meeting (f required)
March 22, 2021 District Meeting

DOCUMENTS

AI 2a. District Meeting Agenda
AI 2b1. Minutes Strategic Plan Workshop November 16 2020
AI 2b2. Minutes District Meeting November 16 2020
AI 07a. Fire Hydrant Project Phase 9
AI 07a. Proposal Fire Hydrant Project Phase 9: J.A. LaRocco
AI 07a. Proposal Fire Hydrant Project Phase 9: Key Honey Contracting
AI 07a. Proposal Fire Hydrant Project Phase 9: R&M Solutions
AI 07a. Proposal Fire Hydrant Project Phase 9: Papon Engineering
AI 07b Contract for Phase 9 Vendor
AI 07c. KLFD Station 24 Bay Floors

AI 07g. KLFD Elevator Contracts
AI 07h. KLFD Aetna Medical Insurance Refund
AI 07i. Burke Construction Group Proposal
AI 10A. KLVAC Monthly Report 201130
AI 10B. KLVAC Call Log 201031
AI 11a. KLFD Monthly Report 201130 November for October
AI 11b. KLFD Performance Report 201130

Persons who wish to be heard shall send an email to the clerk or wait to be called upon in the Zoom Virtual Meeting

DISTRICT STRATEGIC PLANNING WORKSHOP
MEETING MINUTES
November 16, 2020

1. AGENDA

1.A. Call to Order

Chairman Allen called the combination (in-person meeting and Zoom video conference) Strategic Planning Workshop to order at 7:12 pm.

1.B. Pledge of Allegiance

The Pledge of Allegiance was conducted at the District Meeting

1.C. Roll Call

Vicky Fay called the roll. The following Commissioners were present: Tony Allen, Frank Conklin, Kenny Edge, George Mirabella and Danny Powers. There was a quorum. Also present were Commissioner Elect, Kenny Edge, David Garrido and Gaelan Jones, Esq.

In attendance via Zoom were: Don Bock, Vicky Fay, Jennifer Johnson, Jason Mumper, and Scott Robinson.

2. APPROVAL OF AGENDA – November 16, 2020

Motion: Commissioner Edge made a motion to ***approve the November 16, 2020 Strategic Planning Workshop Agenda.*** Commissioner Conklin seconded the motion, and the Board unanimously passed the motion.

3. PUBLIC COMMENT

Sue Heim spoke at Item 5a and 5c.

4. BRAINSTORMING *(Looking to the Future)*
Strengths, Weaknesses, Opportunities and Threats

5. REVIEW STRATEGIC PLANNING ACTION ITEMS

5a. Fact-Finding Committee & Audit Results

The District Board reviewed and discussed presentation and worksheet submitted by the Fact Finding Committee. The Committee proposed three options involving the consolidation of KLVAC and KLVFD, or the consolidation of both entities with the District.

Commissioner Powers expressed concern there may have been outside influence from District Commissioners. The Chief and the departments confirmed that was no commissioner interaction during the preparation of this report.

The Fact-Finding Committee reviewed the Power Point Presentation with the Options: (A) Converting to all paid departments; (B) Consolidating/Combining Departments or (C) personnel reporting directly to the District. The presentation included retirement costs for the current 401K Plan, FRS State Retirement and Chapter 175 Pension Plan (both of these funds would require personnel to be District employees).

Finance reported that Marathon is looking at changing FRS to 15%. The State administers the Chapter 175 Pension Trust. Finance indicated these Budget Options do not include the Capital Plan or increases in legal or accounting. If there are any volunteers, the District would still need a 501C organization to manage them (contract, organizational fees, volunteer reimbursement and 401K expenses).

Finance indicated that for the District to pursue any of these proposed options, it will need to negotiate millage increase in 2021 for 2022 election, as Options B or C will cause the District to start creating deficit spending in 2022 or 2023.

Discussion was conducted regarding the addition of the Station 24 2nd Story. This item will be added to the next District Meeting Agenda under Chairman Allen.

For the District's Business Plan, the District needs to know what they can ask for, and what they need for the next 10 years. The Districts need each department's Strategic Plan and their five-year capital improvement costs.

5b. ***Emergency Pay Plan* (Mirabella)**
This item was postponed to the next meeting, or when KLVFD and KLVAC have submitted revised emergency pay policies to District Board for review.

***5c. Review Strategic Plan List* (Jones)**
Gaelan Jones led the review of the Strategic Plan list.

19-002 General Funding
Legal received the Burke drawing proposal and will review and bring back to the Board for approval. Chairman Allen and Legal will meet with Monroe County to discuss the project. Gaelan Jones requested Commissioner feedback.

19-003 Limited Revenue
The District will need reasons to raise the millage, which is recommended in FY 2022-2023. There was no change in target date.

19-004 Identify Actions Required to Raise Millage
There was no change in the target date.

19-005 Special Assessment Cost Recovery
A list of potential items has been prepared that could be recovered. The target date was changed to 2021 3rd Quarter.

19-006 Website User Friendliness
Gaelan Jones and Vicky Fay have been revising and updating the website. Gaelan Jones has updated the Commissioner I pads. The date was changed to 2021.

19-007 Communications Plan
The Fire Department posts updates, and Vicky posts changes to the website. The District is not utilizing Facebook and Twitter. The date was changed to 2021.

20-001 Fire Hydrant Phase 8
Phase 8 has been completed, and this item is closed.

20-002 Economic Indicators
It was recommended that multiple housing projects be included in the budget.

20-003 Five-Year Capital Improvement Plan
The Fire Departments updated the plan, and Finance still needs the Five-year plan. The target date was moved to 2021 Ongoing.

20-004 Potential Legislation
Gaelan Jones and Vicky Fay monitor the potential legislation, and Gaelan continues to provide updates. There was no change to the target date.

20-005 Review Retention Incentives
The Fire Department 401K is 8%. The Corps is 6%. The departments would like to go to 10% to encourage more recruitment. The target date was moved to 2021 Ongoing.

20-006 401 Match
This item was combined with 20-005 and closed.

20-007 Grant Funding
The Fire Department did not receive the 2nd Safer Grant. More information is needed on how to improve the narrative or other grant items. The target date was changed to 2021 3rd Quarter.

20-008 Community Support
The Fire Department reported the Prevention and Mask was successful. The Corps will assist in administering vaccines. The target date was moved to 2021.

20-009 Quarterly Meetings
This item was closed.

20-011 Fire Hydrant Project, Phase 9 FY 20-21
The Board will approve the contract in December.

20-012 Prepare KLFD Strategic Plan
The target date was moved to 2021 Ongoing.

20-013 Prepare KLVAC Strategic Plan
The target date was moved to 2021 Ongoing.

20-014 Fact-Finding Business Plan
The Fact Finding Committee made a presentation. Finance needs the Five-Year Capital Improvement Budget to add to the Operations Budget. This item will be discussed on an ongoing, as-needed basis.

20-015 District Business Plan
This item remains the same.

6. ADJOURN WORKSHOP
Commissioner Mirabella made a Motion to adjourn at 8:58 p.m., which was seconded by Commissioner Powers and unanimously approved by the Board.

Documents:
Strategic Planning Workshop Agenda
Fact-Finding Committee Report – Power Point Presentation
Fact-Finding Committee Report – Excel Report
Strategic Plan Action Plan

Next Scheduled Workshop:
February 8, 2021

#	ASSIGNED TO	ACTION ITEMS	TARGET DATE	STATUS	12/14/20 Comments After November 16, 2020, Meeting . . . Page 1 of 2
19-002	ALLEN	GENERAL FUNDING SOURCE - General Sales Tax SP (0.7.1)	*2020 Ongoing*		201116: The proposal to prepare the drawings was received from Burke, and Legal will review and bring back to the Board; 200803: Legal is working on the drawings; 200210: Legal is scanning drawings and then submitted to engineering firm; 191118: Legal will coordinate obtaining drawings and information for Station 24 second story; 190708: Commissioner Allen & Legal to meet with BOCC Commissioner to discuss Station 24 Second Story; 190225: Allen will meet with BOCC.
19-003	JOHNSON	Limited revenue - Review Increasing the Millage	*2021 (3rd Qtr.)*		201116: Recommendation millage to be raised 2022-2023; 200727: Rescheduled to 3rd Quarter of 2021; 200713: The Board voted not to raise the millage at the 03/09/20 meeting; 200210: See Item 19-004;.
19-004	JONES	Identify Actions Necessary to Raise Millage	*2021 (3rd Qtr.)*		201116: Date remains the same, no action at this time; 200727 & 200713: Rescheduled to 3rd Quarter of 2021 as the Board voted not to raise the millage at the 03/09/20 meeting; 200210: At the March meeting, the Board will vote to raise the millage.
19-005	JONES CONKLIN BOCK	Special Assessment & Cost Recovery: Fire Department (SP 0.7.3)	*2021 (3rd Qtr.)*		201116: This item moved to 2021; List of Items has been prepared & Board will need to determine which items it would like to consider; 200727: Legal will meet with the departments; 200713: discuss; 200210: Legal met with the departments, and provided a list of potential billable items;. This item on hold until potential millage increase is resolved.
19-006	JONES	Update Website User Friendliness (SP: Outreach)	*2021 Ongoing*		201116: This item moved to 2021; 20727: Senate Bill 1466 changes District website requirements; 200713: Legal continues to tweak the website for user friendliness; 200210: Legal will resolve technical issues.
19-007	KLVFD KLVAC Clerk	Create a Communications Plan Proposal for the District Board to consider Press Releases, Facebook & Twitter	*2021 Ongoing*		201116: This item moved to 2021, and the Clerk and Fire Department post updates; 200727: The Clerk posts safety tips on website and Fire Department is utilizing Facebook; 200210: The Clerk submitted an advertising proposal to commissioners for raising the millage; Snapchat and Twitter were removed and website may be used to promote millage increase.
20-002	BOARD	Review economic indicators and budget accordingly (T.2)	*2021 (Ongoing*		20116: Suggestion budget for multiple housing projects; 201116: This item moved to 2021; 200727 & 200713: This item was moved to 2021; The District is reviewing during current budget cycle; 200210: This is being monitored and will be reviewed during budget process.
20-003	JOHNSON	Review and update the Five-Year Capital Improvement Plan annually (T.3)	*2021 (Ongoing*		201116: Finance needs individual departments 5 Year Capital Plan; 200727: Finance distributed 5 Year Plan to Departments for updating and is awaiting information from the departments; 200210: Finance will distribute to departments.
20-004	JONES FAY	Identify Potential Legislation Important to District & Identify a District representative to represent the District, if/when required.	*2021 (1st Qtr.)*		201116: Legal & Clerk monitor; 200727: Senate Bill 1466 changes District website requirements; 200713: Legal reviewed and provided information to the Board regarding potential litigation: Legal will review pending litigation; 200210: Legal will research.

#	ASSIGNED TO	ACTION ITEMS	TARGET DATE	STATUS	12/14/20 Comments After November 16, 2020, Meeting . . . Page 2 of 2
20-005	KLVFD KLVAC	Review Retention Incentives including 401K Match	*2021 (2nd & 3rd Qtrs.)*		201116:: This item was moved to 2021; KLFD submitted 8% to Board on 201012, Corps 6% and KLFD would like to raise to 10%; , 200727 & 200713: The Fire Department is reviewing retirement options, and the Corps contacted DeMoss Financial regarding 401K plan ; 200210 & 191118: Retention incentives were reviewed during budget process; this item was moved to 2020 and Fire Department would like a pension.
20-007	KLVFD KLVAC	Pursue additional grant funding (SP Funding)	*2021 (3rd Qtr.)*		201116:This item moved to 2021; 2nd Safer grant not received & Clerk will follow up with FEMA; 200727: & 200713: The Fire Department applied for a 2nd Safer Grant, and the Corps did not apply for any grants; 200210 & 191118: The Fire Department applied for a private Ballistic Vest grant; 190708: Submitted grant for Ultrasound Machine. Grants need to be reviewed for accuracy; 181119: The District received the AFG grant for radios and the SAFER grant for full-time firefighters.
20-008	CONKLIN BOCK	Community Support	*2021 Ongoing*		201116: Fire Dept. conducted Fire retention & Mask Training; Corps will assist in administering vaccines; 200727: No events were scheduled due to Covid-19, events are planned later in the year, if appropriate; 200210 & 191118: The Fire Department conducted Fire Prevention Week Training in both departments and participated in Stuff-the Bus - moved to 2020.
20-011	THOMAS	Fire Hydrant Project Phase 9 (FY 2020-2021)	*2021 (3rd Qtr.)*		201116: Bid Selection Committee provided recommendation to Board; 200727: & 200713: The Phase 9 Fire Hydrant List was submitted to FKAA for approval.
20-12	KLVFD	Prepare KLVFD Strategic Plan	*2021 Ongoing*		201116: This item moved to 2021 and the Board reconfirmed Strategic Plan is needed; 200727: This item was added to the District Action List.
20-13	KLVAC	Prepare KLVAC Strategic Plan	2021 Ongoing		201116: This item moved to 2021 and the Board reconfirmed Strategic Plan is needed; 200727: This item was added to the District Action List.
20-14	FACT-FINDING COMMITTEE	Fact-Finding Provide Business Plan to District Board.			201116: The Fact-Finding Committee made a Presentation and need to add 5 Year Capital Budget; 200727: This item was added to the District Action List.
20-15	DISTRICT	District Prepare Business Plan (4 to 5 years)			201116: No action at this time; 200727: This item was added to the District Action List.

DISTRICT MEETING MINUTES
November 16, 2020

1. **AGENDA**

1a. Call to Order

Chairman Allen called the combination (in-person meeting and Zoom video conference) District Meeting to order 6:01 pm.

Pledge of Allegiance

Commissioner Thomas led the Pledge of Allegiance.

1b. Roll Call

Vicky Fay called the roll. The following Commissioners were present: Tony Allen, Frank Conklin, George Mirabella, Danny Powers and Bob Thomas. There was a quorum. Also present were Commissioner Elect, Kenny Edge, David Garrido and Gaelan Jones, Esq.

In attendance via Zoom were: Don Bock, Vicky Fay, Jennifer Johnson, Jason Mumper, and Scott Robinson.

1c. Presentation Commissioner Thomas

Commissioner Thomas spoke and gave a heartfelt thank you for the opportunity to serve the District, Departments and the residents of Key Largo. Chairman Allen spoke and presented a plaque to Commissioner Thomas for his service.

1d. Adjourn

The meeting was adjourned at 6:06 p.m.

1e. New Commissioners Swearing In (Oath of Office)

Gaelan Jones read the Oath of Office to Tony Allen, Kenny Edge and Danny Powers. Commissioners Allen, Edge and Powers executed Oath of Office forms.

1f. Roll Call

Vicky Fay called the roll. The following Commissioners were present: Tony Allen, Frank Conklin, Kenny Edge, George Mirabella and Danny Powers. There was a quorum. Also present were David Garrido and Gaelan Jones, Esq.

In attendance via Zoom were: Don Bock, Vicky Fay, Jennifer Johnson, Jason Mumper, and Scott Robinson.

1g. Election of Officers

Chairman

Commissioner Mirabella nominated Tony Allen as Chairman, which was seconded by Commissioner Powers. Commissioner Allen was approved as chairman based by majority vote.

` ***Vice Chairman***

Commissioner Allen nominated George Mirabella as Vice Chairman, which was seconded by Commissioner Conklin. Commissioner Mirabella was approved as Vice-Chairman unanimously.

Secretary

Commissioner Mirabella nominated Kenny Edge as Secretary, which was seconded by Commissioner Powers. Commissioner Edge was approved as Secretary with the vote as follows: Allen (Abstain), Conklin (Yes), Kenny Edge (Yes), Mirabella (Yes) and Powers (Yes).

2. APPROVAL OF AGENDA & MINUTES

2a. Approval of November 16, 2020 District Meeting Agenda

Gaelan Jones said he just received Burke Construction's proposal, and will discuss the proposal later in the meeting without any addition to the Agenda.

MOTION: Commissioner Edge made a motion ***to approve the November 16, 2020 District Meeting Agenda.*** The motion was seconded by Commissioner Conklin, and the Board unanimously passed the motion.

2b. Approval of October 12, 2020 District Meeting Minutes

MOTION: Commissioner Mirabella made a motion ***to approve the October 12, 2020 District Meeting Minutes,*** which was seconded by Commissioner Conklin and the Board unanimously passed the motion.

3. PUBLIC COMMENT

Sue Heim spoke at Item 9.

4. CHAIRMAN REPORT

Chairman Allen did not have any items to report.

5. SECRETARY REPORT

Commissioner Edge did not have any items to report to the Board.

6. OLD BUSINESS

6a. Fire Hydrant Report (Edge)

Commissioner Edge reported the Bid Opening was November 2, 2020, and the Bid Selection Committee met today to review and rank the proposals.

7. NEW BUSINESS

7a. MOTION/APPROVAL: KLVAC Station 23 Painting

Question was posed regarding conflict of interest with accepting proposal from Curtis Tucker. After being informed that KLVFD employee Curtis Tucker has no affiliation with the business offering said proposal, Gaelan Jones confirmed there was not a conflict of interest.

> ***MOTION:*** Commissioner Mirabella made a motion ***to approve the Curtis Tucker proposal of $16,491.00 to paint Station 23.*** Commissioner Powers seconded, and the Board unanimously passed the motion.

7b. MOTION/APPROVAL: KLFD Station 24 Bay Floors

This item was tabled to the next meeting as the Fire Department would like to conduct more research.

7c. MOTION/APPROVAL: KLFD Station 24 Camera (Feld Fire $15,145

The Feld Fire quote to purchase a camera was the lowest bid.

> ***MOTION:*** Commissioner Edge made a motion ***to approve the Feld Fire quote to purchase one Searchcam Camera for Station 24 in the amount of $15,145.00,*** which was seconded by Commissioner Powers. The Board unanimously passed the motion.

7d. MOTION/APPROVAL: KLFD Station 25 Insulation (Kelly Insulation $10,899)

The Kelly Insulation, Inc. Proposal was the highest of the three quotes; however, it is the only company with an insulation lifetime warranty. KLVFD recommended approval of proposal by Kelly Insulation.

> ***MOTION:*** Commissioner Conklin made a motion ***to approve the Kelly Insulation, Inc. quote to replace the Station 25 insulation in the amount of $10,899.*** Thus was seconded by Commissioner Powers. The Board unanimously passed the motion.

7e. MOTION/APPROVAL: Vernis & Bowling Contract

Gaelan Jones presented the Vernis & Bowling contract renewal. The proposed hourly rate is being increased by $5.00 per hour. The monthly retainer is being increased by $100 to a total of $1,600 plus travel. The terms of this contract are from November 18, 2020 to November 18, 2021 with two additional one-year options. The fees may be renegotiated after one year and are subject to budget review.

> ***MOTION:*** Commissioner Mirabella made a motion ***to approve the Vernis & Bowling Contract for the period of November 18, 2020 to November 18, 2021,*** which was seconded by Commissioner Conklin. The Board unanimously passed the motion.

7f. DiSCUSSION: Bid Committee Proposal Ranking ITB 21-001

Commissioner Edge presented the ITB 21-001 Proposal Ranking. Four proposals were received: R&M Service Solutions $130,000, J.A. LaRocco $134,750, Key Honey Contracting $157,341 and Pabon Engineering $215,000. The Board will make a selection and approve a contract on December 14, 2020.

7g. MOTION/APPROVAL: 2021 District Meeting Calendar

Vicky Fay presented the Proposed 2021 District Meeting Schedule. The Board agreed to remove the October 11, 2021 District Meeting.

> ***MOTION:*** Commissioner Conklin made a motion ***to approve the 2021 District Meeting Schedule with one change to remove the October 11, 2021 District Meeting,*** which was seconded by Commissioner Mirabella. The Board unanimously passed the motion.

7h. DISCUSSION: Disposal of Smoke Machine

Jennifer Johnson reported the Fire Dept needs to dispose of the Smoke Machine, which was purchased In 2008 for $1,394.59. This item has exceeded its service life.

8. FINANCE REPORT

8a. Approved Budget FY 20-21

Vicky Fay is distributing the Final Approved Fiscal Year 2020-2021 Budget to the commissioners.

8b. District Financial Report FY 2019-2020 - 4th Quarter

The Districts total FY 19-20 revenues were $3,747,638.25 or 98.49% of budget. The District's total FY 19-20 expenses were $228,361.41 or 69.65% of budget. The Fire Department's total FY 19-20 expenses were $1,916,339.15 or 95.89% of budget. The Ambulance Corps expenses were $660,154.14 or 82.58% of budget.

The total District's expenses for FY 19-20 were $2,804,854.70 or 89.73% of budget, with a transfer to the Vehicle & Equipment Fund of $225,000. The total excess expenditures were under budget $942,783.55. The total budget surplus was $717,783.55. .

9. LEGAL REPORT

Gaelan Jones reported the District just received the proposal to prepare the 2nd floor Station 24 drawings in the amount of $34,906.00. Legal will review and bring back to the next meeting for action.

10. AMBULANCE CORPS REPORT

10a. KLVAC Monthly Report 201031

Scott Robinson reported the Corps submitted Paramedic and EMT volunteer applications to the Chief for approval.

10b. KLVAC Call Log 200930

Commissioner Mirabella thanked both departments for doing an amazing job after the hurricane last week.

11. FIRE DEPARTMENT REPORT

11a. KLFD Monthly Report 201031

11b. KLFD Performance Report 201031

Jason Mumper reported there are three new members approved in FY 20-21. The department ran 32 calls after the hurricane. C.J. Jones reported the department is doing a remount on the Air Truck not the Dive Rescue vehicle.

12. COMMISSIONER ITEMS

CJ Jones reported there is a Station 24 roof leak, and the roof may need to be replaced if there is not a second story added to the station.

13. NEXT MEETING

13a. KLFR&EMS December 14, 2020 or December 21, 2020 District Meeting

The next District Meeting is December 14, 2020.

14. ADJOURN

Commissioner Mirabella made a Motion to adjourn at 7:03 p.m., which was seconded by Commissioner Powers and unanimously approved by the Board.

NEXT MEETINGS

December 14, 2020 District Meeting (Contract ITB #21-001 Fire Hydrants)
December 21, 2020 District Meeting (if required)

DOCUMENTS

AI 2a. District Meeting Agenda
AI 2b1. Minutes District Meeting October 12, 2020
AI 07a. KLVAC Station 23 Painting Quotes
AI 07b. KLVFD Station 24 Bay Floor ($15 145)
AI 07c. KLVFD Station 24 Camera ($10,899)
AI 07d. KLVFD Station 25 Insulation Quotes
AI 07e. Vernis & Bowling Contract
AI 07g. 2021 District Meeting Schedule
AI 08a. District Approved Budget FY 20-21
AI 08b. District Financial Report FY 19-20 - 4th Quarter
AI 10A. KLVAC Monthly Report 201031 October for September
AI 10B. KLVAC Call Log 200930
AI 11a. KLFD Monthly Report 201031 October for September
AI 11b. KLFD Performance Report 201031

KEY LARGO FIRE RESCUE AND EMS DISTRICT

Contract for Goods/Services:
In Excess of Threshold One
(Equal to or in Excess of $15,000.00)

W I T N E S S E T H:

WHEREAS, the Key Largo Fire Rescue and Emergency Medical Services District (the "District"), has an Invitation to Bid for the **KLFR&EMS DISTRICT FIRE HYDRANT PROJECT – PHASE 9: FOR PROVISION AND INSTALLATION OF FOURTEEN (14) FIRE HYDRANTS.**

WHEREAS, **J.A. LAROCCO ENTERPRISE, INC.** ("Contractor") has submitted a bid, dated October 30, 2020 to provide the services sought by the District;

WHEREAS, **J.A. LAROCCO ENTERPRISE, INC.** is duly qualified to provide the services sought by the District;

WHEREAS, the District desires to engage **J.A. LAROCCO ENTERPRISES, INC.** to provide such services for the District and **J.A. LAROCCO ENTERPRISES, INC.** desires to provide such services for the District;

NOW, THEREFORE, in consideration of the mutual covenants and benefits hereinafter set forth, the parties herein covenant and agree as follows:

1. **INVITATION TO BID AND BID INCORPORATED HEREIN**

The terms and specifications of the Invitation to Bid issued by the District on September 30, 2020, and the terms of that bid submitted by **J.A. LAROCCO ENTERPRISES, INC.** are herein incorporated by reference as if fully set forth herein, made part of this Contract and are attached hereto as *Exhibits "A" and "B"* respectively. In the event of a conflict between the terms of this Contract and any exhibit, the terms of this Contract shall control, unless otherwise agreed in writing as an amendment pursuant to the terms for such as provided herein.

2. **TERM**

The term of this Contract shall be from the date of this contract's execution to the date of project completion, as set forth in the Invitation to Bid and reasonably determined by the District.

3. CONTRACTOR'S SERVICES

Contractor agrees to provide the following goods/services:
FOURTEEN (14) FIRE HYDRANTS AND INSTALLATION AT LOCATIONS SPECIFIED IN EXHIBITS A & B ATTACHED HERETO, AND IN COMPLIANCE WITH THE TERMS THEREIN

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

4. **COMPENSATION**

District shall pay Contractor **the sum $134,750.00 ($9,625.00 per hydrant assembly)** for services rendered pursuant to this Contract. Payment to be made as follows:
Upon review of invoices submitted pursuant to services rendered, and approval by the District Board.

No payment shall be due until the District verifies that all services for which payment has been requested have been fully and satisfactorily performed. The District will make diligent efforts to verify and pay invoices with the Florida Prompt Payment Act, Florida Statute 218.73.

5. **PERFORMANCE BOND**

Within ten (10) calendar days after issuance of the Notice of Award, the Contractor shall execute and furnish to the District a performance bond on the form provided by the District. The penal sum stated in the bond shall be the amount equal to 100% of the Contract Price payable under this Contract.

The Performance Bond shall guarantee the full and faithful execution of the Contract in an amount equal to 100 percent (100%) of the total Contract Price and include guaranteed repair and maintenance of all defects due to faulty materials and workmanship that appear within one year after completion of the contract. The performance bond shall be conditioned on the Contractor performing the Work in the time and manner prescribed in the Contract and supporting documents.

A. QUALIFICATIONS OF SURETY

1) Each bond must be executed by a Surety company of recognized standing, authorized to do business in the State of Florida as Surety, having a resident agent in the State of Florida and having been in business with a record of successful continuous operation for at least five (5) years. Each Surety shall submit verification from the Florida Department of Insurance Office of the Treasurer stating the surety company's license and certificate of authorization to do business in the State of Florida.

2) The Surety Company shall hold a current certificate of authority as acceptable Surety on federal bonds in accordance with United States Department of Treasury Circular 570, Current Revisions. If the amount of the Bond exceeds the underwriting limitation in the circular, and the excess risks must be protected by coinsurance, reinsurance, or other methods in accordance with Treasury Circular 297, revised September 2, 1978 (31 DFR Section 223.10, Section 223.111). Further, the Surety company shall provide the District with evidence satisfactory to the District, that such excess risk has been protected in an acceptable manner.

3) The District will accept a Surety bond from a company with a rating of B+ or better for bonds up to $2 million, provided, however, that if any Surety company appears on the watch list that is published quarterly by Intercom of the Office of the Florida Insurance Commissioner, the District shall review and either accept or reject the Surety company based on the financial information available to the District. A Surety company that is rejected by the District may be substituted by the Bidder with a Surety company acceptable to the District, only if the bid amount does not increase.

   a. Bonds executed by an Attorney-in-Fact on behalf of the Surety, shall have affixed thereto a certified and current copy of Power of Attorney, indicating the monetary limit of such power.

B. BONDS REDUCTION AFTER FINAL PAYMENT

Such bonds shall continue in effect for one (1) year after final payment becomes due except as otherwise provided by law or regulation or by the Contract Documents with the final sum of said bonds reduced after final payment to an amount equal to ten percent (10%) of the Contract Price, or an additional bond shall be conditioned that the Contractor shall correct any defective or faulty Work or material which appears within one (1) year after final completion of the Contract, upon notification by the District.

C. NOTIFICATION TO SURETY

If notice of any change affecting the general scope of the Work or the provisions of the Contract Documents (including, but not limited to, Contract Price or Contract Times) is required by the provisions of any Bond to be given to a surety, the giving of any such notice will be the Contractor's responsibility. The amount of each applicable Bond will be adjusted to reflect the effect of any such change, and evidence of increased coverage provided to the District.

D. DUTY TO SUBSTITUTE SURETY

If the surety on any Bond furnished by the Contractor is declared bankrupt or becomes insolvent or its right to do business is terminated in the State of Florida or it ceases to meet the requirements of other applicable laws or regulations, the Contractor shall within five (5) days thereafter substitute another bond and surety, both of which must be acceptable to the District.

6. COMPLIANCE WITH LAWS AND POLICIES

Contractor agrees to comply with all current Key Largo Fire Rescue and Emergency Medical Services District policies and all applicable local, state and federal laws, including laws pertaining to public records requests. Contractor agrees that the District has the right to unilaterally and immediately cancel this Contract upon refusal by Contractor to allow public access to all documents, papers, letters, or other material made or received by the Contractor in conjunction with the contract, unless the records are exempt from s.24(a) of Art. I of the State Constitution and s.119.07(1). Should cancellation be necessary under this clause, the District is required only to provide written notice to Contractor, effective upon receipt of notice, which shall be documented.

7. INDEPENDENT CONTRACTOR STATUS

Contractor is, for all purposes arising under this Contract, an independent contractor. Contractor and its officers, agents or employees shall not, under any circumstances, hold themselves out to anyone as being officers, agents or employees of the District, nor any department thereof. No officer, agent or employee of the Contractor or District shall be deemed an officer, agent or employee of the other party. Neither Contractor nor District, nor any officer, agent or employee thereof, shall be entitled to any benefits to which employees of the other party are entitled, including, but not limited to, overtime, retirement benefits, workers compensation benefits, injury leave, or other leave benefits.

8. TERMINATION

A. WITHOUT CAUSE

This Contract may be terminated for any reason by either party upon sixty (60) days written notice to the other party at the addresses set forth below. If said Contract should be terminated as provided in this paragraph of the Contract, the District will be relieved of all obligations under said contract and the District will only be required to pay that amount of the contract actually performed to the date of termination with no payment due for unperformed work or lost profits.

B. TERMINATION FOR BREACH

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

C. IMMEDIATE TERMINATION BY DISTRICT

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

a. the denial, suspension, revocation, termination, restricting, relinquishment or lapse of any license or certification required to be held by the Contractor, or of any Company/Individual staff's professional license or certification in the State of Florida;

b. conduct by Contractor or any Company/Individual staff which affects the quality of services provided to the District or the performance of duties required hereunder and which would, in the District's sole judgment, be prejudicial to the best interests and welfare of the District;

c. failure by Contractor to maintain the insurance required by the terms of this Contract.

9. ASSIGNMENT

Neither Contractor nor the Key Largo Fire Rescue and Emergency Medical Services District may assign or transfer any interest in this Contract, including subcontracting any portion of the work described in this Contract or its accompanying documents, without the prior written consent of both parties. Should an assignment occur upon mutual written consent, this Contract shall inure to the benefit of and be binding upon the parties hereto and their respective heirs, representatives, successors and assigns.

10. AMENDMENT

This Contract may be amended only with the mutual consent of the parties. All amendments must be in writing and must be approved by the Key Largo Fire Rescue and Emergency Medical Services District.

11. INDEMNIFICATION, GOVERNING LAW & VENUE

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

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

12. REPRESENTATIONS & WARRANTIES

Contractor represents and warrants to the Key Largo Fire Rescue and Emergency Medical Services District, upon execution and throughout the term of this Contract that:

1) Contractor is not bound by any Contract or arrangement which would preclude it from entering into, or from fully performing the services required under the Contract;

2) None of the Contractor’s agents, employees or officers has ever had his or her professional license or certification in the State of Florida, or of any other jurisdiction, denied, suspended, revoked, terminated and/or voluntarily relinquished under threat of disciplinary action, or restricted in any way;

3) Contractor has not been convicted of a public entity crime as provided in F.S. §287.133, to wit: A person or affiliate who has been placed on the convicted vendor list following a conviction for public entity crime may not submit a bid, proposal, or rely on a contract to provide any goods or services to a public entity, may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, for CATEGORY TWO

for a period of 36 months from the date of being placed on the convicted vendor list.; and

4) Contractor and Contractor's agents, employees and officers have, and shall maintain throughout the term of this Contract, all appropriate federal and state perform the functions, assigned to him or her in connection with the provisions of the Contract.licenses and certifications which are required in order for Contractor to perform the services set forth in this contract.

13. **INSURANCE**

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

Contractor is required to obtain the following coverage, with documentation of having obtained such coverage below. Proof of such coverage shall be attached to this Contract as Exhibit C.

_X_ **General Liability Insurance**
Amount: $1,000,000
Details/Comments

_____
_____
_____

_X_ **Professional Liability Insurance**
Amount: $1,000,000
Details/Comments:

_____
_____
_____

___ **Vehicle Liability Insurance**
Amount: $1,000,000
Details/Comments:_____
_____
_____

___ **Workers Compensation Insurance**
Amount: Statutory Limits
Details/Comments: _____.
_____
_____

14. **BILLING**

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

15. **THIRD-PARTY BILLING AND PAYMENT**

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

16. **CONTRACT RECORDS RETENTION**

Contactor agrees to comply with all state and federal regulations governing contracts with public entities, including but not limited to cooperation with public records requests as provided by law, cooperation with comptrollers and auditors as provided by law, and adherence to Title 34, section 80.36, which requires the retention of all records concerning a public entity contract for three (3) years after the District makes final payment and all other pending matters concerning the contract are closed.

IN ACCORDANCE WITH FLORIDA STATUTE 119.0701, IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATIONOF CCHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, ONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (305.451.5517, clerk@klfrems.org, P. O. Box 371023, Key Largo, Florida 33037).

Contractor must respond and provide all public records to the records custodian upon request. Anyone requesting public records must make the request to the agency's public records custodian. If a civil action is filed against Contractor for violating the public records act, Contractor shall be given written notice at least 8 days before the lawsuit can be filed.

17. ETHICS CLAUSE

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

18. CONFLICT OF INTEREST

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

19. DEBARMENT CERTIFICATION

Contractor certifies that neither the firm, nor any person associated therewith in the capacity of owner, partner, director, officer, principal, investigator, project director, manager, auditor, and/or position is involved in the administration of federal funds.

20. SEVERABILITY

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

21. COUNTERPARTS

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

22. **WAIVER**

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

23. **CAPTIONS**

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

24. **ENTIRE CONTRACT**

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

25. **NOTICES**

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

Key Largo Fire Rescue and Emergency Medical Services District:
Chairman, Tony Allen
P.O. Box 371023
Key Largo, FL 33037

With a copy to:
Key Largo Fire Rescue and Emergency Medical Services District Counsel
Vernis & Bowling of the Florida Keys, P.A.
81990 Overseas Hwy, 3rd Floor
Islamorada, FL 33036

J.A. LaRocco Enterprises, Inc. ("Contractor"):
Brian Conover_____
101075 Overseas Highway_____
Key Largo, FL 33037 _____
_____

[BALANCE OF PAGE INTENTIONALLY LEFT BLANK]

APPROVED:

_____ _____
FINANCE DATE

_____ _____
LEGAL DEPARTMENT DATE

IN WITNESS WHEREOF, the parties have executed this Contract on this 14th day of December, 2020.

_____ _____
SIGNATURE OF DISTRICT CHAIRMAN DATE

_____ _____
SIGNATURE OF CONTRACTOR/REPRESENTATIVE DATE

_____
PRINT NAME AND TITLE

_____
KLFR&EMS DISTRICT CLERK – ATTEST & SEAL

EXHIBIT A

KEY LARGO FIRE RESCUE & EMERGENCY MEDICAL SERVICES DISTRICT
P.O. Box 371023
KEY LARGO, FLORIDA 33037

Invitation to Bid No. 21-001

FIRE HYDRANT INSTALLATION

Submissions must be in an envelope separate from any express mail or courier envelopes.

Be sure to include the name of the company submitting the proposal where requested.

Cut along the outer border and affix this label to your sealed envelope to identify it as a "Sealed Proposal".

SEALED PROPOSAL •
DO NOT OPEN

SOLICITATION NO.: 21-001
SOLICITATION TITLE: FIRE HYDRANT INSTALLATION
SUBMISSION DUE DATE: October 30, 2020 by 4:00 p.m.

SUBMITTED BY:

_____
(Name of Company)

DELIVER TO:

Vicky Fay, KLFR&EMS District Clerk c/o
Vernis & Bowling of the Florida Keys, P.A.
Islamorada Professional Center, 3rd Floor
81990 Overseas Highway
Islamorada, Florida 33036

INVITATION TO BID

NOTICE IS HEREBY GIVEN TO PROSPECTIVE PROPOSERS that on MONDAY, NOVEMBER 2, 2020 at 9:00 a.m. the Key Largo Fire Rescue & Emergency Medical Services District will open sealed proposals for the following:

INVITATION TO BID NO. 21-001
FIRE HYDRANT INSTALLATION

Sealed proposals for the installation of Fire Hydrants in various locations in Key largo, Florida will be received by the Key Largo Fire Rescue & Emergency Medical Services District ("District") by Vicky Fay, District Clerk, care of Vernis and Bowling of the Florida Keys, Islamorada Professional Center, 3rd Floor, 81990 Overseas Highway, Islamorada, Florida 33036, until 4:00 p.m. local time on the 30th day of October, 2020, at 4:00 p.m. Any bids received after the time and date specified will not be considered, remain unopened, and become the property of the District.

The District seeks a Contractor to install 14 fire hydrants in Key Largo, Florida. The locations for the installation of the fire hydrants are set forth in the attached Appendices A and B. The installation of additional fire hydrants may be requested at a later date but it should not be included in the bid proposal.

In order to perform public work, the successful bidder shall hold or obtain such Contractors and Business Licenses as required by State Statutes.

The Governing Board of Commissioners of the Key Largo Fire Rescue & Emergency Medical Services District reserves the right to reject any and all bids, in whole or in part, to waive any irregularities or informalities in any bid, and to award to any party considered in the best interest of the District.

REQUESTING AGENCY:

Key Largo Fire Rescue & Emergency Medical Services District
P.O. Box 371023, Key Largo, FL 33037

I. Instructions for Bids

Submit an original and at least three copies of the bid in a sealed envelope separate from any express mail or courier envelopes. The proposal should be mailed or delivered to the following address to be received no later than OCTOBER 30, 2020 4:00 pm (EST):

Vicky Fay, District Clerk c/o
VERNIS & BOWLING OF THE FLORIDA KEYS, P.A.
(SEALED BID – DO NOT OPEN)
Islamorada Professional Center, 3rd Floor
81990 Overseas Highway
Islamorada, Florida 33036

Any questions regarding the ITB proposal or requirements should be directed to Gaelan Jones or Dirk Smits no later than OCTOBER 21, 2020 by 4:00 p.m. All questions must be submitted in writing, via email to: gjones@florida-law.com or dsmits@florida-law.

Answers to all questions received will be posted on the District website for the benefit of all interested parties by OCTOBER 26, 2020 at 6:00 p.m. No phone calls will be accepted. Bidders may not communicate with the District Board Commissioners regarding their bids, and are cautioned against non-written communication with District staff or Key Largo Fire Department personnel during the 'quiet period'.

II. Evaluation Procedure

The District Selection Committee will evaluate and rank the proposals. Any and all questions should be made through Gaelan Jones or Dirk Smits at Vernis & Bowling of the Florida Keys. Any attempts to lobby or persuade through other channels may result in disqualification. Among the factors to be considered by the committee in evaluating the proposals are:

1. Fire hydrant installation experience;
2. Experience and physical presence in Monroe County, FL;
3. Ability and experience of personnel to be assigned to the services;
4. Credibility and response of client references;
5. Availability for advice and guidance;
6. Suitability of proposal to meet the needs of the District.

Additional criteria which may be used by the District include; size of company, the District's past experience with company, financial status of company, capabilities of management and employees, labor relations, bonding capacity, reputation of company among its peers, location of company, professional credentials, service after sale, customer references, and the existence of a Drug Free Workplace Program.

III. Statement of Purpose / Scope

The District is seeking proposals from contractors capable of installing 14 fire hydrants in Key Largo, Florida at the locations identified in **attached Appendix A.**

The contract term is anticipated to begin on or before DECEMBER 15, 2020.

The work to be performed under the contract comprises of the general construction and installation of 14 fire hydrants. General Notes and Specifications for the construction and installation of the fire hydrants can be found on the document titled Fire Hydrant Details Key Largo Fire District that is included in attached Appendix A. All hydrants are numbered and shall be installed in the order of priority according to the District. The contractor shall provide and pay for all labor, material, tools, construction equipment, machinery and other facilities and services necessary for the proper execution and completion of the work.

IV. Minimum Qualifications

The prospective bidders must meet the statutorily prescribed requirements before the Contract will be awarded by the District.

The District reserves the right before awarding the Contract to require a Bidder to submit such evidence of their qualifications as it may deem necessary, and may consider any evidence available to the District of the financial, technical, and other qualifications and abilities of a Bidder. The Bidder must submit in letter form, with the Proposal, a statement of their qualifications to perform in a satisfactory manner, and within the time specified, and in fulfillment of all applicable provisions of the Contract Documents, all of the work to which their bid pertain. Bidder must submit information as to the following Qualification Requirements:

A. The Bidder has the authorization to conduct business and holds at a minimum, an Underground Utility Contractor's license for the installation of water distribution systems, water main extensions or similar type work or a General Contractor's license for construction of building structures, and valid certifications of competency of

qualifications, (issued by the public agencies having jurisdiction of the area where the project is located) required to perform the work proposed by these Contract Documents.

B. The Bidder has the financial resources deemed necessary to permit the project to proceed without interruption and complete as specified herein.

C. The Bidder has a well-trained and competent organization which has done work of similar character and magnitude. An organizational structure as intended, including total manpower, to complete the project will be submitted with the Bidder's proposal.

D. The Bidder will have adequate equipment available to do the work at the proper time. A complete list of all equipment intended for use on this project will be submitted with the Bidder's proposal.

E. The Bidder has ample repair parts and supplies to maintain all District facilities properly, and with a minimum of delay.

The Contract will be awarded only to a Bidder who, in the opinion of the District, is fully qualified to perform the work proposed by these Contract Documents.

At the request of a Bidding Contractor, the District may accept evidence of qualification with other agencies of the State of Florida in lieu of all or a portion of the above Qualification Requirements.

V. Bidder's Understanding

Each Bidder must inform itself of the conditions relating to the execution of the work, and it is assumed that Bidder will inspect the site and make himself thoroughly familiar with all of the Contract Documents. Failure to do so will not relieve the successful Bidder of Bidder's obligation to enter into a Contract and complete the contemplated work in strict accordance with the Contract Documents. It shall be the Bidder's obligation to verify for itself and to Bidder's complete satisfaction all information concerning site and subsurface conditions. Each Bidder shall inform himself of, and the Bidder awarded a Contract shall comply with all Federal, State, and local laws, statues, and ordinances relative to the execution of the work. This requirement includes, but is not

limited to, applicable regulations concerning minimum wage rates, nondiscrimination in the employment of labor, protection of public and employee safety and health, environmental protection, the protection of natural resources, fire protection, burning and nonburning requirements, permits, fees, maintenance of traffic and similar subjects.

VI. Bid Security

Proposals must be accompanied by, a certified check, or cashier's check drawn on any State or National Bank, or a bid bond issued by a Surety authorized to issue such bonds in the State where the work is located, in the amount of 5 percent of the total amount of the proposal submitted. This bid security shall be given as a guarantee that the Bidder will execute the attached Contract and furnish properly executed Performance and Payment Bonds (If Applicable), each in the full amount of the Contract price within the time specified.

The Attorney-in-Fact who executes this bond in behalf of the Surety must attach a notarized copy of his/her power-of-attorney as evidence of his authority to bind the Surety on the date of execution of the bond. Where State Statute requires, certification by a resident agent shall also be provided.

If the Bidder elects to furnish a Bid Bond, Bidder shall use the Bid Bond form bound herewith, or one conforming substantially thereto in form and content.

VII. Return of Bid Security

Within 45 days after the award of the Contract, the District will return the bid securities to all Bidders whose Proposals are not to be further considered in awarding the Contract. Retained bid securities will be held until the Contract has been finally executed, after which all bid securities, other than Bidders' bonds and any guarantees which have been forfeited, will be returned to the respective Bidders whose Proposals they accompanied.

VIII. General Requirements

1.1 WORK COVERED BY CONTRACT DOCUMENTS

A. The work of this contract comprises of the construction and installation of 14 fire hydrants. The location of the work is in Key Largo, Florida. The specific locations of the 14 fire hydrants are located in attached Appendix A. **All hydrants**

are numbered and shall be installed in the order of priority set forth in Appendix A. Installation and priority will be followed based on available funds.

B. Except as specifically noted, the Contractor shall provide and pay for:

1. Labor, materials, tools, construction equipment, and machinery.

2. Other facilities and services necessary for proper execution and completion of the work.

C. The Contractor shall comply with all codes, ordinances, rules, regulations, orders, and other legal requirements of the District, Monroe County, FDOT, DEP, and the Army Corps of Engineers.

1.2 LOCATIONS OF UTILITIES

A. Information shown on the drawings as to the location of existing utilities has been prepared from the most reliable data available to the District; however, this information is not guaranteed and it shall be the Contractor's responsibility to determine the location, character, and depth of any existing utilities. Extreme caution shall be exercised to eliminate any possibility of any damage to utilities resulting from Contractor's activities. The Contractor shall be fully responsible for any damage to utilities resulting from Contractor's operation.

B. The Contractor shall determine any conflicts between existing utilities, or other structures or facilities, with the alignment or gradient of the proposed work, and report such conflicts to the District, sufficiently in advance of Contractor's construction operations so that proper adjustments in the alignment or gradient of the proposed work may be planned by the District to avoid such conflicts. The District shall not be liable for any cost or added expenses to the Contractor for delays, or for the necessary adjustment of previously installed work to avoid such conflicts, due to the Contractor's failure to advise the District of such conflicts adequately in advance of Contractor's construction operations.

C. The Contractor shall excavate and uncover all existing water mains to determine the exact elevations, locations, type, and size of the mains and service lines sufficiently in advance of Contractor's work, and prior to submittal of applicable shop drawings, to ensure that all required materials are available when connections to the existing mains and services are to be made.

D. The Contractor shall be responsible for furnishing such fittings, couplings, adaptors, and specials as required to make connections to the existing water mains, services, and meters in accordance with the details shown on the drawings. No claims for delay or extra cost will be allowed due to changes in the location, elevation, type, or size of the main or service line from those shown on the Drawings.

1.3 CONSTRUCTION SEQUENCE

A. All work is to be performed in such a manner and sequence that interruptions of service to the existing customers shall be kept at a minimum. The Contractor shall fully coordinate and obtain the approval of the District and the Florida Keys Aqueduct Authority of Contractor's proposed sequence of operations for making connections to the existing water mains and services.

B. All existing water mains and services shall remain in service until the new pipe and services have been satisfactorily installed, including flushing, pigging, pressure testing, disinfection, and obtaining bacteriological clearances. The Contractor may flush, pig, test, and disinfect portions of the work prior to completion of all the proposed new construction. The new water lines and meter services will be pressure tested and disinfected together as one system or unit up to and including the lockable curb or meter stop. The Contractor shall provide the customer with a written notice 48 hours prior to the interruption of service in a method approved by the District.

C. The Contractor shall coordinate with the Florida Keys Aqueduct Authority to ensure temporary service to customers if the integrity of the existing mains cannot be

maintained. Temporary mains shall be considered incidental and costs for such must be included in the bid price for new water main work.

D. In the event that any unforeseen circumstances require an alteration to the work, the contractor shall immediately notify the District and submit a formal Change Order to be approved by the District before undertaking such work. The District must authorize any Change Orders prior to the commencement of any additional work. Quotations for alterations to work shall include substantiating documentation with an itemized breakdown of Contractor and Subcontractor costs, including labor, material, rentals, approved services, overhead and profit. The District may require detailed data in order to substantiate the reasonableness of the proposed costs.

Any compensation paid in conjunction with the terms of the Change Order shall comprise total compensation due the Contractor for the work or alteration defined in the Change Order. By signing the Change Order, the Contractor acknowledges that the stipulated compensation includes payment for the interruption of schedules, extended overhead, delay, disruption, inefficiency, or any other impact claim or ripple effect, and by such signing specifically waives any reservation or claim for additional compensation in respect to the subject Change Order.

E. Prior to the commencement of any work on private property, the Contractor shall contact the occupants of the home or establishment to inform them of the work which must be done, and provide them with at least 48 hours of advance notice of any interruption of water service. The Contractor shall inform the occupants as to when and approximately how long the water will be shut off. Every effort shall be made to minimize the inconvenience to the customers, and in no event shall the time of interruption of water service be in excess of two hours.

1.4 PROPERTY OWNER'S APPROVAL

If not previously acquired by District, the Contractor shall be

responsible for obtaining the written authorization from each property owner to perform work on their property. The District will assist the Contractor in obtaining written authorization from the property owner in the event the Contractor is unable to obtain the written authorization. Work shall not commence on any private property until the owner's authorization for that property is obtained.

1.5 SILTATION AND BANK EROSION

The Contractor shall take adequate precautions as directed by District or regulatory agencies to minimize siltation and bank erosion in the vicinity of wetlands or coastline, in discharging well point systems, or during other construction activities (including flushing and disinfection of mains).

1.6 STORAGE OF MATERIALS

A. Suitable storage facilities shall be furnished by the Contractor. All materials, supplies and equipment intended for use in the work shall be suitably stored by the Contractor to prevent damage from exposure, admixture with foreign substances, or vandalism or other cause. The District will refuse to accept, or sample for testing, materials, supplies or equipment that have been improperly stored, as determined by the District. Materials found unfit for use shall not be incorporated in the work and shall immediately be removed from the construction or storage site. Delivered materials shall be stored in a manner acceptable to the District before any payment for same will be made. Materials may be strung out along the line of construction as approved by the FDOT, the District, or Monroe County.

B. When storing materials on private property, the Contractor shall submit in writing the property owner's authorization to do so and provide any and all permits that may be required at no expense to the District.

1.7 PRESERVATION OF PROPERTY

The Contractor shall preserve from damage all property along the line of the work, or which is in the vicinity of or is in any way

affected by the work, the removal or destruction of which is not called for by the drawings. Wherever such property is damaged due to the activities of the Contractor, it shall be immediately restored to its original condition by the Contractor at no cost to the District.

1.8 CLEAN UP

A. The Contractor shall keep the construction site free of rubbish and other materials and restore to their original conditions those portions of the site not designated for the alternation by the Contract Documents. Clean up and restoration shall be accomplished daily throughout the contract period and in such a manner as to maintain a minimum of nuisance and interference to the general public and residents in the vicinity of the work. The Contractor shall also remove, when no longer needed, all temporary structures and equipment used in Contractor's operation. It is the intent of this Specification that the construction areas and those other areas not designated for alteration by the Contract Documents shall be immediately restored to original condition. All clean-up is subject to approval by the District and FDOT, and/or Monroe County.

B. When water service has been restored through new service lines, there shall be no delay in removal of old meter boxes and service pipe, and the restoration of grounds. As soon as possible, the premises and grounds shall be restored to conditions existing prior to the pipe installation, as far as practicable. Any holes or depressions, caused by the Contractor's work, shall be filled with sand or other suitable fill material, and all surfaces shall be left smooth. Any damage to buildings, shrubs, trees, plantings or paving shall be repaired, and any damaged areas of lawn shall be re-sodded. The Contractor shall answer to any complaints of occupants or property owners. All new or existing meter boxes will be installed or reinstalled such that the top is flush with existing grade. On-site customer service pipe shall be buried appropriately.

1.9 PUBLIC SAFETY AND CONVENIENCE

The Contractor shall at all times so conduct work as to ensure the

least possible obstruction to traffic, or inconvenience to the general public and residents in the vicinity of the work. No road or street shall be closed to the public, except with the permission of the District, Monroe County, FDOT, Police, and Fire Department. Fire hydrants on or adjacent to the work shall be kept accessible. Provisions shall be made by the Contractor to ensure public access to sidewalks, and the proper functioning of all gutters, sewer inlets, drainage ditches, and irrigation ditches. No open excavation shall be left overnight. All open excavation within the roadway shall be backfilled and a temporary asphalt patch applied prior to darkness each day. A temporary cold asphalt patch is acceptable.

1.10 SAFETY AND OSHA COMPLIANCE

A. The Contractor shall comply in all respects with all Federal, State and Local safety and health regulations. Copies of the Federal regulations may be obtained from the U.S. Department of Labor, Occupation Safety and Health Administration (OSHA), Washington, DC 20210 or their regional offices.

B. The Contractor shall comply in all respects with the applicable Workman's Compensation Law.

1.11 CONTRACTOR'S USE OF PREMISES

A. Coordinate use of premises under direction of the District.

B. Assume full responsibility for the protection and safe keeping of equipment and materials stored on the site.

C. Move any stored products, under Contractor's control, which interfere with operations of the District or separate Contractor.

1.12 SALVABLE MATERIALS

All salvable pipe fittings, valve boxes, or other miscellaneous materials removed during construction and not used in the work shall be cleaned and delivered to the District, at the Contractor's expense, and shall remain the property of the District. All other materials shall be disposed of by the Contractor at Contractor's own expense. No

separate payment for this work shall be allowed.

1.13 PRE-OPERATIONAL TESTING

After each hydrant is installed, the Contractor shall inform the District. The District will test each hydrant to verify that it is fully operational and meets with the District's approval.

IX. Proposal Format & Proposer Information

In order to simplify the review process and to obtain the maximum degree of comparability, proposers should present their proposals in essentially the following manner. The following outline suggests how a proposal is to be organized to include all the information called for in the RFP. Proposers are encouraged to submit suggestions on methods not included in the proposal requirements and/or specifications that meet or exceed the needs of the District.

1) **Title Page:** Show the RFP subject, the name of the proposer's company, local address, telephone number, name of the contact person, e-mail address, and date.
2) **Letter of Transmittal:** Please limit to no more than two pages.
   a) Briefly state the proposer's understanding of the work to be done and make a positive commitment to perform the work.
   b) Give the names of the persons who will be authorized to make representations for the proposers, their titles, addresses and telephone numbers.
3) **Profile of the Proposer:**
   a) State whether the company is local, national or international.
   b) Give the location of the office(s) from which the work is to be done and the number of partners, managers, supervisors, seniors, and other professional staff employed at that office(s).
4) **Summary of the Proposer's Qualifications:**
   a) Identify the personnel who will be providing the services requested. Provide a brief summary or resume for each supervisory person, employee and/or staff, to be assigned to provide the services. (Additional resumes may be included as an appendix.)
   b) Describe recent experience regarding the provision of services to governmental entities and/or organizations, citing specific engagements.
   c) The Proposer should supply corporate background information such as a brief corporate history, and a list of corporate references (Dunn & Bradstreet listing, et al).

d) Any certificates, certifications, licenses or other qualifications.

5) **Cost of Services and Materials:** Include in this section the detailed breakdown of the cost of services and materials. Proposers are encouraged to provide hourly rates for contractors, employees, and subcontractors as may be applicable to the Contractor's Company. If items are 'flat fee' or fixed please specify such services.

6) **Subcontracting:** The Proposer must describe in their proposal, all responsibilities that the Proposer anticipates assigning or subcontracting, identify all the subcontractors and also describe how the Proposer will manage these subcontractors. The Proposer will be held directly responsible and liable for the actions of all of its subcontractors and the actions of its subcontractors' employees.

Proposal Details: Provide information and the ability and method of the proposer's method of delivery of the services, include as applicable any accounting or financial systems, innovative techniques or technology used in the provision of services. ***Schedule of Events –*** services. ***ITB FY 2020 - 2021***

Date	***Time***	***Action***
09/30/2020		Release of Solicitation/Legal Notice
10/21/2020	4:00 PM	Last Day for Submission of Written Questions
10/26/2020	6:00 PM	Post Answers to Written Questions
10/30/2020	4:00 PM	Proposals Due
11/02/2020	9:00 AM	Bid Opening - KLVFD Station 24, Key Largo, FL
11/16/2020	9:00 AM	Bid Committee Review & Ranking
12/05/2020		Notice of Intent
12/14/2020		Board Meeting (Award Recommendation)
12/15/2020		Contract Effective Date

7) **Additional Data:** Include in this section any additional data which the proposer feels will assist the District Selection Committee in the selection process.

X. Additional Information

Evaluation & Selection Process: Following the opening of the RFP package, the contents will be reviewed for compliance of eligibility requirements, completeness of submission in terms of the specification set forth in this document. This evaluation will be scored based on the Selection Criteria/Score Sheet labeled as Appendix .B.

Contract: Proposers will be required to enter into a written contract as supplied by the District. If a contract for delivery of the service or goods is unable to be completed within a reasonable amount of time the District may enter into contract negotiation with the Proposer ranked second. This process may continue until an agreement is reached. The District may also enter into a contract with one (1) or more Proposers.

XI. Conditions and Limitations

1. The District reserves the right to reject any and all proposals, to waive any irregularities or informality, and to accept or reject any items or combination of items.

2. The District may consider all proposals and reserves the right to award the contract(s) in the best interest of the District Board.

3. The District will not reimburse proposers for any costs associated with the preparation and submittal of any proposal, or for any travel and per diem costs incurred.

4. Proposer acknowledges that all information contained within their proposal is part of the public domain as defined by the State of Florida Public Records Law.

5. Proposers, their agents and/or associates shall refrain from contacting or soliciting any official of the Key Largo Fire Rescue & Emergency Medical Services District or District Board member regarding this proposal during the selection process. Failure to comply with this provision may result in disqualification of the proposer.

6. The proposal and the related responses of the selected proposer will by reference become part of the formal agreement between the selected proposer and the District Board.

7. The District and the selected proposer(s) will negotiate a contract or contracts as to terms and conditions. In the event an agreement cannot be reached with the selected proposer in a timely manner, the District reserves the right to select an alternative proposer.

8. The District reserves the right to terminate any contract resulting from this proposal at any time for convenience, upon giving thirty (30) days prior written notice to the other party.

9. The Key Largo Fire Rescue & Emergency Medical Services District is an independent special taxing district. As such, the Consultants' Competitive Negotiation Act (CCNA) and Chapter 287 concerning competitive solicitation of construction projects apply to the District. Absent legislative requirements, other statutes, such as 287.057 regarding procurement of commodities or contractual services and Ch. 120, F.S., the Administrative Procedures Act may not apply. As such, the District Board may waive statutory requirements that do not apply to the District if the District Board finds the procurement was made in a fair and open process and that all bidders had an equal opportunity to present bids.

10. Non-Discrimination: There shall be no discrimination as to race, sex, color creed, or national origin in operations conducted under this contract.

11. Selling, Transferring or Assigning Contract: No contract awarded under these terms, conditions and specification shall be sold, transferred or assigned without the written consent of the District.

12. Drug Free Workplace: Pursuant to §287.087, F.S., whenever two or more bids, proposals or replies are equal with respect to price, quality, and service, a bid or proposal received from a business that certifies that it has implemented a drug-free workplace program may be given preference in the award process.

Appendix A – FIRE HYDRANT PRIORITY & LOCATIONS

ITB 21-001 Phase 9 Fire Hydrant Location List - September 30, 2020

FY 20-21			Phase 9 Hydrant location	Priority	Comments	
20-01			Kay Drive & West Avenue A	1		
20-02			Samson Road	2	(Entrance next to KMART)	
20-03			South Diamond Ave. & South Ruby Dr.	7		
20-04			South Diamond Ave. & South Jade Dr.	8		
20-05			Tropical Dr.	10	(By the clubhouse)	
20-06			Sunset Rd. & Sunset Ct. MM95	9	(Middle)	
20-07			Sunset Rd. & North Bay Harbor Dr.	11	(Middle)	
20-08			Sunset Rd. & South Bay Harbor Dr.	12	(Middle)	
20-09			Sunset Rd & North Bay Harbor	13	(Corner of Sunset Point Park)	
20-10			105700 Overseas Highway	4	(In front of Suburban Propane)	
20-11			East Shore Dr.	6	(Entrance of Sanctuary Key Largo MM100)	
20-12			Oz Moody CCOP MM106	5	(Ocean Bay (Entrance of Bayside Inn)	
20-13			99600 Overseas Highway Southbound	3		
20-14			Palm Dr. & Buttonwood Shores Dr. MM 99	14		

Appendix A

(Appendix A Drawings follow Appendix B)

Appendix B

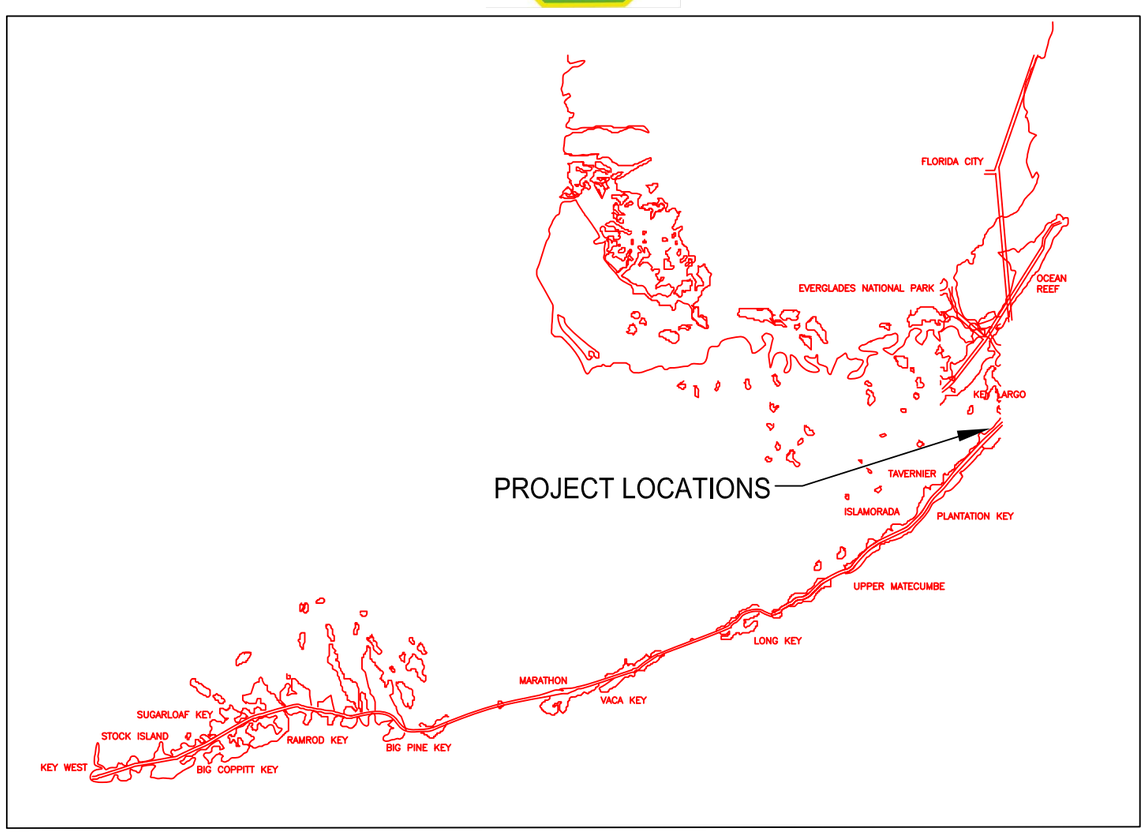
Selection Criteria
RFP No. 21-001
FIRE HYDRANT INSTALLATION
(Bid Review Committee Use Only)

Proposer:_____ Date:_____

Selection Criteria	**Point Value Max.**	**Point Value Awarded**
1. Cost of Services	30	_____
2. Ability and suitability of proposal to meet the needs of the District	25	_____
3. Fire hydrant installation experience	15	_____
4. Company background, experience and location.	10	_____
5. Professional credentials, references and qualifications	10	_____
6. Services that exceed specification and add quality to proposal	10	_____

Total: _____

Key Largo
Fire Hydrants Installation
Key Largo, Florida
Various
Subdivisions



LOCATION MAP

Reynolds Engineering Services, Inc.

JAMES C. REYNOLDS LICENSE No. 46635 STATE OF FLORIDA PROFESSIONAL ENGINEER

James C. Reynolds, PE
Fl. Lic. No. 46635

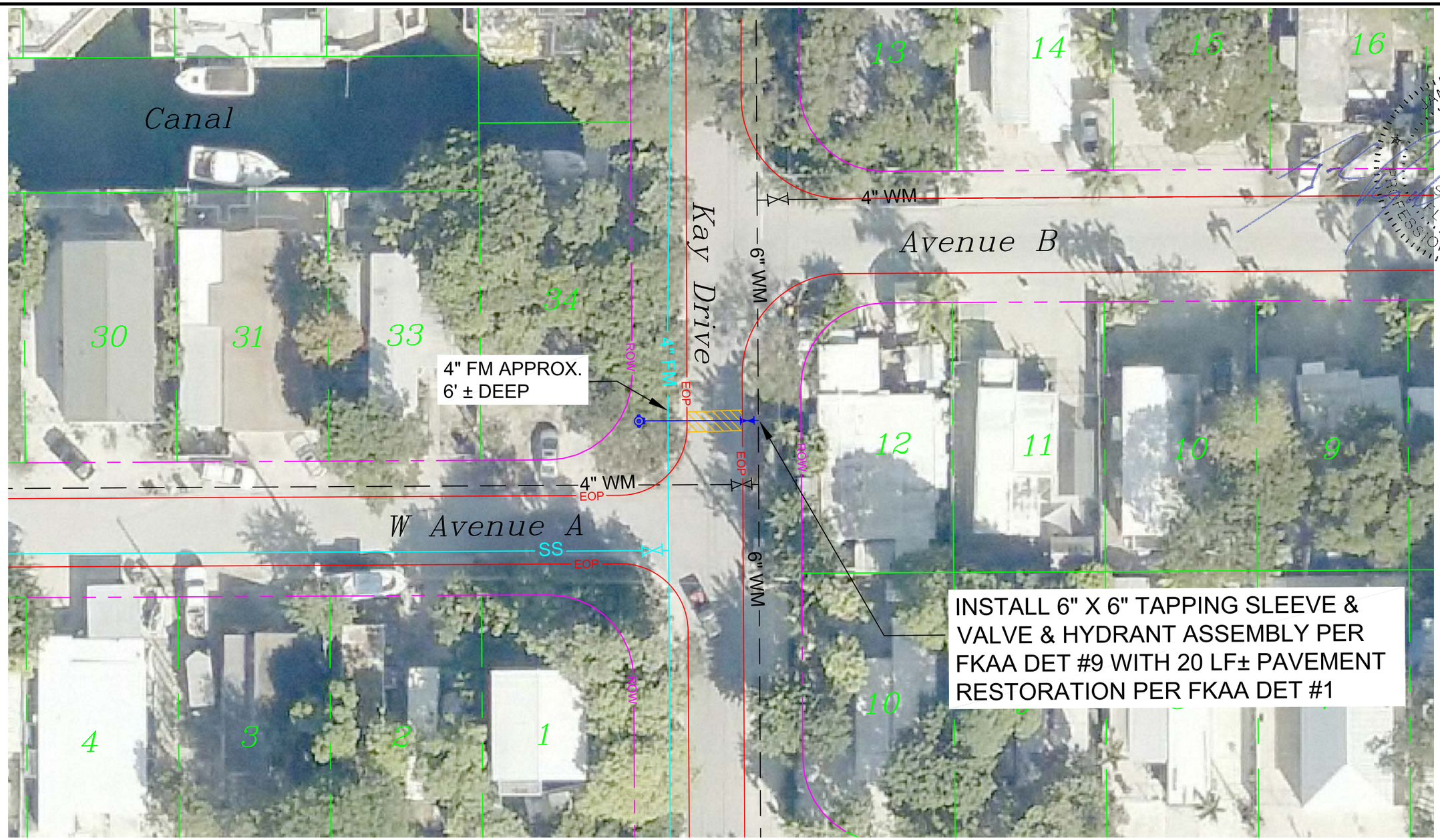
Reynolds Engineering Services, Inc.
Fl. C.A. No. 26597
24478 Overseas Highway
Summerland Key, Fl. 33042
Jim@ReynoldsEngineeringServices.com
305-394-5987

Revisions:
No.
Date:
Comments:

Title: Key Largo Fire Hydrants Phase 9 Key Largo, Florida

Date: 9/12/2020

Page: Cover



Scale: 1:30

Sunshine State 811 One Call

NOTE:
ALL WORK MUST CONFORM TO FKAA MINIMUM DESIGN AND CONSTRUCTION STANDARDS AND SPECIFICATIONS.

Reynolds Engineering Services, Inc.

JAMES C. REYNOLDS LICENSE No. 46685 STATE OF FLORIDA PROFESSIONAL ENGINEER

James C. Reynolds, PE
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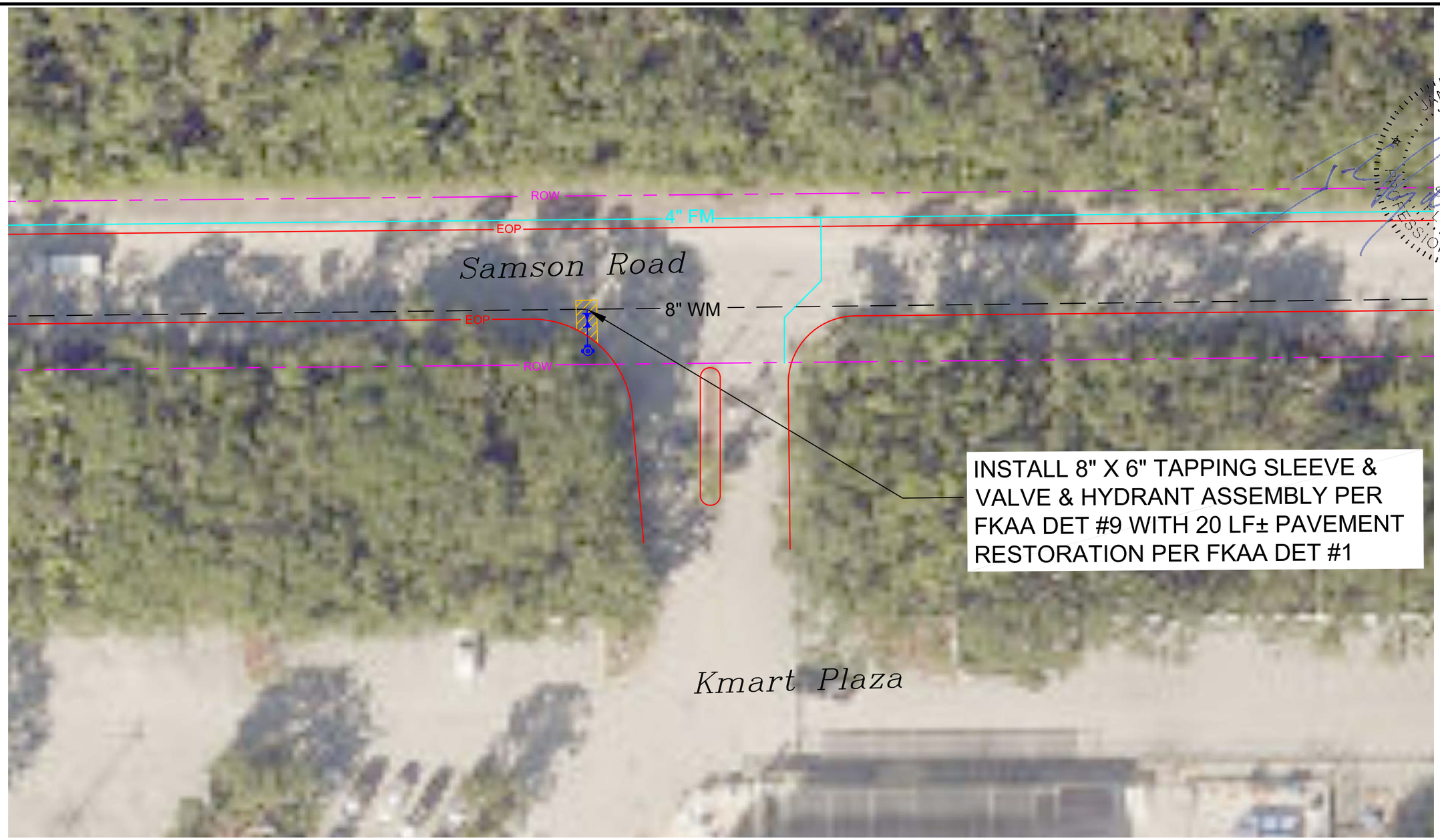
Summerland Key, Fl. 33042
Jim@ReynoldsEngineeringServices.com
305-394-5987

Revisions:
Date: 2/3/20
Comments: FDOT Revisions.

Title:
Fire Hydrant-#20-01
Kay Drive & W Avenue A
Key Largo, Florida

Date:
9/12/2020



Scale: 1:30

NOTE:
ALL WORK MUST CONFORM TO FKAA MINIMUM DESIGN AND CONSTRUCTION STANDARDS AND SPECIFICATIONS.

Reynolds Engineering Services, Inc.

JAMES C. REYNOLDS LICENSE No. 46685 STATE OF FLORIDA PROFESSIONAL ENGINEER

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Jim@ReynoldsEngineeringServices.com
305-394-5987

Revisions:
Date: 07/18/20
Comments: New location

Title:
Fire Hydrant-#20-02
Samson Road(Kmart)
Key Largo, Florida

Date: 9/12/2020

Scale: 1:30

Sunshine State 811 One Call

NOTE:
ALL WORK MUST CONFORM TO FKAA MINIMUM DESIGN AND CONSTRUCTION STANDARDS AND SPECIFICATIONS.

WASTEWATER IS PRIVATE IN THIS SUBDIVISION.
LOCATIONS UNKNOWN AND MUST BE FIELD VERIFIED.

Reynolds Engineering Services, Inc.

JAMES C. REYNOLDS
LICENSED
No. 46685
STATE OF FLORIDA
PROFESSIONAL ENGINEER

James C. Reynolds, PE
Fl. Lic. No. 46685

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Jim@ReynoldsEngineeringServices.com
305-394-5987

Revisions:
No.
Date:
Comments:

Title: Fire Hydrants-#20-03 & #20-04
S. Diamond Ave & S. Ruby Dr
S. Diamond Ave & S. Jade Dr
Key Largo, Florida

Date: 9/12/2020

Scale: 1:40

NOTE:
ALL WORK MUST CONFORM TO FKAA MINIMUM DESIGN AND CONSTRUCTION STANDARDS AND SPECIFICATIONS.

WASTEWATER IS PRIVATE IN THIS SUBDIVISION.
LOCATIONS UNKNOWN AND MUST BE FIELD VERIFIED.

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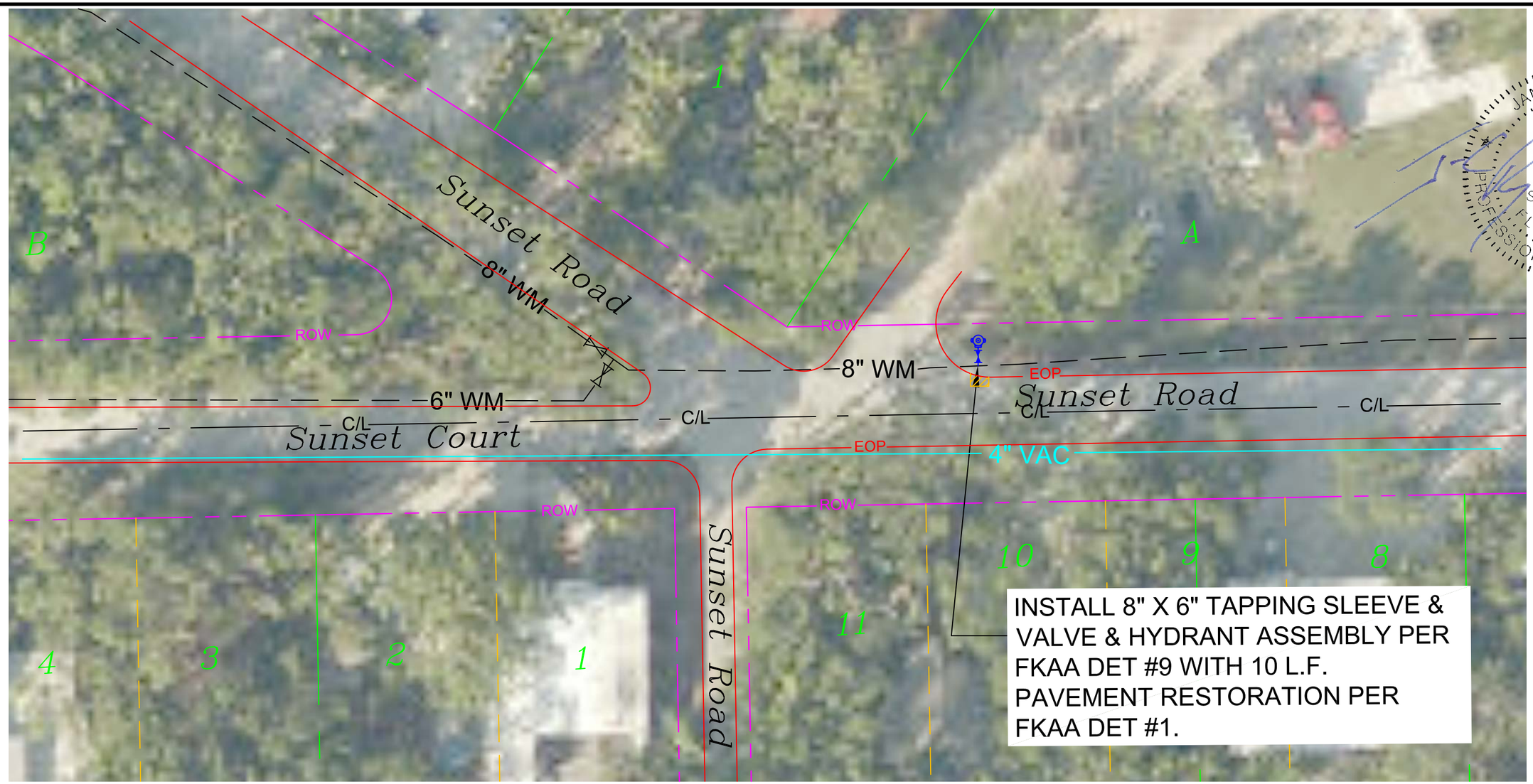
Jim@ReynoldsEngineeringServices.com
305-394-5987

Revisions:
No.
Date:
Comments:

Title: Fire Hydrant-#20-05(Clubhouse)
Tropical Drive
Key Largo, Florida

Date: 9/12/2020



Scale: 1:30

NOTE:
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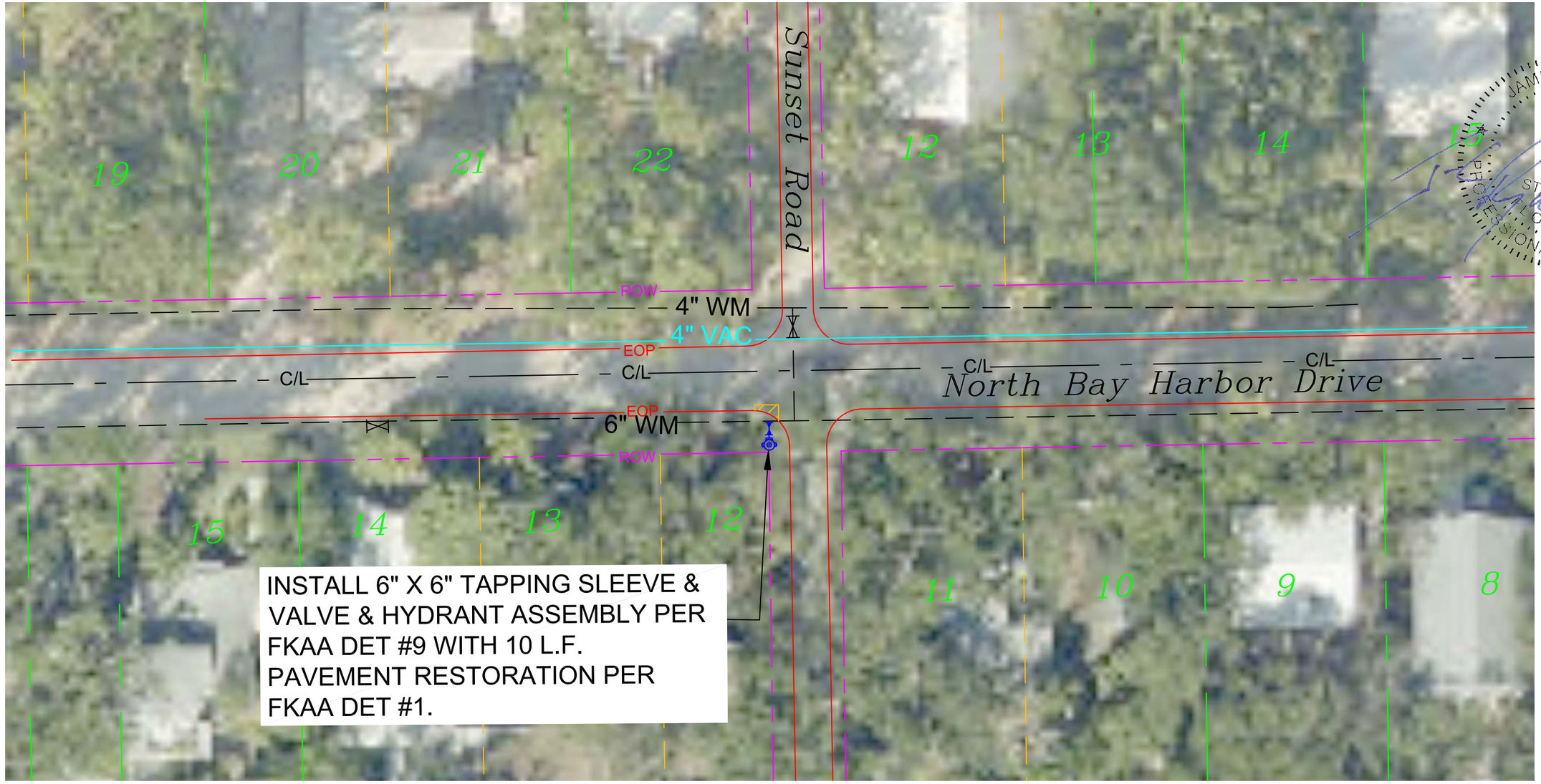
305-394-5987

Revisions:
No.
Date:
Comments:

Title:
Fire Hydrant-#20-06(Middle)
Sunset Rd & Sunset Ct
Key Largo, Florida

Date:
9/12/2020



Scale: 1:30

NOTE:
ALL WORK MUST CONFORM TO FKAA MINIMUM DESIGN AND CONSTRUCTION STANDARDS AND SPECIFICATIONS.

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James C. Reynolds, PE
Fl. Lic. No. 46685

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24478 Overseas Highway
Summerland Key, Fl. 33042
Jim@ReynoldsEngineeringServices.com
305-394-5987

Revisions:
No.
Date:
Comments:

Title: Fire Hydrant-#20-07(Middle)
Sunset Rd & N. Bay Harbor Dr
Key Largo, Florida

Date: 9/12/2020

Scale: 1:30

NOTE:
ALL WORK MUST CONFORM TO FKAA MINIMUM DESIGN AND CONSTRUCTION STANDARDS AND SPECIFICATIONS.

Reynolds Engineering Services, Inc.

JAMES C. REYNOLDS LICENSE No. 46685 STATE OF FLORIDA PROFESSIONAL ENGINEER

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A. Fl. Lic. No. 46685

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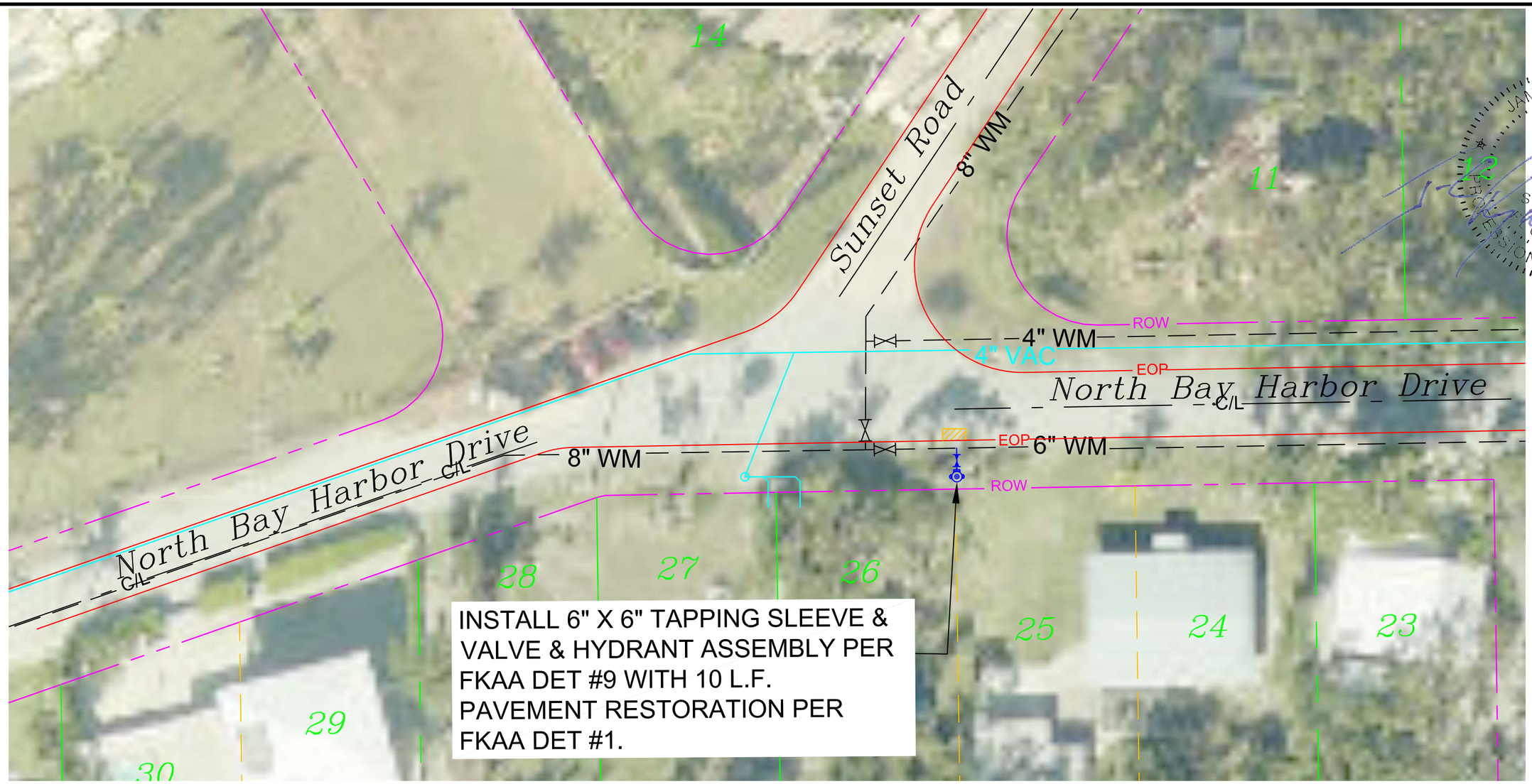
24478 Overseas Highway
Summerland Key, Fl. 33042
Jim@ReynoldsEngineeringServices.com
305-394-5987

Revisions:
No.
Date:
Comments:

Title: Fire Hydrant-#20-08(Middle)
Sunset Rd & S. Bay Harbor Dr
Key Largo, Florida

Date: 9/12/2020



Scale: 1:30

NOTE:
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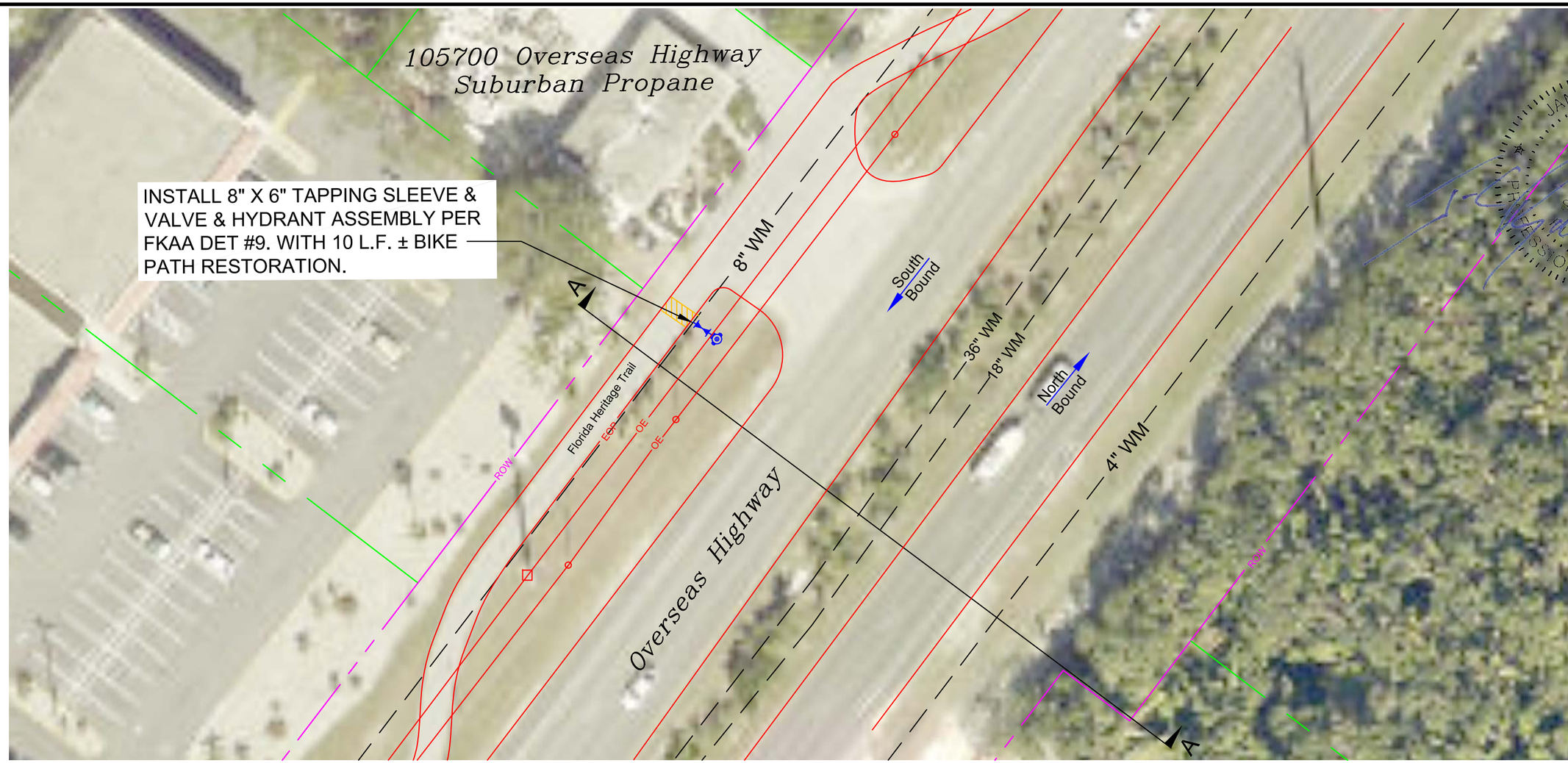
Summerland Key, Fl. 33042
Jim@ReynoldsEngineeringServices.com
305-394-5987

Revisions:
No.
Date:
Comments:

Title:
Fire Hydrant-#20-09
(Corner of Sunset Point Park)
Sunset Rd & N. Bay Harbor Dr
Key Largo, Florida

Date: 9/12/2020



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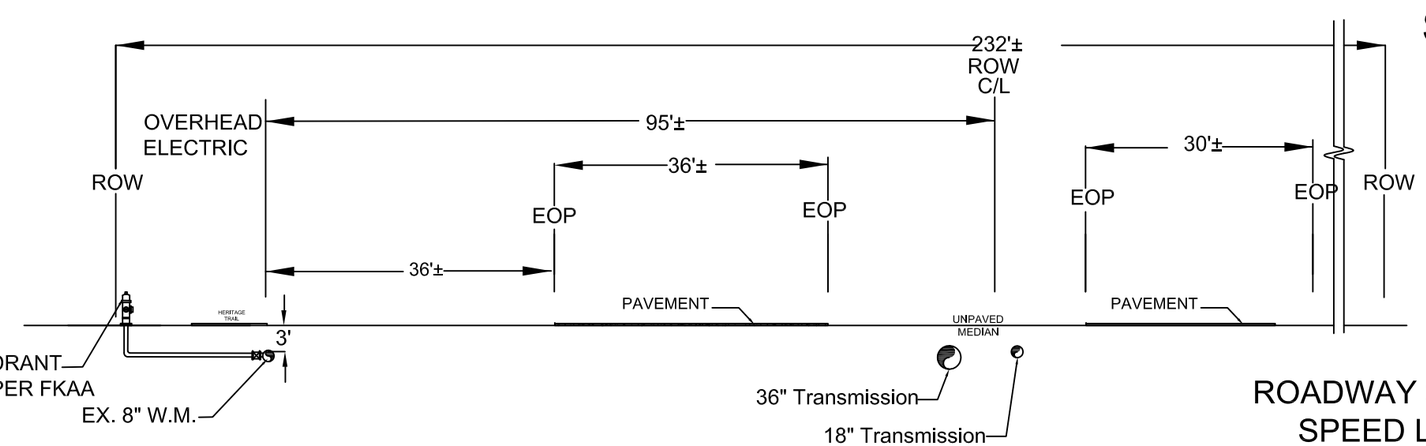

SECTION A
SCALE: 1"=20' 0"

ROADWAY SECTION 90060
SPEED LIMIT-45 MPH
MP 31.91-MM 105.7
D.O.T. STATION 1120+65(SB)

Sunshine State One Call 811®

NOTE:
ALL WORK MUST CONFORM TO FKAA MINIMUM DESIGN AND CONSTRUCTION STANDARDS AND SPECIFICATIONS.

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24478 Overseas Highway
Summerland Key, Fl. 33042
Jim@ReynoldsEngineeringServices.com
305-394-5987

Revisions:
Date: 2/15/20
Comments: FDOT Revisions

Title: Fire Hydrant-#20-10(Suburban Propane)
105700 Overseas Hwy
Key Largo, Florida

Date: 9/12/2020

Scale: 1:40

NOTE:
ALL WORK MUST CONFORM TO FKAA MINIMUM DESIGN AND CONSTRUCTION STANDARDS AND SPECIFICATIONS.

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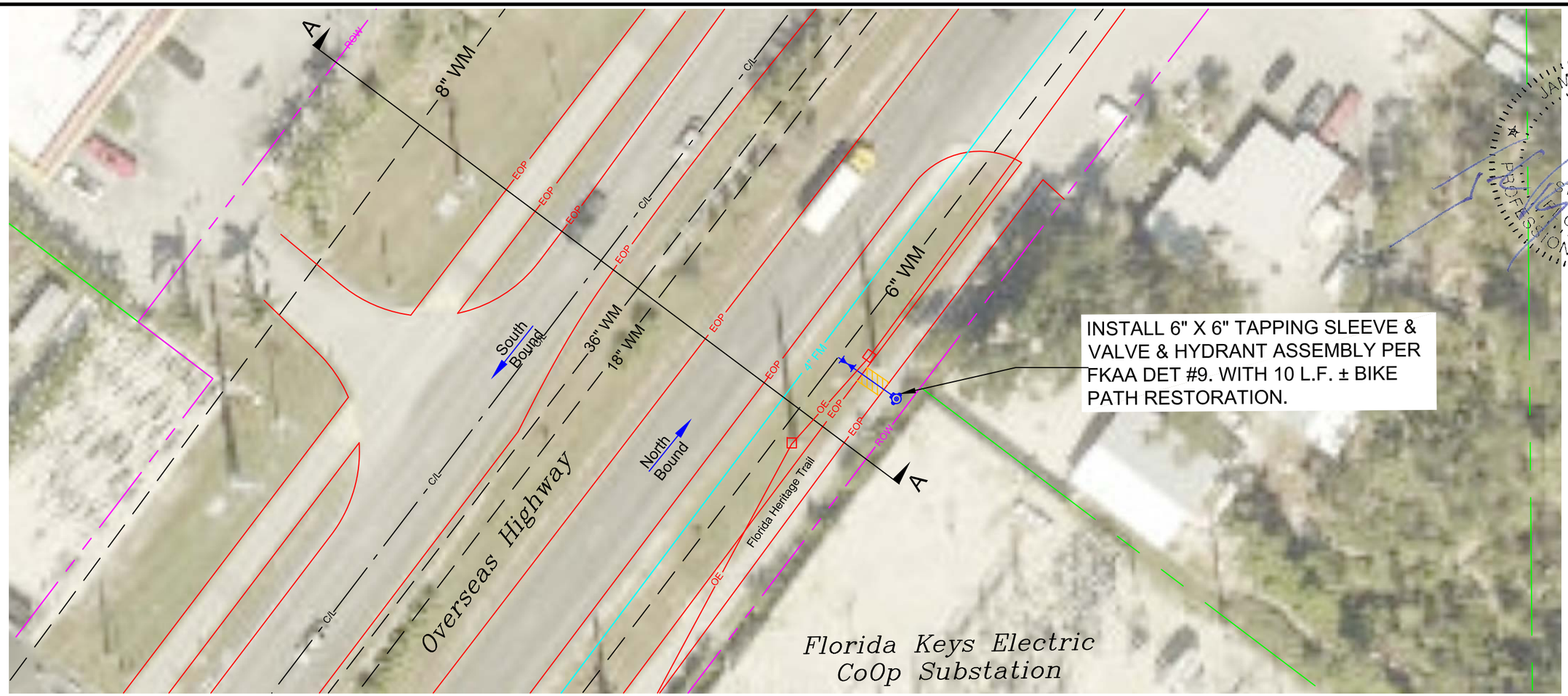
24478 Overseas Highway
Summerland Key, Fl. 33042
Jim@ReynoldsEngineeringServices.com
305-394-5987

Revisions:
No.
Date:
Comments:

Title: Fire Hydrant-#20-11(Entrance to Sanctuary)
East Shore Drive
Key Largo, Florida

Date: 9/12/2020



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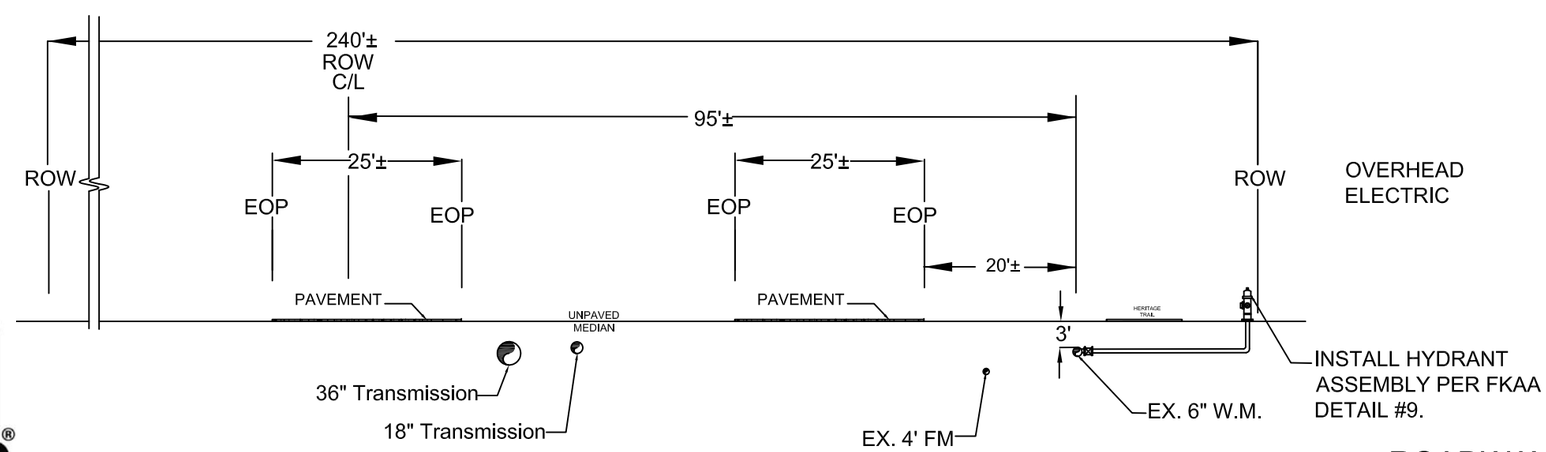

SECTION A
SCALE: 1"=20'-0"

ROADWAY SECTION 90060
SPEED LIMIT-45 MPH
MP 32.11-MM 105.90
D.O.T. STATION 1130+50(NB)

Sunshine State One Call 811

NOTE:
ALL WORK MUST CONFORM TO FKAA MINIMUM DESIGN AND CONSTRUCTION STANDARDS AND SPECIFICATIONS.

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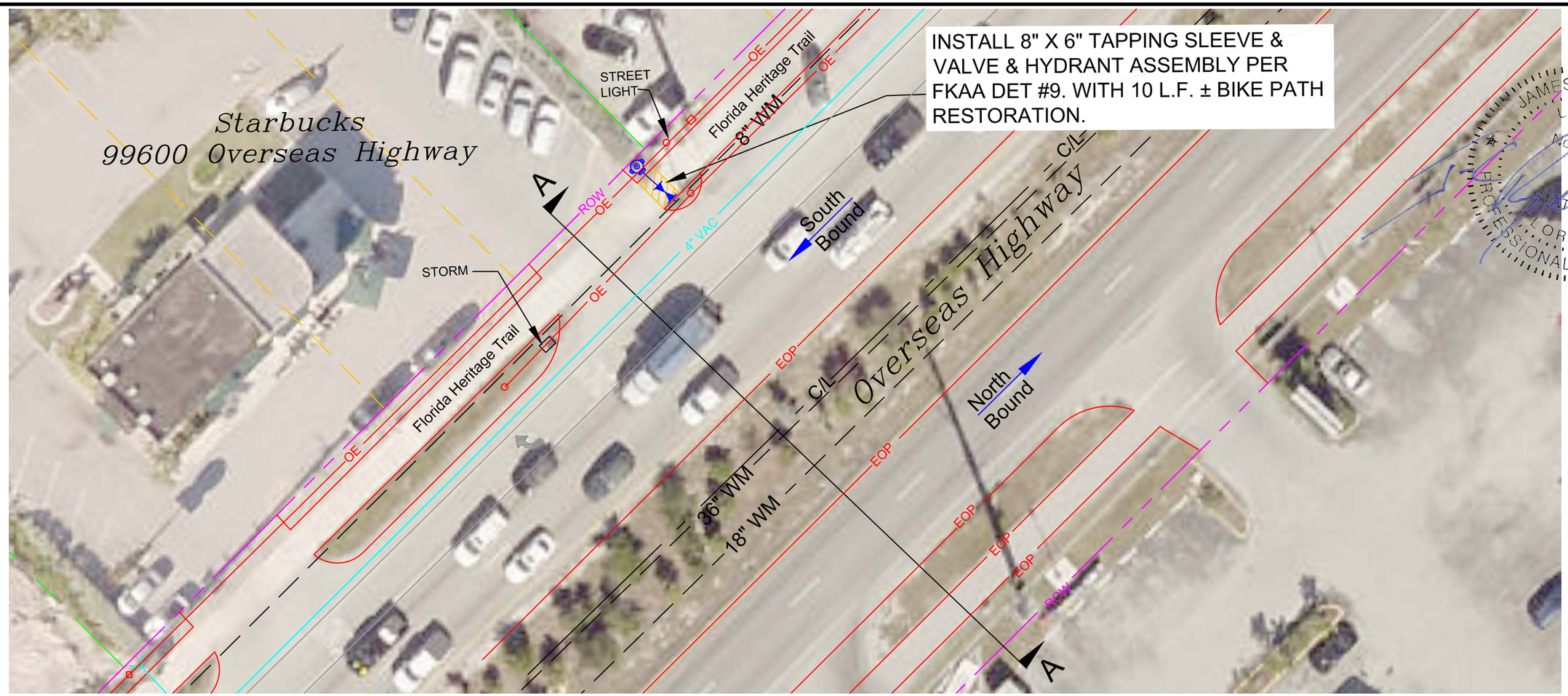
24478 Overseas Highway
Summerland Key, Fl. 33042
Jim@ReynoldsEngineeringServices.com
305-394-5987

Revisions:
Date: 2/15/20
Comments: FDOT Revisions

Title:
Fire Hydrant-#20-12
(OZ Moody CCOP-Substation)
Mile Marker 106 NB
Key Largo, Florida

Date: 9/12/2020



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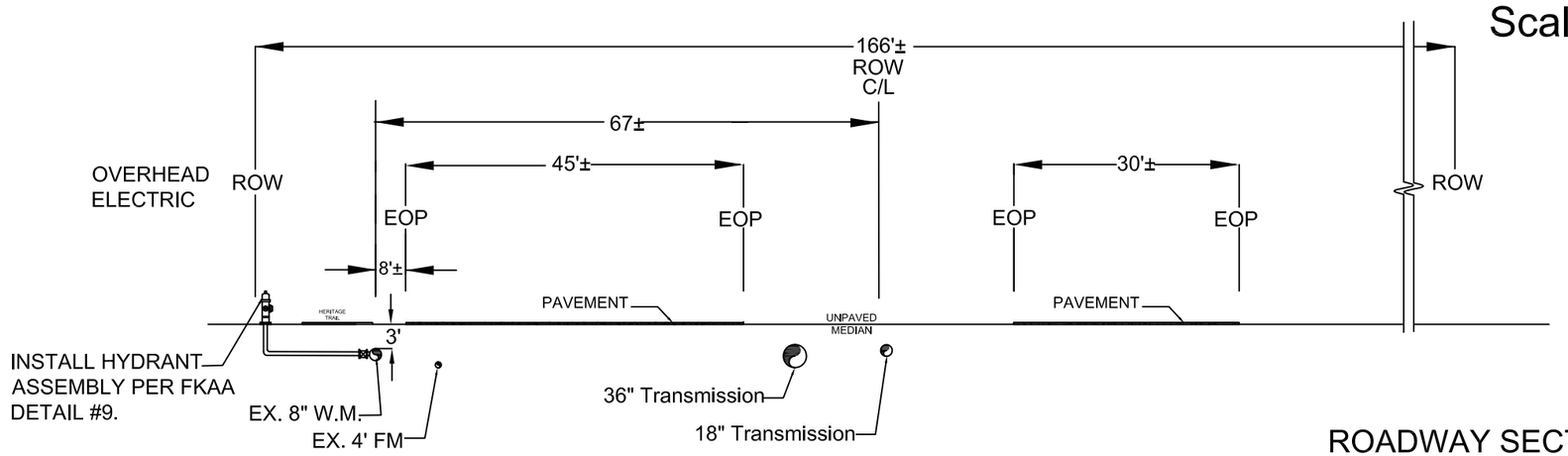

SECTION A
SCALE: 1"=20'-0"

ROADWAY SECTION 90060
SPEED LIMIT-45 MPH
MP 25.81-MM 99.6
D.O.T. STATION 810+65(SB)

Sunshine State One Call 811

NOTE:
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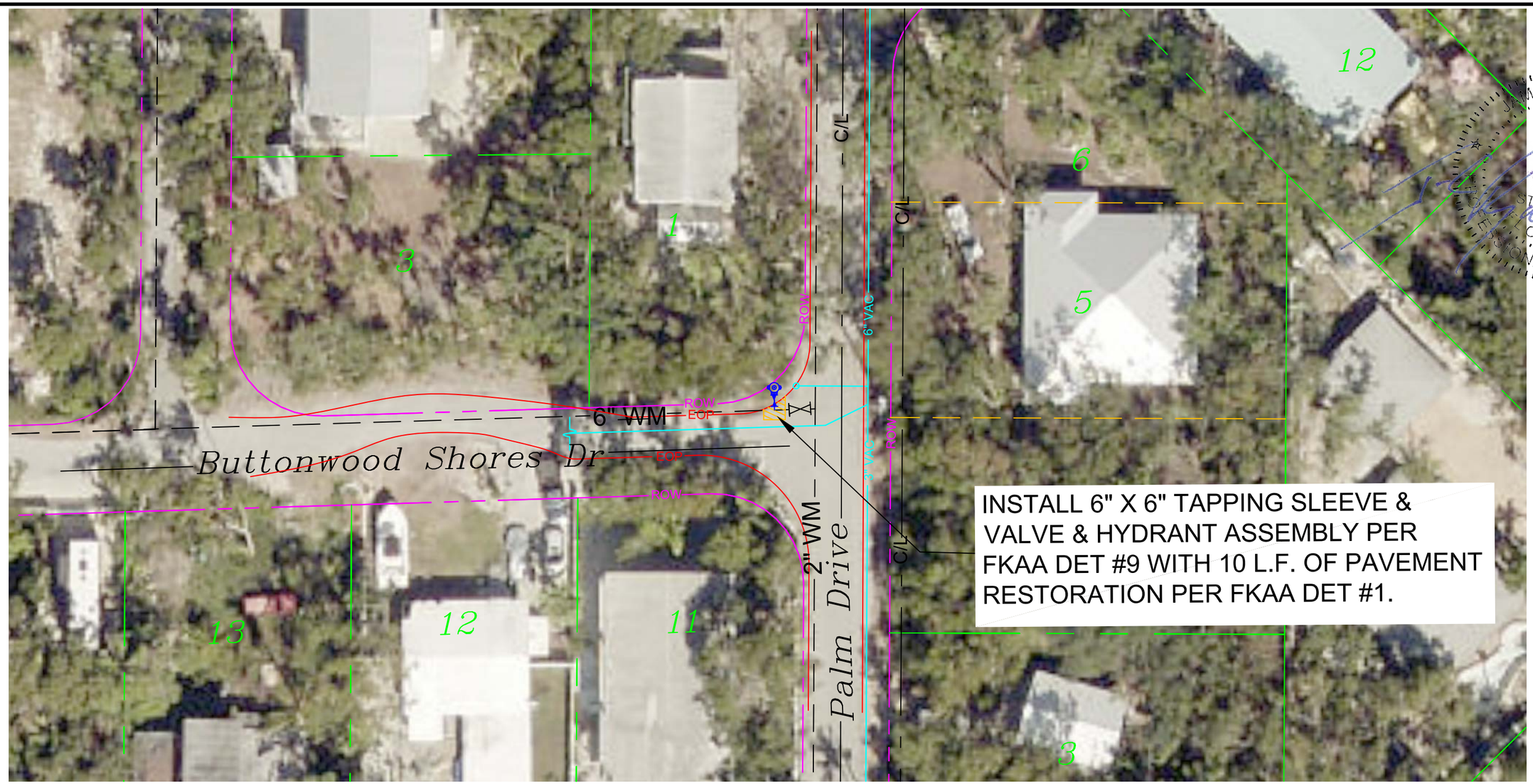
24478 Overseas Highway
Summerland Key, Fl. 33042
Jim@ReynoldsEngineeringServices.com
305-394-5987

Revisions:
Date: 2/15/20
Comments: FDOT Revisions

Title: Fire Hydrant-#20-13(Starbucks) 99600 Overseas Hwy-Southbound Key Largo, Florida

Date: 9/12/2020



Scale: 1:30

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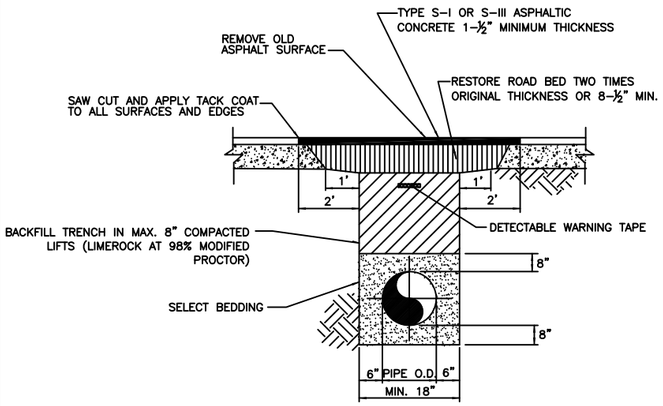
24478 Overseas Highway
Summerland Key, Fl. 33042
Jim@ReynoldsEngineeringServices.com
305-394-5987

Revisions:
No.
Date:
Comments:

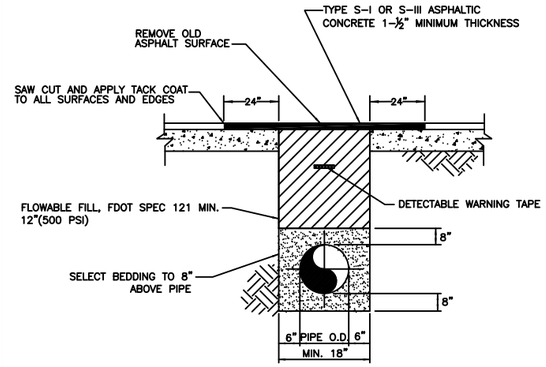
Title: Fire Hydrant-#20-14
Palm Dr & Buttonwood Shores Dr
Key Largo, Florida

Date: 9/12/2020



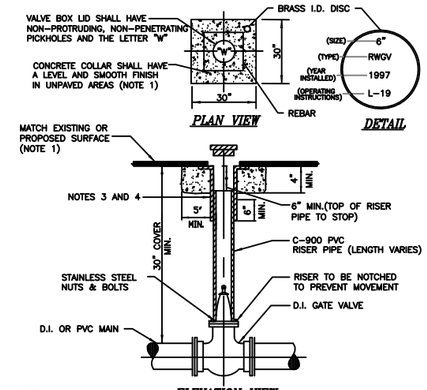
NOTE: PROVIDE STRUCTURAL COURSE SP 2" THICK (TRAFFIC C) AND FRICTION COURSE FC 5 (3/4" THICK) TO MATCH EXISTING.

PAVEMENT RESTORATION WITH BACKFILL	STANDARD DETAIL DRAWING NO. 1a



NOTE: PROVIDE STRUCTURAL COURSE SP 2" THICK (TRAFFIC C) AND FRICTION COURSE FC 5 (3/4" THICK) TO MATCH EXISTING.

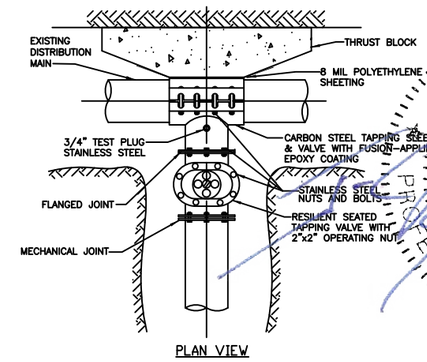
PAVEMENT RESTORATION WITH FLOWABLE FILL	STANDARD DETAIL DRAWING NO. 1b



NOTES:

1. CONCRETE COLLAR ALSO MAY BE FORMED AS A 30" DIA. CIRCLE UNDER PAVEMENT.
2. IN UNPAVED AREA INSTALL VALVE BOX LID 1/2" ABOVE SURFACE. #5 REBAR SHALL BE REQUIRED.
3. U.S.F. No. 7615 OR APPROVED EQUAL WITH 6" DIA. RISER FOR VALVES 6" DIA. OR SMALLER.
4. U.S.F. No. 7630 OR APPROVED EQUAL WITH 10" DIA. RISER FOR VALVES 8" DIA. OR LARGER.
5. RESTRAIN AS REQUIRED PER DETAIL NO. 4.

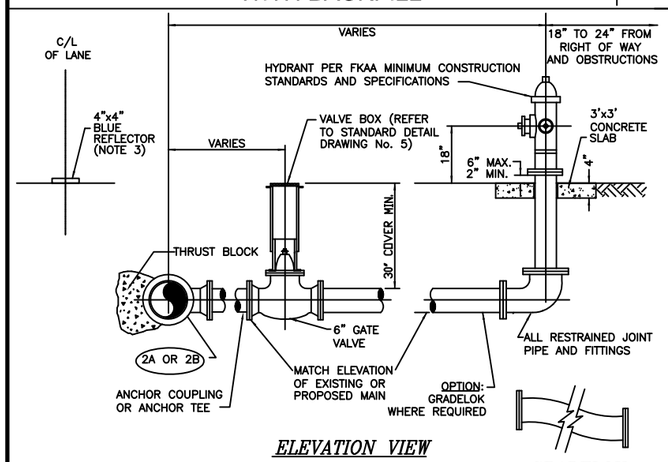
GATE VALVE & BOX	STANDARD DETAIL DRAWING NO. 5



NOTES:

1. PRESSURE TEST INSTALLED TAPPING SLEEVE AND VALVE ASSEMBLY BEFORE TAPPING EXISTING MAIN. SEE FKAA MINIMUM CONSTRUCTION STANDARDS & SPECIFICATIONS.
2. SEE FKAA MINIMUM CONSTRUCTION STANDARDS & SPECIFICATIONS FOR LIST OF APPROVED TAPPING SLEEVES AND VALVES.
3. ALL TAPS SHALL BE MADE WITH AN APPROVED TAPPING DEVICE.

TAPPING SLEEVE & VALVE FOR DISTRIBUTION	STANDARD DETAIL DRAWING NO. 7



NOTES:

1. CONCRETE SLAB MAY BE ELIMINATED IN AREAS WHERE SIDEWALK IS INSTALLED PRIOR TO FINAL ACCEPTANCE OF THE HYDRANT.

2A. TAPPING SLEEVE AND VALVE USED WHEN EXISTING LINE IS HOT.

2B. TEE-USED WHEN LINE IS NEW.

3. INSTALL 2-SIDED BLUE REFLECTORS WITH BUTYL PADS. INSTALL IN THE CENTER OF THE LANE ON THE SIDE OF HYDRANT INSTALLATION.

FIRE HYDRANT ASSEMBLY	STANDARD DETAIL DRAWING NO. 9

NOTE:
ALL WORK MUST CONFORM TO FKAA MINIMUM DESIGN AND CONSTRUCTION STANDARDS AND SPECIFICATIONS.

PVC PIPE RESTRAINT JOINT SCHEDULE

LENGTH (L) TO BE RESTRAINED

NOMINAL PIPE SIZE (IN.)	HORIZONTAL BENDS 90° BENDS L(FT.)	45° BENDS L(FT.)	22.5° BENDS L(FT.)	11.25° BENDS LR(FT.)	VERTICAL OFFSETS 45° BENDS (SEE NOTE 4) LU(FT.)	LI(FT.)	VALVES OR DEAD-ENDS L(FT.)
4	20	8	4	2	20	3	50
6	28	10	5	2	28	4	70
8	36	14	6	3	36	5	90
10	40	18	8	4	45	6	110
12	50	20	9	4	52	8	120
14	56	23	10	5	60	9	140
16	60	26	11	6	67	10	160
18	69	29	12	6	74	12	180
20	75	32	13	7	80	13	195
24	76	33	15	7	81	14	200
30	88	36	18	9	97	16	235
36	100	40	20	10	110	20	270
42	115	48	23	11	125	24	300
48	125	52	25	12	140	30	340

REDUCERS (SIZE)	L FT.
6 X 4	35
8 X 6	35
8 X 4	65
10 X 8	35
10 X 6	65
12 X 10	35
12 X 8	65
16 X 12	65
16 X 10	95
20 X 18	35
20 X 16	65
20 X 12	120
24 X 20	65
24 X 18	95
24 X 16	120
30 X 24	80
30 X 20	150
36 X 30	80
36 X 24	150
42 X 36	80
42 X 30	150
48 X 42	80
48 X 36	150

TEES (NOTE 5) RUN SIZE	BRANCH SIZE	L FT.
4"	4"	F.O.
6"	6"<LESS	10 F.O.
8"	8"<LESS	30 F.O.
10"	10"<LESS	48 14 F.O.
12"	12"<LESS	65 35 F.O.
16"	16"<LESS	100 40 F.O.
20"	20"<LESS	130 80 F.O.
24"	24"<LESS	130 90 40 F.O.
30"	30"<LESS	140 80 50 F.O.
36"	36"<LESS	180 120 50 F.O.
42"	42"<LESS	220 160 80 40 F.O.
48"	48"<LESS	250 180 90 40 F.O.

F.O. = FITTING ONLY

PVC PIPE RESTRAINT NOTES

1. THIS SCHEDULE SHALL BE UTILIZED ON ALL WATER, SEWER FORCE MAIN OR RECLAIMED WATER SYSTEMS. ALL FITTINGS SHALL BE RESTRAINED TO LENGTHS INDICATED ON THE ABOVE SCHEDULE, AT A MINIMUM.

2. ASSUMPTIONS: PVC PIPE, SAFETY FACTOR = 1.5, TEST PRESSURE = 150 PSI, SOIL = GM OR SM, TRENCH TYPE 3, DEPTH OF COVER = 36".

3. BENDS AND VALVES: SHALL BE RESTRAINED ON EACH SIDE OF FITTING.

4. VERTICAL OFFSETS: ARE APPROX. 3 FEET COVER ON TOP AND APPROX. 8 FEET COVER ON BOTTOM. PER THE DETAILS, LU IS THE RESTRAINED LENGTH FOR THE UPPER (TOP) LEVEL. LI IS THE RESTRAINED LENGTH FOR THE LOWER (DEEPER) LEVEL. ASSUME 45 DEGREE BENDS.

5. TEES: TOTAL LENGTH BETWEEN FIRST JOINTS OR RESTRAINED LENGTH ON EITHER SIDE OF TEE (RUN) SHALL BE A TOTAL DISTANCE OF 30 FEET (MIN) SEE SCHEDULE ABOVE FOR RESTRAINT LENGTH ON TEE "BRANCH" LINE.

6. HDPE TO PVC TRANSITIONS: THE PVC PIPE SIDE SHALL BE RESTRAINED 35 FEET (MIN.).

PVC PIPE RESTRAINT JOINT SCHEDULE	STANDARD DETAIL DRAWING NO. 4 (1 OF 2)

LOCATION OF PUBLIC WATER SYSYEM MAINS IN ACCORDANCE WITH F.A.C. RULE 62-555.314

Other Pipe	Horizontal Separation	Crossings (1)	Joint Spacing @ Crossings (Full Joint Centered)
Storm Sewer, Stormwater Force Main, Reclaimed Water (2)	Water Main; 3 ft. minimum	Water Main; 12 inches is the minimum, except for storm sewer, then 6 inches is the minimum and 12 inches is preferred	Alternate 3 ft. minimum; Water Main
Vacuum Sanitary Sewer	Water Main; 10 ft. preferred 3 ft. minimum	Water Main; 12 inches preferred 6 inches minimum	Alternate 3 ft. minimum; Water Main
Gravity or Pressure Sanitary Sewer, Sanitary Sewer Force Main, Reclaimed Water (4)	Water Main; 10 ft. preferred 6 ft. minimum (3)	Water Main; 12 inches is the minimum, except for gravity sewer, then 6 inches is the minimum and 12 inches is preferred	Alternate 6 ft. minimum; Water Main
On-Site Sewage Treatment & Disposal System	10 ft. minimum	---	---

(1) Water main should cross above other pipe. When water main must be below other pipe, the minimum separation is 12 inches.
(2) Reclaimed water regulated under Part III of Chapter 62-610, F.A.C.
(3) 3 ft. for gravity sanitary sewer where the bottom of the water main is laid at least 6 inches above the top of the gravity sanitary sewer.
(4) Reclaimed water not regulated under Part III of Chapter 62-610, F.A.C.

Disclaimer – This document is provided for your convenience only. Please refer to F.A.C. Rule 62-555.314 for additional construction requirements.

Reynolds Engineering Services, Inc.
James C. Reynolds, PE
Fl. Lic. No. 46685
Reynolds Engineering Services, Inc.
Fl. C.A. No. 26597
24478 Overseas Highway
Summerland Key, Fl. 33042
Jim@ReynoldsEngineeringServices.com
305-394-5987

Revisions:
Date: 2/15/20
Comments:
FDOT Revisions

Title: Key Largo Fire Hydrants Phase 9 Key Largo, Florida

Date: 9/12/2020

Page: Details

EXHIBIT B

RFP No. 21-001
FIRE HYDRANT INSTALLATION

J.A. LaRocco Enterprises, Inc

101075 Overseas Hwy
Key Largo, FL 33037
305-453-0368

Contact: Brian Conover
brian@allkeysconcrete.com
October 30, 2020

RFP 21-001
Fire Hydrant Installation
J.A. LaRocco Enterprises, Inc

Letter of Transmittal

2) a) J.A. LaRocco Enterprises proposes to install fourteen (14) fire hydrants in various locations throughout Key Largo, Florida as shown on Appendix A of the Invitation to Bid. Our company will provide all labor, material, tools and equipment necessary to complete the installations in a timely and efficient manner. The work will be completed timely and as per FKAA guidelines and permits. We understand the work is to be completed in the order of priority according to the District.

b) Authorized representatives of the Corporation are as follows:

- John LaRocco President 305-522-0462
  424 Sunshine Blvd, Tavernier, FL 33070
- Brian Conover Secretary and Supervisor 305-345-6719
  101075 Overseas Hwy, Key Largo, FL 33037
- Terry Davis Project Supervisor 305-360-4825
  1024 Gibraltar Rd, Key Largo, FL 33037
- Doug Shaffer Project Supervisor 305-587-7552
  114 Hibiscus Dr, Key Largo, FL 33037

Profile of Proposer

3) a) J.A. LaRocco Enterprise, Inc. is a locally owned and operated corporation in Monroe County.

b) Our office and yard are located just off of the Overseas Highway in Key Largo. We currently have thirty-nine (39) employees, two (2) officers, three (3) supervisors, two (2) seniors and three (3) professional staff employed. Fourteen (14) employees would be assigned to this project.

Summary of Proposer's Qualifications

4) a) Primary Individuals:

- John LaRocco is the President of J.A. LaRocco Enterprise, Inc. He will contribute 50% of his time to the project. Resume attached

- Brian Conover is the Project Supervisor for J.A. LaRocco Enterprise, Inc. He will be the District's primary contact. Brian will contribute 100% of his time to the project. He has been our Project Supervisor for over 11 years; and has been directly involved with the installation and repair of multiple projects involving water and sewer lines. Resume attached

- Terry Davis is also a Project Supervisor for J.A. LaRocco Enterprise, Inc. He will contribute 80% of his time to the project. Resume attached

- Doug Shaffer is a Project Supervisor for J.A. LaRocco Enterprise, Inc. He will contribute 100% of his time to the project. Resume attached

We specialize in underground utility installation and repair, primarily sewer and water lines.

b) We have been installing and repairing underground utilities for over 20 years. We had contracted with KLWTD for various vacuum, force, and gravity main installation projects which were completed in 2012. We had contracted with Layne to install various vacuum, force and gravity main projects and FKAA to update main water lines in various neighborhoods within the Village of Islamorada which were completed in 2016. We have completed the installation of seventy-two (72) fire hydrants for the Key Largo Fire and EMS District. We contracted with FKAA for the upgraded transmission line in the area of Ocean Reef. Over the past six years, we have installed more than one hundred fifty (150) fire hydrants and/or fire lines for private entities as well as local government in

various locations throughout Monroe County. We have completed projects for The Board of County Commissioners, Little Basin Villas, Native Construction and the Key Largo Fire District.

c) References:

- Marnie Walterson – Distribution Design Supervisor FKAA
  1100 Kennedy Dr, Key West, FL 33041
  Telephone: (305) 295-2154 Fax: (305) 295-2223
- Joe Joyce – Service Supervisor Florida Keys Electric Cooperative
  PO Box 377, Tavernier, FL 33070
  Telephone: (305) 852-2431 Fax: (305) 852-9129
- Mike Dempsey – Operations Manager- Key Largo Wastewater Treatment District
  103355 Overseas Hwy, Key Largo, FL 33037
  Telephone: (305) 451-4019

+

Cost of Services and Materials

5) Our fixed price to install the fire hydrants to meet FKAA specifications is $9,625.00 per hydrant assembly.

Subcontracting

6) We employee thirty-nine (39) individuals, of which, fourteen (14) specialize in underground utility installation and repair. With our knowledge and equipment, we can fully complete projects without the additional expense of subcontracting.

Proposal Details

Unlike other construction companies, J.A. LaRocco Enterprises, Inc. is self-sufficient. We own and maintain all necessary equipment to complete the various aspects of underground utility installation and repair (i.e. 1 Lube/Fuel Truck, 5 Dump trucks, 1 Roll-Off Truck, 2 Tractor, 3 Lowboy Trailers, 2 Combinations Backhoe/Loaders), 6 Excavators, 6 Vermeer Trenchers, 4 Wheel Loaders, 3 Skid Steer Loaders, 1 Grader, 1 Asphalt Paver, 6 Rollers/Compactors, 1 Ditch Witch Vacuum Trailer, 1 ROVAC Vacuum Test Pump, and various concrete equipment).

Once projects are awarded, we will coordinate all aspects of the project with the owner and FKAA. We will install the hydrants according to the priority established in the bid documents.

Additional Data:

7) J.A. LaRocco Enterprises, Inc. implemented a Drug Free Workplace Policy in 2005. See policy attached at the back of the submittal.

RESUME

Brian Conover
101075 Overseas Hwy
Key Largo, FL 33037
(305) 345-6719

PERSONAL INFORMATION

Date or Birth: June 7, 1981
Marital Status: Married
Health: Excellent
Military: United States Coast Guard

EDUCATION

Brosville Middle School	Danville, VA	Grades 6 – 7
Tunstall High School	Dry Fork, VA	Grades 8 – 12
Danville Community College	Danville, VA	1-1/2 Years

BUSINESS AND PROFESSIONAL EXPERIENCE

From 2001 To 2005 — Active Military in the United States Coast Guard in Islamorada, FL

From 2005 To Present — Project Supervisor for J.A. LaRocco Enterprise, Inc. in Key Largo, FL

CURRENT LICENSES AND CERTIFICATES

American Traffic Safety Services Association (ATSSA) — Completed 04/09/10
ID# 37

ACI Concrete Field Testing Technician Certification — Completed 09/26/2020
Certification ID# 01942168

PERSONAL REFERENCES

Richard Crow	(954) 254-7898	Brad Kline	(617) 331-7607
Chris Clemmons	(954) 551-4897	Sara Dunlap	(305) 393-0969

RESUME

John LaRocco
424 Sunshine Blvd.
Tavernier, FL 33070
(305) 852-7252

PERSONAL INFORMATION

Date or Birth: September 18, 1953
Marital Status: Married
Health: Excellent
Military: United States Army

EDUCATION

Sunnyside Elementary & Middle School	Chicago, IL	Grades 1 – 8
Proviso West High School	Chicago, IL	Grades 9 – 12
Triton College	Chicago, IL	1 Year
Universal Construction School	Graduated	

BUSINESS AND PROFESSIONAL EXPERIENCE

From 1975 To 1985	Self employed Engineering Contractor in Illinois.
From 1986 To Present	Self employed Engineering Contractor in Florida.

CURRENT CONTRACTORS LICENSE

Engineering Class I 245 License #01-04316

VOLUNTEER ACTIVITIES

Upper Keys Rotary Club

PERSONAL REFERENCES

Mike Boyce	(305) 451-2716	Jim Reynolds	(305) 295-2203
Tim Quann	(305) 664-4433	Joe Joyce	(305) 852-2431

RESUME

Terry Davis
1024 Gibraltar Rd
Key Largo, FL 33037
(305) 360-4825

PERSONAL INFORMATION

Date or Birth: November 29, 1961
Marital Status: Married
Health: Excellent
Military: None

EDUCATION

Augusta Elementary School	Augusta, WV	Grades K – 5
Romney Middle School	Romney, WV	Grades 6 – 8
Hampshire Senior High School	Romney, WV	Grades 9 – 12

BUSINESS AND PROFESSIONAL EXPERIENCE

From 1985 To 1987 — Operator/Mechanic for Upper Keys Marine Construction Key Largo, FL

From 1987 To Present — Project Supervisor for J.A. LaRocco Enterprise, Inc. in Key Largo, FL

PERSONAL REFERENCES

Richard Beckman	(305) 451-3241	Joe Miklas	(305) 852-7225
Ronald Gilman	(352) 486-4576	Nancy Yawt	(305) 304-7423
Jim Lewanski	(305) 797-8237		

RESUME

Douglas Shaffer
114 Hibiscus Dr
Key Largo, FL 33037
(305) 587-7552

PERSONAL INFORMATION

Date or Birth: February 25, 1961
Marital Status: Married

Health: Excellent
Military: None

EDUCATION

Midway Elementary School	Midway, PA	Grades K – 6
Fort Cherry High School	McDonald, PA	Grades 9 – 12

BUSINESS AND PROFESSIONAL EXPERIENCE

From 1979 To 1985	Foreman/Operator Shaffer Construction Palmetto, FL
From 1986 To 1998	Supervisor for The Driggs Corporation, Inc. in Capital Heights, MD
From 1998 To 2018	General Superintendent Atlantic Civil Inc Miami, FL
From 2018 to Present	Supervisor J.A. LaRocco Enterprise, Inc

PERSONAL REFERENCES

Silvia Munoz	(786) 390-4180	Kelly Randin	(305) 619-2322
Alan Penfield	(786) 402-8916	Mike Sisko	(919) 793-5027

THE AMERICAN INSTITUTE OF ARCHITECTS

AIA Document A310

Bid Bond

KNOW ALL MEN BY THESE PRESENTS, THAT WE J.A. LaROCCO ENTERPRISES, INC.
101075 OVERSEAS HIGHWAY, Key Largo, FL 33037

as Principal, hereinafter called the Principal, and Travelers Casualty and Surety Company of America
2420 Lakemont Ave., 4th fl, Orlando, FL 32814

a corporation duly organized under the laws of the State of CT

as Surety, hereinafter called the Surety, are held and firmly bound unto KEY LARGO FIRE RESCUE & EMERGENCY MEDICAL SERVICES DISTRICT P.O. BOX 371023, KEY LARGO, FL 33037

as Obligee, hereinafter called the Obligee, in the sum of Five Percent of Amount Bid

Dollars ($ 5%),

for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a bid for BID NO. 21-001. FIRE HYDRANT INSTALLATION. INSTALLATION OF FOURTEEN (14) FIRE HYDRANTS - IN VARIOUS LOCATIONS IN KEY LARGO

NOW, THEREFORE, if the Obligee shall accept the bid of the Principal and the Principal shall enter into a Contract with the Obligee in accordance with the terms of such bid, and give such bond or bonds as may be specified in the bidding or Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and materials furnished in the prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such bond or bonds, if the Principal shall pay to the Obligee the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the Obligee may in good faith contract with another party to perform the Work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect.

Signed and sealed this 30th day of October, 2020

Jody M. Flanagan
(Witness)

J.A. LaROCCO ENTERPRISES, INC.
(Principal) (Seal)
By: Secretary
(Title)

(Witness)

Travelers Casualty and Surety Company of America
(Surety) (Seal)
By:
Attorney-in-Fact D. W. Matson III (Title)

TRAVELERS	**Travelers Casualty and Surety Company of America** **Travelers Casualty and Surety Company** **St. Paul Fire and Marine Insurance Company**

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company are corporations duly organized under the laws of the State of Connecticut (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint **John W Charlton,** and **D W Matson III** of **Coral Gables, Florida,** their true and lawful Attorney-in-Fact to sign, execute, seal and acknowledge any and all bonds, recognizances, conditionalundertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons,guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions orproceedings allowed by law.

IN WITNESS WHEREOF, the Companies have caused this instrument to be signed, and their corporate seals to be hereto affixed, this **17th** day of **January, 2019.**

State of Connecticut

City of Hartford ss.

By: Robert L. Raney, Senior Vice President

On this the **17th** day of **January, 2019**, before me personally appeared **Robert L. Raney**, who acknowledged himself to be the Senior Vice President of Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of said Companies by himself as a duly authorized officer.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

My Commission expires the **30th** day of **June, 2021**

Anna P. Nowik, Notary Public

This Power of Attorney is granted under and by the authority of the following resolutions adopted by the Boards of Directors of Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company, which resolutions are now in full force and effect, reading as follows:

RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President, any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary may appoint Attorneys-in-Fact and Agents to act for and on behalf of the Company and may give such appointee such authority as his or her certificate of authority may prescribe to sign with the Company's name and seal with the Company's seal bonds, recognizances, contracts of indemnity, and other writings obligatory in the nature of a bond, recognizance, or conditional undertaking, and any of said officers or the Board of Directors at any time may remove any such appointee and revoke the power given him or her; and it is

FURTHER RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President may delegate all or any part of the foregoing authority to one or more officers or employees of this Company, provided that each such delegation is in writing and a copy thereof is filed in the office of the Secretary; and it is

FURTHER RESOLVED, that any bond, recognizance, contract of indemnity, or writing obligatory in the nature of a bond, recognizance, or conditional undertaking shall be valid and binding upon the Company when (a) signed by the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary and duly attested and sealed with the Company's seal by a Secretary or Assistant Secretary; or (b) duly executed (under seal, if required) by one or more Attorneys-in-Fact and Agents pursuant to the power prescribed in his or her certificate or their certificates of authority or by one or more Company officers pursuant to a written delegation of authority; and it is

FURTHER RESOLVED, that the signature of each of the following officers: President, any Executive Vice President, any Senior Vice President, any Vice President, any Assistant Vice President, any Secretary, any Assistant Secretary, and the seal of the Company may be affixed by facsimile to any Power of Attorney or to any certificate relating thereto appointing Resident Vice Presidents, Resident Assistant Secretaries or Attorneys-in-Fact for purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by such facsimile signature and facsimile seal shall be valid and binding on the Company in the future with respect to any bond or understanding to which it is attached.

I, **Kevin E. Hughes**, the undersigned, Assistant Secretary of Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company, do hereby certify that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which remains in full force and effect.

Dated this 30TH day of OCTOBER , 2020 .

Kevin E. Hughes, Assistant Secretary

To verify the authenticity of this Power of Attorney, please call us at 1-800-421-3880.
Please refer to the above-named Attorney-in-Fact and the details of the bond to which this Power of Attorney is attached.

J.A. LaRocco Enterprises, Inc acknowledges all addendum for the Bid.

RFP 21-001
Fire Hydrant Installation
J.A. LaRocco Enterprises, Inc

J.A. LaRocco Enterprise Inc

All Keys Concrete, LLC

*101075 OVERSEAS HWY * KEY LARGO, FL * 305-453-0368 * FAX 305-451-3074*

FLORIDA DRUG-FREE WORKPLACE PROGRAM

1. STATEMENT OF POLICY

January 1, 2005

As part of our commitment to safeguard the wellbeing of our employees and to provide a safe environment for everyone, J.A. LaRocco Enterprise, Inc and All Keys Concrete, LLC have established a drug-free workplace policy.

The ultimate goal of this policy is to balance our respect for individual privacy with our need to keep a safe, productive, drug-free environment. We encourage those who use illegal drugs or abuse alcohol to seek help in overcoming their problem. Employees who do so will be able to retain their job positions in good standing.

While this company understands that employees and applicants under a physician's care are required to use prescription drugs, abuse of prescribed medications will be dealt with in the same manner as the abuse of illegal substances.

All employees are given a one-time notice as of the above date that it is a violation of company policy for any employee to report to work under the influence of illegal drugs and/or to possess in his or her body, illegal drugs in any detectable amount. Employees are subject to drug testing under the standards of this policy on March 1, 2005, which is 60 days from the above implementation date.

Thereafter, J.A. LaRocco Enterprise, Inc and All Keys Concrete, LLC will include notice of drug testing on employment vacancy announcements for positions for which drug testing is required. A notice of the drug-testing policy will be posted in an appropriate and conspicuous location on J.A. LaRocco Enterprise, Inc and All Keys Concrete, LLC's premises, and copies of the policy must be made available for inspection by the employees or job applicants of the employer during regular business hours in the employer's personnel office or other suitable locations.

a. Types of drug/alcohol testing required.

i. ***Job applicant drug testing****. J.A. LaRocco Enterprise, Inc and All Keys Concrete, LLC requires job applicants to submit to a drug/alcohol test and may use a refusal to submit to a drug/alcohol test or a positive confirmed drug/alcohol test as a basis for rejecting to hire a job applicant. A job applicant is a person who has applied for a position with J.A. LaRocco Enterprise, Inc and All Keys Concrete, LLC and has been offered employment conditioned upon successfully passing a drug/alcohol test, and may have begun work pending the results of the drug/alcohol test.*

ii. ***Reasonable-suspicion drug testing****. J.A. LaRocco Enterprise, Inc and All Keys Concrete, LLC requires an employee to submit to reasonable-suspicion drug testing. Reasonable-suspicion drug testing is drug testing based on a belief that an employee is using or has used drugs/alcohol in violation of the drug-free workplace policy. Reasonable suspicion may be drawn from specific objective and articulable facts and reasonable inferences drawn from those facts in light of experience. Among other things, such facts and inferences may be based upon:*

> *A. Observable phenomena while at work, such as direct observation of drug use or of the physical symptoms or manifestations of being under the influence of a drug.*

B. Abnormal conduct or erratic behavior while at work or a significant deterioration in work performance.

C. A report of drug use, provided by a reliable and credible source.

D. Evidence that an individual has tampered with a drug test during his or her employment with the current employer.

E. Information that an employee has caused, contributed to, or been involved in an accident while at work.

F. Evidence that an employee has used, possessed, sold, solicited, or transferred drugs while working or while on J.A. LaRocco Enterprise, Inc and All Keys Concrete, LLC's premises or while operating J.A. LaRocco Enterprise, Inc and All Keys Concrete, LLC's vehicle, machinery, or equipment.

iii. ***Routine fitness-for-duty drug testing****. J.A. LaRocco Enterprise, Inc and All Keys Concrete, LLC requires an employee to submit to a drug test if the test is conducted as part of a routinely scheduled employee fitness-for-duty medical examination that is part of the established policy or that is scheduled routinely for all members of an employment classification or group.*

iv. ***Follow-up drug testing****. If the employee in the course of employment enters an employee assistance program for drug/alcohol-related problems, or a drug/alcohol rehabilitation program, J.A. LaRocco Enterprise, Inc and All Keys Concrete, LLC requires the employee to submit to a drug/alcohol test as a follow-up to the program, unless the employee voluntarily entered the program. In those cases, J.A. LaRocco Enterprise, Inc and All Keys Concrete, LLC have the option to not require follow-up testing. If follow-up testing is required, it must be conducted at least once a year for a 2-year period after completion of the program. Advance notice of a follow-up testing date must not be given to the employee to be tested.*

b. The actions that J.A. LaRocco Enterprise, Inc and All Keys Concrete, LLC may take against an employee or job applicant on the basis of a positive confirmed drug/alcohol test result.

i. Positive Test - Denial of Florida workers' compensation benefits. Upon a positive confirmed drug/alcohol test result, J.A. LaRocco Enterprise, Inc and All Keys Concrete, LLC will deny an employee workers' compensation medical or indemnity benefits under Florida Chapter 440.

ii. Refusal of Test - Denial of Florida workers' compensation benefits. If an injured employee refuses to submit to a drug/alcohol test, the employee forfeits eligibility for Florida workers' compensation medical and indemnity benefits.

iii. Positive Test – Termination of employment. Upon a positive confirmed drug/alcohol test result, J.A. LaRocco Enterprise, Inc and All Keys Concrete, LLC may terminate the employee's employment.

2. EXISTANCE OF 440.102

This policy is implemented pursuant to the drug-free workplace program requirements under Florida Statute 440.102 and Administrative Rule 59A-24 of the State of Florida Agency for Health Care Administration.

3. CONFIDENTIALITY

a. Except as otherwise provided in this section, all information, interviews, reports, statements, memoranda, and drug test results, written or otherwise, received or produced as a result of a drug-testing program are confidential and exempt from the provisions of s. 119.07(1) and s. 24(a), Art. I of the State Constitution, and may not be used or received in evidence, obtained in discovery, or disclosed in any public or private proceedings, except in accordance with this section or in determining compensability under Florida Chapter 440 (workers' compensation).

b. Company, laboratories, medical review officers, employee assistance programs, drug rehabilitation programs, and their agents may not release any information concerning drug test results obtained pursuant to this section without a written consent form signed voluntarily by the person tested, unless such release is compelled by an administrative law judge, a hearing officer, or a court of competent jurisdiction pursuant to an appeal taken under this section or is deemed appropriate by a professional or occupational licensing board in a related disciplinary proceeding. The consent form must contain, at a minimum:

1. *The name of the person who is authorized to obtain the information.*
2. *The purpose of the disclosure.*
3. *The precise information to be disclosed.*
4. *The duration of the consent.*
5. *The signature of the person authorizing release of the information.*

c. Information on drug test results shall not be used in any criminal proceeding against the employee or job applicant. Information released contrary to this section is inadmissible as evidence in any such criminal proceeding.

d. This subsection does not prohibit [Company], agent of [Company], or laboratory conducting a drug test from having access to employee drug test information or using the information when consulting with legal counsel in connection with actions brought under, or related to this section, or when the information is relevant to its defense in a civil or administrative matter.

4. REPORTING USE OF PRESCRIPTION OR NONPRESCIPTION MEDICATIONS

a. An employee or job applicant may confidentially report the use of prescription or nonprescription medications to a medical review officer, both before and after a drug/alcohol test, by contacting the medical review officer directly; J.A. LaRocco Enterprise, Inc and All Keys Concrete, LLC will provide the contact information.

b. Prescription or nonprescription medication is a drug or medication obtained with a prescription from an authorized health care provider or a medication that is authorized by federal or state law for general distribution and use without a prescription in the treatment of human diseases, ailments, or injuries.

c. A medical review officer (MRO) is a licensed physician employed with or contracted with J.A. LaRocco Enterprise, Inc and All Keys Concrete, LLC who has knowledge of substance abuse disorders, laboratory testing procedures, and chain of custody collection procedures; who verifies positive, confirmed test results; and who has the necessary medical training to interpret and evaluate an employee's positive test result in relation to the employee's medical history or any other relevant biomedical information.

5. LIST OF COMMON MEDICATIONS THAT MAY AFFECT A DRUG/ALCOHOL TEST

The following is a list of the most common medications, which may alter or affect a drug test, and is not intended to be all-inclusive:

Alcohol	*All liquid medications containing ethyl alcohol (ethanol). Please read the label for alcohol content. As an example, Vick's Nyquil is 25% (50 proof) ethyl alcohol, Comtrex is 20% (40 proof), Contact Severe Cold Formula Night Strength is 25% (50 proof) and Listerine is 26.9% (54 proof).*
Amphetamines	*Obetrol, Biphetamine, Desoxyn, Dexedrine, Didrex, Ionamine, Fastin.*
Cannabinoids	*Marinol (Dronabinol, THC).*
Cocaine	*Cocaine HCl topical solution (Roxanne).*
Phencyclidine	*Not legal by prescription.*
Methaqualone	*Not legal by prescription.*
Opiates	*Paregoric, Parepectolin, Donnagel PG, Morphine, Tylenol with Codeine, Empirin*

	with Codeine, APAP with Codeine, Aspirin with Codeine, Robitussin AC, Guiatuss AC, Novahistine DH, Novahistine Expectorant, Dilaudid (Hydromorphone), M-S Contin and Roxanol (morphine sulfate), Percodan, Vicodin, Tussi-organidin, etc.
Barbiturates	*Phenobarbital, Tuinal, Amytal, Nembutal, Seconal, Lotusate, Fiorinal, Fioricet, Esgic, Butisol, Mebaral, Butabarbital, Butalbital, Phrenilin, Triad, etc.*
Benzodiazepines	*Ativan, Azene, Clonopin, Dalmane, Diazepam, Librium, Xanax, Serax, Tranxene, Valium, Verstran, Halcion, Paxipam, Restoril, Centrax.*
Methadone	*Dolophine, Metadose.*
Propoxyphene	*Darvocet, Darvon N, Dolene, etc.*

6. CONSEQUENCES OF REFUSING DRUG/ALCOHOL TESTING

a. Job applicant drug/alcohol testing. J.A. LaRocco Enterprise, Inc and All Keys Concrete, LLC may refuse to hire a job applicant who refuses to submit to a drug/alcohol test.

b. Employee drug/alcohol testing.

i. If an injured employee refuses to submit to a drug/alcohol test, the employee forfeits eligibility for Florida workers' compensation medical and indemnity benefits.

ii. If an injured employee refuses to submit to a drug/alcohol test, the employee may be terminated from employment with J.A. LaRocco Enterprise, Inc and All Keys Concrete, LLC.

7. DRUG REHABILITATION PROGRAMS

Although J.A. LaRocco Enterprise, Inc and All Keys Concrete, LLC. does **not** *maintain an Employee Assistance Program (EAP), J.A. LaRocco Enterprise, Inc and All Keys Concrete, LLC does have a list of local providers of drug and alcohol treatment and family services that an employee may access without J.A. LaRocco Enterprise, Inc and All Keys Concrete, LLC.'s involvement.*

It is the responsibility of an employee to seek assistance **before** *alcohol and drug problems lead to disciplinary actions. Once a violation of this policy occurs, subsequently seeking treatment on a voluntary basis will not necessarily lessen disciplinary action and may, in fact, have no bearing on the determination of disciplinary action.*

A medical provider can give an appropriate assessment, evaluation and counseling and/or referral for treatment of drug and alcohol abuse. Employees may be granted leave with a conditional return to work, depending on successful completion of the agreed-upon treatment regimen, which may include follow-up testing.

The cost of seeking assistance will be the responsibility of the employee and is subject to provisions of Company's health insurance plan, if any. Please consult the provider for specifics concerning this issue.

8. CHALLENGES TO TEST RESULTS

a. An employee or job applicant who receives a positive confirmed test result may contest or explain the result to J.A. LaRocco Enterprise, Inc and All Keys Concrete, LLC's designated medical review officer (MRO) within five (5) working days after receiving written notification of the test result. If an employee's or job applicant's explanation or challenge of the positive test is unsatisfactory to the MRO, the MRO shall report a positive test result back to the employer; and that a person may contest the drug test result according to the law/rules adopted by the Florida Agency for Health Care Administration.

b. The terms "confirmation test," "confirmed test," or "confirmed drug test" mean a second analytical procedure used to identify the presence of a specific drug or metabolite in a specimen, which test must be different in scientific principle from that of the initial test procedure and must be capable of providing requisite specificity, sensitivity, and quantitative accuracy.

c. Confirmation testing shall be done in accordance with the following:

(i) If an initial drug test is negative, J.A. LaRocco Enterprise, Inc and All Keys Concrete, LLC may in its sole discretion seek a confirmation test.

(ii) Only licensed or certified laboratories may conduct confirmation drug tests.

(iii) All positive initial tests shall be confirmed using gas chromatography/mass spectrometry (GC/MS) or an equivalent or more accurate scientifically accepted method approved by the Florida Agency for Health Care Administration or the United States Food and Drug Administration as such technology becomes available in a cost-effective form.

(iv) If an initial drug test of an employee or job applicant is confirmed as positive, J.A. LaRocco Enterprise, Inc and All Keys Concrete, LLC.'s designated medical review officer shall provide technical assistance to the J.A. LaRocco Enterprise, Inc and All Keys Concrete, LLC. and to the employee or job applicant for the purpose of interpreting the test result to determine whether the result could have been caused by prescription or nonprescription medication taken by the employee or job applicant.

9. EMPLOYEE RESPONSIBILITY TO NOTIFY LABORATORY

An employee or job applicant is responsible for notifying the testing laboratory of any administrative or civil action brought pursuant to Florida Statute 440.102 (West 2015).

10. DRUGS THAT MAY BE TESTED

J.A. LaRocco Enterprise, Inc and All Keys Concrete, LLC. may test for any or all of the following drugs and alcohol:

Alcohol

Amphetamines

Cannabinoids

Cocaine

Phencyclidine HCI

Methaqualone HCI

Opiates

Barbiturates

Benzodiazepines

Synthetic Narcotic

11. COLLECTIVE BARGAINING AGREEMENTS

J.A. LaRocco Enterprise, Inc and All Keys Concrete, LLC's employees are not subject to any collective bargaining agreement; however, if one becomes applicable, there may be a right to appeal actions taken by [Company] due to an employee's confirmed drug test or refusal to take a drug/alcohol test with the Public Employees Relations Commission or applicable court.

12. MEDICAL REVIEW OFFICER CONSULTATIONS

Employees and job applicants may consult with a medical review officer for technical information, regarding prescription or nonprescription medication.

Company's medical review officer contact information is as follows:

Name: Dr. Seth Portnoy

Address: 5440 NW 33rd Avenue, Suite 106, Ft. Lauderdale, FL 33309

Telephone: 954.677.1200

Email:

Drug-Free Workplace Program Acknowledgement

I hereby acknowledge that I have received and read J.A. LaRocco Enterprise, Inc and All Keys Concrete, LLC Florida Drug-Free Workplace Program, a summary of the drugs which may alter or affect a drug test and a list of local Employee Assistance Program providers or local drug and alcohol treatment programs. I have had an opportunity to have all aspects of this material fully explained. I also understand that I must abide by the Program as a condition of initial and/or continued employment, and any violation may result in disciplinary action up to and including termination.

I also understand that during my employment I may be required to submit to testing for the presence of drugs or alcohol in my body. I understand that submission to such testing is a condition of employment with J.A. LaRocco Enterprise, Inc and All Keys Concrete, LLC, and disciplinary action up to and including termination may result if:

1) *I refuse to consent to testing.*
2) *I refuse to execute all forms of consent and release of liability that are usually and reasonably associated with such examinations.*
3) *I refuse to authorize release of the test results to the company.*
4) *The tests establish a violation of J.A. LaRocco Enterprise, Inc and All Keys Concrete, LLC's Drug-Free Workplace Policy.*
5) *I otherwise violate the policy.*

I understand that if I am injured in the course and scope of my employment and test positive or refuse to be tested, I forfeit my eligibility for medical and indemnity benefits under the Workers' Compensation Act upon exhaustion of the remedies provided in Florida Statute 440.102(5).

I also recognize that the Drug-Free Workplace Policy and related documents are not intended to constitute a contract between [Company] and me.

The undersigned further states that he/she has read and understands the above acknowledgement and signs below of his/her own free will.

_____	_____
SIGNATURE	***DATE***
_____	_____
WITNESS	***DATE***

NOTIFICATION OF POSITIVE DRUG TEST

Dear _____:

On [Date] you were drug tested according to requirements in J.A. LaRocco Enterprise, Inc and All Keys Concrete, LLC's drug-free workplace program. Based on the State of Florida drug testing standards, your urine/blood specimen was tested twice in a controlled laboratory environment, which includes confirmation testing.

We have received the drug test result from our company's medical review officer (MRO), and the result indicates that you have tested positive (failed the test) for the following substance(s):

_____ *Cannabinoids (marijuana)*	_____ *Alcohol*
_____ *Amphetamines*	_____ *Cocaine*
_____ *Phencyclidine (PCP)*	_____ *Methaqualone*
_____ *Opiates*	_____ *Barbiturates*
_____ *Benzodiazepines*	_____ *Synthetic Narcotics*

In keeping with our company drug-free workplace policy, the following disciplinary procedure(s) will take place immediately:

If you disagree with the test result or have some other related concern, you have the right to submit information explaining or contesting the test result, and explaining why the positive test result does not constitute a violation of our drug-free workplace policy, within five working days after receiving this notice. You also have the right, within 180 days of your challenge, to have your original specimen retested at another Agency for Health Care Administration certified laboratory. Arrangements and cost will be your responsibility. Other challenge rights to which you may be entitled are included in your copy of our drug-free workplace policy previously distributed to you.

Our company Medical Review Officer (MRO) is Dr. Seth Portnoy, M.D.

Phone: 954-677-1200. You may contact the MRO to ask questions or discuss your drug test result.

Sincerely,

EXHIBIT C

FLORIDA EPOXY

A PREMIUM BUILDING MAINTENANCE INC. COMPANY

Quote

#KEY111920

20533 Biscayne Blvd
Suite 433
Aventura, Fl. 33180

Tel 305.776.3383
Fax 888.864.6614
Email:brad@FloridaEpoxy.com

**********ALL STRIPING AND PATCHING CRACKS AND SAW CUTS INCLUDED IN THIS BID********

Customer	Address	Phone	Date
Lieutenant C. Jones Key Largo Fire Department Station 24 "C" Shift	1 East Drive Key Largo, FL 33037	C: 954-234-8077 O: 305-451-2700 F: 305-451-4699 cjones@keylargofire.com	11/19/20

Qty	Description	Unit Price	Line Total
	ALL PREP SHOT BLAST AND OR DIAMOND GRINDING 480 VOLT HTC HEPA VAC SYSTEM / EDGES TO BE DONE BY HAND GRINDER		
3500 SF	**3 COAT SIKA SOLID RESIN EPOXY SYSTEM ALUMINUM OXIDE NON SKID INCL.** **PURCEM 24NA** SKIMCOAT URETHANE CEMENT WITH SILICA BROADCAST **SIKA 264** FINISH COAT 10-12 MIL **SIKA 340** URETHANE CHEMICAL RESISTANT TOP COAT	7.50	26,250.00
	Note: Some areas may have a variation of as high as 3% you may notice Roller Marks, Small bubbles from pinholes, color separation, Orange Peel, Profiles of patching, and Dimples. **This is a result of the density of the material.** **Do not walk on for at least 8 Hours, Vehicles for 72 hours.** **We are not responsible for the following: Chipping, Scarring, Scratching Or abuse and cracking from subfloor movement. Liquids or Vapors Permeating through the concrete causing blisters, pinholes or separation.** **Not Responsible for Oil in existing concrete causing Fish Eyes or Poor quality concrete that will not let Epoxy penetrate concrete.** Customer will move all items off floor at customer's expense. NOTE: GRINDING DOES PRODUCE DUST, ALL EQUIPMENT SENSITIVE TO DUST MUST BE PROTECTED BY CUSTOMER.		
	2 YEAR LIMITED GUARANTEE		
		Subtotal	26,250.00
		Less 50% Deposit	13,125.00
		Total Due at Completion	**13,125.00**

Industrial Flooring

Sikafloor®-24NA PurCem®

Advanced Generation, Self-Levelling, Polyurethane/Cement Screed for General Industrial and Commercial Use

Description

Description Sikafloor-24NA PurCem is a state of the art, phthalate-free, water dispersed polyurethane based/cement and aggregate screed, applicable at thicknesses ranging from 80 to 160 mils (2 to 4 mm). It is designed to be installed as a self-leveling floor topping that provides an easy-to-clean, smooth surface with medium slip resistance values and is typically used for general, industrial applications. Sikafloor-24 NA PurCem represents superior polyurethane/cement technology, combining easier application, resistance to blistering and improved performance.

Where to Use

- Typically used in areas to provide a smooth, flat and thin self-leveling polyurethane cement layer in general industrial areas, including warehouses, production facilities, laboratories and workshops, either with or without a Sikafloor® sealer top coat.
- As thin layer, flat but slip-resistant screed in commercial environments, with a suitable UV-stable Sikafloor sealer for retention of aesthetics.
- As broadcast receiving coat, flat but slip-resistant screed in commercial environments, with a suitable UV-stable Sikafloor sealer for retention of aesthetics.
- When used as a base for MVT system, total thickness must be 1/8-inch (3.2mm).

Advantages

- Can be applied on green concrete (typically 7 -10 days) after preparation (see surface prep section) and where substrate has tensile bond strength in excess of 218 psi (1.5 MPa).
- Can be applied over partially cured concrete substrates (<10% surface moisture), full 28 days cure time is not necessary.
- Easy installation requiring less labor to install than traditional Sikafloor® PurCem® trowel and heavy duty slurry grade materials
- Can be applied to concrete substrates where <100% relative humidity is measured as per ASTM F2170.
- Wide range of application temperatures from 7°C (45°F) minimum to 38°C (100°F) maximum.
- Resists a very wide range of organic and inorganic acids, alkalis, amines, salts and solvents. Consult Sika Technical Service for full details. Refer to the Sikafloor PurCem Chemical Resistance Chart.
- Good abrasion resistance, providing cost effective and durable floor topping.
- Similar coefficient of thermal expansion to concrete allowing movement with the substrate through normal thermal cycling.
- Performs and retains its physical characteristics through a wide, wet or dry temperature range from 41°F (-5°C) at 2.0 mm and 14°F (-10°C) at 4.0 mm up to 248°F (120°C).
- Superior formulation eliminates formation of blisters, such as those arising out of application during elevated temperatures or early and multiple layer applications.
- Non-tainting, odorless and phthalate-free, avoiding associated toxicity to health and environmental hazards.
- Bond strength in excess of the tensile strength of concrete, concrete will fail first.
- Compatible with a wide range of Sikafloor epoxy or polyurethane resin sealers, enabling UV- stable sealers to be applied where required. Consult Sika Technical department for full details.
- Minimal maintenance costs, superior life cycle cost advantage versus tile.
- Extra expansion joints are not necessary; maintain and extend existing expansion joints up through the Sikafloor PurCem Flooring System.
- Behaves plastically under impact / deforms but will not crack or debond.
- Achieves highest performance ratings according to ASTM G21 resistance to fungi and ASTM

TYPICAL DATA

RESULTS MAY DIFFER BASED UPON STATISTICAL VARIATIONS DEPENDING UPON MIXING METHODS AND EQUIPMENT, TEMPERATURE, APPLICATION METHODS, TEST METHODS, ACTUAL SITE CONDITIONS AND CURING CONDITIONS.

Packaging

Component A: 1 US gal (3.78 L) 8.53 lb (3.87 kg)
Component B: 0.7 US gal (2.64 L) 7.33 lb (3.325 kg)
Component C: 45.21 lbs (20.51 kg) in a bag (powder)
Mix Units = 2A + 2B + 1C = 76.87 lb (34.87 kg) (5.33 US gal)

Colors

RAL 7012 Basalt Gray
RAL 7038 Agate Gray
RAL 7042 Traffic Grey A
RAL 3009 Oxide Red
RAL 1001 Beige

PRIOR TO EACH USE OF ANY SIKA PRODUCT, THE USER MUST ALWAYS READ AND FOLLOW THE WARNINGS AND INSTRUCTIONS ON THE PRODUCT'S MOST CURRENT PRODUCT DATA SHEET, PRODUCT LABEL AND SAFETY DATA SHEET WHICH ARE AVAILABLE ONLINE AT HTTP://USA.SIKA.COM/ OR BY CALLING SIKA'S TECHNICAL SERVICE DEPARTMENT AT 800.933.7452 NOTHING CONTAINED IN ANY SIKA MATERIALS RELIEVES THE USER OF THE OBLIGATION TO READ AND FOLLOW THE WARNINGS AND INSTRUCTIONS FOR EACH SIKA PRODUCT AS SET FORTH IN THE CURRENT PRODUCT DATA SHEET, PRODUCT LABEL AND SAFETY DATA SHEET PRIOR TO PRODUCT USE.

Industrial Flooring

Coverage

Scratch coat: *(where surface/substrate profile requires such. Not requried under full quartz broadcast)*
Sikafloor-24 NA PurCem® 215 ft²/unit (20 m²/unit) @ 40 mils (1 mm) per coat
Screed: (These figures do not allow for surface porosity, profile or wastage)

Approx. 107 ft² (10 m²) per unit at 80 mils (2 mm)
Approx. 85 ft² (7.9 m²) per unit at 100 mils (2.5 mm)
Approx. 71 ft² (6.6 m²) per unit at 120 mils (3 mm)

Broadcast Application
Primer/Scratch Coat (where surface/substrate profile requires)
Body Coat:
Approx. 107 ft2 (10 m2) per unit at 80 mils (2 mm)
Broadcast to excess

Pot Life

Material Temperature	Time
+50°F (10°C)	~ 25 - 30 minutes
+68°F (20°C)	~ 15 - 20 minutes
+86°F (30°C)	~ 5 - 10 minutes

Waiting / Recoat Times

Before applying Sikafloor-24NA PurCem when a scratch primer and sealer coat is used allow:

Ambient & Substrate Temperature	Minimum	Maximum
+50°F (10°C)	24 hours	7 days
+68°F (20°C)	6 hours	3 days
+86°F (30°C)	4 hours	2 days

Cure Times

4 mm (160 mils)	Ambient & Substrate Temperature	Foot traffic	Light traffic	Full cure
	+50°F (10°C)	~ 24 hours	~ 48 hours	~ 10 days
	+68°F (20°C)	~ 18 hours	~ 24 hours	~ 5 days
	+86°F (30°C)	~ 12 hours	~ 18 hours	~ 3 days

Properties Tested at 73°F (23°C) and 50% R.H, Neat Material:

Application Temperature	45°F (7°C) min / 100°F (38°C) max	
Softening Point	266°F (130°C)	
Density	ASTM C905	14.45 lb/US gal. (1.73 kg/L)
Pot Life	20 - 25 min	
Service Temperature	The product is suitable for use when exposed to continuous temperatures, wet or dry, of up to 248°F (120°C). The minimum service temperature is 41°F (-5°C) at 2.0 mm and 14°F(-10°C) at 4.0 mm.	
Compressive Strength	ASTM579	
	24 hrs	5,366 psi (37 MPa)
	3 days	6,236 psi (43 MPa)
	7 days	6,771 psi (46 MPa)
	28 days	6,961psi (48 MPa)
Tensile Strength	ASTM C307	1,290 psi (8.9 MPa)
Flexural Strength	ASTM C580	2,726 psi (18.8 MPa)
Pull-off Strength	ASTM D4541	597 psi (4.12 MPa) (substrate failure)
Thermal Compatibility	ASTM C884	Pass
Hardness Shore D	ASTM D2240	83
Indentation	MIL -PRF -24613	~ 0%
Abrasion Resistance	ASTM D4060	
H-17/1000 cycles/1000 g (2.2 lb)	0.07 g (0.0025 oz)	
H-22/1000 cycles/1000 g (2.2 lb)	0.239 g (0.0084 oz)	
Coefficient of Thermal Expansion	ASTM D696	3.02×10^5 in/in/°F (5.43×10^5 mm/mm/°C)
Shrinkage		0.248%
Flexural Modulus	ASTM C580 14 days	2.71×10^5 psi (1.87×10^3 MPa)
Water Absorption	ASTM C413	0.10%
Resistance to Fungi Growth	ASTM G21	Rated 0 (no growth)
Resistance to Mold Growth	ASTM D3273	Rated 10 (highest resistance)
VOC	Components A+B+C:	5 g/l
With Sikafloor-15NA Accelerator (D)	Components A+B+C+D	5.3 g/l
Flammability (With Sikafloor 31NA Top Coat)	ASTM E-648 - 2017	Class I
(With Sikafloor 217 or 510N LPL Top Coat)		Class I
Shelf Life	Components A, B and C: 1 year in original unopened packaging Store dry between 50°- 77°F (10°- 25°C). Protect from freezing. If frozen, discard product. Condition material for at least 24 hours to 65 - 75°F (18 - 24°C) before use.	
Chemical Resistance	Please consult Sikafloor Technical Services.	

Product properties are typically averages, obtained under laboratory conditions. Reasonable variations can be expected on-site

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Industrial Flooring

How to Use

Surface Preparation

Concrete surfaces must be clean and sound. Remove all dust, dirt, existing paint films, efflorescence, exudates, laitance, form oils, hydraulic or fuel oils, brake fluid, grease, fungus, mildew, biological residues or any other contaminants which may prohibit a good bond. Prepare the surface by any appropriate mechanical means, in order to achieve a profile equivalent to ICRI - CSP 3-6. The compressive strength of the concrete substrate should be at least 3,625 psi (25 MPa) at 28 days and a minimum of 218 psi (1.5 MPa) in tension at the time of application.

Repairs to cementitious substrates, filling of blowholes, leveling of irregularities, etc. should be carried out using an appropriate Sika profiling mortar. Contact Sika Technical Service for a recommendation.

Edge Terminations - all free edges of a Sikafloor PurCem floor, whether at the perimeter, along gutters or at drains, require extra anchorage to distribute mechanical and thermal stresses. This is best achieved by forming or cutting grooves in the concrete. Grooves should have a depth and width of 2 times thickness of the Sikafloor PurCem floor. Refer to the edge details provided at http://usa.sika.com. If necessary, protect all free edges with mechanically attached metal strips. Do not featheredge, always turn into an anchor groove.

Expansion Joints - should be provided in the substrates at the intersection of dissimilar materials. Isolate areas subject to thermal stresses, vibration movements or around load-bearing columns and at vessel sealing rings. Refer to details provided at http://usa.sika.com.

Mixing

Mix Ratio Components A : B : C (**2**A : **2**B : **1**C)= **Mix full units only**

Mixing will be affected by temperature; condition materials for use to 65 to 75°F (18 to 24°C) for at least 24 hours before use.

A 'Kol' type mixer, incorporating a motor spun mixing pail and a shear angle mixing blade, is recommended. Alternatively, use a low speed drill (300-450 rpm) and Exomixer-type mixing paddle (recommended) suited to the size of mixing container to minimize air entrapment.

Pre-agitate Components A and B separately, making sure all solids, including pigments, are uniformly distributed. Start mixer; add Component A and Component B, blending for 30 seconds. Add Component C (powder) pouring slowly over a period of 20 seconds. DO NOT DUMP POWDER INTO RESIN, ADD GRADUALLY.

Allow Component C to further blend for 2 1/2 more minutes after all of the powder is emptied into the resin to ensure all powder is wetted out and a completely uniform mix is achieved. During the mixing operation, and observing good safety practices, ie turning off and removing revolving parts, scrape down the sides and bottom of the mixing container with a flat or straight edge trowel at least once to ensure complete blending of Components A + B + C. **Note:** Do not attempt to attend to unmixed material that may gather on the sides of the mixing container while mechanical or electrical parts are in motion.

Cool Substrates: Application attempted at material, ambient and substrate temperatures below 18°C (65°F) will result in a decrease in product workability and slower cure rates. Accelerated cure rates and improved flowability on cool substrates can be achieved via the addition of Sikafloor®-15 NA PurCem® Accelerator. Please refer to the Sikafloor-15NA product data sheet for complete use and mixing instructions.

Do not mix more material than can be applied within the working time limits (i.e. Pot Life) at the actual field temperature.

Application

Priming of concrete substrates is not usually required under typical circumstances. However, due to variations in concrete quality, surface conditions, surface preparation and ambient conditions, reference test areas are recommended to determine whether priming is required to prevent the possibility of blisters, debonding, pinholes and other aesthetic variations. **Note:** Given the fluidity and relatively thin-layer installation of Sikafloor-24 NA PurCem a primer for porous substrates or a scratch coat where the surface profile demands such, are highly recommended.

Primer:
Mix and apply a primer coat of Sikafloor-31NA PurCem at a yield of approximately 165 ft^2/unit (15.3 m^2/unit) per coat to achieve a complete 10 mils d.f.t. coverage of the substrate, using a short or medium nap roller. Work the priming resin well into the surface, making sure the floor is fully saturated and then pull back lightly with the roller to the required thickness. Prime retaining (anchor) grooves but do not fill. Allow a cure period of at least 3 hours at 68°F (20°C) before application of the screed mortar.

Scratch Coat:
Where the surface profile requires such, and where a flat floor is intended, mix and apply a scratch coat of Sikafloor-24 NA PurCem using steel trowels to spread the materials at a consumption of approximately 215 ft^2/unit (20 m^2/unit) per unit, achieving a minimum 40 mils (1 mm) thickness. This application must be applied to seal the concrete surface, fill in surface irregularities; including pock marks, non-moving control joints and cracks. (Note: Should the scratch coat at 40 mils (1 mm) not fill and level the irregularities, additional coats can be applied, observing the necessary intercoat curing times.) Allow a cure period of at least 3 hours at 20°C (68°F) before application of the screed.

Continued next page:

PRIOR TO EACH USE OF ANY SIKA PRODUCT, THE USER MUST ALWAYS READ AND FOLLOW THE WARNINGS AND INSTRUCTIONS ON THE PRODUCT'S MOST CURRENT PRODUCT DATA SHEET, PRODUCT LABEL AND SAFETY DATA SHEET WHICH ARE AVAILABLE ONLINE AT HTTP://USA.SIKA.COM/ OR BY CALLING SIKA'S TECHNICAL SERVICE DEPARTMENT AT 800.933.7452 NOTHING CONTAINED IN ANY SIKA MATERIALS RELIEVES THE USER OF THE OBLIGATION TO READ AND FOLLOW THE WARNINGS AND INSTRUCTIONS FOR EACH SIKA PRODUCT AS SET FORTH IN THE CURRENT PRODUCT DATA SHEET, PRODUCT LABEL AND SAFETY DATA SHEET PRIOR TO PRODUCT USE.

Screed:
Mix and pour the Sikafloor-24 NA PurCem onto the floor. Spread to the desired thickness, from 80 - 160 mils (2 - 4 mm), at approximate yield of 107 ft^2 (10 m^2) per unit at 80 mils (2 mm), to 53.5 ft^2 (5 m^2) per unit at 160 mils (4 mm), using a notched trowel or pin or cam gauge rake. **Note:** Take care to spread freshly mixed materials across the transition of previous applied mixes before the previously applied material begins to set. Immediately spike roll the surface to release trapped air in the matrix. Roller spikes must be at least three times longer than the applied product thickness. Allow a minimum 18 hours cure period at 68°F (20°C) before foot traffic.

Broadcast Application 125 mils (3 mm)

Body Coat: Priming or scratch coat of concrete substrates is not usually required under typical circumstances. However, due to variations in concrete quality, surface conditions, surface preparation and ambient conditions, reference test areas are recommended to determine whether priming is required to prevent the possibility of blisters, debonding, pinholes and other aesthetic variations.

Mix and pour the Sikafloor-24NA PurCem materials on the floor. Spread mixed material to approximately 107 ft2 (10 m2) per unit at 80 mils (2 mm) using a screed gauge rake or trowel. Take care to spread newly mixed materials across the transition of previous applied mixes before the surface begins to set. Immediately spike roll the surface to release trapped air in the matrix. Broadcast selected aggregate to rejection. Aggregate must fall vertically to avoid surface defects / do not broadcast up to the transition line of new mixes, always broadcast 2 - 3 feet beyond the wet edge. Allow broadcast surface to cure sufficiently to be able to resist foot traffic without damaging the surface. Remove excess aggregate by sweeping or vacuuming until surface is free of all loose particles and dust. A topcoat of Sikafloor-31NA PurCem can be applied to lock in the aggregate. Allow a minimum 24 hour cure period at 68°F (20°C) before light traffic after the Sikafloor-31NA PurCem is applied.

Limitations

Notes on Limitations: Prior to application, measure and confirm Substrate Moisture Content, Ambient Relative Humidity, Ambient and Surface Temperature and Dew Point. During installation, confirm and record above values at least once every 3 hours, or more frequently whenever conditions change (e.g. Ambient Temperature rise/fall, Relative Humidity increase/decrease, etc.).

Material Temperature: Precondition material for at least 24 hours between 65° to 75°F (18° to 24°C). **IMPORTANT**: Product must be protected from freezing. If frozen, discard.

Ambient Temperature: Minimum/Maximum 50˚/85˚F (10˚/30˚C)

Substrate Temperature: Minimum/Maximum 50˚/85˚F (10˚/30˚C). Substrate temperature must be at least 5˚F (3˚C) above measured Dew Point. Accelerated cure rates and improved flowability on cool substrates can be achieved via the addition of Sikafloor®-15 NA PurCem® Accelerator. Refer to Sikafloor-15NA PurCem Accelerator product data sheet for complete application information.

Mixing and Application must adhere to Material, Ambient and Substrate temperatures listed above or a decrease in product workability and slower cure rates will occur.

Relative Ambient Humidity: Minimum ambient humidity 30%
Maximum ambient humidity 85% (during application and curing)

Dew Point: Beware of condensation!
The substrate must be at least 5˚F (3˚C) above the Dew Point to reduce the risk of condensation, which may lead to adhesion failure or "blushing" on the floor finish. Be aware that the substrate temperature may be lower than the ambient temperature. Calculate Dew Point from the substrate surface temperature, not the ambient temperature.

Mixing: Do not hand mix Sikafloor materials. Mechanically mix only.
Do not thin this product. Addition of thinners (e.g. water, solvent, etc.) will slow cure and reduce ultimate properties of this product. On no account should thinners be added to the mix. Adding thinners will void any applicable Sika warranty.

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Industrial Flooring

Limitations

Application:

- Do not apply below 7°C (45°F) or above 38°C (100°F) / maximum relative humidity 85%. Use at temperatures between 7 - 18°C (45 - 64°F) requires addition of Sikafloor-15NA PurCem Accelerator. Refer to Sikafloor-15NA PurCem Accelerator product data sheet for complete application information. Use at temperatures around 38°C (100°F) is likely to result in reduced pot and working lives.
- Do not apply to polymer modified cement mortars (PCC) that may expand when sealed with an impervious resin.
- Do not apply to water-soaked, glistening-wet concrete substrates. (i.e standing water)
- Do not apply to un-reinforced sand cement screeds, asphaltic or bitumen substrate, glazed tile or non-porous brick, tile and magnesite, copper, aluminum, soft wood, or urethane composition, elastomeric membranes, fiber reinforced polyester (FRP) composites.
- Do not apply to cracked or unsound substrates.
- Do not apply while ambient and substrate temperatures are rising, as pinholes may occur.
- Freshly applied material should be protected from dampness, condensation and water for at least 24 hrs.
- Protect substrate during application from condensation from pipes or any overhead leaks.
- Do not apply to surfaces where moisture vapor can condense and freeze.
- Do not apply to vertical or overhead surfaces/ for vertical surfaces refer to Sikafloor-29NA PurCem.
- Do not featheredge.
- Applied material will follow undulations, depressions, lines, etc. of the underlying substrate. Visual appearance of the finished floor may vary, including, but not limited to, reflection of "waviness", slab transitions, etc.
- Color uniformity cannot be completely guaranteed from batch to batch (numbered). Take care when using Sikafloor PurCem products to draw from inventory in batch number sequence, do not mix batch numbers in a single floor area.
- Will discolor over time when exposed to UV light and under certain artificial lighting conditions. Use Sikafloor-510 or 510N LPL as a solid color, UV resistant top coat. Use of clear, UV resistant top coats may not prevent discoloration of underlying materials.
- Do not apply Sikafloor to concrete substrate containing aggregates susceptible to ASR (Alkali Silica Reaction) due to risk of natural alkali redistribution below the Sikafloor product after application. If concrete substrate has or is suspected to have ASR (Alkali Silica Reaction) present, do not proceed. Consult with design professional prior to use.
- Any aggregate used with Sikafloor systems must be non-reactive and oven-dried.
- This product is not designed for negative side waterproofing.
- Hot steam cleaning may lead to delamination due to thermal shock. Where thermal shock resistance is required, use an alternate Sikafloor® NA Purcem® material, consult Sikafloor technical service for advice.
- Do not use on exterior, on-grade substrates; for interior use only.
- For professional use only by experienced applicators.

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Prior to each use of any Sika product, the user must always read and follow the warnings and instructions on the product's most current Product Data Sheet, product label and Safety Data Sheet which are available online at http://usa.sika.com/ or by calling Sika's Technical Service Department at 800-933-7452. Nothing contained in any Sika materials relieves the user of the obligation to read and follow the warnings and instruction for each Sika product as set forth in the current Product Data Sheet, product label and Safety Data Sheet prior to product use.

For further information and advice regarding transportation, handling, storage and disposal of chemical products, users should refer to the actual Safety Data Sheets containing physical, ecological, toxicological and other safety related data. Read the current actual Safety Data Sheet before using the product. In case of emergency, call CHEMTREC at 1-800-424-9300, International 703-527-3887.

SIKA warrants this product for one year from date of installation to be free from manufacturing defects and to meet the technical properties on the current Product Data Sheet if used as directed within shelf life. User determines suitability of product for intended use and assumes all risks. Buyer's sole remedy shall be limited to the purchase price or replacement of product exclusive of labor or cost of labor. **NO OTHER WARRANTIES EXPRESS OR IMPLIED SHALL APPLY INCLUDING ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. SIKA SHALL NOT BE LIABLE**

Visit our website at usa.sika.com **1-800-933-SIKA NATIONWIDE**

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Industrial Flooring

Sikafloor® 161

Versatile Epoxy Resin for Priming

Description

Sikafloor 161 is a two part, epoxy resin for priming and leveling mortars.

Where to Use

Sikafloor 161 is designed as a primer for Sikafloor epoxy and urethane coatings, as well as for broadcast and troweled systems.

When used as primer Sikafloor 161 can be considered where ≤ 4% moisture content by mass (pbw – part by weight) is measured on concrete substrate with Tramex® CME/CMExpert type concrete moisture meter.

Advantages

- Low VOC's
- Excellent penetration and adhesion
- Easy application
- Short Recoat Times
- Multi-purpose use
- 100% solids as supplied

TYPICAL DATA
RESULTS MAY DIFFER BASED UPON STATISTICAL VARIATIONS DEPENDING UPON MIXING METHODS AND EQUIPMENT, TEMPERATURE, APPLICATION METHODS, TEST METHODS, ACTUAL SITE CONDITIONS AND CURING CONDITIONS.

Packaging

Component A: 3.0 US gal. (11.4 L)
Component B: 1.5 US gal. (5.7 L)
Components A+B: 4.5 US gal. (17 L)
(Ready to mix unit)

Component A: 50 US gal. (189 L) (2 units needed)
Component B: 50 US gal. (189 L)
Components A+B: 150 US gal. (568 L)

Color

Gray transparent after mixing.

Coverage

160 - 200 ft² / US gal (3.9 – 4.9 m² / L) at 8 – 10 mils (0.20 – 0.25 mm) wet film thickness (w.f.t.).

Pot Life

Material Temperature	Time
+50°F (10°C)	~ 50 minutes
+68°F (20°C)	~ 25 minutes
+86°F (30°C)	~ 15 minutes

Waiting / Recoat Times

Before applying second coat Sikafloor 161 on Sikafloor 161 allow:

Ambient & Substrate Temperature	Minimum	Maximum
+50°F (10°C)	24 hours	3 days
+68°F (20°C)	12 hours	2 days
+86°F (30°C)	6 hours	1 day

Before applying Sikafloor Epoxy or Polyurethane on Sikafloor 161 allow:

Ambient & Substrate Temperature	Minimum	Maximum
+50°F (10°C)	24 hours	3 days
+68°F (20°C)	12 hours	2 days
+86°F (30°C)	6 hours	1 day

Cure Times

Ambient & Substrate Temperature	Foot traffic	Light traffic	Full cure
+50°F (10°C)	~ 24 hours	~ 6 days	~ 10 days
+68°F (20°C)	~ 12 hours	~ 4 days	~ 7 days
+86°F (30°C)	~ 6 hours	~ 2 days	~ 5 days

Properties Tested at 73°F (23°C) and 50 % R.H:

Pull-off Strength	ASTM D4541	> 400 psi (2.7 MPa) (100% concrete failure)
Shore D Hardness (7 days)	ASTM D2240	76
Solid Content		~ 100% (by volume) / ~ 100% (by weight)
VOC Content	ASTM D2369	≤ 50 g/L
Permeability	ASTM E96	9.0 g/m² (24 hours / +75°F)
Water Absorption	ASTM D570	0.14 g/h - m²
Viscosity (approx.)		Components A + B: 775 (SP2/100)
Chemical Resistance	Please consult Sikafloor Technical Services.	
Shelf Life	2 years in original unopened container under proper storage conditions. Store dry between 40°- 90°F (4°- 32°C)	

Industrial Flooring

How to Use

Surface Preparation

Surface must be clean, sound and dry. Remove dust, laitance, grease, curing compounds, bond inhibiting impregnations, waxes and any other contaminants. All projections, rough spots, etc. should be dressed off to achieve a level surface prior to the application. **Concrete** - Should be cleaned and prepared to achieve a laitance-free and contaminant-free, open textured surface by shot blasting or equivalent mechanical means (CSP-3 to CSP-4 as per ICRI guidelines). Sweep and vacuum any remaining dirt and dust with a wet/dry vacuum. Removing residual dust will help ensure a tenacious bond between the primer and substrate.
Whenever "shot-blasting" is utilized, be careful to leave concrete with a uniform texture. "Over-blasting" will result in reduced coverage rates of the primer and/or subsequent topcoats. The "shotblast" pattern may show through the last coat, known as "tracking". The compressive strength of the concrete substrate should be at least 3,500 psi (24 MPa) at 28 days and at least 215 psi (1.5 MPa) in tension at the time of application. For other substrates, please contact Sikafloor Technical Services.

Mixing

Mixing Ratio - 2 : 1 by volume.
For bulk packaging, when not mixing full units, each component must be pre-mixed separately to ensure product uniformity.

Primer and Intermediate:
Premix each component separately. Empty Component B (Hardener) in the correct mix ratio into Component A (Resin). Mix the combined components for at least 3 minutes using a low speed drill (300 - 450 rpm) and Exomixer or Jiffy type paddle suited to the volume of the mixing container to minimize entrapped air. Be careful not to introduce any air bubbles while mixing. Make sure the contents are completely mixed to avoid any weak or partially cured spots in the coating. During the mixing operation, scrape down the sides and bottom of the container with a flat or straight edge trowel at least once to ensure complete mixing.

Do not mix more material than can be applied within the working time limits (i.e. Pot Life) at the actual field temperature.

Application

Primer:
Apply primer by squeegee at the rate of 160 - 200 ft^2 / US gal (3.4 – 4.9 m^2 / L) at 8 – 10 mils (0.20 – 0.25 mm) wet film thickness (w.f.t.) and back roll with pressure after 15 minutes. Coverage will vary depending on the porosity of the prepared floor. Product has a limited Pot Life, see Typical Data. Do not apply by dipping roller into mixing container. Pour a bead of product in the form of a ribbon on the surface to be coated, then spread with squeegee and back roll. Ensure that the coating is pore-free and pinhole-free and provides uniform and complete coverage over the entire concrete substrate. If necessary, apply an additional coat to ensure the coating is pore-free and pinhole-free and provides uniform and complete coverage over the entire concrete substrate.

Limitations

Notes on Limitations:
Prior to application, measure and confirm Substrate Moisture Content, Ambient Relative Humidity, Ambient and Surface Temperature and Dew Point. During installation, confirm and record above values at least once every 3 hours, or more frequently whenever conditions change (e.g. Ambient Temperature rise/fall, Relative Humidity increase/decrease, etc.).

Substrate Moisture Content: Moisture content of concrete substrate must be ≤ 4% by mass (pbw – part by weight) as measured with a Tramex® CME/CMExpert type concrete moisture meter on mechanically prepared surface according to this product data sheet (preparation to CSP-3 to CSP-4 as per ICRI guidelines). Do not apply to concrete substrate with moisture levels > 4% mass (pbw – part by weight) as measured with Tramex® CME/CMExpert type concrete moisture meter. If moisture content of concrete substrate is > 4% by mass (pbw – part by weight) as measured with Tramex® CME/CMExpert type concrete moisture meter, use Sikafloor 1610 or Sikafloor 81 EpoCem.

When relative humidity tests for concrete substrate are conducted per ASTM F2170 for project specific requirements, values must be ≤ 85%. If values are > 85% according to ASTM F2170 use Sikafloor 1610 or Sikafloor 81 EpoCem.

ASTM F2170 testing is not a substitute for measuring substrate moisture content with a Tramex® CME/CMExpert type concrete moisture meter as described above.

Material Temperature: Precondition material for at least 24 hours between 65° to 75°F (18° to 24°C)

Ambient Temperature: Minimum/Maximum 50˚/85˚F (10˚/30˚C)

Substrate Temperature: Minimum/Maximum 50˚/85˚F (10˚/30˚C). Substrate temperature must be at least 5˚F (3˚C) above measured Dew Point.

Mixing and Application attempted at Material, Ambient and/or Substrate Temperature conditions less than 65˚F (18˚C) will result in a decrease in product workability and slower cure rates.

Ambient Relative Humidity: Maximum ambient humidity 85% (during application and curing)

Industrial Flooring

Dew Point: Beware of condensation!
The substrate must be at least 5°F (3°C) above the Dew Point to reduce the risk of condensation, which may lead to adhesion failure or "blushing" on the floor finish. Be aware that the substrate temperature may be lower than the ambient temperature.

Mixing: Do not hand mix Sikafloor materials. Mechanically mix only.
Do not thin this product. Addition of thinners (e.g. water, solvent, etc.) will slow cure and reduce ultimate properties of this product. Use of thinners will void any applicable Sika warranty.
Improper mixing procedure or incorrect mixing ratio may result in moisture sensitivity, whitening, slow cure, soft spots, and other defects.

Application: Apply the primer to the prepared substrate using a squeegee and back roll to provide uniform coverage. Ensure that the substrate is pore-free and pinhole-free and provides uniform and complete coverage over the entire substrate. If necessary, apply an additional coat to ensure the substrate is pore-free and pinhole-free and provides uniform and complete coverage over the entire substrate.

- Do not apply while ambient and substrate temperatures are rising, as pinholes may occur. Ensure there is no vapor drive at the time of application. Refer to ASTM D4263, may be used for a visual indication of vapor drive.
- Freshly applied material should be protected from dampness, condensation and water for at least 72 hrs.
- Will discolor over time when exposed to sunlight (UV) and under certain artificial lighting conditions. Use of clear UV resistant top coat may not prevent discoloration of underlying coatings.
- Do not apply Sikafloor to concrete substrate containing aggregates susceptible to ASR (Alkali Silica Reaction) due to risk of natural alkali redistribution below the Sikafloor product after application. If concrete substrate has or is suspected to have ASR (Alkali Silica Reaction) present, do not proceed. Consult with design professional prior to use.
- Any aggregate used with Sikafloor systems must be non-reactive and oven-dried.
- This product is not designed for negative side waterproofing.
- Typically not recommended for exterior slabs on grade where freeze/thaw conditions may exist.
- Use of unvented heaters and certain heat sources may result in defects (e.g. blushing, whitening, debonding, etc.).
- Beware of air flow and changes in air flow. Introduction of dust, debris, and particles, etc. may result in surface imperfections and other defects.
- For professional use only by experienced applicators.

Caution

COMPONENT A: WARNING: COMBUSTIBLE, IRRITANT, SENSITIZER. Contains quartz (SiO_2) (CAS:14808-60-7), bisphenol A-(epichlorhydrin) epoxy resin (CAS:25068-38-6), Benzyl alcohol (CAS:100-51-6), bisphenol F-(epichlorhydrin) epoxy resin (CAS:28064-14-4), oxirane, mono[(C12-14-alkyloxy)methyl]derivs (CAS:68609-97-2) and ethanol (CAS:64-17-5). Keep away from heat, sparks, electrical equipment, and open flame. **DO NOT SMOKE.** Use only in well ventilated areas. Causes skin/eye irritation.Harmful if inhaled in high concentrations/ swallowed. May cause skin sensitization after prolonged contact. Reports have associated repeated and prolonged exposure to some of the chemicals in this product with permanent brain, liver, kidney and nervous system damage. **Intentional misuse by deliberate concentration and inhalation of vapors may be harmful or fatal.**

WARNING: This product contains a chemical known to the State of California to cause cancer and birth defects or other reproductive harm.

COMPONENT B: DANGER: FLAMMABLE, CORROSIVE, SENSITIZER. Avoid direct contact. Contains Benzyl alcohol (CAS:100-51-6), Isophoronediamine (CAS:2855-13-2), m-phenylenebis(methylamine) (CAS:1477-55-0), bisphenol A-(epichlorhydrin) epoxy resin (CAS:25068-38-6), ethanol (CAS:64-17-5), Phenol, 4-dodecyl-, branched (CAS:210555-94-5), and 2,4,6-tris(dimethylaminomethyl)phenol (CAS:90-72-2). **Keep away from heat, sparks, sunlight, electrical equipment, flame or other sources of ignition. VAPORS MAY IGNITE AND EXPLODE. DO NOT SMOKE.** Use only in well ventilated areas. Open doors and windows during use. Harmful if inhaled/swallowed. Causes skin/eye/digestive tract burns. May give off gas, vapor or dust that is very irritating or corrosive to the respiratory system. May cause allergic skin reaction. Reports have associated repeated and prolonged exposure to some of the chemicals in this product with permanent brain, liver, kidney and nervous system damage. **Intentional misuse by deliberate concentration and inhalation of vapors may be harmful or fatal. Strictly follow all usage, handling and storage instructions.**

WARNING: This product contains a chemical known to the State of California to cause birth defects or other reproductive harm.

Sika®

Industrial Flooring

First Aid	**Eyes –** Hold eyelids apart and flush thoroughly with water for 15 minutes. **Skin –** Remove contaminated clothing. Wash skin thoroughly for 15 minutes with soap and water. **Inhalation –** Remove to fresh air. **Ingestion –** Do not induce vomiting. Dilute with water. Contact physician. **In all cases contact a physician immediately if symptoms persist.**
Handling and Storage	**COMPONENT A: Keep away from heat, sparks, sunlight, electrical equipment or flame. VAPORS MAY IGNITE AND EXPLODE. DO NOT SMOKE.** Open doors and windows during use. Use adequate local and mechanical ventilation. Wear protective equipment (chemically resistant gloves/goggles/clothing) to prevent direct contact with skin and eyes. Use properly fitted NIOSH vapor cartridge respirator if ventilation is poor. Wash thoroughly with soap and water after use. Remove contaminated clothing after use. Store product in tightly sealed containers in a cool, dry well ventilated area at temperatures between 40° F(+4°C) and 90°F(+32°C) away from ignition sources. Use explosion-proof electrical (ventilating, lighting and material handling) equipment. Use non-sparking tools. Take precautionary measures against electrostatic discharges. To avoid fire or explosion, dissipate static electricity during transfer by grounding and bonding containers and equipment before transferring material. **COMPONENT B: Avoid direct contact. Keep away from heat, sparks, sunlight, electrical equipment or flame. VAPORS MAY IGNITE AND EXPLODE. DO NOT SMOKE.** Open doors and windows during use. Use adequate local and mechanical ventilation. Wear protective equipment (chemically resistant gloves/goggles/clothing) to prevent direct contact with skin and eyes. Use properly fitted NIOSH vapor cartridge respirator if ventilation is poor. Wash thoroughly with soap and water after use. Remove contaminated clothing after use. Store product in tightly sealed containers in a cool, dry well ventilated area at temperatures between 40° F(+4°C) and 90°F(+32°C) away from ignition sources. Use explosion-proof electrical (ventilating, lighting and material handling) equipment. Use non-sparking tools. Take precautionary measures against electrostatic discharges. To avoid fire or explosion, dissipate static electricity during transfer by grounding and bonding containers and equipment before transferring material.
Clean Up	**COMPONENT A:** In case of spill, eliminate all ignition and heat sources, if safe to do so. Ventilate area. Open doors and windows. Wear chemical resistant gloves/goggles/clothing. In absence of proper ventilation use properly fitted NIOSH respirator. Confine spill, collect using noncombustible absorbent material and place in properly sealed container. Dispose of excess product in accordance with applicable local, state and federal regulations. **COMPONENT B:** Avoid direct contact. In case of spill, eliminate all ignition and heat sources, if safe to do so. Ventilate area. Open doors and windows. Wear chemical resistant gloves/goggles/clothing. In absence of proper ventilation use properly fitted NIOSH respirator. Uncured material can be removed with approved solvent. Follow solvent manufacturer's instructions for use and warnings. Confine spill, collect using noncombustible absorbent material and place in properly sealed container. Dispose of excess product in accordance with applicable local, state and federal regulations. Cured material can only be removed mechanically.

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LIMITED WARRANTY: Sika warrants this product for one year from date of installation to be free from manufacturing defects and to meet the technical properties on the current Product Data Sheet if used as directed within shelf life. User determines suitability of product for intended use and assumes all risks. Buyer's sole remedy shall be limited to the purchase price or replacement of product exclusive of labor or cost of labor. **NO OTHER WARRANTIES EXPRESS OR IMPLIED SHALL APPLY INCLUDING ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. SIKA SHALL NOT BE LIABLE UNDER ANY LEGAL THEORY FOR SPECIAL OR CONSEQUENTIAL DAMAGES. SIKA SHALL NOT BE RESPONSIBLE FOR THE USE OF THIS PRODUCT IN A MANNER TO INFRINGE ON ANY PATENT OR ANY OTHER INTELLECTUAL PROPERTY RIGHTS HELD BY OTHERS.**

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Fracc. Industrial Balvanera
Corregidora, Queretaro
C.P. 76920
Phone: 52 442 2385800
Fax: 52 442 2250537

Industrial Flooring

Sikafloor® 264

Versatile Colored Epoxy Resin for High Performance Floor Finishes

Description

Sikafloor 264 is a pigmented, two part low viscosity, self-priming, epoxy coating / binder used for smooth and textured coatings and/or broadcast overlayments.

Where to Use

Roller coat and self-leveling slurry for concrete and cement screeds with normal up to medium heavy wear (e.g. storage, hallways, corridors and assembly halls, maintenance workshops, garages and loading ramps), or as a seal coat for broadcast systems. When used as a primer, Sikafloor 264 can be considered when ≤ 4% moisture content by mass (pbw – part by weight) is measured on the concrete substrate with a Tramex® CME/CMExpert type concrete moisture meter.

Advantages

- Good chemical and mechanical resistance
- Easily applied with brush, roller or squeegee
- Glossy aesthetic finish
- Slip resistant surface possible
- Durable, impermeable and seamless
- Solvent-free, neutral odor
- Low mixed viscosity

TYPICAL DATA
RESULTS MAY DIFFER BASED UPON STATISTICAL VARIATIONS DEPENDING UPON MIXING METHODS AND EQUIPMENT, TEMPERATURE, APPLICATION METHODS, TEST METHODS, ACTUAL SITE CONDITIONS AND CURING CONDITIONS.

Packaging

Component A: 3.0 US gal. (11.4 L)
Component B: 1.5 US gal. (5.7 L)
Components A+B: 4.5 US gal. (17 L)
(Ready to mix unit)

Component A: 50 US gal. (189 L) (2 units needed)
Component B: 50 US gal. (189 L)
Components A+B: 150 US gal. (568 L)

Color

Sikafloor standard epoxy colors. (Oxford Gray, Beige Rose).
Refer to Industrial Flooring color card. Custom colors available upon request.
Refer to current price list for availability.

Coverage

Smooth Finish Coating:
Prime coat: 160 - 200 ft² / US gal (3.9 – 4.9 m² / L) at 8 – 10 mils (0.20 – 0.25 mm) wet film thickness (w.f.t.).

Wear coat: 105 - 135 ft² / US gal (2.6 - 3.3 m² / L) at 12 - 15 mils (0.30 – 0.38 mm) wet film thickness (w.f.t.)

Slurry Layer:
36 ft² / US gal.* @ 60 mils.
26.5 ft² / US gal.* @ 80 mils.
18 ft² / US gal.* @ 120 mils
*** 1 Mixed US gal. of Sikafloor 264 plus 5.6 Lbs. of Sikadur 504 type filler.**
For a full ready to mix unit (4.5 Mixed US gal.) of Sikafloor 264 add 25 Lbs. of Sikadur 504 type filler.
The use of a different filler other than Sikadur 504, may change the theoretical coverage rates as displayed above.

Pot Life

Material Temperature	Time
+50°F (10°C)	~ 50 minutes
+68°F (20°C)	~ 25 minutes
+86°F (30°C)	~ 15 minutes

Waiting / Recoat Times

Before applying second coat of Sikafloor 264 on Sikafloor 264 allow:

Ambient & Substrate Temperature	Minimum	Maximum
+50°F (10°C)	24 hours	3 days
+68°F (20°C)	8 hours	2 days
+86°F (30°C)	6 hours	1 day

Before applying Sikafloor Epoxy or Polyurethane on Sikafloor 216 allow:

Ambient & Substrate Temperature	Minimum	Maximum
+50°F (10°C)	24 hours	3 days
+68°F (20°C)	8 hours	2 days
+86°F (30°C)	6 hours	1 day

Cure Times

Ambient & Substrate Temperature	Foot traffic	Light traffic	Full cure
+50°F (10°C)	~ 24 hours	~ 6 days	~ 10 days
+68°F (20°C)	~ 8 hours	~ 4 days	~ 7 days
+86°F (30°C)	~ 6 hours	~ 2 days	~ 5 days

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Properties Tested at 73°F (23°C) and 50 % R.H:

Solid Content	~ 100% (by volume) / ~ 100% (by weight)	
Compressive Strength	ASTM C579	7,250 psi (50 N/mm²) (28 days)
Flexural Strength	ASTM C580	2,900 psi (20 N/mm²) (28 days)
Pull-off Strength	ASTM D4541	> 400 psi (2.7 MPa) (100% concrete failure)
Shore D Hardness	ASTM D2240	76 (7 days)
VOC Content	ASTM D2369	≤ 30 g/L
Shelf Life	2 years in unopened container, Store dry between 40° - 90°F (4° - 32°C)	
Chemical Resistance	Please consult Sikafloor Technical Services.	

How to Use

Surface Preparation

Surface must be clean, sound and dry. Remove dust, laitance, grease, curing compounds, bond inhibiting impregnations, waxes and any other contaminants. All projections, rough spots, etc. should be dressed off to achieve a level surface prior to the application. **Concrete** - Should be cleaned and prepared to achieve a laitance-free and contaminant-free, open textured surface by shot blasting or equivalent mechanical means (CSP-3 to CSP-4 as per ICRI guidelines). Sweep and vacuum any remaining dirt and dust with a wet/dry vacuum. Removing residual dust will help ensure a tenacious bond between the primer/coating and the substrate.
Whenever "shot-blasting" is utilized, be careful to leave concrete with a uniform texture. "Over-blasting" will result in reduced coverage rates of the primer and/or subsequent topcoats. The "shotblast" pattern may show through the last coat, known as "tracking". The compressive strength of the concrete substrate should be at least 3,500 psi (24 MPa) at 28 days and at least 215 psi (1.5 MPa) in tension at the time of application. For other substrates, please contact Sikafloor Technical Services.

Priming

Primer or Smooth Finish Coating:

Priming for concrete substrate is required. Prime with either **Sikafloor 107, Sikafloor 160, Sikafloor 161 or Sikafloor 1610.** Allow the primer to cure (varies with temperature and humidity) until tack free before applying subsequent coats. Ensure that the primer is pore-free, pinhole-free and provides uniform and complete coverage over the entire substrate. Sikafloor 264 may be used as primer on concrete substrates for Sikafloor Coating Systems subjected to light traffic use.

Please refer to the most current and respective Product Data Sheet for further information.

Mixing

Mixing Ratio - 2 : 1 by volume.
For bulk packaging, when not mixing full units, each component must be pre-mixed separately to ensure product uniformity.

Primer and Wear Coat:
Premix each component separately. Empty Component B (Hardener) in the correct mix ratio into Component A (Resin). Mix the combined components for at least 3 minutes using a low speed drill (300 - 450 rpm) and Exomixer or Jiffy type paddle suited to the volume of the mixing container to minimize entrapped air. Be careful not to introduce any air bubbles while mixing. Make sure the contents are completely mixed to avoid any weak or partially cured spots in the coating. During the mixing operation, scrape down the sides and bottom of the container with a flat or straight edge trowel at least once to ensure complete mixing.

Self-leveling Slurry:
Premix each component separately. Empty Component B (Hardener) in the correct mix ratio into Component A (Resin). Mix the combined components for at least 1 minute using a low speed drill (300 - 450 rpm) and Exomixer or Jiffy type paddle suited to the volume of the mixing container to minimize entrapped air. Add Sikadur 504 type filler and mix for additional 2 minutes. Be careful not to introduce any air bubbles while mixing. Make sure the contents are completely mixed to avoid any weak or partially cured spots in the slurry. During the mixing operation, scrape down the sides and bottom of the container with a flat or straight edge trowel at least once to ensure complete mixing.

Do not mix more material than can be applied within the working time limits (i.e. Pot Life) at the actual field temperature.

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Application

As Primer:
Apply primer by squeegee at the rate of 160 - 200 ft^2 / US gal (3.4 – 4.9 m^2 / L) at 8 – 10 mils (0.20 – 0.25 mm) wet film thickness (w.f.t.) and back roll with pressure after 15 minutes. Coverage will vary depending on the porosity of the prepared floor. Product has a limited Pot Life, see Typical Data. Do not apply by dipping roller into mixing container. Pour a bead of product in the form of a ribbon on the surface to be coated, then spread with squeegee and back roll. Ensure that the coating is pore-free and pinhole-free and provides uniform and complete coverage over the entire concrete substrate. If necessary, apply an additional coat to ensure the coating is pore-free and pinhole-free and provides uniform and complete coverage over the entire concrete substrate.

As Wear and Sealer Coat:
Sikafloor 264 is applied with a 40 mil (1 mm) notched squeegee over a smooth surface and a flat squeegee over a rough or broadcast quartz surface. Back rolling is typically done with an 18 inch (455 mm) wide 3/8 inch (10 mm) short nap, solvent-resistant roller cover. Back roll the Sikafloor 264 only to level the squeegee applied material. Over-rolling and late back back rolling may cause bubbling and leave roller marks.

Smooth Finish Self-Leveling Slurry:
Pour a bead of product to the surface to be coated, then spread with a notched squeegee or pin rake to the desired thickness. Roll immediately (within max. 10 minutes of application) in two directions with a spiked roller to ensure even thickness and the removal of entrapped air. To obtain a higher aesthetic finish, spike roll in two directions at a 90 degree angle by passing only once in each direction. The product has a limited Pot Life, see Typical Data.

Limitations

Notes on Limitations:
Prior to application, measure and confirm Substrate Moisture Content, Ambient Relative Humidity, Ambient and Surface Temperature and Dew Point. During installation, confirm and record above values at least once every 3 hours, or more frequently whenever conditions change (e.g. Ambient Temperature rise/fall, Relative Humidity increase/decrease, etc.).

Substrate Moisture Content: Moisture content of concrete substrate must be ≤ 4% by mass (pbw – part by weight) as measured with a Tramex® CME/CMExpert type concrete moisture meter on mechanically prepared surface according to this product data sheet (preparation to CSP-3 to CSP-4 as per ICRI guidelines). Do not apply to concrete substrate with moisture levels > 4% mass (pbw – part by weight) as measured with Tramex® CME/CMExpert type concrete moisture meter. If moisture content of concrete substrate is > 4% by mass (pbw – part by weight) as measured with Tramex® CME/CMExpert type concrete moisture meter, use Sikafloor 1610 or Sikafloor 81 EpoCem.

When relative humidity tests for concrete substrate are conducted per ASTM F2170 for project specific requirements, values must be ≤ 85%. If values are > 85% according to ASTM F2170 use Sikafloor 1610 or Sikafloor 81 EpoCem.

ASTM F2170 testing is not a substitute for measuring substrate moisture content with a Tramex® CME/CMExpert type concrete moisture meter as described above.

Material Temperature: Precondition material for at least 24 hours between 65° to 75°F (18° to 24°C)

Ambient Temperature: Minimum/Maximum 50˚/85˚F (10˚/30˚C)

Substrate Temperature: Minimum/Maximum 50˚/85˚F (10˚/30˚C). Substrate temperature must be at least 5˚F (3˚C) above measured Dew Point.
Mixing and Application attempted at Material, Ambient and/or Substrate Temperature conditions less than 65˚F (18˚C) will result in a decrease in product workability and slower cure rates.

Ambient Relative Humidity: Maximum ambient humidity 85% (during application and curing)

Dew Point: Beware of condensation!
The substrate must be at least 5˚F (3˚C) above the Dew Point to reduce the risk of condensation, which may lead to adhesion failure or "blushing" on the floor finish. Be aware that the substrate temperature may be lower than the ambient temperature.

Mixing: Do not hand mix Sikafloor materials. Mechanically mix only.
Do not thin this product. Addition of thinners (e.g. water, solvent, etc.) will slow cure and reduce ultimate properties of this product. Use of thinners will void any applicable Sika warranty. Improper mixing procedure or incorrect mixing ratio may result in moisture sensitivity, whitening, slow cure, soft spots, and other defects.

Application: If used as a primer apply material to the prepared substrate using a squeegee and back roll to provide uniform coverage. Ensure that the substrate is pore-free and pinhole-free and provides uniform and complete coverage over the entire substrate. If necessary, apply an additional coat to ensure the substrate is pore-free and pinhole-free and provides uniform and complete coverage over the entire substrate.

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- Do not apply while ambient and substrate temperatures are rising, as pinholes may occur. Ensure there is no vapor drive at the time of application. Refer to ASTM D4263, may be used for a visual indication of vapor drive.
- Freshly applied material should be protected from dampness, condensation and water for at least 72 hrs.
- Will discolor over time when exposed to sunlight (UV) and under certain artificial lighting conditions. Use of clear UV resistant top coat may not prevent discoloration of underlying coatings.
- Do not apply Sikafloor to concrete substrate containing aggregates susceptible to ASR (Alkali Silica Reaction) due to risk of natural alkali redistribution below the Sikafloor product after application. If concrete substrate has or is suspected to have ASR (Alkali Silica Reaction) present, do not proceed. Consult with design professional prior to use.
- Any aggregate used with Sikafloor systems must be non-reactive and oven-dried.
- This product is not designed for negative side waterproofing.
- Typically not recommended for exterior slabs on grade where freeze/thaw conditions may exist.
- Use of unvented heaters and certain heat sources may result in defects (e.g. blushing, whitening, debonding, etc.).
- Beware of air flow and changes in air flow. Introduction of dust, debris, and particles, etc. may result in surface imperfections and other defects.
- For professional use only by experienced applicators.

Caution

Always read Safety Data Sheet and Product Data Sheet prior to use.

COMPONENT A: Danger Contains: Quartz (SiO2) (CAS: 14808-60-7), bisphenol-A-(epichlorhydrin) epoxy resin (CAS: 25068-38-6), Benzyl alcohol (CAS: 100-51-6), bisphenol-F-(epichlorhydrin) epoxy resin (CAS: 28064-14-4), oxirane, mono[(C12-14-alkyloxy)methyl] derivatives (CAS: 68609-97-2), Quartz (SiO2) <5µm (CAS: 14808-60-7). Combustible liquid. Causes skin irritation. May cause an allergic skin reaction. Causes serious eye irritation. May cause cancer. Reports have associated repeated and prolonged exposure to some of the chemicals in this product with permanent brain,liver, kidney and nervous system damage. Intentional misuse by deliberate concentration and inhalation of vapors may be harmful or fatal. WARNING! This product contains a chemical known in the State of California to cause cancer. WARNING: This product contains a chemical known in the State of California to cause birth defects or other reproductive harm. HMIS: *3, 2, 0, X. VOC: < 30 g/l (A+B Combined). Obtain special instructions before use. Do not handle until all safety precautions have been read and understood. Keep away from heat/sparks/open flames/hot surfaces. - No smoking. Avoid breathing dust/ fume/ gas/ mist/ vapors/ spray. Wash skin thoroughly after handling. Contaminated work clothing should not be allowed out of the workplace. Wear eye protection/ face protection. Wear protective gloves. Use personal protective equipment as required. IF ON SKIN: Wash with plenty of soap and water. IF IN EYES: Rinse cautiously with water for several minutes. Remove contact lenses, if present and easy to do. Continue rinsing. IF exposed or concerned: Get medical advice/ attention. If skin irritation or rash occurs: Get medical advice/ attention. If eye irritation persists: Get medical advice/ attention. Take off contaminated clothing and wash before reuse. In case of fire: Use .? for extinction. Store in a well-ventilated place. Keep cool. Store locked up. Dispose of contents/ container to an approved waste disposal plant.

COMPONENT B: Danger Contains: Benzyl alcohol (CAS: 100-51-6), Isophoronediamine (CAS:2855-13-2), mphenylenebis(methylamine) (CAS: 1477-55-0), Phenol, 4-dodecyl-, branched (CAS: 210555-94-5), 2,4,6- tris(dimethylaminomethyl)phenol (CAS: 90-72-2). Harmful if swallowed or if inhaled. Causes severe skin burns and eye damage. May cause an allergic skin reaction. Suspected of damaging fertility or the unborn child. Reports have associated repeated and prolonged exposure to some of the chemicals in this product with permanent brain,liver, kidney and nervous system damage. Intentional misuse by deliberate concentration and inhalation of vapors may be harmful or fatal. This product does not contain any chemicals known to the State of California to cause cancer, birth, or any other reproductive defects. HMIS:*3, 1, 0, X. VOC: < 30 g/l (A+B Combined).
Obtain special instructions before use. Do not handle until all safety precautions have been read and understood. Do not breathe dust or mist. Do not eat, drink or smoke when using this product. Use only outdoors or in a well-ventilated area. Contaminated work clothing should not be allowed out of the workplace. Wear protective gloves/ protective clothing/ eye protection/ face protection. Use personal protective equipment as required. IF SWALLOWED: Call a POISON CENTER or doctor/ physician if you feel unwell. IF SWALLOWED: Rinse mouth. Do NOT induce vomiting. IF ON SKIN (or hair): Remove/ Take off immediately all contaminated clothing. Rinse skin with water/ shower. IF INHALED: Remove victim to fresh air and keep at rest in a position comfortable for breathing. IF IN EYES: Rinse cautiously with water for several minutes. Remove contact lenses, if present and easy to do. Continue rinsing. IF exposed or concerned: Get medical advice/ attention. Immediately call a POISON CENTER or doctor/ physician. If skin irritation or rash occurs: Get medical advice/ attention. Wash contaminated clothing before reuse. Store locked up. Dispose of contents/ container to anapproved waste disposal plant.

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KEEP CONTAINER TIGHTLY CLOSED • KEEP OUT OF REACH OF CHILDREN • NOT FOR INTERNAL CONSUMPTION • FOR INDUSTRIAL USE ONLY

All information provided by Sika Corporation ("Sika") concerning Sika products, including but not limited to, any recommendations and advice relating to the application and use of Sika products, is given in good faith based on Sika's current experience and knowledge of its products when properly stored, handled and applied under normal conditions in accordance with Sika's instructions. In practice, the differences in materials, substrates, storage and handling conditions, actual site conditions and other factors outside of Sika's control are such that Sika assumes no liability for the provision of such information, advice, recommendations or instructions related to its products, nor shall any legal relationship be created by or arise from the provision of such information, advice, recommendations or instructions related to its products. The user of the Sika product(s) must test the product(s) for suitability for the intended application and purpose before proceeding with the full application of the product(s). Sika reserves the right to change the properties of its products without notice. All sales of Sika product(s) are subject to its current terms and conditions of sale which are available at www.sikausa.com or by calling 800-933-7452.

Prior to each use of any Sika product, the user must always read and follow the warnings and instructions on the product's most current Product Data Sheet, product label and Material Safety Data Sheet which are available online at www.sikausa.com or by calling Sika's Technical Service Department at 800-933-7452. Nothing contained in any Sika materials relieves the user of the obligation to read and follow the warnings and instruction for each Sika product as set forth in the current Product Data Sheet, product label and Material Safety Data Sheet prior to product use.

LIMITED WARRANTY: Sika warrants this product for one year from date of installation to be free from manufacturing defects and to meet the technical properties on the current Product Data Sheet if used as directed within shelf life. User determines suitability of product for intended use and assumes all risks. Buyer's sole remedy shall be limited to the purchase price or replacement of product exclusive of labor or cost of labor. **NO OTHER WARRANTIES EXPRESS OR IMPLIED SHALL APPLY INCLUDING ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. SIKA SHALL NOT BE LIABLE UNDER ANY LEGAL THEORY FOR SPECIAL OR CONSEQUENTIAL DAMAGES. SIKA SHALL NOT BE RESPONSIBLE FOR THE USE OF THIS PRODUCT IN A MANNER TO INFRINGE ON ANY PATENT OR ANY OTHER INTELLECTUAL PROPERTY RIGHTS HELD BY OTHERS.**

Visit our website at www.sikausa.com **1-800-933-SIKA NATIONWIDE**

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Industrial Flooring

Sikafloor® 340

Abrasion and UV Resistant Aliphatic Urethane

Description

Sikafloor 340 is an aliphatic urethane with excellent chemical resistance and UV resistance.

Where to Use

Sikafloor 340 is typically used in areas such as aircraft hangars, light to medium traffic areas, where light reflectance and chemical resistance to spills are required. It can be used as two part clear and three part pigmented coating.

Advantages

- VOC compliant in 340 g/L regulated districts
- Excellent UV resistance
- Light reflectance
- Good stain resistance
- High abrasion resistance
- Excellent chemical resistance
- Wide range of colors using Sikafloor Urethane Color Additive
- Clear or Pigmented

TYPICAL DATA
RESULTS MAY DIFFER BASED UPON STATISTICAL VARIATIONS DEPENDING UPON MIXING METHODS AND EQUIPMENT, TEMPERATURE, APPLICATION METHODS, TEST METHODS, ACTUAL SITE CONDITIONS AND CURING CONDITIONS.

Packaging

Component A: 1.50 gal. (5.67 L) Isocyanate
Component B: 1.00 gal. (3.78L) Catalyst
Color Additive: 0.25 gal (0.95 L)
Component A+B: 2.75 gal. (10.41 L)
(Only recommended for pigmented use)

Component A: 5 gal. (18.9 L)* Isocyanate
Component B: 5 gal. (18.9 L) Catalyst
Component A+B: 15 gal. (56.7 L)
*(2 Units needed)

Color

Clear or pigmented with Sikafloor Polyurethane Color Additive; 1-quart (0.95 L) size per 2.5 mixed US gallon.

Coverage

Depending upon profile of existing surface, coverage is approximately

350 ft² per gallon (8.6m²/L) per coat,
Clear at 350 - 400 ft² per gallon (8.6 - 9.8 m² /L) at 4 - 5 wet mils
Wet: 4.0 - 5.0 mils / coat
Dry: 2.0 – 3.0 mils / coat
Two (2) coats are suggested over a primed surface
(The above figures do not allow for surface profile or wastage)

Pot Life

Material Temperature	Time
+50°F (10°C)	~ 45 minutes
+68°F (20°C)	~ 30 minutes
+86°F (30°C)	~ 15 minutes

***Do not apply after indicated Pot Life is exceeded. End of Pot Life is not visible.**

Waiting / Recoat Times

Before applying second coat of Sikafloor 340 allow:

Ambient & Substrate Temperature	Minimum	Maximum
+50°F (10°C)	24 hours	3 days
+68°F (20°C)	8 hours	2 days
+86°F (30°C)	6 hours	1 day

Cure Times

Ambient & Substrate Temperature	Foot traffic	Light traffic	Full cure
+50°F (10°C)	~ 24 hours	~ 6 days	~ 10 days
+68°F (20°C)	~ 12 hours	~ 4 days	~ 7 days
+86°F (30°C)	~ 6 hours	~ 2 days	~ 5 days

Properties Tested at 73°F (23°C) and 50 % R.H:

Abrasion Resistance *(CS-17 Wheel, 1000 gm load, 1000 cycles)*	ASTM D4060	18 mg loss
VOC Content	ASTM D2369	≤ 280 g/L
	ASTM D2369	With Sikafloor Urethane Color Add Only ≤ 290 g/L
Slip Resistance	Equivalent to ASTM D2047	Passes
Chemical Resistance	Please consult Sikafloor Technical Services.	

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How to Use

Surface Preparation

Surface must be clean, sound and dry. Remove dust, laitance, grease, curing compounds, bond inhibiting impregnations, waxes and any other contaminants. All projections, rough spots, etc. should be dressed off to achieve a level surface prior to the application. **Concrete** - Should be cleaned and prepared to achieve a laitance-free and contaminant-free, open textured surface by shot blasting or equivalent mechanical means (CSP-3 to CSP-4 as per ICRI guidelines). Sweep and vacuum any remaining dirt and dust with a wet/dry vacuum. Removing residual dust will help ensure a tenacious bond between the primer and substrate. Whenever "shot-blasting" is utilized, be careful to leave concrete with a uniform texture. "Over-blasting" will result in reduced coverage rates of the primer and/or subsequent topcoats. The "shotblast" pattern may show through the last coat, known as "tracking". The compressive strength of the concrete substrate should be at least 3,500 psi (24 MPa) at 28 days and at least 215 psi (1.5 MPa) in tension at the time of application. For other substrates, please contact Sikafloor Technical Services.

Priming

Priming for concrete substrate is required. Prime with either **Sikafloor 107, Sikafloor 160, Sikafloor 161 or Sikafloor 1610.** Allow the primer to cure (varies with temperature and humidity) until tack free before applying subsequent coats. Ensure that the primer is pore-free, pinhole-free and provides uniform and complete coverage over the entire substrate.
Please refer to the individual most current and respective Product Data Sheet for specific and detailed information.

Mixing

Mixing Ratio - 2 : 1 by volume.
For bulk packaging, when not mixing full units, each component must be pre-mixed separately to ensure product uniformity.

Clear Resin:
Premix each component separately and divide each component into smaller potion (i.e. 2 gal. Component - A and 1 gal. Component - B). Empty contents of Component A or correctly measured part of such into a suitably sized and clean mixing container and add contents of Component B or correct ratio of such. Prepare only that quantity which can be used within the pot life of the material. Mix the combined components for at least 3 minutes using a low speed drill (300 - 450 rpm) and Exomixer or Jiffy type paddle suited to the volume of the mixing container to minimize entrapped air. Be careful not to introduce any air bubbles while mixing. Make sure the contents are completely mixed to avoid any weak or partially cured spots in coating. During the mixing operation, scrape down the sides and bottom of the container with a flat or straight edge trowel at least once to ensure complete mixing.

Mixing Ratio – 1.5:1 by volume + 1 quart Sikafloor Polyurethane Color Additive.

Field Pigmented:
Premix each component separately. If color is desired, the appropriate Sikafloor Urethane Color Additive is added to Component A at a rate of 1 quart per 2.50 mixed gallons (i.e. Components A+B). Mix Component A (Isocyanate) and Sikafloor Polyurethane Color Additive for 2 minutes or until a uniform color is achieved with a low speed drill (300 - 450 rpm) and Exomixer or Jiffy type paddle suited to the volume. Empty component - B (Catalyst) in the correct mix ratio to component - A (Isocyanate) and mix for additional 2 minutes. Be careful not to introduce any air bubbles while mixing. Make sure the contents are completely mixed to avoid any weak or partially cured spots in coating. During the mixing operations, scrape down the sides and bottom of the container with a flat or straight edge trowel at least once to ensure complete mixing.

Do not mix more material than can be applied within the working time limits (i.e. Pot Life) at the actual field temperature

Application

Pour a thin bead (approximately 6"-12" wide) of Sikafloor 340 on the surface, use a flat squeegee to distribute the material evenly and back roll. Back roll the Sikafloor 340 only to level the thickness of material applied. Do not apply in excess of 5 mils (0.125mm) WFT, failure of the coating may occur. Divide the floor into sections (at expansion joints or doorways when possible) that can be completed without stopping. Where a section will end, it should be taped off to form a straight line providing a clean edge for an adjacent section. Back rolling is typically done with an 18-inch (.5 m) short nap, 3/8-inch (9.5 mm), solvent resistant roller cover. Over-rolling may cause non-uniform sections and bubbling.

Limitations

Notes on Limitations:
Prior to application, measure and confirm Substrate Moisture Content, Ambient Relative Humidity, Ambient and Surface Temperature and Dew Point. During installation, confirm and record above values at least once every 3 hours, or more frequently whenever conditions change (e.g. Ambient Temperature rise/fall, Relative Humidity increase/decrease, etc.).

Substrate Moisture Content: Moisture content of concrete substrate must be ≤ 4% by mass (pbw – part by weight) as measured with a Tramex® CME/CMExpert type concrete moisture meter on mechanically prepared surface according to this product data sheet (preparation to CSP-3 to CSP-4 as per ICRI guidelines). Do not apply to concrete substrate with moisture levels > 4% mass (pbw – part by weight) as measured with Tramex® CME/CMExpert type concrete moisture meter. If moisture content of concrete substrate is > 4% by mass (pbw – part by weight) as measured with Tramex® CME/CMExpert type concrete moisture meter, use Sikafloor 1610 or Sikafloor 81 EpoCem.

When relative humidity tests for concrete substrate are conducted per ASTM F2170 for project specific requirements, values must be ≤ 85%. If values are > 85% according to ASTM F2170 use Sikafloor 1610 or Sikafloor 81 EpoCem.

ASTM F2170 testing **is not** a substitute for measuring substrate moisture content with a Tramex® CME/CMExpert type concrete moisture meter as described above.

Material Temperature: Precondition material for at least 24 hours between 65° to 75°F (18° to 24°C)

Ambient Temperature: Minimum/Maximum 50˚/85˚F (10˚/30˚C)

Substrate Temperature: Minimum/Maximum 50˚/85˚F (10˚/30˚C). Substrate temperature must be at least 5˚F (3˚C) above measured Dew Point.

Mixing and Application attempted at Material, Ambient and/or Substrate Temperature conditions less than 65˚F (18˚C) will result in a decrease in product workability and slower cure rates.

Relative Ambient Humidity: Minimum ambient humidity 30%
Maximum ambient humidity 75% (during application and curing)

Dew Point: Beware of condensation!
The substrate must be at least 5˚F (3˚C) above the Dew Point to reduce the risk of condensation, which may lead to adhesion failure or "blushing" on the floor finish. Be aware that the substrate temperature may be lower than the ambient temperature.

Mixing: Do not hand mix Sikafloor materials. Mechanically mix only.
Do not thin this product. Addition of thinners (e.g. water, solvent, etc.) will slow cure and reduce ultimate properties of this product. Use of thinners will void any applicable Sika warranty.

Application: Apply the coating to the prepared substrate which should be pore-free and pinhole-free. If necessary, apply an additional coat of a suitable material to ensure the substrate is pore-free and pinhole-free and provides uniform and complete coverage over the entire substrate.

- Do not apply while ambient and substrate temperatures are rising, as pinholes may occur. Ensure there is no vapor drive at the time of application. Refer to ASTM D4263, may be used for a visual indication of vapor drive.
- Freshly applied material should be protected from dampness, condensation and water for at least 72 hrs.
- Will discolor over time when exposed to sunlight (UV) and under certain artificial lighting conditions. Use of clear UV resistant top coat may not prevent discoloration of underlying coatings.
- Do not apply Sikafloor to concrete substrate containing aggregates susceptible to ASR (Alkali Silica Reaction) due to risk of natural alkali redistribution below the Sikafloor product after application. If concrete substrate has or is suspected to have ASR (Alkali Silica Reaction) present, do not proceed. Consult with design professional prior to use.
- Any aggregate used with Sikafloor systems must be non-reactive and oven-dried.
- This product is not designed for negative side waterproofing.
- Typically not recommended for exterior slabs on grade where freeze/thaw conditions may exist.
- Use of unvented heaters and certain heat sources may result in defects (e.g. blushing, whitening, debonding, etc.).
- Beware of air flow and changes in air flow. Introduction of dust, debris, and particles, etc. may result in surface imperfections and other defects.
- Vapors from this product can be objectionable to people unaccustomed to the odor; do not apply in or around buildings occupied by non-construction personnel without consulting building management.
- Do not apply at a mil thickness greater than recommended. Too thick of an application may result in solvent entrapment and improper curing.
- For professional use only by experienced applicators.

Caution

COMPONENT A: WARNING: COMBUSTIBLE, IRRITANT. Contains Solvents (Mixture). **Keep away from heat, sparks, electrical equipment, open flame and other sources of ignition. DO NOT SMOKE.** Use only in well ventilated areas. Open doors and windows during use. May cause eye/respiratory irritation. Harmful if absorbed through skin or swallowed. Reports have associated repeated and prolonged exposure to some of the chemicals in this product with permanent brain, liver, kidney and nervous system damage. Deliberate misuse by inhalation of vapors can be harmful or fatal.
Strictly follow all use, handling and storage instructions.
COMPONENT B: WARNING: COMBUSTIBLE, IRRITANT, SENSITIZER. Contains Polyisocyanate Prepolymer (Mixture), 1,2,4-Trimethylbenzene (CAS 95-63-6) **Keep away from heat, sparks, electrical equipment, open flame and other sources of ignition. DO NOT SMOKE.** Use only in well ventilated areas. Open doors and windows during use. Eye irritant. May cause skin irritation. May cause skin and/or respiratory sensitization after prolonged and repeated contact. Harmful if swallowed. Reports have associated repeated and prolonged exposure to some of the chemicals in this product with permanent brain, liver, kidney and nervous system damage. Deliberate misuse by inhalation of vapors can be harmful or fatal.
Strictly follow all use, handling and storage instructions.

Industrial Flooring

First Aid	**Eyes** – Hold eyelids apart and flush thoroughly with water for 15 minutes. **Skin** – Remove contaminated clothing. Wash skin thoroughly for 15 minutes with soap and water. **Inhalation** – Remove to fresh air. **Ingestion** – Do not induce vomiting. Dilute with water. **Contact physician. In all cases contact a physician immediately if symptoms persist.**
Handling and Storage	**Keep away from heat, sparks, electrical equipment, open flame and other sources of ignition. DO NOT SMOKE.** Open doors and windows during use. Use adequate local and mechanical ventilation. Wear protective equipment (chemically resistant gloves/goggles/ clothing) to prevent direct contact with skin and eyes. Use properly fitted NIOSH vapor cartridge respirator if ventilation is poor. Wash thoroughly with soap and water after use. Remove contaminated clothing after use. Store product in tightly sealed containers in a cool, dry well ventilated area at temperatures between 40°F and 95°F and away from ignition sources. Empty containers may contain product residue including flammable or explosive vapors. Do not cut or puncture empty container.
Clean Up	**In case of spill, keep away from heat, sparks, electrical equipment, open flame and other sources of ignition. DO NOT SMOKE.** Ventilate area. Open doors and windows. Wear chemical resistant gloves/goggles/clothing. In absence of proper ventilation use properly fitted NIOSH respirator. Confine spill, collect using noncombustible absorbent material and place in properly sealed container. Dispose of excess product in accordance with applicable local, state and federal regulations.

KEEP CONTAINER TIGHTLY CLOSED • KEEP OUT OF REACH OF CHILDREN • NOT FOR INTERNAL CONSUMPTION • FOR INDUSTRIAL USE ONLY

All information provided by Sika Corporation ("Sika") concerning Sika products, including but not limited to, any recommendations and advice relating to the application and use of Sika products, is given in good faith based on Sika's current experience and knowledge of its products when properly stored, handled and applied under normal conditions in accordance with Sika's instructions. In practice, the differences in materials, substrates, storage and handling conditions, actual site conditions and other factors outside of Sika's control are such that Sika assumes no liability for the provision of such information, advice, recommendations or instructions related to its products, nor shall any legal relationship be created by or arise from the provision of such information, advice, recommendations or instructions related to its products. The user of the Sika product(s) must test the product(s) for suitability for the intended application and purpose before proceeding with the full application of the product(s). Sika reserves the right to change the properties of its products without notice. All sales of Sika product(s) are subject to its current terms and conditions of sale which are available at www.sikausa.com or by calling 800-933-7452.

Prior to each use of any Sika product, the user must always read and follow the warnings and instructions on the product's most current Product Data Sheet, product label and Material Safety Data Sheet which are available online at www.sikausa.com or by calling Sika's Technical Service Department at 800-933-7452. Nothing contained in any Sika materials relieves the user of the obligation to read and follow the warnings and instruction for each Sika product as set forth in the current Product Data Sheet, product label and Material Safety Data Sheet prior to product use.

Sika warrants this product for one year from date of installation to be free from manufacturing defects and to meet the technical properties on the current Product Data Sheet if used as directed within shelf life. User determines suitability of product for intended use and assumes all risks. Buyer's sole remedy shall be limited to the purchase price or replacement of product exclusive of labor or cost of labor. **NO OTHER WARRANTIES EXPRESS OR IMPLIED SHALL APPLY INCLUDING ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. SIKA SHALL NOT BE LIABLE UNDER ANY LEGAL THEORY FOR SPECIAL OR CONSEQUENTIAL DAMAGES. SIKA SHALL NOT BE RESPONSIBLE FOR THE USE OF THIS PRODUCT IN A MANNER TO INFRINGE ON ANY PATENT OR ANY OTHER INTELLECTUAL PROPERTY RIGHTS HELD BY OTHERS.**

Visit our website at www.sikausa.com **1-800-933-SIKA NATIONWIDE**

Regional Information and Sales Centers. For the location of your nearest Sika sales office, contact your regional center.

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ISO 9001
RC 14001

FLOORING PROPOSAL

To:	**Key Large Fire Department** **1 East Drive** **Key Largo, FL 33037** **(305) 451-2700** **Chris Jones - Captain** **(954)234-8077** **cjones@keylargofire.org**	**Date:**	**10/27/2020**
From:	**National Concrete Polishing** **Michael Reddy/Jim Boughey**	**For:**	**Key Largo Fire Station #24** **1 East Drive** **Key Largo, FL 33037**

Estimate Based On:

- Site visit 10/22/2020
- 3,300 SF
- Areas the proceeding work is to be performed are: Apparatus Bay including apron, two storage rooms, and washing room

Description:	Line Cost
Option 1: <u>1/30" Epoxy/Polyaspartic thinmil floors to the following specifications:</u> - Diamond-grind floor to prepare substrate and ensure proper bond with the epoxy flooring system - Patch control joints, divots, and cracks - Cut/chase/v-cut expansion joint between exterior slab and apron and fill with Sika Self Leveling Sealant - Repair spalls adjacent to expansion joint with MM Armor Hard or equal - Install XPS VRM 100% Solids Epoxy Moisture barrier pigmented primer at 150 SF/gallon - Install XPS ECTR 100% Solids Epoxy pigmented base coat at 100 SF/gallon - Install XPS XTop 8000 pigmented polyaspartic topcoat with Spartagrip additive - Install six contrasting lines for Engine parking with XPS XTop 8000	$18,550.00
Option 2: <u>1/8" Double Broadcast Epoxy Silica Floor to the following specifications:</u> - Diamond-grind floor to prepare substrate and ensure proper bond with the epoxy flooring system - Patch control joints, divots, and cracks - Cut/chase/v-cut expansion joint between exterior slab and apron and fill with Sika Self Leveling Sealant - Repair spalls adjacent to expansion joint with MM Armor Hard or equal	$26,800.00

- Install broadcast coat XPS VRM 100% Solids Epoxy Moisture barrier at 120 SF/gallon, Broadcast of #12/#13 silica at ½ lb per ft^2 - Install second broadcast coat XPS ECTR 100% Solids Epoxy at 75 SF/gallon, Broadcast of #12/#13 silica at ½ lb per ft^2 - Install XPS ECTR 100% Solids Epoxy pigmented grout coat at 75 SF/gallon - Install XPS XTop 8000 pigmented polyaspartic topcoat - Install six contrasting lines for Engine parking with XPS XTop 8000	
Option 3: 1/4" Troweled Epoxy Mortar System to the following specifications: - Diamond grind concrete to prepare substrate and ensure proper bond with the epoxy flooring system - Patch control joints, divots, and cracks - Cut/chase/v-cut expansion joint between exterior slab and apron and fill with Sika Self Leveling Sealant - Repair spalls adjacent to expansion joint with MM Armor Hard or equal - Install XPS VRM 100% Solids Epoxy Moisture barrier primer at 150 SF/gallon - Install by trowel or gauge rake 3/16" Epoxy Mortar base coat (100 lbs angular sand per 1 gallon XPS ECTR 100% Solids Epoxy) - Install XPS ECTR 100% Solids Epoxy pigmented grout coat at 75 SF/gallon - Install XPS XTop 8000 pigmented polyaspartic topcoat - Install six contrasting lines for Engine parking with XPS XTop 8000	$42,240.00
Options:	
- Logo: 5' x 5', add $500.00. - For additional phases, for example to do the project in two sections concurrently, add: $2,800.00 for Option 1, $5,500.00 for Option 2, and $5,500.00 for Option 3.	
Scheduling & Mobilizations:	
This estimate is based on: - Single mobilization - Perform application to completion.	
Notes:	
- Includes 3-year (Option 1), 10-year (Option 2), and 20-year (Option 3) warranties against failure related to product or workmanship including delamination. - Customer must provide access for our equipment to all areas and levels. Customer will be responsible for hoisting or lifting equipment if it is required. - Customer must have the entire floor areas clear and clean of debris before our arrival to perform work on the entire area. If it is not or we are asked to work on only partial areas at any one time additional charges may apply.	

Michael Reddy/Jim Boughey
mreddy@xtremepolishingsystems.com, jboughey@nationalconcretepolishing.net
Xtreme Polishing Systems/National Concrete Polishing
--
2200 NW 32nd St #700
Pompano Beach, FL 33069

PACT-8000

Solvent Based
Polyaspartic Polyurea, Low Odor

Description

PACT-8000 is a two-component, 83% solids, VOC compliant, aliphatic polyaspartic polyurea that was developed for UV stable floor topcoats. It provides outstanding appearance, superior chemical, UV, and solvent resistance. It exhibits excellent physical properties. This system has been approved by the Canadian Food Inspection Agency (CFIA). PACT-8000 also meets FDA and USDA requirements.

Primary applications

- ✓ Marine protection for fiberglass, steel, concrete or wood
- ✓ UV-stable top coat
- ✓ Aircraft hangar floors
- ✓ Low temperature equipment
- ✓ Maintenance facilities
- ✓ Offshore platforms
- ✓ Industrial shop floors
- ✓ Car washes or wash bays
- ✓ Secondary Containment
- ✓ Cooling towers
- ✓ Bridges
- ✓ Wastewater treatment applications

Advantages

- ✓ Long pot life (80 min to 90 min)
- ✓ Low Odopr
- ✓ Displays fast cure times with excellent adhesion
- ✓ Superior chemical resistance
- ✓ Superior abrasion resistance
- ✓ Non yellowing and good gloss retention
- ✓ Easy to mix 1:1 ratio by volume
- ✓ Excellent adhesive properties, allowing application on other firm and hard coating, as well as a good bond to the substrate
- ✓ VOC complaint in Canada and the United States

Xtreme Polishing Systems

Xtreme Polishing Systems

PACT-8000

Solvent Based
Polyaspartic Polyurea, Low Odor

TECHNICAL DATA

Packaging litres / gal us	
7.56 / 2	37.8 / 10

Recommended Thickness	
Primer : UCT-PU	8 mils / 200 ft² us gal
Topcoat on solid color: PACT 8000	8 mils / 200 ft² us gal
Topcoat on vinyl flakes: PACT 8000	8 - 12mils / 133-200 ft² us gal

Mix Ratio by volume
A : B = 1 : 1

Color		
Part A	Part B	Mixture
Light Yellow	Clear	Light Yellow

Shelf Life

12 months in original unopened factory sealed containers. Keep away from extreme cold, heat, or moisture. Keep out of direct sunlight and away from fire hazards.

**Please note that the indicated mileage is calculated for flat surfaces. A porous or imperfect surface will require more material in order to cover the same mileage.*

Pot life (150g)	Solids by weight %
45 - 60 minutes 25°C	82

VOC (g/litre)	Recommended Thinner
82.74	xylene

Viscosity @ 25°C (cps)	Part A	Part B	Mixture
	200 - 300	80 - 100	125 - 175

Density (kg/litre)		
Part A	Part B	Mixture
1.05 – 1.07	1.11 – 1.13	1.08 – 1.10

Solids by weight %		
Part A	Part B	Mixture
92	65	82

Waiting time between coats
Min / 4-6 hours – max / 24 hours

Foot Traffic	12 – 24 hours
Light Traffic	48 hours
Chemical Resistance	72 hours

**Note: Times and data mentioned are based on laboratory conditions. Field results may vary and will be affected by changing ambient conditions, especially changes in temperature and relative humidity.*

PROPERTIES @ 23°C (73°F) 50% R.H.

Adhesion (concrete-primer) ASTM D4541	Water Absorption (%) ASTM D570
550 psi (substrate ruptures)	0.2
Hardness (Shore D) ASTM D2240	**Tensile Strength (psi) ASTM D638**
75 - 78	6500 - 7500
Compressive Strength ASTM D695	**Elongation at break (%) ASTM D638**
9500 psi	100
Abrasion Resistance, ASTM D4060 (CS17/1000 cycles/ 1000 g)	**Flexibility, 1/8' Mandrel, ASTM D1737**
	Pass
30 mg loss	**Tear Strength (PLI), ASTM D2240**

Xtreme Polishing Systems

PACT-8000

Solvent Based
Polyaspartic Polyurea, Low Odor

Water Vapor Transmission, ASTM E96 Water procedure B Film 0.01 cm (0.004")	350
1 perm	

SURFACE PREPARATION

The surface to be coated must be well primed. Remove dust, laitance, grease, oils, dirt, impregnating agents, waxes, foreign matter, any previous coatings, and disintegrated substances by mechanical means such as shot-blasting (BLASTRAC) or any other approved method to obtain an ICRI-CSP 3-4 profile. The compressive strength of the concrete must be at least 25 MPa (3625 lbs/in^2) after 28 days and the tensile strength at least 1.5 MPa (218 lbs/in^2).

MIXING

The products must be conditioned at a temperature between 18 ° C (65 ° F) and 30 ° C (86 ° F).
Mix the resin part (A) perfectly before pouring the hardener (part B) according to the indicated mixing ratio. Depending on product amount and size of mixing equipment, mix for 1 to 3 minutes at low speed (300 to 450 rpm). During mixing, scrape the walls and bottom of the container at least once with a trowel to obtain a homogeneous mixture. As the pot life is limited, prepare amount of desired product as required in order to avoid any loss.

APPLICATION

APPLICATION : Primer coat of UCT-PU
Apply the coating using a rubber squeegee and pass a roller to obtain a uniform coating. Apply evenly and avoid creating excess pools of material.

APPLICATION : Finish coat of PACT-8000
Apply the finish coat using a rubber squeegee and pass a roller to obtain a uniform coating. Apply evenly and avoid creating excess pools of material.

CLEANING

Clean all application equipment with the recommended cleaner (SCT-0001). Once the product has hardened, it can only be removed by mechanical means. In case of skin contact, wash thoroughly with warm soapy water.

Xtreme Polishing Systems

PACT-8000

Solvent Based
Polyaspartic Polyurea, Low Odor

RESTRICTIONS

- ✓ Do not apply at temperatures below 10 ° C / 50 ° F or above 30 ° C / 86 ° F
- ✓ The relative humidity of the surrounding work environment during the application of the coating and throughout the curing process should not exceed 85%
- ✓ Substrate temperature must be 3 °C (5.5 °F) above dew point measured
- ✓ Humidity content of substrate must be <4% when coating is applied
- ✓ Do not apply on porous surfaces where a transfer of humidity may occur during the application
- ✓ The application of this coating on an interior or exterior substrate without a moisture barrier is at risk of detachment (by hydrostatic pressure).
- ✓ Protect the coating from all sources of moisture for a period of 48 hours

CHEMICAL RESISTANCE	
CHEMICAL	RESULTS (25°C)
Acetic Acid 100%	C
Acetone	C
Ammonium Hydroxide 50%	RC
Benzene	C
Brine Saturated H_20	R
Chlorinated H_20	R
Clorox (10%) H_20	R
Diesel Fuel	RC
Gasoline	RC
Gasoline/5% MTBE	RC
Gasoline/5% Methanol	RC
Hydrochloric Acid 20%	R
Hydrochloric Acid 10%	NR
Hydraulic Fluid (oil)	RC
Isopropyl Alcohol	R
Lactic Acid	RC
MEK	RC
Methanol	R
Methylene Chloride	C
Mineral Spirits	RC
Motor Oil	R
MTBE	C
Muriatic Acid 10%	R
$NaCl/H_20$ 10%	R
Nitric Acid 20%	NR
Phosphoric Acid 10%	R
Phosphoric Acid 50%	NR
Potassium Hydroxide 10%	R
Potassium Hydroxide 20%	R, Dis
Propylene Carbonate	RC
Skydrol	C
Sodium Hydroxide 25%	R
Sodium Hydroxide 50%	R, Dis
Sodium Hypochlorite 10%	R
Sodium Bicarbonate	R
Stearic Acid	R
Sugar/H_20	R
Sulfuric Acid 10%	R
Sulfuric Acid >50%	RC
Toluene	R
1,1,1-Trichloroethane	C
Trisodium Phosphate	R

Xtreme Polishing Systems

PACT-8000

Solvent Based
Polyaspartic Polyurea, Low Odor

Vinegar/H_20 5%	R
H_20	R
H_20 14 days at 82°C	R
Xylene	RC

R = recommended/ little or no visible damage
RC= recommended conditional/ some effect, swelling or discoloration
C= Conditional/ Cracking-wash within one hour of spillage to avoid affects
NR= Not recommended
Dis= discolorative

HEALTH AND SAFETY

In case of skin contact, wash with water and soap. In case of eye contact, immediately rinse with water for at least 15 minutes. Consult with a doctor. For respiratory problems, transport victim to fresh air. Remove contaminated clothes and clean before reuse. Components A and B contain toxic ingredients. Prolonged contact of this product with the skin is susceptible to provoke an irritation. Avoid eye contact. Contact with may cause serious burns. Avoid breathing vapors release from this product. This product is a strong sensitizer. Wear safety glasses and chemical resistant gloves. A breathing apparatus filtering organic vapors approved by the NIOSH/MSHA is recommended. Predict suitable ventilation. Consult the material safety data sheet for further information.

IMPORTANT NOTICE

The information and recommendations contained in this document are based on reliable test results according to CTM Adhesives Inc. The data mentioned are specific to the material indicated. If used in combination with other materials, the results may be different. It is the responsibility of the user to validate the information therein and to test the product before using it. CTM Adhesives Inc. assumes no legal responsibility for the results obtained in such cases. CTM Adhesives Inc. assumes no legal responsibility for any direct, indirect, consequential, economic or any other damages except to replace the product or to reimbursement the purchase price, as set out in the purchase contract.

Xtreme Polishing Systems

Xtreme Polishing Systems

ECT-VRM-2000

Vapor Reduction Membrane

Description

ECT-VRM-2000 is a 100% solid, two component epoxy coating, designed for controlling the moisture vapor emission rate on deteriorated or new floors. ECT-VRM-2000 meets ASTM F3010 product requirements for vapor permeance when applied at a thickness of 18 mils. The coating will control moisture vapor emission rates up to 25 lb. /24 hr. /1000 square feet. ECT-VRM-2000 provides excellent resistance to abrasion and chemical resistance. ECT-VRM-2000 meets all kinds of requirements such as durability, performance as well as aesthetics. This system has been approved by the Canadian Food Inspection Agency (CFIA). It meets LEED standards.

Primary applications

- ✓ Aircraft hangers
- ✓ Assembly areas
- ✓ Classrooms
- ✓ Clean rooms
- ✓ Laboratories
- ✓ Areas of light manufacturing
- ✓ Mechanical rooms
- ✓ Walkways

Advantages

- ✓ Contains no solvent with a very low VOC content, allowing for interior applications without harmful odors
- ✓ Exceeds ASTM F3010 standard
- ✓ Impermeable and seamless
- ✓ Seamless coves can be shaped using ECTR-COVE
- ✓ Dense surface resistant to bacteria and moisture and easy to clean
- ✓ Excellent adhesive properties, allowing for application on a wide variety of substrates
- ✓ May apply several layers on itself with excellent adhesion

Xtreme Polishing Systems

Xtreme Polishing Systems

ECT-VRM-2000

Vapor Reduction Membrane

TECHNICAL DATA

Packaging litres / gal us		
11.34 l / 3	15.9 l / 4.2	56.7 l / 15

Recommended Thickness	
ECT-VRM-2000	18 mils / 90-100 ft² us gal

Mix Ratio by volume
A : B = 2 : 1

Color		
Part A	Part B	Mixture
Upon Request	Clear - Amber	Same as Part A

Shelf Life

12 months in original unopened factory sealed containers. Keep away from extreme cold, heat, or moisture. Keep out of direct sunlight and away from fire hazards.

**Please note that the indicated mileage is calculated for flat surfaces. A porous or imperfect surface will require more material in order to cover the same mileage.*

Pot life (150g)	VOC (g/litre)	Density (kg/litre)		
50 - 60 minutes 25°C	41.77	Part A	Part B	Mixture
Solids by weight %	Recommended Thinner	Clear : 1.11-1.13	0.9 – 1.0	-
100%	xylene	Colored : 1.11-1.15	0.9 – 1.0	-

Substrate Temperature		10°C	20°C	30°C
Waiting Time /Overcoatability (min / max)		16 / 48	8 / 24	6 / 24
Curing Details	Foot traffic	30 hours	24 hours	16 hours
	Light traffic	5 days	3 days	2 days
	Full cure and chemical resistance	10 days	7 days	5 days

**Note: Times and data mentioned are based on laboratory conditions. Field results may vary and will be affected by changing ambient conditions, especially changes in temperature and relative humidity.*

PROPERTIES @ 23°C (73°F) 50% R.H.

Bond Resistance (psi) ASTM D4541	Permeability (%) ASTM D570
268 (substrate ruptures)	0.3
Hardness (Shore D) ASTM D2240	**Tensile Strength (psi) ASTM D638**
85-90	5500
Compressive Strength ASTM D695	**Elongation (%) ASTM D638**
6800	6.7

Abrasion Resistance, ASTM D4060 (CS17/1000 cycles/ 1000 g)	Viscosity @ 25 °C (cps)	Part A	Part B	Mixture
0.10 gram	clear	1200-1400	200 -400	700 -900
	colors	1400-1600	200 -400	1000 -1200
Vapor Permeance @ 18mils thickness ASTM E96	0.1 US perm			
MVER/RH @ 18 mil thickness ASTM F1869	25 lb. /24 hr. /1000 square feet			

Xtreme Polishing Systems

ECT-VRM-2000

Vapor Reduction Membrane

SURFACE PREPARATION

The surface to be coated must be well primed. Remove dust, laitance, grease, oils, dirt, impregnating agents, waxes, foreign matter, any previous coatings, and disintegrated substances by mechanical means such as shot-blasting (BLASTRAC) or any other approved method to obtain an ICRI-CSP 3-4 profile. The compressive strength of the concrete must be at least 25 MPa (3625 lbs/in^2) after 28 days and the tensile strength at least 1.5 MPa (218 lbs/in^2).

MIXING

The products must be conditioned at a temperature between 18 ° C (65 ° F) and 30 ° C (86 ° F).

Pre-mixed color or clear (A)

Mix the resin part (A) perfectly before pouring the hardener (part B) according to the indicated mixing ratio. Depending on product amount and size of mixing equipment, mix for 1 to 3 minutes at low speed (300 to 450 rpm). During mixing, scrape the walls and bottom of the container at least once with a trowel to obtain a homogeneous mixture. As the pot life is limited, prepare amount of desired product as required in order to avoid any loss.

Part (A) when adding color pod

Incorporate a full colored container into the clear part (A), and then thoroughly mix until the color is uniform (one colored container pod per part A gallon) before pouring in the hardener (part B) according to the indicated mixing ratio. Depending on product amount and size of mixing equipment, mix for 1 to 3 minutes at low speed (300 to 450 rpm). During mixing, scrape the walls and bottom of the container at least once with a trowel to obtain a homogeneous mixture. As the pot life is limited, prepare amount of desired product as required in order to avoid any loss.

APPLICATION

APPLICATION: ECT-VRM-2000

Apply the coating using a rubber squeegee and pass a roller to obtain a uniform coating.

CLEANING

Clean all application equipment with the recommended cleaner (SCT-0001). Once the product has hardened, it can only be removed by mechanical means. In case of skin contact, wash thoroughly with warm soapy water.

Xtreme Polishing Systems

ECT-VRM-2000

Vapor Reduction Membrane

RESTRICTIONS

- ✓ Do not apply at temperatures below 10 ° C / 50 ° F or above 30 ° C / 86 ° F
- ✓ The relative humidity of the surrounding work environment during the application of the coating and throughout the curing process should not exceed 85%
- ✓ Substrate temperature must be 3 °C (5.5 °F) above dew point measured
- ✓ Humidity content of substrate must be <6% when coating is applied
- ✓ Do not apply on porous surfaces where a transfer of humidity may occur during the application
- ✓ The application of this coating on an interior or exterior substrate without a moisture barrier is at risk of detachment (by hydrostatic pressure).
- ✓ Protect the coating from all sources of moisture for a period of 48 hours
- ✓ Surface may discolor in areas exposed to regular ultraviolet light
- ✓ ECT-VRM-2000 is not a replacement for waterproofing membranes

HEALTH AND SAFETY

In case of skin contact, wash with water and soap. In case of eye contact, immediately rinse with water for at least 15 minutes. Consult with a doctor. For respiratory problems, transport victim to fresh air. Remove contaminated clothes and clean before reuse. Components A and B contain toxic ingredients. Prolonged contact of this product with the skin is susceptible to provoke an irritation. Avoid eye contact. Contact with may cause serious burns. Avoid breathing vapors release from this product. This product is a strong sensitizer. Wear safety glasses and chemical resistant gloves. A breathing apparatus filtering organic vapors approved by the NIOSH/MSHA is recommended. Predict suitable ventilation. Consult the material safety data sheet for further information.

IMPORTANT NOTICE

The information and recommendations contained in this document are based on reliable test results according to CTM Adhesives Inc. The data mentioned are specific to the material indicated. If used in combination with other materials, the results may be different. It is the responsibility of the user to validate the information therein and to test the product before using it. CTM Adhesives Inc. assumes no legal responsibility for the results obtained in such cases. CTM Adhesives Inc. assumes no legal responsibility for any direct, indirect, consequential, economic or any other damages except to replace the product or to reimbursement the purchase price, as set out in the purchase contract.

Xtreme Polishing Systems

ECTR

Epoxy Coating System Self-Leveling
100% Solid. VOC compliant

Description

ECTR is a 100% solid, two component epoxy coating. Monochrome color with opaque and glossy finish, seamless, and a high covering power, it can be used to restore deteriorated floors or protect new floors. ECTR provides excellent resistance to abrasion and chemical resistance. ECTR meets all kinds of requirements such as durability, performance as well as aesthetics. Seamless plinths are optional with ECTR COVE. This seamless coating from Xtreme Polishing Systems offers an unlimited choice of color, and a smooth or non-slip finish can be achieved using very fine to very aggressive aggregates. This system has been approved by the Canadian Food Inspection Agency (CFIA). It meets LEED standards.

Primary applications

- ✓ Aircraft hangers
- ✓ Assembly areas
- ✓ Classrooms
- ✓ Clean rooms
- ✓ Laboratories
- ✓ Areas of light manufacturing
- ✓ Mechanical rooms
- ✓ Walkways

Advantages

- ✓ Contains no solvent with a very low VOC content, allowing for interior applications without harmful odors
- ✓ Impermeable and seamless
- ✓ Seamless coves can be shaped using ECTR-COVE
- ✓ Dense surface resistant to bacteria and moisture and easy to clean
- ✓ Excellent adhesive properties, allowing for application on a wide variety of substrates
- ✓ May apply several layers on itself with excellent adhesion

Xtreme Polishing Systems

Xtreme Polishing Systems

ECTR

Epoxy Coating System Self-Leveling
100% Solid. VOC compliant

TECHNICAL DATA

Packaging litres / gal us		
11.34 l / 3	15.9 l / 4.2	56.7 l / 15

Color		
Part A	Part B	Mixture
Upon Request	Clear - Amber	Same as Part A

Recommended Thickness	
Primer : ECTR	8 mils / 200 ft² us gal
Finish Coat : ECTR	16 mils / 100 ft² us gal

Mix Ratio by volume
A : B = 2 : 1

Shelf Life

12 months in original unopened factory sealed containers. Keep away from extreme cold, heat, or moisture. Keep out of direct sunlight and away from fire hazards.

**Please note that the indicated mileage is calculated for flat surfaces. A porous or imperfect surface will require more material in order to cover the same mileage.*

ECTR complies with the following LEED requirements
IEQ Credit 4.2: Low emitting materials; Paints and coating
SCAQMD Method 304-91
VOC content < 110 g / L

Pot life (150g)	VOC (g/litre)	Density (kg/litre)		
50 - 60 minutes 25°C	41.77	Part A	Part B	Mixture
Solids by weight %	Recommended Thinner	Clear : 1.11-1.13	0.9 – 1.0	-
100%	xylene	Colored : 1.11-1.15	0.9 – 1.0	-

Substrate Temperature		10°C	20°C	30°C
Waiting Time /Overcoatability (min / max)		16 / 48	8 / 24	6 / 24
Curing Details	Foot traffic	30 hours	24 hours	16 hours
	Light traffic	5 days	3 days	2 days
	Full cure and chemical resistance	10 days	7 days	5 days

**Note: Times and data mentioned are based on laboratory conditions. Field results may vary and will be affected by changing ambient conditions, especially changes in temperature and relative humidity.*

PROPERTIES @ 23°C (73°F) 50% R.H.

Bond Resistance (psi) ASTM D4541	Permeability (%) ASTM D570
268 (substrate ruptures)	0.3
Hardness (Shore D) ASTM D2240	**Tensile Strength (psi) ASTM D638**
85-90	5500
Compressive Strength ASTM D695	**Elongation (%) ASTM D638**
6800	6.7

Abrasion Resistance, ASTM D4060 (CS17/1000 cycles/ 1000 g)	Viscosity @ 25 °C (cps)	Part A	Part B	Mixture
0.10 gram	clear	1200-1400	200 -400	700 -900

Xtreme Polishing Systems

ECTR

Epoxy Coating System Self-Leveling
100% Solid. VOC compliant

	colors	1400-1600	200 -400	1000 -1200

SURFACE PREPARATION

The surface to be coated must be well primed. Remove dust, laitance, grease, oils, dirt, impregnating agents, waxes, foreign matter, any previous coatings, and disintegrated substances by mechanical means such as shot-blasting (BLASTRAC) or any other approved method to obtain an ICRI-CSP 3-4 profile. The compressive strength of the concrete must be at least 25 MPa (3625 lbs/in^2) after 28 days and the tensile strength at least 1.5 MPa (218 lbs/in^2).

MIXING

The products must be conditioned at a temperature between 18 ° C (65 ° F) and 30 ° C (86 ° F).

Pre-mixed color or clear (A)

Mix the resin part (A) perfectly before pouring the hardener (part B) according to the indicated mixing ratio. Depending on product amount and size of mixing equipment, mix for 1 to 3 minutes at low speed (300 to 450 rpm). During mixing, scrape the walls and bottom of the container at least once with a trowel to obtain a homogeneous mixture. As the pot life is limited, prepare amount of desired product as required in order to avoid any loss.

Part (A) when adding color pod

Incorporate a full colored container into the clear part (A), and then thoroughly mix until the color is uniform (one colored container pod per part A gallon) before pouring in the hardener (part B) according to the indicated mixing ratio. Depending on product amount and size of mixing equipment, mix for 1 to 3 minutes at low speed (300 to 450 rpm). During mixing, scrape the walls and bottom of the container at least once with a trowel to obtain a homogeneous mixture. As the pot life is limited, prepare amount of desired product as required in order to avoid any loss.

APPLICATION

APPLICATION : 1st coat of ECTR

Apply the coating using a rubber squeegee and pass a roller to obtain a uniform coating.

APPLICATION : 2nd coat of ECTR

Apply the finish coat using a rubber squeegee and pass a roller to obtain a uniform coating.

CLEANING

Clean all application equipment with the recommended cleaner (SCT-0001). Once the product has hardened, it can only be removed by mechanical means. In case of skin contact, wash thoroughly with warm soapy water.

Xtreme Polishing Systems

ECTR

Epoxy Coating System Self-Leveling 100% Solid. VOC compliant

RESTRICTIONS

- ✓ Do not apply at temperatures below 10 ° C / 50 ° F or above 30 ° C / 86 ° F
- ✓ The relative humidity of the surrounding work environment during the application of the coating and throughout the curing process should not exceed 85%
- ✓ Substrate temperature must be 3 °C (5.5 °F) above dew point measured
- ✓ Humidity content of substrate must be <4% when coating is applied
- ✓ Do not apply on porous surfaces where a transfer of humidity may occur during the application
- ✓ The application of this coating on an interior or exterior substrate without a moisture barrier is at risk of detachment (by hydrostatic pressure).
- ✓ Protect the coating from all sources of moisture for a period of 48 hours
- ✓ Surface may discolor in areas exposed to regular ultraviolet light

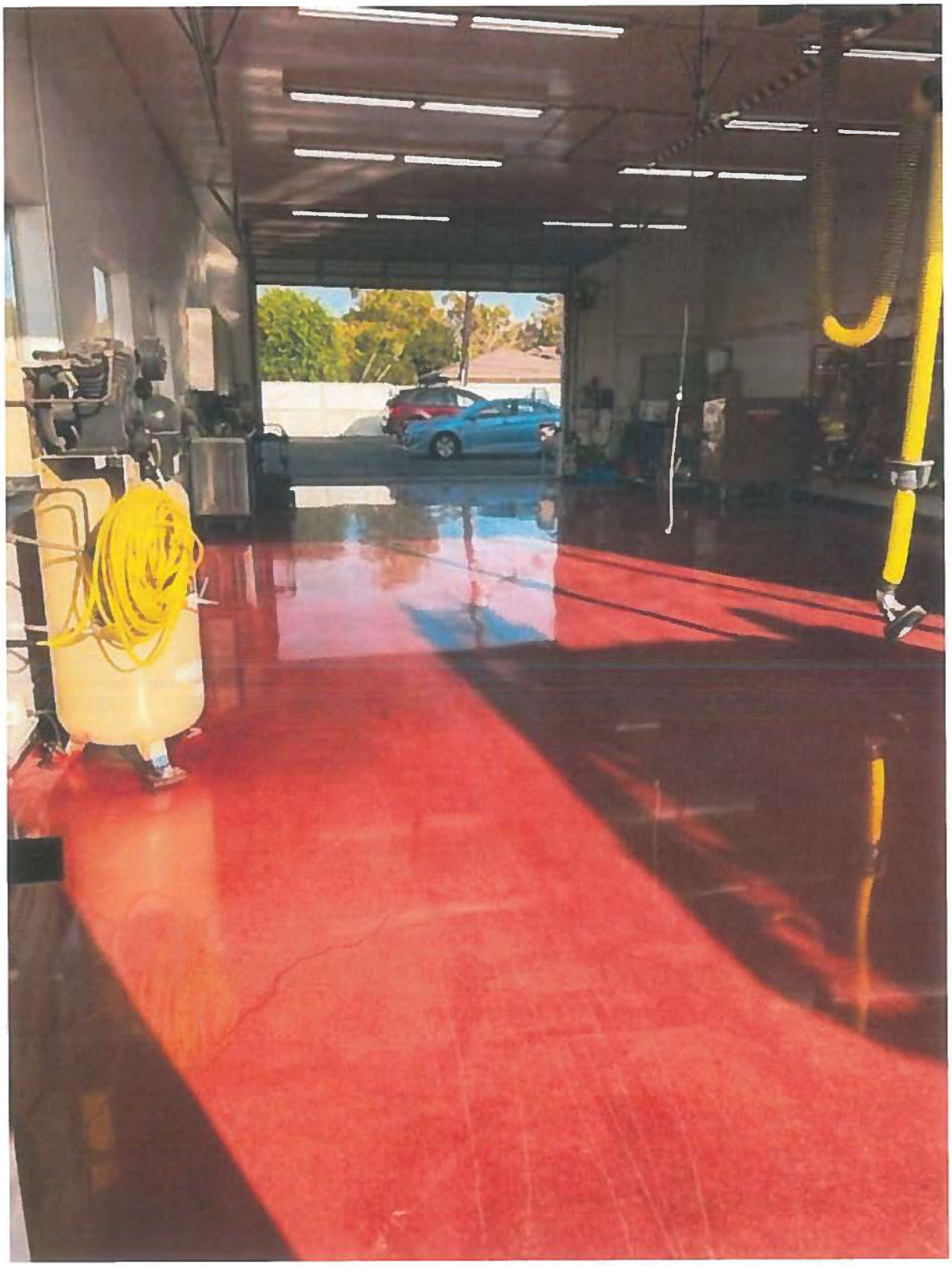
HEALTH AND SAFETY

In case of skin contact, wash with water and soap. In case of eye contact, immediately rinse with water for at least 15 minutes. Consult with a doctor. For respiratory problems, transport victim to fresh air. Remove contaminated clothes and clean before reuse. Components A and B contain toxic ingredients. Prolonged contact of this product with the skin is susceptible to provoke an irritation. Avoid eye contact. Contact with may cause serious burns. Avoid breathing vapors release from this product. This product is a strong sensitizer. Wear safety glasses and chemical resistant gloves. A breathing apparatus filtering organic vapors approved by the NIOSH/MSHA is recommended. Predict suitable ventilation. Consult the material safety data sheet for further information.

IMPORTANT NOTICE

The information and recommendations contained in this document are based on reliable test results according to Xtreme Polishing Systems The data mentioned are specific to the material indicated. If used in combination with other materials, the results may be different. It is the responsibility of the user to validate the information therein and to test the product before using it. Xtreme Polishing Systems assumes no legal responsibility for the results obtained in such cases. Xtreme Polishing Systems assumes no legal responsibility for any direct, indirect, consequential, economic or any other damages except to replace the product or to reimbursement the purchase price, as set out in the purchase contract.

Xtreme Polishing Systems



CARTERSVILLE FIRE DEPT
CFD
LADDER 1
CARTERSVILLE FIRE DEPT.
CLASS 1 180

XTREME
POLISHING
SYSTEMS
Floors For Life

Estimate

2006-1915-2452
2020-06-26

Tru Colors Contracting, Inc.
1759 N Powerline Rd
Pompano Beach Florida 33069
estimates@tru-colorscontracting.com
954-973-5600

KEY LARGO FIRE STATION #24 - CJ Jones
1 East Drive
Key Largo FL 33037
Cjones@keylargofire.com
954-234-8077

Estimator: Danny Pena | danny@tru-colorscontracting.com | (954) 635-7751
Job Location: 1 East Drive, Key Largo, FL, 33037

PENNTEK COATING

Description	*Total*
PENNTEK EVOLUTION FLOOR COATING - COMMERCIAL	$23,395.75

- Prep concrete surface by diamond grinding concrete to create proper profile for adhesion
- Apply proprietary concrete mender and filler to fix pits and cracks before applying base coat.
- Apply self priming pure Polyurea base coat
- Apply desired color full flake broadcast to rejection
- Once the basecoat is fully cured scrape and vacuum any loose or vertical standing flakes
- Apply 2 top coats of Polyaspartic clear with non-skid aggregate to floor.
- **Penntek Industrial coatings and Tru Colors offers a commercial 5 year workmanship, labor and material warranty. See sample warranty**

**** Start date and/or duration of coatings are dependent on weather conditions**

STRIPING	$2,160.00

- Apply 177 lnft of yellow striping to floors prior to applying top coats

DISCLOSURE

Description

MOISTURE CLAUSE

- Moisture reading is taken at the time of estimate, however when there is a coating on the floor and it is removed, there may be moisture trapped underneath. In certain situations the water table changes and floors that tested ok do not test ok later. These factors are unknown at the time of the estimate. In these particular cases, it is necessary to install a moisture barrier and wait until the moisture exits the floor. In most cases, it is within 24-72 hours. The cost for the moisture barrier is $1 per square foot.
- It is absolutely necessary that the floor is under the recommended moisture in order to have a successful install and warranty.

TERMS AND CONDITIONS

Description

PAYMENT TERMS-50%

- 50% due at acceptance and 50% due at completion

Please note that there is a 3% convenience fee added when paying by credit card

Total $25,555.75

The above prices, specifications and conditions are satisfactory and are hereby accepted. Tru Colors Contracting, Inc. is authorized to do the work as specified. Payment will be made as outlined above.

Accept via Email: Reply to this email to confirm your acceptance of this pricing and project. No signature/date required.

Signature _____ **Date** _____

1
2
3
BAUER

24

New elevator contract for approval.

We reached out to Islamorada elevator, Accurate elevator and Thyssenkrupp reached out to us after the article in the paper...

Islamorada elevator declined to quote as they do not work on Schindler equipment.

Accurate Elevator out of marathon is an initial non-cancelable 5-year contract at $195.00 a month or $2340 a year, plus any parts needed for repair and renews automatically in 5-year periods.

ThyssenKrupp is out of Miami and is an initial non-cancelable 12-month contract for 251.39 a month or $3016.68 a year, some parts are included, described as normal wear and tear items, and automatically renews for 5-year periods.

Both contracts are attached for you to review and the department has no recommendation. Please do note that Accurate currently holds the contract for the elevator at station 23.

ACCURATE ELEVATOR INSPECTION SERVICES, INC.
10694 Aviation Blvd, Marathon, FL 33050
Phone (305) 743-4422 Fax (305) 289-5419

COMPLETE ELEVATOR EQUIPMENT PROTECTION AGREEMENT

Agreement between **ACCURATE ELEVATOR INSPECTION SERVICES, INC., of 10694 Aviation Blvd., Marathon, FL 33050 ("Accurate Elevator"), and Key Largo Fire Dept., of 220 Reef Dr., Key Largo FL 33036 (Customer").**

Accurate Elevator agrees to provide to Customer, maintenance services upon the following terms for the following described elevator(s): one (1) hydraulic elevator. In Customer's Building located at: 220 Reef Dr., Key Largo FL 33036.

Accurate Elevator will maintain the above described equipment on the terms set forth herein and will use only technicians specifically employed, trained and supervised by Accurate Elevator. These technicians will be competent and qualified in order to keep your equipment properly maintained and in good operating condition.

Accurate Elevator will, on a detailed and scheduled basis, inspect Customer's equipment and adjust and lubricate it as and when needed. As required in the sole discretion of our Technician, Accurate Elevator will repair and/or replace those elevator parts and equipment not specifically excluded in this Agreement. Any escalator services shall be in accordance with addendum "I", which is attached. All services, including callbacks, will be performed during the regular working hours and days of Accurate Elevator, unless otherwise and specifically provided for in this Agreement. Should Customer request any services obligating Accurate Elevator for overtime pay, Customer shall be obligated to reimburse Accurate Elevator for such overtime pay.

Accurate Elevator will, in its discretion and expense, perform governor and safety tests on traction elevators or annual relief pressure tests on hydraulic elevators in accordance with all State and local codes. Accurate Elevator will not assume responsibility for the operation of the governor or safety on traction elevators, or the hydraulic system on hydraulic elevators, until all such tests have been made. Should the equipment fail to meet safety requirements, the Customer will be responsible for the cost of necessary repairs and parts replacement in order to bring the equipment to a condition acceptable for coverage under the terms of this Agreement. Accurate Elevator will not assume any liability for any damage to the building structure resulting from these tests.

The following parts and services are excluded from this Agreement: the finishing, repairing, or replacement of cab enclosures, hoistway door panels, door frames, sills, car flooring, floor covering, lighting fixtures, light bulbs and tubes, main line power switches, breakers, feeders to controller, hydraulic elevator jack outer casings, hydraulic pump motors, hydraulic valves, circuit boards, circuit modular, underground piping, alignment of elevator guide rails, smoke and fire sensors, fire service reports, air conditioners and any other parts or services set forth in this Agreement as being excluded, or for which the Customer has been advised in writing. Any elevator signal light bulbs will be replaced, as regular service requires.

Accurate Elevator will accept Customer's elevator equipment and its components and parts in its present condition; however, Accurate Elevator will not assume any obligations of any kind and nature for any services or parts for damages caused by the negligence or misuse of the equipment by Customer or its employees, guests or invitees, or resulting from the loss or reduction in electrical power, power surges, blown fuses, tripped stop switches, theft, terrorism, vandalism, explosions, fires, power failures, water damage, storms, lightning, acts of God or nuisance calls, resulting from any other reason or cause beyond Accurate Elevator's control, excepting only ordinary wear and tear since the date of this Agreement, and any services or parts required because of such causes or events, or, specifically excluded from the coverage of this Agreement shall be at the Customer's expense.

Accurate Elevator shall not be required or obligated to install any new attachments or parts upon the elevators which may be recommended or directed by any insurance company or any governmental agency or authority. In the event that any part of the elevator becomes obsolete, or is no longer being manufactured by the manufacturer, it shall be the Customer's obligation to obtain replacement of the obsolete part at Customer's expense.

TERMS AND CONDITIONS

Accurate Elevator assumes no responsibility for any part of any elevator equipment except that upon which services have been performed in accordance with this Agreement. Accurate Elevator shall not be obligated for services or inspections, or liable in any other manner unless specifically provided for in this Agreement. It is further agreed that Accurate Elevator will not assume possession or control of any part of the elevator or other equipment and such shall remain exclusively that of the Customer's. Customer agrees that it will not permit any inspections, adjustments, repairs or replacements to the Customer's equipment during the

term of this Agreement by anyone other than Accurate Elevator, and should Customer violate this provision, Accurate Elevator shall be relieved of any obligations which otherwise may have arisen from the terms of this Agreement.

It is agreed that Customer shall provide a safe place for Accurate Elevator's Technicians to perform their services and Accurate Elevator reserves the right to discontinue any services to Customer's elevator or equipment at the building described above, if in Accurate Elevator's sole opinion, these provisions are being violated. In the event that any Technicians, employees or subcontractors of Accurate Elevator are exposed to any asbestos hazards, PCB's or other hazardous substances, chemicals, or materials which are regulated as toxic or hazardous or exposure to which is prohibited, limited or regulated by any governmental authority, or which, even if not so regulated, may or could pose a hazard to the health or safety of any person exposed to same, Customer shall hold Accurate Elevator harmless and agree to indemnify and defend it from all damages, claims, suits, expenses, and payments resulting from such exposure, including reasonable attorney's fees and costs.

Customer specifically authorizes Accurate Elevator to produce single copies of any programmable devices used in the elevator or other equipment for the sole purpose of archival back-up of the software embodied therein.

Accurate Elevator shall not be liable either expressly or by implication pursuant to the terms of this Agreement and Customer expressly releases, discharges, and acquits Accurate Elevator and Customer shall expressly remain liable for any and all claims for loss, damage, delay, detention, death or injury, of any nature whatsoever, to any person, entity or property while riding on, being in or about the elevators or related equipment which are subject to this Agreement, or the areas in proximity to the elevator or related equipment, regardless of whether such actions or damages arise from the use, operation, installation or condition of the elevators, machine room(s) hatchways, or any of their component parts, and the claims expressly covered by this provision shall include those made by the Customer, its successors, heirs, personal representatives, assigns, agents, and employees, as well as those made by any other person or entity whatsoever claiming against Accurate Elevator. The type of claims expressly covered by this provision shall include, but are not limited to any loss, damage, injury, death, delay, or detention to persons, entities, or property caused by any acts of any government, civil or military authorities, war, civil commotion, theft, terrorism, vandalism, strikes, lockouts, explosions, fires, power failure, shortages, surges or reductions, water damage, storms, lightning strikes, earthquakes, natural or public catastrophes, acts of God, obsolescence, misuse of equipment, defective designs of elevators or equipment, or from the installation of the elevator or equipment and the area in proximity to the elevator and related equipment regardless of whether such claims arise out of the joint or sole negligent acts or omissions of Accurate Elevator, its officers, agents, technicians or employees or from any other cause whatsoever and Customer expressly agrees to name Accurate Elevator Inspection Services, Inc., as an additional insured under Customer's general liability and excess (umbrella) insurance policies for the claims set out above, and shall provide proof thereof upon reasonable requests of Accurate Elevator.

It is agreed that one percent (1%) of any sums paid to Accurate Elevator for its services described in this Agreement, shall be deemed consideration in return for which the Customer has expressly agreed to the provisions of the previous paragraph and further, Customer agrees to indemnify, defend and save harmless Accurate Elevator, from and against any and all liability, costs, expenses, judgment awards, interest, attorneys fees or any other damages which may be sustained by or imposed by law on Accurate Elevator, as a result of any and all such claims or actions against Accurate Elevator, including but not limited to the claims or actions described in the previous paragraph regardless of whether such claims arise out of the joint or sole negligent acts or omissions of Accurate Elevator. Customer further agrees to obtain a waiver of the right of subrogation from its insurance carriers in respect to claims against Accurate Elevator and its employees, agents and independent contractors.

CUSTOMER'S RESPONSIBILITIES

- Possession or control of the elevator and related equipment and responsibility for its use shall remain exclusively the Customer's as the owner, lessee, or custodian.
- Customer's responsibilities shall include without limitation, instructing and/or warning passengers or likely users of the elevator and related equipment of its proper use.
- Customer shall keep the equipment under continuing surveillance and inspection by competent personnel in order to detect irregularities or defects between scheduled elevator inspections.
- Customer agrees to report to Accurate Elevator immediately any condition which may indicate the need for service or maintenance prior to the next scheduled inspection by Accurate Elevator.
- Customer shall immediately disable and shut down the elevator and related equipment upon discovering any irregularities in its operation or in its appearance and shall cause the elevator and related equipment to remain disabled until Accurate Elevator is notified of such irregularities and is able to complete required service and repairs.
- Customer agrees to accept the judgment of Accurate Elevator and its Technician in respect to the methods to be employed for any corrective repairs and/or replacements required by this Agreement.

- Customer agrees to provide suitable machine rooms, including secured doors, waterproofing, lighting, and ventilation and shall maintain the temperature of the elevator machine rooms at a minimum of 50 degrees Fahrenheit and a maximum of 90 degrees Fahrenheit.
- In no event shall Customer fail to notify Accurate Elevator in writing and within ten (10) days from the occurrence of any incident causing damage to any person, or to the property of any person, which arises out of the use of the elevator or related equipment.

In the event of the sale, lease or other transfer of the elevator(s) or related equipment described above, or upon the sale or transfer of possession of the building in which the elevator and related equipment is located, Customer agrees to make successor owner or lessee aware of this Agreement, who shall thereby be bound by the terms hereof for the remaining term of the Agreement; otherwise, Customer shall remain liable for any unpaid balances due for the full unexpired term of the Agreement.

Nonpayment of any sums due pursuant to this Agreement shall be considered a default hereof. In the event of a default of this Agreement or the failure to pay any sum due or to become due under this Agreement within sixty (60) days from the billing date, any obligations of Accurate Elevator to provide services to Customer shall immediately terminate and Accurate Elevator may, at its sole option, cancel this Agreement, and in this event, Accurate Elevator may accelerate the full amount due for the unexpired term of the Agreement, and said sum shall become due and payable in full as liquidated damages payable within thirty (30) days from notice of the default in payment of the sums then due. In addition, Accurate Elevator shall be released and discharged from any further obligations and/or liability of any kind arising out of the terms of this Agreement.

In the event an attorney is engaged to enforce, construe or defend any of the terms and conditions of this Agreement or to collect any payment or lost profits due hereunder, whether judicial or non-judicial or with or without the commencement of any action or proceeding, Customer agrees to reimburse Accurate Elevator for all of its reasonable attorney's fees and costs. In addition, Accurate Elevator and Customer each agree to waive any rights to trial by Jury and further agree that any actions or proceedings arising in any manner out of this Agreement shall be brought exclusively in Monroe County, Florida, and the laws of the State of Florida shall apply.

Miscellaneous: The rights herein of Accurate Elevator shall be cumulative and the failure of it to exercise any such rights shall not operate as a waiver of any of said rights; any extensions, indulgences or changes agreed to or permitted by Accurate Elevator shall not be construed as a waiver of any of its rights under this Agreement. No employee or agent of Accurate Elevator shall have the authority to waive or modify any of the terms on this Agreement, and no modifications of this Agreement shall be effective unless in writing and agreed to by the parties hereto. In the event that any provision or portion of this Agreement is determined to be against public policy or statute, then all other provisions shall remain in full force and effect.

This Agreement shall be for an initial non-cancelable term of five **(5)** years commencing on the effective date of this Agreement which shall be the date the Agreement is signed by the last party hereto, and the term shall automatically be renewed for successive five **(5)**year periods thereafter, unless either party provides written notice to the other party of its intentions not to renew at least ninety (90) days before the end of the then present term and time is of the essence for these purposes.

Customer agrees to pay Accurate Elevator for the services to be provided as follows: **one hundred ninety five dollars ($195.00) per month**, payable in advance. Subsequent monthly payments shall be due thirty (30) days from the effective date of this Agreement and shall continue on the same day of each month thereafter for the term of this Agreement. A late payment penalty of five percent (5%) of any payment due shall be added to such payment should any payment not be received by Accurate Elevator within five (5) days of the due date. Any payments not received within fifteen (15) days of the due date shall constitute a default. Time is of the essence for these purposes.

The agreed price for services set forth herein shall be adjusted annually, based on the percentage of increase or decrease in the straight time hourly labor cost for elevator examiners. For purposes of this Agreement, straight time hourly labor costs shall mean the straight time hourly rate paid to elevator examiners plus fringe benefits and union welfare granted in lieu of, or, in addition to, hourly rates. Fringe benefits include, but are not limited to, pensions, vacations, paid holidays, group insurance, sickness and accident insurance and hospitalization insurance. Also, the agreed price for services as set forth herein is subject to increases in the event the existing elevator or related equipment is modified from its present condition which requires additional services.

This Agreement is subject to the terms and conditions herein, and any additional terms and conditions which may be printed on the reverse side of this Agreement, all of which are hereby accepted by Customer.

Customer's acceptance of this Agreement and its approval by an authorized representative of Accurate Elevator, shall result in a binding agreement between the parties, and any prior representations or understandings of the parties, whether written or verbal, shall be deemed to be merged herein, and no other modifications to this Agreement shall be enforceable unless in writing and properly

executed by both parties. Should acceptance by Customer be in the form of a purchase order or similar document, the provisions, terms and conditions of this Agreement shall govern. In the event of a conflict between these terms and the terms of any such purchase order, the terms of this Agreement shall prevail in all respects.

These terms of the foregoing Agreement are hereby accepted:

Accurate Elevator Inspection
Services, Inc.

By: _____
(Signature of Authorized Individual)

_____
(Printed or Typed Name)

Title: _____

Date: _____

By: _____
John J. Babbe
305-743-4422

Date: _____

Gold Service Agreement

Purchaser: Key Largo Fire Station 25
220 Reef Dr
Key Largo, FL 33037

Hereinafter referred to as "Purchaser", "you", and "your".

By: ThyssenKrupp Elevator Corporation
7481 NW 66th St
Miami, FL 33166
Phone: 305-592-7722
Fax: 866-248-8924
www.thyssenkruppelevator.com

Hereinafter referred to as "ThyssenKrupp Elevator Corporation", "ThyssenKrupp Elevator", "we", "us" and "our".

GOLD SERVICE AGREEMENT

ThyssenKrupp Elevator agrees to maintain Purchaser's elevator equipment described below in accordance with this agreement. We will endeavor to provide a comprehensive maintenance program designed to protect your investment and maximize the performance, safety, and life span of the elevator equipment to be maintained.

Equipment To Be Maintained

Building Name	Building Location	Manufacturer	Type Of Unit	Unit ID	# Of Stops
Key Largo Fire Station 25	220 Reef Dr	Schindler	Hydraulic	91934	2

Gold Service Agreement

Preventative Maintenance Program

We will service your equipment described in this agreement on a regularly scheduled basis. These service visits will be performed during normal business working days and hours, which are defined as Monday through Friday, 8:00 AM to 4:30 PM (except scheduled holidays). All work performed before or after normal business working days and hours shall be considered "Overtime".

ThyssenKrupp Elevator will perform the following services:

- Examine your elevator equipment for optimum operation. Our examination, lubrication and adjustment will cover the following components of your elevator system:
  - Control and landing positioning systems
  - Signal fixtures
  - Machines, drives, motors, governors, sheaves, and wire ropes
  - Power units, pumps, valves, and jacks
  - Car and hoistway door operating devices and door protection equipment
  - Loadweighers, car frames and platforms, and counterweights
  - Safety mechanisms
- Lubricate equipment for smooth and efficient performance
- Adjust elevator parts and components to maximize performance and safe operation

Full Coverage Parts Repair and Replacement

ThyssenKrupp Elevator will provide full coverage parts repair and/or replacement for all components worn due to normal wear, unless specifically excluded in the "Items Not Covered" or "Other Conditions" provisions herein. We maintain a comprehensive parts inventory to support our field operations. All replacement parts used in your equipment will be new or refurbished to meet the quality standards of ThyssenKrupp Elevator. Most specialized parts are available within 24 hours, seven days a week. We will relamp all signals as required (during regularly scheduled visits).

Maintenance Control Program

ThyssenKrupp Elevator performs service in accordance with A17.1 – 2010 / CSA B44-10. Section 8.6 of the code requires the unit owner to have a Maintenance Control Program (MCP), ThyssenKrupp's MCP meets or exceeds all requirements outlined in Section 8.6. The Maintenance Control Program includes ThyssenKrupp Elevator's Maintenance Tasks & Records documentation which shall be used to record all maintenance, repairs, replacements and tests performed on the equipment and is provided with each unit as required by code. ThyssenKrupp Elevator also provides per Section 8.6 of the code, a maintenance tasks procedures manual with each unit; TKE calls this manual the BEEP Manual, or Basic Elevator, Escalator Procedures Manual. We do not perform any tests unless such tests are specifically listed as included elsewhere in this agreement.

Quality Assurance

To help increase elevator performance and decrease downtime, our technicians utilize the latest industry methods and technology available to us for your specific brand of elevator. They will be equipped with our tools, documentation and knowledge to troubleshoot your unique system, as well as access to a comprehensive parts replacement inventory system.

Behind our technicians is a team devoted to elevator excellence. Technicians are supported around the clock by a team of engineers and field support experts. Our North American technical support facilities continuously research

advancements in the industry and in your equipment. Also, our internal quality control program ensures optimum and reliable operation of your elevator equipment.

To assure that quality standards are being maintained, we may conduct periodic field quality audit surveys. Your dedicated ThyssenKrupp Elevator representative will be available to discuss your elevator needs with you in all aspects of service and modernization. In addition, you may receive recommendations for upgrades that will also provide you with budget options designed to enhance the appearance, performance and safety of or meet Code requirements for your equipment over time.

Service Requests During Normal Working Days and Hours

Service requests are defined as any request for dispatch of our technician to the location of the equipment covered in this agreement from one or more of the following: you or your representative, the building or building's representative, emergency personnel, and/or passengers through the elevator's communication device and/or from MAX Remote Monitoring through the elevator's communication line. Service requests include minor adjustments and response to emergency entrapments that can be accomplished in two hours or less (excluding travel time) and do not include regularly scheduled maintenance visits.

We will respond to service requests during normal business working days and hours, as defined above, at no additional charge.

Overtime Service Requests

On all overtime service requests, you will be responsible for all labor costs including travel time, travel expenses, and time spent on the job. Such costs will be invoiced at our standard overtime billing rates. Overtime service requests are performed before or after normal business working days and hours.

Digital Customer Experience

MAX is a cloud based Internet of Things (IoT) platform that we, at our election, may connect to your elevator and escalator by installing a remote-monitoring device.

MAX will analyze the unique outputs of your equipment 24/7 and when existing or potential outages are identified MAX will automatically communicate with our dispatch center. When appropriate, the dispatch center will alert our technicians during normal working hours. These MAX alerts provide the technicians with precise diagnostic detail, which greatly enhances our ability to fix your equipment right the first time, MAXimizing the equipment uptime. For additional terms and conditions see MAX considerations.

☐ **Service History Website:**

This agreement includes Premium access to ThyssenKrupp Elevator's website in accordance with the following terms and conditions. During the term of this Agreement, ThyssenKrupp Elevator agrees to provide Purchaser with a user name and password to ThyssenKrupp Elevator's website for access to maintenance and service call data generated following the effective date of this Agreement. Purchaser shall, at its sole cost, provide and ensure the functioning integrity of its own hardware, software and internet connection necessary to access the website. By executing this Agreement, Purchaser acknowledges that any work performed by ThyssenKrupp Elevator modernization and/or construction personnel may not be included or accessible on the website. ThyssenKrupp Elevator reserves the right to restrict access to the website if any of Purchaser's accounts with ThyssenKrupp Elevator has an outstanding unpaid balance greater than 30 days or in the event of anticipated or pending litigation of any kind.

Gold Service Agreement

THE WEBSITE IS PROVIDED TO CUSTOMER "AS IS" AND WITH ALL FAULTS AND DEFECTS WITHOUT WARRANTY OF ANY KIND. TO THE FULLEST EXTENT PERMITTED BY APPLICABLE LAW, THYSSENKRUPP ELEVATOR EXPRESSLY DISCLAIMS ALL WARRANTIES, WHETHER EXPRESS, IMPLIED, STATUTORY OR OTHERWISE WITH RESPECT TO THE WEBSITE INCLUDING ALL IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, TILE AND NON-INFRINGEMENT, AND WARRANTIES THAT MAY ARISE OUT OF COURSE OF DEALING, COURSE OF PERFORMANCE, USAGE OR TRADE PRACTICE. WITHOUT LIMITATION TO THE FOREGOING, THYSSENKRUPP ELEVATOR PROVIDES NO WARRANTY OR UNDERTAKING, AND MAKES NO REPRESENTATION OF ANY KIND THAT THE CP WILL BE ACCESSIBLE TO CUSTOMER, ACHIEVE ANY INTENDED RESULTS, MEET CUSTOMER'S REQUIREMENTS, OPERATE WITHOUT INTERRUPTION, MEET ANY PERFORMANCE OR RELIABILITY STANDARDS OR BE ERROR FREE OR THAT ANY ERRORS OR DEFECTS CAN OR WILL BE CORRECTED. TO THE FULLEST EXTENT PERMITTED BY APPLICABLE LAW IN NO EVENT WILL THYSSENKRUPP ELEVATOR OR ITS AFFILIATES, BE LIABLE TO THE CUSTOMER OR ANY THIRD PARTY FOR ANY USE, INTERRUPTION, DELAY OR INABILITY TO USE THE WEBSITE OR FOR THE ACT OF ANY THIRD PARTY INCLUDING THE INCORPORATION OF A VIRUS, SPYWARE OR ANY OTHER MALICIOUS PROGRAMS.

☒ **ThyssenKrupp Communications® (Check box if included)**

ThyssenKrupp Communications is ThyssenKrupp Elevator's 24-hour telephone monitoring and emergency call service. Our representatives are trained to handle elevator calls and they can assess the situation and quickly dispatch a technician when necessary. If needed, they can stay on the line to reassure a stranded passenger that help is on the way. ThyssenKrupp Communications maintains digital recordings and computerized records of the time, date, and location of calls received and action taken for the benefit of passengers and building owners. Special considerations regarding ThyssenKrupp Communications are set forth below.

Through its centralized ThyssenKrupp Communications call center, ThyssenKrupp Elevator will provide 7 days per week, 24 hours per day, 365 days per year dispatching service for calls placed by Purchaser after normal business working days and hours to the local ThyssenKrupp Elevator branch office and telephone monitoring on all elevator(s) maintained under this Agreement that have operational telephone equipment capable of placing a call to that call center. Depending on the nature of the call and circumstances, ThyssenKrupp Elevator's operators can call one or more of the following: Purchaser's Designated Contacts set forth in Section 2 below; Local Emergency Services at phone numbers provided by Purchaser in Section 3 below; and/or a local ThyssenKrupp Elevator service technician to be dispatched to the location of the equipment.

Purchaser hereby acknowledges that as a condition precedent to ThyssenKrupp Elevator's placement of calls to Purchaser's Designated Contacts and any Local Emergency Services under this Agreement, Purchaser must first complete Sections 1 and 2 below. Purchaser further acknowledges that it is Purchaser's sole responsibility to advise ThyssenKrupp Elevator immediately in writing of any changes to the information contained in those two (2) sections during the term of this Agreement. Purchaser acknowledges that no revision to that information will be made without ThyssenKrupp Elevator first receiving such request in writing from Purchaser's authorized representative.

Under those circumstances where ThyssenKrupp Elevator is unable to reach Purchaser's Designated Contacts set forth in Section 2 below, Purchaser hereby gives ThyssenKrupp Elevator express permission to dispatch a ThyssenKrupp Elevator service technician to the location of the equipment at Purchaser's expense in accordance with ThyssenKrupp Elevator's applicable billing rates. Purchaser further agrees that ThyssenKrupp Elevator does not assume any duty or responsibility to advise any caller, regardless of his or her location within or outside the elevator, to take or not take any specific action resulting from a medical or other emergency or any other situation including, but not limited to, entrapment of persons, evacuation, repair or return to service of any equipment.

Gold Service Agreement

In the event that a ThyssenKrupp Elevator call center operator perceives that a call from within the elevator constitutes a medical or other emergency, Purchaser hereby gives ThyssenKrupp Elevator the express permission to call Local Emergency Services at the telephone numbers provided by the Purchaser in Section 3 below at ThyssenKrupp Elevator's sole discretion. Under those circumstances, Purchaser agrees to pay all related charges for services provided by any Local Emergency Services in response to that call. Purchaser agrees that ThyssenKrupp Elevator shall not be responsible for ensuring an appropriate (or any) response by Local Emergency Services to that call.

None of the services described anywhere in this Agreement includes maintenance of any type or kind of the Purchaser's telephone or other communication equipment. The Purchaser retains possession and control of its telephone and other communication equipment and is responsible for ensuring uninterrupted operation of that equipment so that it is capable of placing a call to ThyssenKrupp Communication's call center.

Gold Service Agreement

ThyssenKrupp Communications Contact Information - To Be Completed by Purchaser

Section 1, Elevator Detail:

Total number of elevators in Building : _____

Elevator #	Elevator Telephone Number including Area Code		Elevator #	Elevator Telephone Number including Area Code

Section 2, Purchaser Designated Contacts:

In the event of an emergency, or perceived emergency affecting the equipment covered by this Agreement, the Purchaser designates the following as its decision-making contacts:

	Contact Name	Title	Primary Telephone #	Secondary Telephone #
1				
2				
3				

Section 3, Local Emergency Services Contact Information:

Phone # for Local Police Department: ( ) -

Phone # for Local Fire Department: ( ) -

Section 4, Purchaser's Special Instructions:

The following are special instructions provided by Purchasers with respect to the information supplied above:

☒ **Periodic Safety Testing (Check box if included)**

ThyssenKrupp Elevator will test your equipment in accordance with those periodic testing requirements as outlined in the American National Safety Code for Elevators and Escalators, ANSI A 17.1, which are in effect at the time this agreement is executed. In the event that the state, city or local governing authority in which the equipment is located has adopted different requirements, ThyssenKrupp Elevator will test your equipment in accordance with those periodic testing

requirements in effect at the time this agreement is executed. You agree to pay for any costs of the inspector and/or inspection fees. Special Considerations regarding periodic safety testing are set forth below.

Product Information

You agree to provide ThyssenKrupp Elevator with current wiring diagrams that reflect all changes, parts catalogs, and maintenance instructions for the equipment covered by this agreement (exception: we will supply all of the above for new ThyssenKrupp elevators at no additional cost). You agree to authorize us to produce single copies of any programmable device(s) used in the equipment for the purpose of archival back-up of the software embodied therein. These items will remain your property.

Safety

You agree to instruct or warn passengers in the proper use of the equipment and to keep the equipment under continued surveillance by competent personnel to detect irregularities between elevator examinations. You agree to immediately report any condition that may indicate the need for correction before the next regular examination. You agree to immediately shut down the equipment upon manifestation of any irregularities in either the operation or the appearance of the equipment, to immediately notify us, and to keep the equipment shut down until the completion of any repairs. You agree to give us immediate verbal notice and written notice within ten (10) days after any occurrence or accident in or about the elevator. You agree to provide our personnel with a safe place to work. You agree to provide a suitable machine room, including secured doors, waterproofing, lighting, ventilation, and appropriate air temperature control to maintain that room at a temperature between 50°F and 90°F. You also agree to maintain the elevator pit in a dry condition at all times. Should water or other liquids become present, you will contract with others for removal and the proper handling of such liquids. We reserve the right to discontinue work in the building whenever, in our sole opinion, our personnel do not have a safe place to work. You also agree that if ThyssenKrupp Elevator's inspection of a piece of equipment serviced under this agreement reveals an operational problem which, in ThyssenKrupp Elevator's sole judgment, jeopardizes the safety of the riding public, ThyssenKrupp Elevator may shut down the equipment until such time as the operational problem is resolved. In that event, ThyssenKrupp Elevator will immediately advise you in writing of such action, the reason for such action, and whether any proposed solution is covered by the terms of this agreement.

Other

You agree not to permit others to make alterations, additions, adjustments, or repairs or replace any component or part of the equipment during the term of this agreement. You agree to accept our judgment as to the means and methods employed by us for any corrective work under this agreement. Since ThyssenKrupp Elevator's top priority is the satisfaction of its customers, if you should have any concern(s) with the means and methods used to maintain or repair the equipment covered under this agreement, you agree to provide us with written notice of that concern and give us thirty (30) days to respond either in writing or commence action to appropriately resolve it.

In the event of the sale, lease or other transfer of the ownership or management of the premises in which the elevator(s) or equipment described herein are located, you agree to see that such transferee is made aware of this agreement and agrees to assume and/or be bound by the conditions hereof for the balance of the unexpired term of this agreement. Should the transferee fail to assume this agreement, you shall remain liable for all unpaid amounts, including those owed for the balance of the current unexpired term of this agreement.

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In consideration of ThyssenKrupp Elevator performing the services herein specified, you expressly agree, to the fullest extent permitted by law, to indemnify, defend, save harmless, discharge, release and forever acquit ThyssenKrupp Elevator Corporation, our employees, officers, agents, affiliates, and subsidiaries from and against any and all claims, demands, suits, and proceedings brought against ThyssenKrupp Elevator, our employees, officers, agents, affiliates and subsidiaries for loss, property damage (including damage to the equipment which is the subject matter of this agreement), personal injury or death that are alleged to have been caused by the Purchaser or any others in connection with the presence, use, misuse, maintenance, installation, removal, manufacture, design, operation or condition of the equipment covered by this agreement, or the associated areas surrounding such equipment. Your duty to indemnify does not apply to the extent that the loss, property damage (including damage to the equipment which is the subject matter of this agreement), personal injury or death is determined to be caused by or resulting from the negligence of ThyssenKrupp Elevator and/or our employees. You recognize that your obligation to ThyssenKrupp Elevator under this clause includes payment of all attorney's fees, court costs, judgments, settlements, interest and any other expenses of litigation arising out of such claims or lawsuits.

Insurance

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

Items Not Covered

We do not cover cosmetic, construction, or ancillary components of the elevator system, including the finishing, repairing, or replacement of the cab enclosure, ceiling frames, panels, and/or fixtures, hoistway door panels, door frames, swing door hinges and closing devices, sills, car flooring, floor covering, lighting fixtures, ceiling light bulbs and tubes, main line power switches, breaker(s), feeders to controller, below ground or unexposed hydraulic elevator system, including but not limited to, jack cylinder, piston, PVC or other protective material; below ground or unexposed piping, alignment of elevator guide rails, smoke and fire sensors, fire service reports, all communication and entertainment, advertising devices, kiosks or touchscreen displays, security systems of any kind, card readers, batteries for emergency lighting and emergency lowering, air conditioners, heaters, ventilation fans, pit pumps, signage, braille, and all other items as set forth and excluded in this agreement.

Elevator jacks are the assembly of cylinder, packing and plunger of a hydraulic elevator. This is the device that "pushes" the elevator up by means of liquid under pressure. Replacement of packing seals are excluded from this agreement due to jack configuration of elevator being inverted.

Other Conditions

With the passage of time, equipment technology and designs will change. If any part or component of your equipment covered under this agreement cannot, in our sole opinion, be safely repaired and is no longer stocked and readily available from either the original equipment manufacturer or an aftermarket source, that part or component shall be considered obsolete. You will be responsible for all charges associated with replacing that obsolete part or component as well as all charges required to ensure that the remainder of the equipment is functionally compatible with that replacement part or component. In addition, we will not be required to make any changes or recommendations in the existing design or function of the unit(s) nor will we be obligated to install new attachments or parts upon the equipment as recommended or directed by insurance companies, governmental agencies or authorities, or any other third party.

Gold Service Agreement

Moreover, we shall not be obligated to service, renew, replace and/or repair the equipment due to any one or more of the following: anyone's abuse, misuse and/or vandalism of the equipment; anyone's negligence in connection with the use or operation of the equipment; any loss of power, power fluctuations, power failure, or power surges that in any way affect the operation of the equipment; fire, smoke, explosions, water, storms, wind, lightening, acts of civil or military authorities, strikes, lockouts, other labor disputes, theft, riot, civil commotion, war, malicious mischief, acts of God, or any other reason or cause beyond our control that affects the use or operation of the equipment. You expressly agree to release and discharge us and our employees for any and all claims and/or losses (including personal injury, death and property damage, specifically including damage to the property which is the subject matter of this agreement) associated therewith or caused thereby. ThyssenKrupp Elevator shall also automatically receive an extension of time commensurate with any delay in performance caused by or related to the aforementioned and you expressly agree to release and discharge ThyssenKrupp Elevator from any and all claims for consequential, special or indirect damages arising out of the performance of this agreement. In no event shall ThyssenKrupp Elevator's liability for damages arising out of this agreement exceed the remaining unpaid installments of the current, unexpired term of this agreement

Should your system require any of the safety tests on the commencement date of this agreement, ThyssenKrupp Elevator assumes no responsibility for the day-to-day operation of the governor or safeties on traction elevators, or the hydraulic system on hydraulic elevators under the terms of this agreement until the test has been completed and the equipment passed. Should the respective system fail any of those tests, it shall be your sole responsibility to make necessary repairs and place the equipment in a condition that we deem acceptable for further coverage under the terms of this agreement. We shall not be liable for any damage to the building structure or the elevator resulting from the performance of any safety tests we perform at any time under this agreement. If during the initial firefighter's service test, that feature is found to be inoperable, you shall be responsible for all costs associated with necessary repair(s) to bring the elevator(s) into compliance with the applicable elevator codes in your local jurisdiction.

Purchaser agrees not to permit purchaser personnel or any third parties to use, access, tamper with, relocate, copy, disclose, alter, destroy, disassemble or reverse engineer the device while it is located on purchaser's premises. The installation of this equipment shall not confer any rights or operate as an assignment or license to you of any patents, copyrights or trade secrets with respect to the equipment and/or any software contained or imbedded therein or utilized in connection with the collection, monitoring and/or analysis of data.

In the event an Attorney is retained to enforce, construe or defend any of the terms and conditions of this agreement or to collect any monies due hereunder, either with or without litigation, the prevailing party shall be entitled to recover all costs and reasonable attorney's fees.

You hereby waive trial by jury. You agree that this agreement and the rights and duties of the parties hereunder shall be construed and enforced in accordance with, and governed by, the laws of the State of Florida. You further agree that venue for any action, whether at law or equity, arising out of this agreement shall properly be Miami-Dade County, Florida. You consent to the jurisdiction of the courts, both state and federal, of Miami-Dade County, Florida for any action arising out of this agreement.

In the event any portion of this agreement is deemed invalid or unenforceable by a court of law, public policy or statute, such finding shall not affect the validity or enforceability of any other portion of this agreement.

Gold Service Agreement

Our rights under this agreement shall be cumulative and our failure to exercise any rights given hereunder shall not operate to forfeit or waive any of said rights and any extension, indulgence or change by us in the method, mode or manner of payment or any of its other rights shall not be construed as a waiver of any of its rights under this agreement.

MAX Considerations: Purchaser authorizes thyssenkrupp elevator and its employees to access purchaser's premises to install, maintain and/or repair the devices and, upon termination of the service agreement, to remove the same from the premises if we elect to remove. thyssenkrupp Elevator is and shall remain the sole owner of the devices and the data communicated to us by the devices. The devices shall not become fixtures and are intended to reside where they are installed. thyssenkrupp Elevator may remove the devices and cease all data collection and analysis at any time.

If the service agreement between thyssenkrupp Elevator and Purchaser is terminated for any reason, thyssenkrupp Elevator will automatically deactivate the data collection, terminate the device software and all raw data previously received from the device will be removed and/or expunged or destroyed.

Purchaser consents to the installation of the devices in your elevators and to the collection, maintenance, use, expungement and destruction of the daily elevator data as set forth in this agreement. The devices installed by thyssenkrupp Elevator contain trade secrets belonging to us and are installed for the use and benefit of our personnel only.

Purchaser agrees not to permit purchaser personnel or any third parties to use, access, tamper with, relocate, copy, disclose, alter, destroy, disassemble or reverse engineer the device while it is located on purchaser's premises. The installation of this equipment shall not confer any rights or operate as an assignment or license to you of any patents, copyrights or trade secrets with respect to the equipment and/or any software contained or imbedded therein or utilized in connection with the collection, monitoring and/or analysis of data.

Price.

The price for the services as stated in this agreement shall be Two Hundred Fifty One Dollars and Thirty Nine Cents ($251.39) per month, excluding taxes, payable Quarterly in advance.

Term

This agreement is effective for Twelve (12) month(s) starting upon acceptance and is non-cancelable. To ensure continuous service, this agreement will be automatically renewed for successive Sixty (60) month periods, unless either party timely serves written notice upon the other party of its intention to cancel renewal at least ninety (90) days but not more than 120 days before the end of the initial Twelve (12) month period, or at least ninety (90) days but not more than 120 days before the end of any subsequent Sixty (60) month renewal period. Notice shall be sent by certified mail, return receipt requested to the address set forth on page 1 of this agreement. Time is of the essence.

Annual Price Adjustments

Since our costs to provide you with the service set forth in this agreement may increase, we reserve the right to adjust the price of our service under this agreement accordingly. In the event this occurs, we will adjust your monthly price based on the percentage change in the average rate paid to elevator examiners. This rate paid to elevator examiners consists of the hourly rate paid to examiners plus fringe benefits and union welfare granted in place of or in addition to the hourly rate. Fringe benefits include pensions, vacations, paid holidays, group insurance, sickness and accident insurance, and hospital insurance. We also reserve the right to make additional adjustment to the price of our service under this

agreement and/or enact surcharges as needed to account for increased fuel prices when such increases exceed the Consumer Price Index (CPI) current rate. We also reserve the exclusive right to make additional adjustment to the price of our service under this agreement in the event that the equipment covered by this agreement is modified from its present state.

Early Payment Discount

You may elect to pay in advance for twelve (12) months of service described in this agreement. Such a pre-payment entitles you to a 3% discount from the annual price in effect at the time of payment.

Overdue Invoices

A service charge of 1½% per month, or the highest legal rate, whichever is more, shall apply to all overdue accounts you have with ThyssenKrupp Elevator that are in any way related to your equipment described in this agreement. If you do not pay any sum due to ThyssenKrupp Elevator related to your equipment described in this agreement, regardless of whether it is billed pursuant to this agreement or any other with us, within sixty (60) days from the billing date, we may also choose to do one or more of the following: 1) suspend all service until all amounts due have been paid in full, and/or 2) declare all sums for the unexpired term of this agreement due immediately as liquidated damages and terminate our obligations under this agreement. If ThyssenKrupp Elevator elects to suspend service, we shall not be responsible for personal injury, death, damage to property (including damage to the equipment that is the subject matter of this agreement) or losses of any other type or kind that is in any way related the ThyssenKrupp Elevator's suspension of service. Upon resumption of service, you will be responsible for payment to ThyssenKrupp Elevator for all costs we incur that result from our suspension of service and to remedy any damage caused to your equipment during that time. Time is of the essence.

Pre-Existing Conditions and/or No or Limited Pre-Maintenance Inspection

ThyssenKrupp Elevator submits this agreement with the understanding that all existing equipment has been the subject of an appropriate maintenance program. During the first ninety (90) days of this agreement, ThyssenKrupp Elevator, at its sole option, will thoroughly inspect the equipment and may submit a comprehensive evaluation of findings to Purchaser. Should that evaluation reveal items that ThyssenKrupp Elevator determines, in its sole opinion, require repair and/or replacement, we will provide you with a written proposal for that work at additional cost to you. Should you fail to accept our proposal, we shall have the exclusive right to either immediately terminate this agreement or exclude the affected component from this agreement upon written notice to you. Should unsafe or hazardous conditions exist, we retain the exclusive right to terminate this agreement immediately upon written notice to you.

Special Considerations

Refurbished Parts

In the event that refurbished parts are to be installed in elevator, written authorization is needed by Key Largo Fire Station. Any refurbished parts installed in elevator must meet same operational standards as a new part.

Gold Service Agreement

Acceptance

Your acceptance of this agreement and its approval by an authorized manager of ThyssenKrupp Elevator will constitute exclusively and entirely the agreement for the services herein described. All other prior representations or agreements, whether written or verbal, will be deemed to be merged herein and no other changes in or additions to this agreement will be recognized unless made in writing and properly executed by both parties.Should your acceptance be in the form of a purchase order or other similar document, the provisions of this agreement will govern, even in the event of a conflict. This proposal is hereby accepted in its entirety and shall constitute the entire agreement as contemplated by you and us. This proposal is submitted for acceptance within one-hundred twenty (120) days from the Date Submitted by the ThyssenKrupp Elevator representative indicated below.

No agent or employee shall have the authority to waive or modify any of the terms of this agreement without the prior written approval of an authorized ThyssenKrupp Elevator manager.

ThyssenKrupp Elevator Corporation:	**Key Largo Fire Station 25:**	**ThyssenKrupp Elevator Corporation Approval:**
By: _____ (Signature of ThyssenKrupp Elevator Representative) Jessica Lebron Account Manager jessica.lebron@thyssenkrupp.com _____ (Date Submitted)	By: _____ (Signature of Authorized Individual) _____ (Print or Type Name) _____ (Print or Type Title) _____ (Date of Approval)	By: _____ (Signature of Authorized Individual) Gibran Gessen Branch Manager _____ (Date of Approval)

151 Farmington Avenue
Hartford, CT 06156

September 08, 2020

KEY LARGO VOLUNTEER FIRE DEPARTMENT INC
1 EAST DR
KEY LARGO, FL 33037

Subject: Reconciliation - Customer Number 289055

Dear DONALD BOCK,

We are pleased to provide you with the July 01, 2019 through June 30, 2020 accounting package. This accounting package is designed to assist you in managing the financial aspects of your benefits program.

Year End Balances
As shown on the Reconciliation Summary exhibit, the accounting period resulted in a surplus of $41,366.10.

According to the contract, 50% of the Accounting Surplus will be remitted to you, and the remaining amount will be retained by us as a deferred administration fee.

Your business is very important to us. As a team, we are committed to providing the best products and services and working with you to help manage your benefits plan needs.

Please contact your Account Manager if you need any further information or explanation on the contents of this package.

Sincerely,

Cierra Mcgowan
UW Associate, Financial Accounting Customer Team

Encl.

Aetna is the brand name used for products and services provided by one or more of the Aetna brand of subsidiary companies, including Aetna Life Insurance Company and its affiliates (Aetna).

Reconciliation Summary

July 01, 2019 through June 30, 2020

KEY LARGO VOLUNTEER FIRE DEPARTMENT INC
Customer Number 289055

Paid Service Fee and Stop Loss Premium

Admin Fees	$	1,162.70
Broker Compensation	$	6,040.00
Stop Loss Premiums	$	32,138.02
Total Admin Fees, Broker Compensation & Stop Loss Premiums	**$**	**39,340.72**
Terminal Reserve Fund	**$**	**2,356.09**

Claim Liability and Contract Period Balance

Aggregate Stop Loss Amount	$	53,073.03
Total Claims Paid	$	11,706.93
Total Individual Stop Loss Claims	$	0.00
Claim Funding Surplus/(Deficit)	**$**	**41,366.10**
Total Aggregate Stop Loss Claims	$	0.00
Balance	**$**	**41,366.10**
Surplus Due to Plan Sponsor	**$**	**20,683.05**
Deferred Administrative Fee Retained	**$**	**20,683.05**

aetna

0000338

November 16, 2020

Gaelan P. Jones, Esquire
Vernis & Bowling of Florida Keys, P.A.
81990 Overseas Highway 3rd Floor
Islamorada, FL 33036

Re: Fire Station No. 24
Islamorada, FL

Dear Gaelan:

When I originally discussed the renovations to the existing Fire Station No. 24, with John O'Neill of our office, I was erroneously under the impression that this was Design-Build Project. My current understanding is that the Fire Dept. is not permitted to award the proposed project on a design/build basis. I can say based on previous projects, that our most successful projects are contracted on a design-build basis. This form of contracting eliminates change orders other than changes driven by the owner.

With that said we did solicit numerous Architectural firms and engineering firms for design services on behalf of the Fire Department. Most firms solicited were non-response, however, the firms that we would recommend to the Department are as follows:

- Architectural / MEP: Little Red Rooster
- Structural Engineering: Structures International Inc.

Attached herewith are their proposals for the design services. We recommend that the department engage these firms directly. Burke Construction will work closely with the team in their design/engineering efforts of the facility. We have successfully worked closely with the Structural Engineer on previous projects in the Keys and can highly recommend their services. We are also capable and willing to prepare preliminary estimates and budgets based on schematic conceptual drawings.

Please do not hesitate to contact me or John O'Neill of my office if we can be of any immediate service to you or the Department. We look forward to assisting you with this project and based on the numerous fire stations constructed by our firm, believe that we are highly qualified to provide you with very relevant design insights as well as budgeting.

Sincerely,

T. Burke

Tony Burke
Principal

Design Services Proposal

To: Burke Construction Group, Inc.	
1722 N. Roosevelt Blvd.	
Key West, FL 33040	
Attn: John O'Neill	
joneill@bcgconstruction.net	
From: Phillip D. Badalamenti	
Little Red Rooster (Design Professional)	**REVISED October 27, 2020**
22957 Port Royal Lane	Via: E-mail
Summerland Key, FL 33042	LRR Project No.: P20009
RE: Fire Station 24 Expansion – Key Largo, FL	

LITTLE RED ROOSTER
Your Vision • Our Passion

Project Description:

The project consists of a +/- 4,000 sf second story addition to an existing +/- 7,700 sf concrete and CMU fire station facility in Key Largo, FL. The expansion area will be for sleeping quarters and shall have internal access from the existing lower level. Additional/detailed scope items are as follows:

- Improvements include reconfiguration of lower level to accommodate new access stair to second story.
- Select finishes (Interior and exterior) for expansion and modified area(s) of lower level.
- Provide Engineering (MEP/S) for the project.

Services:

- Preliminary Services: Code Research, Field Measure and Documentation, Basic programming/schedule of areas.
- Design Services: create 1 option for Client review and comment. Make up to three revisions to obtain design approval to move on to Construction Document Phase. Provide exterior 2D renderings for review and comment and revise to match approved design.
- *Construction Documents: Create Architectural and Engineering technical documents.*
- *Bidding: Assist Client with solicitation and review of Contractor proposals and selection.* **(NOT IN CONTRACT)**
- *Permitting: Submit stamped & signed documents to and obtain plan approval from AHJ.* **(NOT IN CONTRACT)**
- *Construction Administration: respond to questions, review submittals, and observe construction progress.* **(NOT IN CONTRACT)**

Fee:

Service	Architecture	Engineering (MEP/S)	Total
Preliminary Services	**$2,750.00**		**$2,750.00**
Design Services	$6,000.00	**$4,000.00**	**$10,000.00**
Construction Documents	$12,400.00	**$9,800.00**	**$22,200.00**
Bidding	NIC	NIC	NIC
Permitting	NIC	NIC	NIC
Construction Administration	NIC	NIC	NIC
Subtotal	**$21,150.00**	**$13,800.00**	**$34,950.00**

Schedule:	
Phase/Milestone	**Estimated Duration**
• Preliminary Services	4 weeks
• Design Services	8 weeks
• Construction Documents	8 weeks
• *Bidding*	**(NOT IN CONTRACT)**
• *Permitting*	**(NOT IN CONTRACT)**
• *Construction*	**(NOT IN CONTRACT)**

Deliverables:
• *Full Set (A/MEP/S) describing the scope of the improvements.*

Stipulations:
• Services will begin upon receipt of signed and dated proposal, deposit amount (if requested).
• Design Professional's rate is $135.00/hr. for Architecture and MEP Engineering services. Hourly rates, where indicated in the fee schedule, are ***in addition to*** the base fee for the work.
• ***Hourly rates for Structural Engineering services not included in the fee are $95.00/hr. for drafting services and $350.00/hr. for engineering services.***
• Lower level modifications limited to areas impacted by new stair access to upper level expansion only. Complete renovation/modification of lower level not included.
• 1 set 2D color exterior renderings are included in the fee.
• Structural design assumes existing structure can support the addition without modifications to existing structure/foundations.
• Electrical and Plumbing engineering assumes existing services are adequate to support the expansion. New service calculations/coordination are not included.
• Mechanical engineering services assume minor lower level modifications to secondary ductwork to accommodate modifications and new unit for lower level. All new primary and secondary systems are included for upper level.
• ***Interior finish selections and specifications will be included in the work.***
• Civil engineering is not included.
• Landscaping not included.
• IT/Telephone/Technology design not included. Design Professional will provide necessary support for these systems including pathways as necessary to support design/installation of systems by others.
• Fire Alarm/Fire Suppression systems will be specified by performance only. System design and shop drawings are by others.
• Signage design is limited to interior code-required signage only. Comprehensive interior and/or exterior signage design is not included.
An allowance of up to $200.00 is included in the fee for expenses incurred in the prosecution of the work such as and delivery, printing, travel, etc. Expenses above $200.00 aggregate will be billed to client at direct cost.

Deposit:	**$3,500.00**

Agreement: Services will begin upon receipt of signed contract, deposit amount if indicated, and any items of information requested in stipulations.	
Design Professional: **October 27, 2020**	Client:
Phillip D. Badalamenti Date President | Design Director	Signature Date
The terms and conditions that follow apply to this agreement.	Printed Name Title Signature above represents authority to sign on behalf of client.

Terms and Conditions

Additional Provisions
Payments are due within thirty days from date of invoice. Amounts unpaid sixty days from date of invoice shall bear interest based on prime rate prevailing at payment due date.
Services covered in the agreement cover a duration of 24 months from date of agreement. Services extending beyond the designated time period shall be adjusted by the current prime index rate.

This agreement shall be governed and interpreted by the laws of the State of Florida, as if entered into and performed in Florida, without reference to its choice of laws rules.

Termination
Either the client or Design Professional may terminate this agreement at any time with or without cause upon giving the other party five calendar days prior written notice. The client shall within ten calendar days of termination pay Design Professional for all services rendered and all costs incurred up to the date of termination, in accordance with the compensation provisions of this contract.

Standard of Care
In providing services under this agreement, Design Professional will endeavor to perform in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances. Design Professional will perform its services as expeditiously as is consistent with professional skill and care and the orderly progress of design professional's part of the project. Regardless of any other term or condition of the agreement, Design Professional makes no express or implied warranty of any sort. All warranties, including warranty of merchantability or warranty of fitness for a particular purpose, are expressly disclaimed.

Consequential Damages
Notwithstanding any other provision to the contrary, and to the fullest extent permitted by law, neither the client nor Design Professional shall be liable to the other for any incidental, indirect or consequential damages arising out of or connected in any way to the project or this agreement. This mutual waiver of consequential damages shall include, but not be limited to, loss of use, loss of profit, loss of business or income or any other consequential damages that either party may have incurred from any cause of action whatsoever.

Instruments of Service
The drawings, specifications and other documents, including electronic form prepared by the Design Professional and Design Professional's consultants are instruments of service for use solely with respect to the named project. The Design Professional and consultants are the authors and owners of their respective instruments of service and retain all statutory, common law and reserved rights including copyrights. The instruments of service cannot be reproduced for any purpose other than the named project without the written consent of the Design Professional or Design Professional's consultants.

Mediation
In addition to and prior to arbitration, the parties shall endeavor to settle disputes by mediation in accordance with the Construction Industry Mediation Rules of the American Arbitration Association currently in effect unless the parties mutually agree otherwise. Demand for mediation shall be filed in writing with the other party to this Agreement and with the American Arbitration Association. A demand for mediation shall be made within a reasonable time after the claim, dispute, or other matter in question has arisen. In no event shall the demand for mediation be made after the date when institution of legal or equitable proceedings based on such claim, dispute or other matter in question would be barred by the applicable statute of limitations.

Risk Allocation
Owner and design professional have discussed their risks, rewards, and benefits of the project and the design professional's total fee for services. The risks have been allocated such that the owner agrees that to the fullest extent permitted by law, design professional's total liability to owner for any and all injuries, claims, losses, expenses, damages, or claim expenses arising out of this agreement from any cause or causes shall not exceed the total amount of $125,000.00 Such causes include, but are not limited to, design professional's negligence, errors, omissions, strict liability, breach of contract or breach of warranty.

Structures International, Inc.
Consulting Structural Engineers

STANDARD CONTRACT / PROPOSAL LETTER

Burke Construction Group, Inc.
1722 N. Roosevelt Blvd.
Key West, FL 33040

October 27, 2020

Project Name: Key Largo Volunteer Fire Rescue Station No.1
Monroe County
Key Largo, FL

Attention: Mr. John O'Neill

Structures International, Inc. (SII) would be pleased to provide structural engineering services for the above referenced project and wishes to submit the following proposal.

Project Description: The scope of services provided herein is based original structural plans by O'Donnell, Naccarato And Mignogna dated 11/21/94. The project has been defined as the addition of one level to the existing structure over the administrative and living areas, approximately 4,000 square feet. The overall construction shall consist of reinforced masonry walls, concrete tie columns and beams, with a concrete roof system TBD.

Scope of Service: The professional services that will be provided by this office, for this project will be to furnish reproducible, signed and sealed structural drawings. Such drawings will include plans, sections, details, schedules and performance specifications necessary for the permitting and construction of this project. Work product will consists of contract documents (structural plans) submitted on (24"x36") format utilizing AutoCAD.

Included in the fee proposal for this project are:

- Review of shop drawings and coordination with the contractor during construction.
- Progress sets (if required) will consist of a set of drawings e-mailed to the Client.
- One (1) set of (Final) reproducible drawings and three (3) sets of signed/sealed plans for permitting and construction purposes.
- Project Specifications will be included as performance specifications on the drawings.
- Coordinate with Consultant and Build Team on design clarifications needed throughout bidding process.
- "Permit" revisions shall be included in this fee proposal should the building department comments be specifically addressed to structural concerns.

Specifically excluded from the fee for this project are:

- "Permit" revisions required for building department comments NOT specifically addressed to structural concerns.
- Code-mandated inspections, nor additional "general" inspections to observe field problems or progress of construction. These may be contracted as additional services at that time.
- Special Inspections. These may be contracted as additional services as needed.
- Value Engineering revisions that are brought up after the contract documents have been completed. This work shall be considered additional services and will be billed at hourly rates.
- This office will NOT provide "As-Built" or record set of drawings.
- Attendance at additional project meetings and/or any site visits requested.
- Additional plotting or printing from that described above. All additional plots, prints, etc. will be billed at current price schedule per copy.

7501 Wiles Road, Suite 106-B, Coral Springs, FL 33067 | Phone: 954.227.1512 | Fax: 954.227.6633

Client's Responsibilities:

- The Client shall provide full information regarding requirements for the project including a program, which shall set forth the design objectives, constraints, schedules, site requirements, etc. required for this project.
- The Client (or the Owner) shall furnish the services of a Geotechnical Consultant (if required) for the purposes of developing design parameters for the foundation system for this project. This office shall be provided with a copy of the final report issued by the Geotechnical Engineer.
- The Client shall furnish architectural, mechanical, electrical, and plumbing drawings.
- The Client shall be responsible for the coordination of the project between the professional consultants.
- The Client (or other Third Party) shall execute all permit applications.
- The Client shall be responsible for timely responses to Consultant's requests for information.

Fee: The proposed fee for the services presented above shall be: **$9,000.00**

Additional services provided by this office shall be billed at hourly rates of $350.00/hour for engineering time and $95.00/hour for drafting time. It should be noted that the fee proposed herein is limited to the project as set forth in this proposal as described herein. Any work required by (SII) for services required which are outside the scope of services outlined by this proposal shall be considered additional services and shall be subject to additional fees.

Thank you for the opportunity to provide this proposal to your firm. Should you have any questions regarding the above, please do not hesitate to call this office. I look forward to working with you on this project.

Sincerely,
Structures International, Inc.

Brian McMichael
Director of Operations

Accepted by: _____ _____
Signature Date:

_____ _____
Printed Name Title

Please sign and **return** the accepted form and initial the general conditions, which are a part of the contract.

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GENERAL CONDITIONS 1 of 2

PROJECT: Key Largo Volunteer Fire Rescue Station No.1 - Monroe County, Key Largo, FL

Attached to and made part of the proposal dated October 27, 2020 between Burke Construction Group, Inc. (Client) and Structures International, Inc. (SII) (Consultant) in connection with the above referenced project.

Statements will be issued upon completion of contract documents or the end of each month (if contract document preparation exceeds on month), payable upon receipt, unless otherwise agreed in writing. Client shall notify (SII) within five (5) working days of receipt of invoice should the invoice be found unacceptable. Any invoice for which such notifications are not rendered shall be deemed to be acceptable for purposes of payment by Client.

Interest of 1.5% per month (but not exceeding the maximum rate allowable by law) will be payable on any amounts not paid within 30 days, payment thereafter to be applied first to accrued interest and then to the principal unpaid amount. The Client shall pay any attorney's fees or other costs incurred in collecting any delinquent amount. Express mail shipments, courier service, etc. is not included and will be a reimbursable expense. Sales tax, if applicable, shall be an additional charge to all hourly rates, fees and reimbursable expenses.

In the event payment for an invoice is not made with 30 days, our office reserves the right to notify the Client of our intention to stop work on the project.

Should the normal progress of work be stopped or interrupted for more than five (5) working days, this office will stop work on the project and invoice the Client for those professional services provided to date based upon the percentage of work completed up to that time. Once the project has been "stopped", this office will remove it from the production schedule until such time that a "resume" work order is given. All outstanding invoices shall be paid in full prior to this office commencing work on the project, and the project will be re-inserted into the production schedule queue at that time.

In the event that Client requests termination of the work prior to completion, we reserve the right to complete such analysis and records as necessary to place our files in order and, where considered by us necessary to protect our professional reputation, to complete a report on the work performed to date. A termination charge to cover the cost thereof in an amount not to exceed 30 percent of all charges incurred up to the date of the stoppage of work may, at the discretion of (SII), be applicable.

In the event the Client makes a claim against (SII), at law or otherwise, for any alleged error, omission or other act arising out of the performance of our professional services, and the Client fails to prove such claim, then the Client shall pay all costs, including attorney's fees, incurred by (SII) in defending itself against the claim.

The only warranty or guarantee made by (SII) in connection with the services performed hereunder is that we will use that degree of care and skill ordinarily exercised under similar conditions by reputable members of our profession practicing in the same or similar locality. No other warranty, expressed or implied, is made or intended by our proposal for consulting services, by our furnishing oral or written reports, or by furnishing drawings and specifications.

(SII) will perform the outlined services with reasonable diligence and expediency consistent with sound professional practice. If the project schedule is negatively affected by outside factors such as review by government agencies or reviews by owner, contractor or the Client and his other consultants, the schedule shall be adjusted to give (SII) sufficient time to complete the project accordingly.

7501 Wiles Road, Suite 106-B, Coral Springs, FL 33067 | Phone: 954.227.1512 | Fax: 954.227.6633

GENERAL CONDITIONS 2 of 2

PROJECT: Key Largo Volunteer Fire Rescue Station No.1 - Monroe County, Key Largo, FL

The Client acknowledges that (SII)'s services come before the other consultants services during the construction phase, and agrees to make payments to (SII) accordingly.

The quoted fees are valid for a period of 1 (one) month, unless agreed upon in writing by the Client and (SII). If the project has not started within 1 (one) month of the proposal date or if the project is not substantially completed within a period of 18 (eighteen) months, the fees shall be equitably adjusted.

All work prepared by (SII) is the property of this office and may only be used for its intended use. The Client shall not reuse or make any modification to the instruments of service, without the written authorization form (SII).

This agreement is to be governed by the laws of the State of Florida. The venue for legal action arising out of this agreement shall be exclusively in the Circuit Court in and for Broward County, Florida.

In recognition of the relative risks, rewards and benefits of the project to both the Client and (SII), the risks have been allocated so that the Client agrees that, to the fullest extent permitted by law, total liability of (SII) to the Client, for any and all injuries, claims, losses, expenses or damages arising out of this agreement, from any cause or causes, shall not exceed the total fee or an amount equal to the fees received by (SII). Such causes include, but are not limited to negligence, errors, omissions, strict liability, breach of contract or breach of warranty by (SII). PURSUANT TO FLORIDA STATUTE § 558.035, AN INDIVIDUAL EMPLOYEE OR AGENT OF STRUCTURES INTERNATIONAL, INC MAY NOT BE HELD INDIVIDUALLY LIABLE FOR DAMAGES RESULTING FROM NEGLIGENCE OCCURRING WITHIN THE COURSE AND SCOPE OF PROFESSIONAL SERVICES RENDERED UNDER THIS PROFESSIONAL SERVICES CONTRACT."

Client Initials:_____ Date:_____

7501 Wiles Road, Suite 106-B, Coral Springs, FL 33067 | Phone: 954.227.1512 | Fax: 954.227.6633

KEY LARGO VOLUNTEER AMBULANCE CORPS, INC.
98600 Overseas Highway Key Largo, Florida 33037 Phone: 305-451-2766 Fax: 305-451-1562

Business Meeting Agenda
Date: October 13, 2020 via Zoom

1. Call to Order
2. Approval of Agenda
3. Announcements
4. Public Comment
5. Approval of Minutes September 2020
6. Treasurer's Report
7. Committee Reports
8. Legal Report
9. Membership Review
10. Old Business
    A. Elections
11. New Business
    A. Volunteer Reimbursement Language Modification
12. Membership Discussion
13. Adjournment

KEY LARGO VOLUNTEER AMBULANCE CORPS, INC.
98600 Overseas Highway Key Largo, Florida 33037 Phone: 305-451-2766 Fax: 305-451-1562

Business Meeting
Date: October 13, 2020 via Zoom

Board members in attendance were Brenda Beckmann, Dawn DeBrule, Ken Edge, Tess Marra and Scott Robinson. A quorum was present. Chief Don Bock was also in attendance.

1. Meeting was called to order at 6:32 pm by President Scott Robinson.

2. Approval of Agenda
   Dawn DeBrule seconded by Ken Edge moved approval of the agenda. Motion carried.

3. Announcements
   - Brenda Beckmann announced that CPR classes can begin again after the new CPR Guidelines and materials are received.
   - Flu shots are available to those who want them; contact Brenda.
   - Jesus Miranda has resigned his position and Luis Tuero has replaced him as QA officer.
   - The new Lifepak 15 is in.
   - One of the trucks, 74, is out for repairs estimated to cost $4,400.00
   - The District approved paying for the AC replacement in the classroom.
   - Commissioner-Elect Ken Edge was thanked for his almost 30 years of service to KLVAC as he will be taking his seat at the District in November.

4. Public Comment
   No public comment.

5. Approval of Minutes
   Tess Marra seconded by Ken Edge moved approval of the September 2020 minutes. Motion carried.

6. Treasurer's Report
   Tess Marra reported a balance of $219,132.85 as of September 30, 2020. Tess Marra seconded by Ken Edge moved approval of the treasurer's report. Motion carried.

7. Committee Reports
   No report.

8. Legal Report
   No Report

9. Membership Review
   No report

10. Old Business
    A. Elections – Scott Robinson's seat as well as that of Dawn DeBrule is up. No one has expressed an interest in running for those positions so Scott and Dawn will continue to serve. Ken Edge's seat will become open upon his swearing-in as a Fire EMS District Commissioner. Adam Schussheim has expressed interest in assuming that seat. If no one else expresses interest, Adam will be appointed to fulfill the remainder of Ken Edge's seat.

11. New Business
    Tess Marra, seconded by Dawn DeBrule moved approval of the language "have had your field training packet signed off" to be removed from the Volunteer Reimbursement section of the Policy Manual.

12. Membership Discussion
    The scheduling software is being updated.

13. Adjournment
    There being no further business, Dawn DeBrule seconded by Tess Marra moved adjournment. Motion carried. Meeting adjourned at 6:47pm.

Kay Cullen
Recording Secretary

Key Largo Volunteer Ambulance Corp Inc.
Treasurer's Report
October 2020

	Billing Account	Corp Account	Building Account	CPR Account	Certificates of Deposit	Total
Beginning Balance	$17,365.85	$15,515.18	$2,441.50	$1,616.84	$182,193.48	$219,132.85
Revenues						
Interest	0.72	1.60	0.21	0.14		2.67
Medical Fees	21,770.02					21,770.02
Medical Transcripts						0.00
KL Fire Rescue & EMS Reimb	17,934.00	4,135.44				22,069.44
Donations						0.00
Educational Income						0.00
Uncollected Income/Adjustmts	6,285.16					6,285.16
Misc Income						0.00
Total Revenues	$45,989.90	$4,137.04	$0.21	$0.14	$0.00	$50,127.29
Expenditures						
Advertising						0.00
Medical Billing Refunds	428.48					428.48
Payroll Expenses	38,983.54	26,513.25				65,496.79
Dues & Subscriptions						0.00
Professional Fees		35.00				35.00
Supplies		29.49				29.49
Bank Service Charges	167.21					167.21
Licenses & Permits						0.00
Repairs						0.00
Total Expenditures	$39,579.23	$26,577.74	$0.00	$0.00	$0.00	$66,156.97
Ending Balance	$23,776.52	-$6,925.52	$2,441.71	$1,616.98	$182,193.48	$203,103.17
TRANSFERS	(1,645.32)	1,645.32	0.00	0.00		0.00
Balance before Adjustment	22,131.20	-5,280.20	2,441.71	1,616.98	182,193.48	203,103.17
Adjustment to arrive at Actual	-11,607.87	5,291.68	0.00	0.00	0.00	-6,316.19
ACTUAL BALANCE @ MO END	$10,523.33	$11.48	$2,441.71	$1,616.98	$182,193.48	$196,786.98

KEY LARGO EMS TOTAL STATISTICS FOR OCTOBER 2020

TOTAL CALLS	112
TRANSPORTS	82
ALS	80
BLS	18
PEDIATRICS	03
TRAUMA ALERT	01
CARDIAC ARREST	01
BACK UP	10
PUBLIC ASSIST	12
CANCEL	02

KEY LARGO VOLUNTEER FIRE DEPARTMENT, INC.

1 East Drive

Key Largo, Florida 33037

305-451-2700 tel. **305-451-4699 fax**

info@keylargofire.com

Business Meeting
DATE: October 13, 2020 via Zoom
AGENDA

1. Call to Order
2. Approval of Agenda
3. Announcement
4. Public Comment
5. Approval of Minutes
6. Treasurer's Report
7. Committee Reports
8. Legal Report
9. Membership Review
10. Old Business
    A. By-Law Committee Formation
    B. Open Board Position
11. New Business
    A. 401k Match Increase to 8%
    B. Revised Work Agreement
    C. Safer Status and hiring
    D. Discussion – Agreement with Old Corporation for property access
    E. Training Grants
12. Membership Discussion
13. Adjournment

KEY LARGO VOLUNTEER FIRE DEPARTMENT, INC.

1 East Drive

Key Largo, Florida 33037

305-451-2700 tel. **305-451-4699 fax**

info@keylargofire.com

Business Meeting
Date: October 13, 2020 via Zoom

Board members in attendance were Jason Mumper, Don Conord, and Jonathan Ramey. A quorum was present. Chief Don Bock was also in attendance.

1. Meeting was called to order at 6:59 pm by Jason Mumper, President.

2. Approval of Agenda
   Don Conord seconded by Jonathan Ramey moved approval of the agenda. Motion carried.

3. Announcements
   - Sergio Garcia, Jr. was promoted to the position of Captain.
   - Two members have resigned to accept positions with Monroe County.
   - Jamie Arana's father passed. Flowers and a card were sent from the Benevolent.
   - Andre Castro submitted his letter of resignation from the Board of Directors.

4. Public Comment - None

5. Approval of Minutes
   Don Conord, seconded by Jonathan Ramey moved approval of the September, 2020 minutes. Motion carried.

6. Approval of Treasurer's Report
   This matter was tabled until November because the Recording Secretary erroneously sent the Ambulance Corps treasurer's report to the Board.

7. Committee Reports - None

8. Benevolent Report - None

9. Legal Report - None

10. Membership Review - None

11. Old Business

    - By-Law Committee Formation: The following persons have expressed interest and are, thereby appointed to the By-Law Committee: David Garrido, Chris Jones, Curtis Tucker, Jamie Arana, Don Conord and Chief Bock.

KEY LARGO VOLUNTEER FIRE DEPARTMENT, INC.

1 East Drive

Key Largo, Florida 33037

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- Open Board Position(s): With the resignation of Andre Castro, there are now two open board positions. An email will be sent to the membership stressing the importance of board involvement for the betterment of the Department. This matter will be addressed again in November after the membership has time to consider becoming involved. Diversity on the board with both paid and volunteers was stressed.

12. New Business
    - 401k Match: Upon motion and second by Don Conord and Jonathan Ramey, respectively, the 401k match was increased to 8%. The voice vote passed unanimously with all board members voting in the affirmative.
    - Revised Work Agreement – tabled until the November meeting so that it can be reviewed by the entire Board.
    - Safer Grant Status and Hiring: Department is in the second phase of the grant, having passed the first phase. Hiring will be on hold until such time as it is known where the department stands in the next phase of the Safer grant.
    - Agreement with Old Department: Discussion was held concerning the need for additional training site(s) and props. It was suggested that the wooded area which is now owned by the former department's corporation headed by Frank Conklin could be used. The chief advised that all negotiations should go through legal.
    - Training Grants: Discussion was held concerning the need for training props and that there may be grants available for which the department may qualify.

13. Membership Discussion - None

14. Adjournment
    There being no further business, the meeting was adjourned ab 7:52 pm.

Kay Cullen
Recording Secretary

Key Largo Volunteer Fire Department
Treasurer's Report
September 2020

	Payroll/Reimb	Corp Account	District Expenses	Tee Shirt	Total
Beginning Balance	**$7,644.81**	**$4,544.19**	**$613.55**	**$3.19**	$12,805.74
Revenues					
Revenues & Reimbursements	147,591.88				$147,591.88
Donations		150.00			150.00
T-Shirts/Sweaters					0.00
Misc Income - State of Florida					0.00
Interest	4.14	0.25	0.05		4.44
Total Revenues	$147,596.02	$150.25	$0.05	$0.00	**$147,746.32**
Expenditures					
Payroll Expenses	82,554.29	0.00	0.00	0.00	$82,554.29
Employee's Share Health Insurance	-1,386.50	0.00	0.00	0.00	-1,386.50
Health Insurance	6,094.18	0.00	0.00	0.00	6,094.18
Uniforms	0.00	0.00	0.00	0.00	0.00
Background Checks	0.00	0.00	0.00	0.00	0.00
Miscellaneous	3,886.23	0.00	0.00	0.00	3,886.23
Professional Fees	0.00	1,200.00	0.00	0.00	1,200.00
Training	0.00	0.00	0.00	0.00	0.00
Supplies	492.73	179.88	0.00	0.00	672.61
Dues & Subscriptions	124.85	0.00	0.00	0.00	124.85
Total Expenditures	$91,765.78	$1,379.88	$0.00	$0.00	**$93,145.66**
Ending Balance	$63,475.05	$3,314.56	$613.60	$3.19	$67,406.40
TRANSFERS					0.00
Balance before Adjustment	$63,475.05	$3,314.56	$613.60	$3.19	$67,406.40
Adjustment to arrive at Actual	767.23	750.00	0.00	0.00	1,517.23
ACTUAL BALANCE @ MO END	**$62,707.82**	**$2,564.56**	**$613.60**	**$3.19**	**$65,889.17**

*Payroll Liabilities	-$2.90
Fixed Asset Purchases	$1,660.13
IAFF CK '19 ADD BACK(UNCLEARED)	-$140.00
Total Adjustments	$1,517.23

Key Largo Volunteer Fire Department
Treasurer's Report
October 2020

	Payroll/Reimb	Corp Account	District Expenses	Tee Shirt	Total
Beginning Balance	**$62,707.82**	**$2,564.56**	**$613.60**	**$3.19**	$65,889.17
Revenues					
Revenues & Reimbursements	101,222.95				$101,222.95
Donations					0.00
T-Shirts/Sweaters					0.00
Misc Income - State of Florida					0.00
Interest	5.37	0.21	0.05		5.63
Total Revenues	$101,228.32	$0.21	$0.05	$0.00	**$101,228.58**
Expenditures					
Payroll Expenses	91,117.86	0.00	0.00	0.00	$91,117.86
Employee's Share Health Insurance	-1,878.50	0.00	0.00	0.00	-1,878.50
Health Insurance	8,518.76	0.00	0.00	0.00	8,518.76
Uniforms	0.00	0.00	0.00	0.00	0.00
Background Checks	0.00	0.00	0.00	0.00	0.00
Miscellaneous	0.00	0.00	0.00	0.00	0.00
Professional Fees	0.00	75.00	0.00	0.00	75.00
Training	0.00	0.00	0.00	0.00	0.00
Supplies	936.54	86.90	0.00	0.00	1,023.44
Dues & Subscriptions	187.50	0.00	0.00	0.00	187.50
Total Expenditures	$98,882.16	$161.90	$0.00	$0.00	**$99,044.06**
Ending Balance	$65,053.98	$2,402.87	$613.65	$3.19	$68,073.69
TRANSFERS					0.00
Balance before Adjustment	$65,053.98	$2,402.87	$613.65	$3.19	$68,073.69
Adjustment to arrive at Actual	18.27	0.00	0.00	0.00	18.27
ACTUAL BALANCE @ MO END	**$65,035.71**	**$2,402.87**	**$613.65**	**$3.19**	**$68,055.42**

*Payroll Liabilities	$18.27
Fixed Asset Purchases	$0.00
IAFF CK '19 ADD BACK(UNCLEARED)	$0.00
Total Adjustments	$18.27

Manpower Analysis by Incident

Key Largo Fire Department

Date Range: From 11/01/2020 to 11/30/2020
Fixed Property:
Company: All Companies

Incident Type	Incident Count	Number Attended	Average Attended	Total Length (hrs)	Average Length (hrs)	Average Man Hours	Total Man Hours
151-Outside rubbish, trash or waste fire	1	6	6.00	0.28	0.28	1.68	1.68
311-Medical assist, assist EMS crew	4	11	2.75	1.79	0.45	1.26	5.04
320-Emergency medical service incident, other	1	3	3.00	0.53	0.53	1.59	1.59
321-EMS call, excluding vehicle accident with injury	9	28	3.11	5.44	0.60	1.91	17.22
322-Motor vehicle accident with injuries	7	36	5.14	3.67	0.52	3.22	22.53
323-Motor vehicle/pedestrian accident (MV Ped)	1	4	4.00	0.27	0.27	1.08	1.08
324-Motor vehicle accident with no injuries.	4	11	2.75	2.46	0.61	1.70	6.78
441-Heat from short circuit (wiring), defective/worn	1	3	3.00	1.43	1.43	4.29	4.29
444-Power line down	6	21	3.50	2.83	0.47	1.45	8.70
445-Arcing, shorted electrical equipment	5	16	3.20	2.12	0.42	1.30	6.50
461-Building or structure weakened or collapsed	1	10	10.00	0.52	0.52	5.20	5.20
551-Assist police or other governmental agency	1	4	4.00	0.67	0.67	2.68	2.68
561-Unauthorized burning	2	6	3.00	0.39	0.20	0.66	1.32
611-Dispatched & canceled en route	5	16	3.20	0.68	0.14	0.43	2.17
622-No incident found on arrival at dispatch address	1	5	5.00	0.37	0.37	1.85	1.85
661-EMS call, party transported by non-fire agency	1	2	2.00	0.00	0.00	0.00	0.00
700-False alarm or false call, other	3	11	3.67	0.58	0.19	0.77	2.32
743-Smoke detector activation, no fire - unintentional	1	7	7.00	0.25	0.25	1.75	1.75
745-Alarm system activation, no fire - unintentional	3	9	3.00	0.65	0.22	0.81	2.44
813-Wind storm, tornado/hurricane assessment	32	138	4.31	98.42	3.08	14.03	449.00
Blank. Incident Type not Entered	3	0	0.00	0.00	0.00		0.00
Total and Averages for all Incident Types	92	347	3.77	123.35	1.34		544.14

NFPA Analysis Report

Key Largo Fire Department

Date Range: From 11/01/2020 to 11/30/2020
Fixed Property:

FIRE IN STRUCTURES BY FIXED PROPERTY USE (OCCUPANCY) (All in Section A Incident Type 110-129)	Number of	Number of Civilian Fire Casualties. If none, write 0. Deaths	Injuries	Estimated Property Damage from Fire. If no loss, write 0.
1. Private Dwellings (1 or 2 family), Including mobile homes (FPU 400-419)	0	0	0	$0
2. Apartments (3 or more families) FPU 429 or FPU 439)	0	0	0	$0
3. Hotels and Motels (FPU 449)	0	0	0	$0
4. All other residential (dormitories, boarding houses, tents, etc.) (FPU 459-499)	0	0	0	$0
5. TOTAL OTHER RESIDENTIAL FIRES (SHOULD BE SUM OF LINES 1 THROUGH 4)	0	0	0	$0
6. Public Assembly (church, restaurant, clubs, etc.) (FPU 100-199)	0	0	0	$0
7. Schools and Colleges (FPU 200-299)	0	0	0	$0
8. Health Care and Penal Institutions (hospitals, nursing homes, prisons, etc.) (FPU 300-399)	0	0	0	$0
9. Stores and Offices (FPU 500-599)	0	0	0	$0
10. Industry, Utility, Defense, Laboratories, Manufacturing (FPU 600-799)	0	0	0	$0
11. Storage in Structures (barns, vehicle storage garages, general storage etc.) (FPU 800-899)	0	0	0	$0
12. Other Structures** (outbuildings, bridges, etc.) (FPU 900-999)	0	0	0	$0
13. TOTALS FOR STRUCTURE FIRES (SHOULD BE SUM OF LINES 5 THROUGH 12)	0	0	0	$0
B. OTHER FIRE AND INCIDENTS				
14a. Fires in Highway Vehicles (autos, trucks, buses, etc.) (IT 131-132, 136-137)	0	0	0	$0
14b. Fires in Other Vehicles (planes, trains, ships, construction or farm vehicles, etc.) (IT 130, 133-135, 138)	0	0	0	$0
15. Fires outside of Structures with Value Involved, but Not Vehicles (outside storage, crops, timber, etc. (IT 140, 141, 161, 162, 164, 170-173)	0	0	0	$0
16. Fires in Brush, Grass, Wildland (excluding crops and timber) with no value involved. (IT 142-143)	0	0	0	
17. Fires in Rubbish, Including Dumpsters (outside of structures), with no value involved. (IT 150-155)	1	0	0	
18. All Other Fires. (IT 100, 160, 163)	0	0	0	$0
19. TOTAL FOR FIRES (SHOULD BE SUM OF LINES 13 THROUGH 18	1	0	0	$0
20. Rescue, Emergency Medical Responses (ambulance, EMS, rescue) (IT 300-381)	19			
21. False Alarm Responses (malicious or unintentional false calls, system malfunctions, bomb scares) (IT 700-746)	7			
22. Mutual Aid or Assistance Responses Given	8			
23a. Hazardous Materials Responses (spills, leaks, etc.) (IT 410-431)	0			
23b. Other Hazardous Conditions (arcing wires, bomb removal, power line down, etc.) (IT 440-482, 400)	13			
24. All Other Responses (smoke scares, lock-outs, animal rescues, etc.) (IT 200-251, 500-699, 800-911)	44			
25. TOTAL FOR ALL INCIDENTS (SHOULD BE SUM OF LINES 19 THROUGH 24)	92			

Based on what is reported in lines 5 and 13 for number of fire above, please report separately:
Confined fires (e.g., cooking fires confined to cooking vessel, or chimney fire that did not spread beyond chimney, or confined trash fires) IIT 113 - 118), and Nonconfined fires (IT 110 - 112,120 - 123).

	Number of Confined Fires	Number of Nonconfined Fires
5. Residential Fires (line 5 above)	0	0
13. Structure Fires (line 13 above)	0	0

BREAKDOWN OF FALSE ALARM RESPONSES	
1. Malicious, Mischievous False Call (IT 710-715)	0
2. System Malfunction (IT 700-739)	0
3. Unintentional (tripping on Interior device accidentally etc.) (IT 740-749)	4
4. Other False Alarms (bomb scares, etc.) (IT 721, 700)	3

Incident Run Log

Key Largo Fire Department

Date Range: From 11/01/2020 to 11/30/2020
Fixed Property:
Company: All Companies
Sorted by: Not selected

Date	FDID	Incident#	Alarm	###	Address	Suite	Type	Lgth
11/04/2020	38032	2020-000662	11:08	136	GUMBO LIMBO DR		Outside rubbish, trash or waste fire	0.3
11/08/2020	38032	2020-000672	09:20	233	JAMES AVE		Medical assist, assist EMS crew	0.3
11/12/2020	38032	2020-000716	18:07	400	LAGUNA AVE		Medical assist, assist EMS crew	0.7
11/14/2020	38032	2020-000723	17:45	12	SEXTON COVE RD		Medical assist, assist EMS crew	0.5
11/20/2020	38032	2020-000729	19:31	1060	OVERSEAS HWY	3202	Medical assist, assist EMS crew	0.3
11/04/2020	38032	2020-000663	13:48	412	BAHIA HONDA RD		Emergency medical service incident, other	0.5
11/07/2020	38032	2020-000670	20:32	4	HIBISCUS LN (101.5 OCEANS		EMS call, excluding vehicle accident with injury	0.4
11/12/2020	38032	2020-000717	19:02	9765	OVERSEAS HWY	47	EMS call, excluding vehicle accident with injury	0.6
11/12/2020	38032	2020-000718	19:15	348	SOUND DR		EMS call, excluding vehicle accident with injury	0.4
11/12/2020	38032	2020-000719	19:55	478	SUMMERLAND RD		EMS call, excluding vehicle accident with injury	0.7
11/12/2020	38032	2020-000720	23:35		LINDA DR / 105.5 MM GU		EMS call, excluding vehicle accident with injury	0.6
11/14/2020	38032	2020-000722	09:11	760	DOLPHIN AVE		EMS call, excluding vehicle accident with injury	1.3
11/19/2020	38032	2020-000725	02:13	225	UPPER MATECUMBE RD		EMS call, excluding vehicle accident with injury	0.3
11/20/2020	38032	2020-000727	10:32	1	EAST DRIVE		EMS call, excluding vehicle accident with injury	0.3
11/22/2020	38032	2020-000734	00:25		GEORGE ST / 102.7 MM GU		EMS call, excluding vehicle accident with injury	0.9
11/03/2020	38032	2020-000658	15:32	1002	OVERSEAS HWY		Motor vehicle accident with injuries	0.7
11/09/2020	38032	2020-000704	14:37	9895	OVERSEAS HWY	SB	Motor vehicle accident with injuries	0.4
11/10/2020	38032	2020-000709	16:29		US1	NB	Motor vehicle accident with injuries	0.8
11/11/2020	38032	2020-000712	19:50	61	SEAGATE BLVD		Motor vehicle accident with injuries	0.2
11/12/2020	38032	2020-000713	00:59		US1		Motor vehicle accident with injuries	0.7
11/12/2020	38032	2020-000715	14:46		REEF ROAD 106 MM		Motor vehicle accident with injuries	0.0
11/24/2020	38032	2020-000736	07:57		US1	NB	Motor vehicle accident with injuries	1.0
11/21/2020	38032	2020-000730	09:59		SAMSON RD / 101.5 MM OC		Motor vehicle/pedestrian accident (MV Ped)	0.3
11/06/2020	38032	2020-000666	07:41	1015	OVERSEAS HWY		Motor vehicle accident with no injuries.	0.6
11/07/2020	38032	2020-000669	15:59		US1		Motor vehicle accident with no injuries.	0.7
11/28/2020	38032	2020-000743	09:45	9760	OVERSEAS HWY		Motor vehicle accident with no injuries.	0.9
11/28/2020	38032	2020-000744	15:07	1047	OVERSEAS HWY		Motor vehicle accident with no injuries.	0.3
11/27/2020	38032	2020-000742	23:40	1028	ADAMS DR		Heat from short circuit (wiring), defective/worn	1.4
11/03/2020	38032	2020-000661	23:17	809	LA PALOMA RD 102 MM OC		Power line down	0.1
11/04/2020	38032	2020-000665	22:31	20	BUTTONWOOD DR		Power line down	1.0
11/08/2020	38032	2020-000671	01:02	34	JEAN LAFITTE DR		Power line down	0.3
11/11/2020	38032	2020-000711	10:45	1500	OCEAN BAY DR		Power line down	0.3
11/14/2020	38032	2020-000721	08:15	53	SHORELAND DR		Power line down	1.0
11/25/2020	38032	2020-000738	09:56	92	MARINA AVE		Power line down	0.2
11/01/2020	38032	2020-000655	13:38	9880	OVERSEAS HWY		Arcing, shorted electrical equipment	0.5
11/07/2020	38032	2020-000668	13:48	40	ANDROS RD	S	Arcing, shorted electrical equipment	0.6
11/12/2020	38032	2020-000714	13:18	1016	OVERSEAS HWY	B44	Arcing, shorted electrical equipment	0.3
11/21/2020	38032	2020-000733	19:15	234	ALLEN AVE		Arcing, shorted electrical equipment	0.5
11/30/2020	38032	2020-000748	22:40	328	3 RD		Arcing, shorted electrical equipment	0.2
11/08/2020	38032	2020-000675	21:13	17	TRANSYLVANIA AVE		Building or structure weakened or collapsed	0.5
11/02/2020	38032	2020-000656	19:04		BUNKY ST / 102.5 MM GU		Assist police or other governmental agency	0.7
11/15/2020	38032	2020-000724	15:11	32	CORAL DR		Unauthorized burning	0.1
11/21/2020	38032	2020-000731	12:12	19	MICHAEL DR		Unauthorized burning	0.3
11/06/2020	38032	2020-000667	08:28	9955	OVERSEAS HWY		Dispatched & canceled en route	0.0
11/10/2020	38032	2020-000710	17:12	9953	OVERSEAS HWY		Dispatched & canceled en route	0.1
11/20/2020	38032	2020-000728	15:38	237	OCEAN DR 92.5 MM OC		Dispatched & canceled en route	0.6
11/21/2020	38032	2020-000732	11:30	1006	OVERSEAS HWY		Dispatched & canceled en route	0.1
11/25/2020	38032	2020-000739	14:28	9700	OVERSEAS HIGHWAY		Dispatched & canceled en route	0.0
11/04/2020	38032	2020-000664	20:36	807	RUBY DR		No incident found on arrival at dispatch address	0.4
11/03/2020	38032	2020-000659	16:19	9955	OVERSEAS HWY		EMS call, party transported by non-fire agency	0.0
11/30/2020	38032	2020-000745	10:31	16	HAZEL ST		False alarm or false call, other	0.6
11/30/2020	38032	2020-000746	16:19		REEF ROAD 106 MM		False alarm or false call, other	0.0
11/30/2020	38032	2020-000747	19:34		REEF ROAD 106MM		False alarm or false call, other	0.0
11/24/2020	38032	2020-000737	18:10	233	BUTTONWOOD SHORES DR		Smoke detector activation, no fire - unintentional	0.3
11/03/2020	38032	2020-000657	09:58	1025	OVERSEAS HWY	1	Alarm system activation, no fire - unintentional	0.3
11/03/2020	38032	2020-000660	16:29	9700	OVERSEAS HIGHWAY		Alarm system activation, no fire - unintentional	0.0
11/07/2020	38032	2020-000673	10:30	1038	OVERSEAS HWY		Alarm system activation, no fire - unintentional	0.4
11/08/2020	38032	2020-000674	19:50		GULFSTREAM SHORES / CR 90		Wind storm, tornado/hurricane assessment	0.3
11/08/2020	38032	2020-000677	22:15	11	MICHAEL DR		Wind storm, tornado/hurricane assessment	-10.9

Date	FDID	Incident#	Alarm	###	Address	Suite	Type	Lgth
11/08/2020	38032	2020-000687	22:28		MIRAMAR DR / 102.5 MM GU		Wind storm, tornado/hurricane assessment	11.9
11/08/2020	38032	2020-000682	22:36	121	POINCIANA DR 99.8 MM OC		Wind storm, tornado/hurricane assessment	13.0
11/08/2020	38032	2020-000678	23:08	1032	GIBRALTAR RD		Wind storm, tornado/hurricane assessment	11.8
11/08/2020	38032	2020-000688	23:33	51	SHORELAND DR		Wind storm, tornado/hurricane assessment	11.0
11/08/2020	38032	2020-000706	23:33	60	SHORELAND DR		Wind storm, tornado/hurricane assessment	11.1
11/09/2020	38032	2020-000679	00:07	31	CORRINE PL / 99.5 MM OC		Wind storm, tornado/hurricane assessment	0.0
11/09/2020	38032	2020-000680	00:39	720	GALE PL		Wind storm, tornado/hurricane assessment	10.0
11/09/2020	38032	2020-000692	06:02		CORMORANT DR / 106 MM GU		Wind storm, tornado/hurricane assessment	4.9
11/09/2020	38032	2020-000683	06:40	49	JENNY LN		Wind storm, tornado/hurricane assessment	3.0
11/09/2020	38032	2020-000693	07:16	855	ELLEN DR		Wind storm, tornado/hurricane assessment	3.0
11/09/2020	38032	2020-000694	07:26		LINDA DR / 105.5 MM GU		Wind storm, tornado/hurricane assessment	3.4
11/09/2020	38032	2020-000686	07:46	100	5 LN		Wind storm, tornado/hurricane assessment	4.2
11/09/2020	38032	2020-000695	07:51		SANTA ANITA LN / 103 MM G		Wind storm, tornado/hurricane assessment	2.1
11/09/2020	38032	2020-000696	07:58	226	LIGNUMVITAE DR		Wind storm, tornado/hurricane assessment	4.7
11/09/2020	38032	2020-000697	08:03	83	SEAGATE BLVD		Wind storm, tornado/hurricane assessment	3.6
11/09/2020	38032	2020-000698	08:48	30	OSPREY RD		Wind storm, tornado/hurricane assessment	2.7
11/09/2020	38032	2020-000685	09:05	26	MARLIN AVE		Wind storm, tornado/hurricane assessment	1.1
11/09/2020	38032	2020-000681	09:10		STATE ROAD 905		Wind storm, tornado/hurricane assessment	0.6
11/09/2020	38032	2020-000684	09:26		STATE ROAD 905		Wind storm, tornado/hurricane assessment	0.3
11/09/2020	38032	2020-000689	10:09	19	JEWFISH AVE		Wind storm, tornado/hurricane assessment	0.2
11/09/2020	38032	2020-000690	10:11	1032	GIBRALTAR RD		Wind storm, tornado/hurricane assessment	3.2
11/09/2020	38032	2020-000700	10:53		LINDA DR / 105.5 MM GU		Wind storm, tornado/hurricane assessment	0.1
11/09/2020	38032	2020-000699	11:06	806	LARGO RD		Wind storm, tornado/hurricane assessment	0.1
11/09/2020	38032	2020-000702	11:32	31	CORRINE PL / 99.5 MM OC		Wind storm, tornado/hurricane assessment	0.0
11/09/2020	38032	2020-000701	11:43	232	JAMES AVE		Wind storm, tornado/hurricane assessment	0.5
11/09/2020	38032	2020-000691	11:59	6	ROSE PL		Wind storm, tornado/hurricane assessment	0.3
11/09/2020	38032	2020-000703	13:54	494	BARRACUDA BLVD		Wind storm, tornado/hurricane assessment	0.2
11/09/2020	38032	2020-000705	14:48	201	PIMLICO LN		Wind storm, tornado/hurricane assessment	0.2
11/09/2020	38032	2020-000707	15:55	103	OVERSEAS HIGHWAY		Wind storm, tornado/hurricane assessment	0.3
11/09/2020	38032	2020-000708	17:30	602	ROSE PL		Wind storm, tornado/hurricane assessment	0.2
11/19/2020	38032	2020-000726	02:18	1	BONEFISH AVE			0.0
11/27/2020	38032	2020-000740	10:50	1	EAST DRIVE 99MM OC			0.0
11/27/2020	38032	2020-000741	20:05		REEF ROAD 106 MM			0.0

Total Number of Incidents: 92

Total Length of Incidents: 122.0 Hours

Alarms by Day of Week

Key Largo Fire Department

Date Range: From 11/01/2020 to 11/30/2020
Fixed Property:

Day of Week		Totals
Sunday		13
Monday		31
Tuesday		9
Wednesday		8
Thursday		10
Friday		8
Saturday		13

No Date	0
Total Alarms	92