

AGENDA ITEM SUMMARY

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2026	2027	2028	2029	2030
Capital Expenditures	<u>\$0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Operating Costs	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
External Revenues	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Program Income (County)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
In-Kind Match County	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
NET FISCAL IMPACT	<u>\$0*</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
# ADDITIONAL FTE POSITIONS (Cumulative)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Budget Account No.: Fund 4011 Dept. 721 Unit W056 Object 6545

Is Item Included in Current Budget? Yes _____ No X

Is this item using Federal Funds? Yes _____ No X

Is this item using State Funds? Yes X No _____

Reporting Category N/A

B. Recommended Sources of Funds/Summary of Fiscal Impact:

*FY25 budget is being amended to include this grant. When the year closes, a grant carryforward request will be submitted.

C. Department Fiscal Review: Bony Foreman

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Development and Control Comments:

Lisa M. Tate 9/26/2025
OFMB DC 9/26
MAF 9/25
VS 9/26

Brinda Mach 9/29/25
Contract Development and Control
26 9.29.25

B. Legal Sufficiency: VS 9/26

[Signature] 10/6/25
Assistant County Attorney

C. Other Department Review:

Department Director

This summary is not to be used as a basis for payment.



**SOUTH FLORIDA WATER MANAGEMENT DISTRICT
FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION
ALTERNATIVE WATER SUPPLY FUNDING PROGRAM
Alternative Water Supply (AWS)**

Recipient: Palm Beach County Board of County Commissioners Recipient's Project Manager: Jane House Address: Water Utilities 8100 Forest Hill Blvd West Palm Beach, FL 33413 Telephone No: 561-493-6076 E-mail Address: jhouse@pbcwater.com	Agreement Number: 460005246 Governing Board Approval Date: May 10, 2024 District Funding Amount: \$3,792,400 Contract Term: October 1, 2024 – July 31, 2027* *All deliverables are due by June 30, 2027
SFWMD Project Manager: Robert Wanvestraut Telephone No.: (561) 682-6615 E-mail Address: rowanves@sfwmd.gov Contract Specialist: Sharman Rose E-mail Address: shrose@sfwmd.gov Telephone No.: (561) 682-2167 Fax No.: (561) 682-5264 Address: 3301 Gun Club Road West Palm Beach, FL 33406	
Insurance: Not Applicable	
Federal Employer Identification Number: 59-6000785	
Project Title: DEP AWS – Project #LEC-316 (AWS-SFDEP-120) Green Cay Wetlands 2 mgd Indirect Potable Reuse Project - Water Purification Treatment Plant, 2.3 miles Purified Water Pipeline, and 4 Surficial Aquifer Wells, Phase 2b	

This **Agreement** is entered into between “the Parties,” the South Florida Water Management **District**, the “**District**”, and the undersigned party, hereinafter referred to as the “**Recipient**.” The **Recipient** warrants and represents that it has no obligation or indebtedness that would impair its ability to fulfill the terms and conditions of this **Agreement**, and shall abide by all legal, financial and reporting requirements, such as matching funds and final reports for all funding received by the **Recipient** from the **District**.

ARTICLE 1 – PROJECT

- 1.1 The **Recipient** shall, to the satisfaction of the **District**, fully and timely construct and perform all work items described in the “Statement of Work,” hereinafter referred as the “Project”, attached hereto as Exhibit “A”, and made a part of this **Agreement**.
- 1.2 As part of the deliverables to be provided by the **Recipient** under this **Agreement**, the **Recipient** shall substantiate, in whatever forum reasonably requested by the **District**, any supporting documentation utilized as a basis for payment by the **District**. This paragraph shall survive the expiration or termination of this **Agreement**.
- 1.3 Attached to this **Agreement** are the following exhibits, which are incorporated herein:

Exhibit A	Statement of Work
Exhibit B	Summary Schedule of Tasks and Deliverables
Exhibit C	Quarterly Status Report
Exhibit D	Final Project Summary Report
Exhibit E	Federal/State Appropriations
Attachment 1	Exhibit B Attachment

ARTICLE 2 – TERM OF THE AGREEMENT

- 2.1 The period of performance of this **Agreement** shall be the dates noted on the first page of this **Agreement**.
- 2.2 The Parties agree that time is of the essence in the performance of each and every obligation under this **Agreement**.

ARTICLE 3 – COMPENSATION / CONSIDERATION

- 3.1 As consideration for the Project required by this **Agreement**, the **District** shall pay the **Recipient** the funding amount as specified on the cover page of this **Agreement**. Such amount is a not-to-exceed the specified amount and therefore, no additional consideration shall be authorized. The **Recipient** shall provide at least fifty percent (50%) or more of the Project’s actual construction cost, unless a different amount is authorized pursuant to Section 373.707, Florida Statutes. The **Recipient** acknowledges that the **District** may authorize an amount less than fifty percent (50%); and, if current fiscal year construction costs decrease , the approved funding may be decreased. The approved funding is a percentage, up to fifty percent (50%) based on the estimated current fiscal year project construction cost for the project scope identified in Exhibit “A”. If the scope is not completed as described in Exhibit “A”, the funding will be reduced or prorated. Payment will be made by the **District** for work

authorized and completed between October 1, 2024 and June 30, 2027. The **District** will not reimburse the **Recipient** for work that commences prior to the start date of the **Agreement** or for work completed after June 30, 2027.

- 3.2 The **Recipient** assumes sole responsibility for all work, which is performed pursuant to Exhibit “A”. By providing funding hereunder, the **District** does not make any warranty, guaranty or any representation whatsoever regarding any of the work performed hereunder, including but not limited to, the adequacy or sufficiency of all or any part of work described in Exhibit “A”.
- 3.3 The **Recipient** hereby agrees not to use **District** funding for any work associated with the research, design and permitting aspects of the Project. **District** funds shall only be used for the construction activities described in Exhibit “A”.
- 3.4 The **Recipient** agrees to reimburse the **District** funds provided through this **Agreement** for facilities (i.e. test/production wells, etc.) that do not become an operational component of the overall alternative water supply facility within the timeframe established in the application. Notwithstanding anything in this **Agreement** to the contrary, this paragraph shall remain in full force and effect for twenty (20) years from the date of contract execution.
- 3.5 Notwithstanding any provisions of this **Agreement** to contrary, the **District** reserves the right, without financial or other penalty or obligation, to (1) cancel this contract and/or (2) reduce the amount of funding to be provided by the **District** pursuant to this **Agreement** in the event the **District** does not receive all or any state appropriation for the alternative water supplies program from the State of Florida as provided in the State’s 2024-2025 fiscal year budget.

ARTICLE 4 – FUNDING PAYMENTS AND REPORTING

- 4.1 The **Recipient** shall provide a completed Quarterly Status Report attached hereto as Exhibit “C” within ten (10) business days of the following due dates December 31, 2024, March 31, 2025, June 30, 2025, September 30, 2025, December 31, 2025, March 31, 2026, June 30, 2026, September 30, 2026, December 31, 2026, March 31, 2027. Reports shall provide detail on the progress of the Project; amounts expended to date per task and outline any potential issues affecting Project completion or overall schedule. In addition, on or before November 30, 2026, the **Recipient** shall provide a completed Final Project Summary Report, attached hereto as Exhibit “D” and the Final Reimbursement Request Package. Concurrent with delivery of the final deliverable(s), the **Recipient** shall provide certification that all construction has been completed in accordance with Exhibit “A” of this **Agreement**.
- 4.2 In the event actual construction costs are less than the not-to-exceed amount for a particular task stated in Exhibit “B”, the **Recipient** will have the right to apply the unexpended balance toward another task, unless the total current fiscal year construction cost has decreased. The **Recipient** shall provide prior written notice of its decision to exercise this right. If the **Recipient** does not exercise this right, the **Recipient** agrees to amend the contract to revise the approved funding consistent with the original percentage to the lower construction cost. In no event, shall the **District**’s total obligation exceed the amount specified in Exhibit “B” for this **Agreement**; however, an actual construction cost less than an estimated construction

cost may result in a reduced final payment. The **Recipient** is responsible for any additional funds either through local revenues, grants, other appropriations, and/or other funding sources.

- 4.3 The **District** shall make payment to the **Recipient** upon completion and acceptance of the deliverable(s) as described in the "Payment and Deliverable Schedule", and receipt of a fully documented reimbursement request package. The **Recipient's** reimbursement request package shall contain the backup documentation required (see Attachment 1 to Exhibit "B"). The request shall include but is not limited to:

- **Recipient's** invoice (include the **District's Agreement** Number and Purchase Order number);
- Signed certification letter on **Recipient's** letterhead (signed by an authorized representative of the **Recipient**);
- Tasks completed per the **Agreement** (if all tasks finished, a statement indicating that the project is completed per the **Agreement**); and
- Vendor invoices/application for payment) for the **District Project Manager(s)** to ascertain that each deliverable in the invoice has been substantially complete; and
- **Recipient** proof of payment supporting vendor invoices; and
- Photos before, during, and upon completion of the project; and
- Copies of any applicable permits and/or inspection reports; and
- Final record drawings; and
- Signed certification of completion documentation, including but not limited to final inspection reports, Florida Licensed Professional Engineer certification of construction per design or Florida Licensed Professional Geologist for well construction.

The **Recipient** shall submit the final reimbursement request package and Exhibit "D" on or before June 30, 2027. Failure of the **Recipient** to follow the instructions set forth in the **Agreement** regarding a proper invoice and acceptable services and/or deliverables may result in an unavoidable delay in payment by the **District**.

- 4.4 **Recipient** shall send its invoices and attachments to APIInvoice@sfwmd.gov and a copy to the **District Project Manager**. All invoices must reference the **Recipient's** legal name as authorized to do business with the State of Florida; **District's Agreement** Number and Purchase Order (PO) Number as specified on the cover page of the **Agreement**; a unique invoice number not previously used; date; a description of the services performed, and the amount to be invoiced. **Recipient** shall: 1) submit invoices using a pdf file at a resolution of no less than 300 dpi; 2) name the pdf file with the **Recipient's** name, Agreement number, and the PO number; 3) provide all required attachments with the invoice file, and 4) include the PO number and Invoice number in the subject line of the email. If email or pdf filing is not possible, the **Recipient** must provide the above to the following address:

**South Florida Water Management District
Accounts Payable
P.O. Box 24682
West Palm Beach, FL 33416-4682**

- 4.5 **Recipient** must submit its invoices in compliance with the requirements of this subsection and all other terms and conditions of this **Agreement** in order to receive prompt payment by the **District** as described in the applicable sections of Chapter 218, Florida Statutes. **Recipient's** failure to follow the instructions set forth in the **Agreement** regarding a proper invoice and acceptable services and/or deliverables may result in an unavoidable delay in payment by the **District**.
- 4.6 Upon completion of the Project, any data that was generated during the performance of the Project shall be submitted to the **District** upon request.
- 4.7 New Well Construction Projects: For projects involving construction of new wells, the **Recipient** shall:
- A. Submit design of well construction and testing programs to the **District** for review and comment prior to implementation. The **Recipient** shall integrate the **District's** comments into the final testing plan where feasible.
 - B. Submit all pertinent well information collected during well construction and testing (i.e., depths, cuttings descriptions, geophysical logs, aquifer test data, etc.), as available. Submissions shall be provided electronically as specified by the **District**.
 - C. If the final location of the well(s) varies from the original location specified in the Consumptive Use or other permit or permit applications, the **Recipient** shall provide the **District Project Manager(s)** with written proof that the appropriate permitting agency contact is aware of and agrees with the changes.

The data shall be archived in the **District's** permanent database and available to the public. Please contact Aurora Bouchier (561) 682-6649, aubouchi@sfwmd.gov, for instructions on submitting data.

ARTICLE 5 – CONTRACT MANAGEMENT

- 5.1 The Parties shall direct all matters arising in connection with the performance of this **Agreement** to the attention of the **District Project Manager(s)** for attempted resolution or action. The **District Project Manager(s)** shall be responsible for overall coordination and oversight relating to the performance of this **Agreement**.
- 5.2 All notices, demands, or other communications to the **Recipient** under this **Agreement**, shall be in writing and shall be deemed received if sent by electronic mail, US Mail or overnight carrier, or otherwise required by law. The **Recipient** shall provide all notices to the persons listed on the cover page of this **Agreement**. All notices required by this **Agreement** shall be considered delivered upon receipt.
- 5.3 All notices to the District under this **Agreement** shall be in writing.
- 5.4 Should either Party change its address, written notice of such new address shall promptly be sent to the other Party.

- 5.5 All correspondence to the **District** under this **Agreement** shall reference the **District's Agreement** Number and PO Number.

ARTICLE 6 – TERMINATION / REMEDIES

- 6.1 It is the policy of the **District** to encourage good business practices by requiring the **Recipient** to materially perform in accordance with the terms and conditions of the **Agreement**. In accordance with Chapter 40E-7.215, Florida Administrative Code, "Material Breach" is defined as any substantial, unexcused non-performance by failing to perform an act that is an important part of the transaction or performing an act inconsistent with the terms and conditions of the **Agreement**.

If the **Recipient** materially fails to fulfill its obligations under this **Agreement**, the **District** will provide written notice of the deficiency by forwarding a Cure Notice citing the specific nature of the material breach. The **Recipient** shall have thirty (30) days to cure the breach. If the **Recipient** fails to cure the breach within the thirty (30) day period, the **District** shall issue a Termination for Default Notice. Once the **District** has notified the **Recipient** that it has materially breached its contract with the **District**, by sending a Termination for Default Notice, the **District's** Governing Board shall determine whether the **Recipient** should be suspended from doing future work with the **District**, and if so, for what period of time. Should the **District** terminate for default in accordance with this provision, the **District** shall be entitled to recover procurement costs in addition to all other remedies under law and/or equity.

- 6.2 The **District** may terminate this **Agreement** at any time for convenience upon thirty (30) calendar days prior written notice to the **Recipient**. The performance of work under this **Agreement** may be terminated by the **District** in accordance with this clause in whole, or from time to time in part, whenever the **District** shall determine that such termination is in the best interest of the **District**. Any such termination shall be affected by delivery of a Notice of Termination to the **Recipient**, specifying the extent to which performance of work under the **Agreement** is terminated, and the date upon which such termination becomes effective. In the event of termination, the **District** shall compensate the **Recipient** for all accepted work performed through the termination date. The **District** shall be relieved of any and all future obligations hereunder, including but not limited to, lost profits and consequential damages under this **Agreement**. The **District** may withhold all payments to the **Recipient** for such work until such time as the **District** determines the exact amount due to the **Recipient**.
- 6.3 In the event a dispute arises, which the **Project Managers'** cannot resolve between themselves, the Parties shall have the option to submit to non-binding mediation. The mediator or mediators shall be impartial, shall be selected by the Parties, and the cost of the mediation shall be borne equally by the Parties. The mediation process shall be confidential to the extent permitted by law.
- 6.4 Notwithstanding anything in this **Agreement** to the contrary, the **District** reserves the right to terminate this **Agreement** immediately without notice in the event any of the representations contained in the **Recipient's** project application are found to be false or if the **Recipient** fails to complete the construction activities described in Exhibit "A", Statement of Work.

ARTICLE 7 – RECORDS RETENTION

7.1 The **Recipient** shall maintain records and the **District** shall have inspection and audit rights as follows:

- A. Maintenance of Records. The **Recipient** shall maintain all financial and non-financial records and reports directly or indirectly related to the negotiation or performance of this **Agreement**, including supporting documentation for any service rates, expenses, research or reports. Such records shall be maintained and made available for inspection for a period of five (5) years from completing performance and receiving final payment under this **Agreement**.
- B. Examination of Records. The **District** or designated agent shall have the right to examine in accordance with generally accepted governmental auditing standards all records directly or indirectly related to this **Agreement**. Such examination may be made only within five (5) years from the date of final payment under this **Agreement** and upon reasonable notice, time and place.
- C. Extended Availability of Records for Legal Disputes. In the event the **District** should become involved in a legal dispute with a third party arising from performance under this **Agreement**, the **Recipient** shall extend the period of maintenance for all records relating to this **Agreement** until the final disposition of the legal dispute. All such records shall be made readily available to the **District**.
- D. Periodic Audits. The **District** shall perform audits periodically to ensure funding objectives are being met.

7.2 Public Records

- A. **Compliance with Florida Laws:** **Recipient** must provide public access to all records concerning this Agreement according to applicable Florida laws including Chapter 119, Florida Statutes. If **Recipient** asserts any exemptions to Florida's public records laws, **Recipient** has the burden of establishing and defending the exemption. **Recipient's** failure to comply with this section is a breach of this **Agreement**.
- B. **Recordkeeping and Public Access:** Under the applicable sections of Chapter 119, Florida Statutes a request to inspect or copy public records relating to a **District** contract for services must be made directly to the **District**. In addition, **Recipient** must: (1) keep and maintain public records required by the **District** in order to perform the service; (2) upon request from the **District's** custodian of public records, provide the **District** with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided by law; (3) ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the **Agreement** term and following completion of the **Agreement** if the **Recipient** does not transfer the records to the **District**; and (4) transfer, at no cost, to the **District**, all public records in possession of the **Recipient** or keep and maintain public records required by the **District** to perform the service. If the **Recipient** transfers

all public records to the **District** upon completion of the **Agreement**, the **Recipient** shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the **Recipient** keeps and maintains public records upon completion of the **Agreement**, the **Recipient** shall meet all applicable requirements for retaining the public records. All records stored electronically must be provided to the **District** upon request from the **District's** custodian of public records, in a format that is compatible with the information technology systems of the **District**. At the conclusion of the **Agreement** with the **District**, **Recipient** shall provide all applicable records associated with this **Agreement** on electronic media (USB flash drive).

- C. **IF THE RECIPIENT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE RECIPIENT'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT TELEPHONE NUMBER (561) 682-2729, EMAIL ADDRESS PUBLICRECORDS@SFWMD.GOV AND MAILING ADDRESS: 3301 GUN CLUB ROAD, WEST PALM BEACH, FL 33406.**

ARTICLE 8 – STANDARDS OF COMPLIANCE

- 8.1 The **Recipient**, its employees, subcontractors or assigns, shall comply with all applicable federal, state, local laws regulations and requirement relating to the performance of this **Agreement**. The **District** undertakes no duty to ensure such compliance, but will attempt to advise the **Recipient**, upon request, as to any such laws of which it has present knowledge.
- 8.2 The laws of the State of Florida shall govern all aspects of this **Agreement**. The exclusive venue for any dispute(s) arising out of or related to this **Agreement** shall be in a court of competent jurisdiction located in Palm Beach County, Florida.
- 8.3 Under the applicable sections of Chapter 216, Florida Statutes, the **Recipient** is prohibited from the expenditure of any funds under this **Agreement** to lobby the Legislature, the judicial branch or another state agency.
- 8.4 The **Recipient** has obtained, at its sole expense, all necessary licenses, authorizations and permits from the appropriate private party or federal, state, municipal or local agency, and other governmental approvals, prior to commencing performance of this **Agreement**. A delay in obtaining permits shall not give rise to a claim by the **Recipient** for additional compensation. If the **Recipient** is unable to obtain all necessary permits in a timely manner, either party may elect to terminate this **Agreement**, each party to bear its own costs, notwithstanding other provisions of this **Agreement** to the contrary. The **Recipient** agrees to comply with the terms and conditions of all permits.
- 8.5 The **Recipient** hereby assures that no person shall be excluded on the grounds of race, color, creed, national origin, handicap, age or sex, from participation in, denied the benefits of, or is otherwise subjected to discrimination in any activity under this **Agreement**. The **Recipient** shall take all measures necessary to effectuate these assurances.

- 8.6 The **Recipient** is hereby authorized to contract with third parties (subcontracts) for services awarded through a competitive process required by Florida Statutes. The **Recipient** shall not subcontract, assign, or transfer any other work under this **Agreement** without the prior written consent of the **District's** Project Manager. The **Recipient** agrees to be responsible for the fulfillment of all work elements included in any subcontract and agrees to be responsible for the payment of all monies due under any subcontract. It is understood and agreed by the **Recipient** that the **District** shall not be liable to any subcontractor for any expenses or liabilities incurred under the subcontract(s).
- 8.7 Pursuant to Section 287.133, Florida Statutes, a person or affiliate who has been placed on the convicted vendor list may not submit a bid, proposal, or reply to a request to provide any goods or services related to the construction of the Project contemplated herein. **Recipient** also assures that it is not on the **District's** Suspension of Contractors List. **Recipient** agrees to include a provision to this effect in all requests for proposals and subcontracts related to construction of this Project.
- 8.8 The **Recipient** shall comply with Section 287.135, Florida Statutes. The **Recipient** further understands and accepts that this **Agreement** shall be either void by the **District** or subject to immediate termination by the **District** in the event there is any misrepresentation or false certification on the part of the **Recipient**. The **District**, in the event of such termination, shall not incur any liability to the **Recipient** for any work or materials furnished.
- 8.9 This paragraph shall remain in full force and effect for twenty (20) years from the date of contract execution. After construction is completed on the Project, the **Recipient** shall continuously operate the Project as described in the Project application and consistent with the application water use permit(s). In the event the Project is not operated or completed in accordance with these requirements, the **Recipient**, if requested by the **District**, agrees to reimburse the amount of funding the **District** provided to this project. This amount may be prorated based on the number of years the completed project is operated using an assumed project life of 20 years. Furthermore, the **District** may cease funding for this Project and any future Projects proposed by the **Recipient**.
- 8.10 Antitrust Violations. **Recipient** must comply with section 287.137, Florida Statutes. A **Recipient** or an affiliate who has been placed on the antitrust violator vendor list following a conviction or being held civilly liable for an antitrust violation may not be awarded or perform work as a **Recipient** under an Agreement with the District.

ARTICLE 9 – INDEMNIFICATION

- 9.1 For value received, which is hereby acknowledged, the **Recipient** shall, subject to the limits permitted in Section 768.28, Florida Statutes, defend, indemnify, save, and hold the **District**, its officers, directors, board members, agents, assigns, and employees harmless from liabilities, damages, losses, and costs, including but not limited to reasonable attorney's fees, to the extent caused by the negligence, recklessness or intentionally wrongful conduct of the **Recipient** and other persons employed or utilized by the **Recipient** in the performance of the **Agreement**. The **District** shall have the right to approve counsel selected by the **Recipient** to defend the **District** in the event the **District** is named in any legal action. Pursuant to Section 768.28, Florida Statutes, nothing herein shall require the **Recipient** to be

liable for intentional or reckless acts or for actions committed in bad faith or malicious purpose or in a manner exhibiting wanton and willful disregard of human rights, safety, or property. However, nothing contained here shall constitute a waiver by the **Recipient** of its sovereign immunity or the provisions of Section 768.28, Florida Statutes.

The **Recipient** further acknowledges that it is solely responsible for ensuring its compliance and the compliance of its subcontractors, suppliers, agents, assigns, invitees and employees with the terms of this **Agreement**. This paragraph shall survive the expiration or termination of this **Agreement**.

ARTICLE 10 – RELATIONSHIP BETWEEN THE PARTIES

- 10.1 The **Recipient** shall be considered an independent contractor and neither party shall be considered an employee or agent of the other party. Nothing in this **Agreement** shall be interpreted to establish any relationship other than that of an independent contractor between the parties and their respective employees, agents, subcontractors, or assigns during or after the performance of this **Agreement**. Both parties are free to enter into contracts with other parties for similar services.
- 10.2 The **Recipient** shall not assign, delegate or otherwise transfer its rights and obligations as set forth in this **Agreement** without the prior written consent of the **District**. Any attempted assignment in violation of this provision shall be null and void.
- 10.3 It is the intent and understanding of the Parties that this **Agreement** is solely for the benefit of the **Recipient** and the **District**. No person or entity other than the **Recipient** or the **District** shall have any rights or privileges under this **Agreement** in any capacity whatsoever, either as third-party beneficiary or otherwise.

ARTICLE 11 – GENERAL PROVISIONS

- 11.1 Notwithstanding any provisions of this **Agreement** to the contrary, the Parties shall not be held liable for any failure or delay in the performance of this **Agreement** that arises from fires, floods, strikes, embargoes, acts of the public enemy, unusually severe weather, outbreak of war, restraint of government, riots, civil commotion, force majeure, act of God or for any other cause of the same character, which is unavoidable through the exercise of due care and beyond the control of the Parties. Failure to perform shall be excused during the continuance of such circumstances, but this **Agreement** shall otherwise remain in effect. This provision shall not apply if the Statement of Work, Exhibit “A” of this **Agreement** specifies that performance by the **Recipient** is specifically required during the occurrence of any of the events herein mentioned.
- 11.2 Any inconsistency in this **Agreement** shall be resolved by giving precedence in the following order:
- (a) Terms and Conditions outlined in Articles 1-11
 - (b) Exhibit “A” Statement of Work
 - (c) Application
 - (d) All other exhibits, attachments and documents specifically incorporated herein by reference

- 11.3 Failures or waivers to insist on strict performance of any covenant, condition, or provision of this **Agreement** by the Parties, their successors and assigns shall not be deemed a waiver of any of its rights or remedies, nor shall it relieve the other Party from performing any subsequent obligations strictly in accordance with the terms of this **Agreement**. No waiver shall be effective unless in writing and signed by the Party against whom enforcement is sought. Such waiver shall be limited to provisions of this **Agreement** specifically referred to therein and shall not be deemed a waiver of any other provision. No waiver shall constitute a continuing waiver unless the writing states otherwise.
- 11.4 Should any term or provision of this **Agreement** be held, to any extent, invalid or unenforceable, as against any person, entity or circumstance during the term hereof, by force of any statute, law or ruling of any forum of competent jurisdiction, such invalidity shall not affect any other term or provision of this **Agreement**, to the extent the **Agreement** shall remain operable, enforceable and in full force and effect to the extent permitted by law.
- 11.5 This **Agreement** may be amended only with the written approval of the Parties.
- 11.6 All publicity/outreach media will be jointly planned by the **Recipient** and the **District** and any and all materials, events, or endorsements arising out of this award will acknowledge the participation and funding by the **District**.
- 11.7 This **Agreement** may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. A photocopy, email or facsimile copy of this **Agreement** and any signatory hereon shall be considered for all purposes as original.
- 11.8 This **Agreement** states the entire understanding and **Agreement** between the Parties and supersedes any and all written or oral representations, statements, negotiations or **Agreements** previously existing between the Parties with respect to the subject matter of this **Agreement**. The **Recipient** recognizes that any representations, statements or negotiations made by **District** staff do not suffice to legally bind the **District** in a contractual relationship unless they have been reduced to writing and signed by an authorized **District** representative. This **Agreement** shall inure to the benefit of and shall be binding upon the parties, their respective assigns, and successors in interest.

IN WITNESS WHEREOF, the Parties or their duly authorized representatives hereby execute this **Agreement** on the date written below.

**SOUTH FLORIDA WATER MANAGEMENT DISTRICT,
BY ITS GOVERNING BOARD**

By: _____
Drew Bartlett, Executive Director

Date: _____

By: _____
Candida Heater, Division Director
Administrative Services

Date: _____

SFWMD Office of Counsel Approved:

By: Paul C Brown Date: 08/25/2025

SFWMD Procurement Approved:

By: Se Rose Date: 08/21/2025

(COUNTY SEAL)

PALM BEACH COUNTY, FLORIDA, BY ITS
BOARD OF COUNTY COMMISSIONERS

ATTEST:

MICHAEL A. CARUSO, CLERK OF THE
CIRCUIT COURT AND COMPTROLLER,
PALM BEACH COUNTY

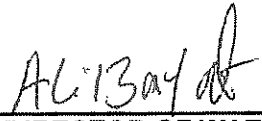
By: _____
DEPUTY CLERK

By: _____
 Maria G. Marino, Mayor

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

By: 
COUNTY ATTORNEY

APPROVED AS TO TERMS AND CONDITIONS

By: 
DIRECTOR OF WATER UTILITIES

KB 

EXHIBIT “A”

STATEMENT OF WORK

Green Cay Wetlands 2 mgd Indirect Potable Reuse Project - Water Purification Treatment Plant,
2.3 miles Purified Water Pipeline, and 4 Surficial Aquifer Wells, Phase 2b

Palm Beach County Water Utilities Department

A. INTRODUCTION/BACKGROUND

Palm Beach County Water Utilities Department (PBCWUD or Recipient) is a county-owned utility governed by the Palm Beach County Board of County Commissioners (BCC). The utility provides potable water, wastewater, and reclaimed water services to approximately 600,000 residents located mostly within roughly 1,300 square miles of unincorporated Palm Beach County. Additionally, PBCWUD also provides water and sewer services for the cities of Belle Glade, Pahokee and South Bay. As the third largest Utility in the state of Florida, PBCWUD provides bulk water services to several municipalities and private utilities including the City of Atlantis, Seacoast Utility Authority, the Town of Lake Clark Shores, and the Seminole Improvement District.

The Southern Region Water Reclamation Facility (SRWRF) has a treatment capacity of 35 million gallons per day (mgd) of wastewater and can produce up to 22 MGD of reclaimed water. This reclaimed water is primarily used for irrigation via delivery to multiple stormwater retention lakes in the region or through direct connection. Additionally, reclaimed water is provided to two constructed wetlands: the 75-acre, 3.0 mgd capacity Green Cay Wetlands and the 50-acre, 2.0 mgd capacity Wakodahatchee Wetlands. Secondary treated effluent and reclaimed water which do not meet reuse standards are disposed of via deep injection wells.

PBCWUD will construct a Water Purification Facility (WPF) to treat reclaimed water from its Southern Region Water Reclamation Facility (SRWRF) to produce purified water, adding a new water source to the water supply of Palm Beach County without additional water withdrawals. The purified water will be conveyed to the recreational lakes at the proposed public access Green Cay Park (Park) and recharge the aquifer for indirect potable reuse for up to four (4) new surficial aquifer production wells servicing PBCWUD's nearby Water Treatment Plant No.3 (WTP 3). A state-of-the-art public educational/learning center will be constructed adjacent to the WPF to promote public awareness of water, water resources and highlight water as a vital resource. The recreational components and the educational/learning center costs will not be considered for cost reimbursement. This indirect potable reuse project would be the first of its kind in the state of Florida, will maintain the lakes at Green Cay Park for recreational use and will provide purified water to recharge the aquifer.

B. OBJECTIVES

The objectives are to recharge the aquifer for indirect potable reuse and to reduce the amount of water disposed of via deep injection wells.

C. SCOPE OF WORK

Phase 2b includes construction of the WPF chemical storage area super-structure with chemical storage tanks and pumps, four (4) SAS production wells including well pumps and wellheads, the treatment and chemical control systems, mechanical process accessories, and final site civil improvements to the WPF site.



Figure 1. Location map of Project Area.

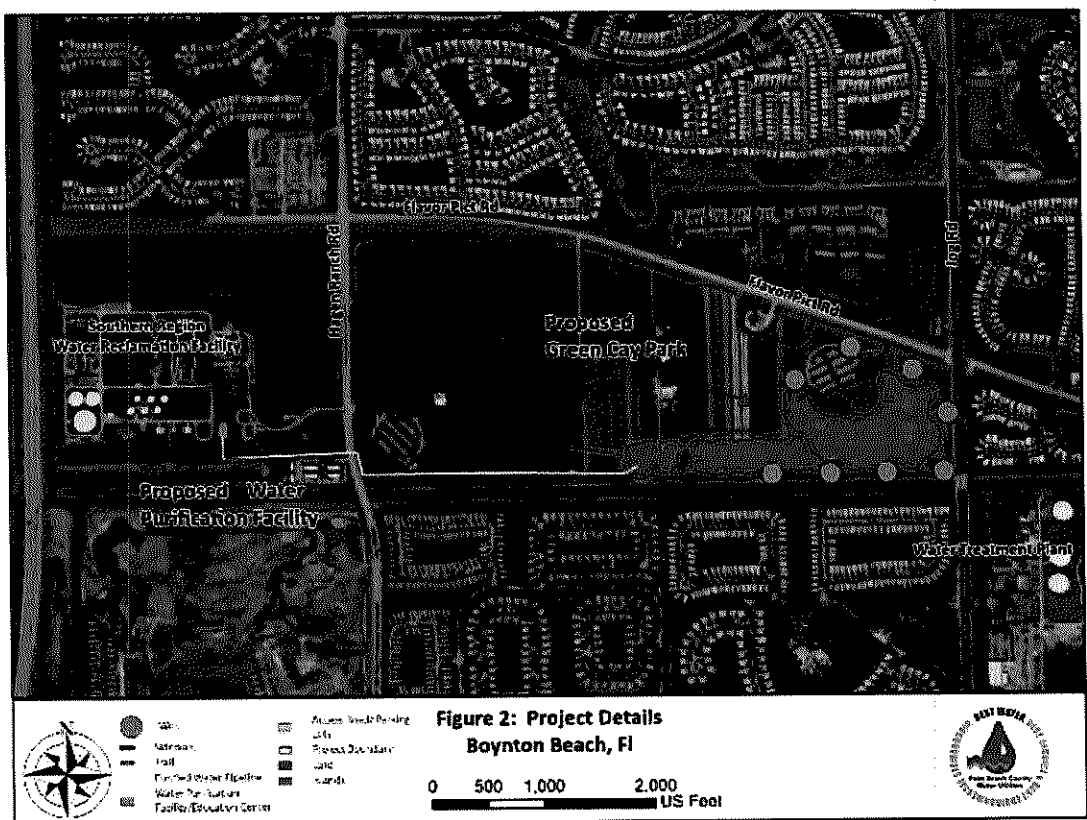


Figure 2. Project details.

D. WORK BREAKDOWN STRUCTURE

The work breakdown structure associated with this project is described below. Note that if the project is complete prior to the due date of a Status Report (Tasks 2-11), then Exhibit “D” shall replace the Status Report and subsequent Status Reports shall not be required.

Task 1: – Recipient shall submit to the project manager an electronic submittal of final project bid amount and/or final vendor contract for tasks to be completed by June 30, 2027.
Due Date: Upon contract execution

Task 2 – Exhibit “C” Quarterly Status Report: **Recipient** shall submit to the project manager a status report summarizing progress made to date, issues of concern potentially affecting project performance, and any other information pertinent to the project.
Due Date: December 31, 2024

Task 3 – Exhibit “C” Quarterly Status Report: **Recipient** shall submit to the project manager a status report summarizing progress made to date, issues of concern potentially affecting project performance, and any other information pertinent to the project.
Due Date: March 31, 2025

Task 4 – Exhibit “C” Quarterly Status Report: **Recipient** shall submit to the project manager a status report summarizing progress made to date, issues of concern potentially affecting project performance, and any other information pertinent to the project.

Due Date: June 30, 2025

Task 5 – Exhibit “C” Quarterly Status Report: **Recipient** shall submit to the project manager a status report summarizing progress made to date, issues of concern potentially affecting project performance, and any other information pertinent to the project.

Due Date: September 30, 2025

Task 6 – Exhibit “C” Quarterly Status Report: **Recipient** shall submit to the project manager a status report summarizing progress made to date, issues of concern potentially affecting project performance, and any other information pertinent to the project.

Due Date: December 31, 2025

Task 7 – Exhibit “C” Quarterly Status Report: **Recipient** shall submit to the project manager a status report summarizing progress made to date, issues of concern potentially affecting project performance, and any other information pertinent to the project.

Due Date: March 31, 2026

Task 8 – Exhibit “C” Quarterly Status Report: **Recipient** shall submit to the project manager a status report summarizing progress made to date, issues of concern potentially affecting project performance, and any other information pertinent to the project.

Due Date: June 30, 2026

Task 9 – Exhibit “C” Quarterly Status Report: **Recipient** shall submit to the project manager a status report summarizing progress made to date, issues of concern potentially affecting project performance, and any other information pertinent to the project.

Due Date: September 30, 2026

Task 10 – Exhibit “C” Quarterly Status Report: **Recipient** shall submit to the project manager a status report summarizing progress made to date, issues of concern potentially affecting project performance, and any other information pertinent to the project.

Due Date: December 31, 2026

Task 11 – Exhibit “C” Quarterly Status Report: **Recipient** shall submit to the project manager a status report summarizing progress made to date, issues of concern potentially affecting project performance, and any other information pertinent to the project.

Due Date: March 31, 2027

Task 12 – **Recipient** shall construct chemical storage area super-structure/Reimbursement Request Package

Due Date: Upon Task Completion.

Task 13 – **Recipient** shall furnish and install chemical storage area tanks, pumps, and electrical/Reimbursement Request Package

Due Date: Upon Task Completion.

Task 14 – **Recipient** shall furnish and install two (2) surficial production wells, well piping and well I&C/Reimbursement Request Package

Due Date: Upon Task Completion

Task 15 – Recipient shall furnish and install two (2) surficial production wells, well piping and well I&C/ Reimbursement Request Package
Due Date: Upon Task Completion

Task 16 – Furnish and install the treatment and chemical control systems /Reimbursement Request Package
Due Date: Upon Task Completion

Task 17 – Furnish and install mechanical process accessories /Reimbursement Request Package
Due Date: Upon Task Completion

Task 18 – Final site civil improvements for the water purification facility /Reimbursement Request Package
Due Date: Upon Task Completion

Task 19 – Final Reimbursement Request Package & Project Summary Sheet (Exhibit “D”): **Recipient** shall submit to the project manager the final reimbursement request package, to include but not limited to, signed certification letter that the project is complete per the agreement, recipient invoice, copies of vendor invoices, and Final Project Summary Report (Exhibit “D”).
Due Date: June 30, 2027

EXHIBIT “B”
PAYMENT AND DELIVERABLE SCHEDULE

Green Cay Wetlands 2 mgd Indirect Potable Reuse Project - Water Purification Facility, 2.3 Miles
Reclaimed Water Main, and 4 Surficial Aquifer Wells, Phase 2b

Palm Beach County Water Utilities Department

- A summary deliverable schedule associated with this project is set forth below.
- The **Recipient** shall submit all deliverables to the **District’s** project manager. All deliverables submitted hereunder are subject to review by the **District**. The **Recipient** hereby agrees to provide the **District** all deliverables, data and information described in the Statement of Work.
- Payment shall be made following receipt and acceptance by the **District** of the Reimbursement Request Package(s) in accordance with the schedule set forth below. The **Recipient** shall submit a reimbursement request upon completion of each Task noted below. If applicable, the **Recipient** shall submit a final reimbursement request package for payment and Exhibit “D” on or before June 30, 2027, for reimbursement. All reimbursement request packages shall be accompanied by adequate documentation to demonstrate completion of each Task in accordance with Exhibit “A” the Statement of Work (SOW).
- Reimbursement Request Packages shall include but not be limited to, a copy of **Recipient’s** invoice, signed certification letter for partial payment that the task(s) is (are) complete per the SOW or that the project is complete per the SOW, Exhibit “D” Final Project Summary Report, copies of vendor invoices and payments, and any other documentation supporting payment. Timely payment of invoices shall be contingent upon the District’s review and acceptance of all invoice(s). Final payment is subject to the final project construction cost. The Reimbursement Request Package shall be submitted on or before June 30, 2027.
- The **District** shall only be obligated to pay for documented actual construction costs within the not-to-exceed amounts specified below. In the event actual construction costs by the **Recipient** are less than the not-to-exceed amount for a particular task, the **Recipient** shall have the right to apply the unexpended balance toward another task, unless the total current construction cost has decreased. The **Recipient** shall provide prior written notice of its decision to exercise this right to the **District’s** Project Manager. If the **Recipient** does not exercise this right, the **Recipient** agrees to amend the contract to revise the approved funding consistent with the original percentage to the lower construction cost. In no event shall the **District’s** total obligation exceed the amount specified below for the total **Agreement**; however, an actual construction cost less than the estimated construction cost may result in a reduced final payment. The **Recipient** is responsible for any additional funds either through local revenues, grants, other appropriations, and/or other funding sources.
- Total reimbursement payment by the **District** for all work completed herein shall not exceed the amount of **\$3,792,400**. If the total consideration for this **Agreement** is subject to multi-year funding allocations, funding for each applicable fiscal year of this **Agreement** will be subject to Governing Board budgetary appropriation. In the event the **District** does not approve funding for any subsequent fiscal year, this **Agreement** shall terminate upon expenditure of the current funding, notwithstanding other provisions in this **Agreement** to the contrary.

Task No.	Deliverable(s)	Invoice Date¹	Report Due Date	District Not-To-Exceed Payment
1	Electronic submittal of final project bid and/or vendor estimates for tasks to be completed by June 30, 2027.	N/A	Upon Contract Execution ²	N/A
2	Exhibit "C" – Quarterly Status Report ³	N/A	December 31, 2024	N/A
3	Exhibit "C" – Quarterly Status Report ³	N/A	March 31, 2025	N/A
4	Exhibit "C" – Quarterly Status Report ³	N/A	June 30, 2025	N/A
5	Exhibit "C" – Quarterly Status Report ³	N/A	September 30, 2025	N/A
6	Exhibit "C" – Quarterly Status Report ³	N/A	December 31, 2025	N/A
7	Exhibit "C" – Quarterly Status Report ³	N/A	March 31, 2026	N/A
8	Exhibit "C" – Quarterly Status Report ³	N/A	June 30, 2026	N/A
9	Exhibit "C" – Quarterly Status Report ³	N/A	September 30, 2026	N/A
10	Exhibit "C" – Quarterly Status Report ³	N/A	December 31, 2026	N/A
11	Exhibit "C" – Quarterly Status Report ³	N/A	March 31, 2027	N/A
12	Construct chemical storage area super-structure/Reimbursement Request Package	Upon Task Completion	Upon Task Completion	\$146,200
13	Furnish and install chemical storage area tanks, pumps, and electrical/Reimbursement Request Package	Upon Task Completion	Upon Task Completion	\$558,600
14	Furnish and install two (2) surficial production wells, well piping and well I&C./Reimbursement Request Package	Upon Task Completion	Upon Task Completion	\$828,600
15	Furnish and install two (2) surficial production wells, well piping and well I&C./Reimbursement Request Package	Upon Task Completion	Upon Task Completion	\$1,495,200
16	Furnish and install the treatment and chemical control systems /Reimbursement Request Package	Upon Task Completion	Upon Task Completion	\$165,700
17	Furnish and install mechanical process accessories /Reimbursement Request Package	Upon Task Completion	Upon Task Completion	\$132,600
18	Final site civil improvements for the water purification facility /Reimbursement Request Package	Upon Task Completion	Upon Task Completion	\$465,500
19	Reimbursement Request Package & Project Summary Report (Exhibit "D")	June 30, 2027	June 30, 2027	N/A
Total District Funding				\$3,792,400
Current Fiscal Year(s) Construction Costs				\$7,609,198
Total Project Construction Cost				\$99,220,507

¹If applicable, interim Reimbursement Request Package shall be submitted upon completion of the task(s) noted above. Reimbursement Request Packages must be submitted on or before June 30, 2027, for reimbursement, no exceptions.

²If construction bids and vendor estimates have not been completed upon execution of the **Agreement**, the **Recipient** shall submit this information as soon as it's available to the **District** Project Manager.

³Exhibit "C" Quarterly Status Reports are due within ten (10) days of the due date.

Note: Ineligible costs include, but not limited to, permits, as-builts, videos, early completion bonus, bonds and insurance, etc.

Note: If the project includes well drilling and testing, deliverables must include copies of all hydrogeologic data collected in the course of drilling and testing, in the **District** specified format. An electronic copy of the **District** specified format is available via email. Contact the appropriate **District** Project Manager to request one.



EXHIBIT "C"
Alternative Water Supply

Quarterly Status Report

To comply with the AWS quarterly status report requirements specified in your contract, this form shall be completed and submitted via email to your **District** Project Manager. Please attach backup documentation (e.g. pictures, drawings, etc.) that will provide an understanding of project construction to date.

Agreement Number: 460000		Purchase Order Number: 95000	
Reporting Quarter: 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ 9 ☐ 10 ☐			
Project Title:	Green Cay Wetlands 2 mgd Indirect Potable Reuse Project - Water Purification Facility, 2.3 miles Reclaimed Water Main, and 4 Surficial Aquifer Wells, Phase 2b	Recipient:	Palm Beach County Water Utilities Department
Overall status of project:		On Schedule ☐	Behind Schedule ☐
If behind schedule, provide an explanation:			
Project Summary (to date):			
Actual Phase Construction Costs			
	Date	Amount	
Bid Document			
Final Contract (with vendor)			
Total expended to date			
Change order(s)			
Submitted by:		Title:	
Email:		Date:	
Report submittal and/or questions: Email or call Robert Wanvestraut at rowanves@sfwmd.gov or 561-682-6615			
SFWMD staff only:			
Date received:		Received by:	
Status:			
Commenced ☐	On Schedule ☐	Behind Schedule ☐	Completed ☐ Closed ☐

Construction Deliverables Status – provide the following information for each deliverable listed in Exhibit “B” of the Agreement:

Task No.	Exhibit “B” Deliverables	Is the Task Complete? Y/N	Estimated Finish Date	Task Status and Comments
1	Electronic submittal of final project bid and/or vendor estimates for tasks to be completed by June 30, 2027		Upon contract execution	
2	Quarterly Status Report		12/31/24	
3	Quarterly Status Report		3/31/25	
4	Quarterly Status Report		6/30/25	
5	Quarterly Status Report		9/30/25	
6	Quarterly Status Report		12/31/25	
7	Quarterly Status Report		3/31/26	
8	Quarterly Status Report		6/30/26	
9	Quarterly Status Report		9/30/26	
10	Quarterly Status Report		12/31/26	
11	Quarterly Status Report		3/31/27	
12	Construct chemical storage area super-structure/Reimbursement Request Package		Upon Task Completion	
13	Furnish and install chemical storage area tanks, pumps, and electrical/Reimbursement Request Package		Upon Task Completion	
14	Furnish and install two (2) surficial production wells, well piping and well I&C/Reimbursement Request Package		Upon Task Completion	
15	Furnish and install two (2) surficial production wells, well piping and well I&C/Reimbursement Request Package		Upon Task Completion	
16	Furnish and install the treatment and chemical control systems /Reimbursement Request Package		Upon Task Completion	
17	Furnish and install mechanical process accessories /Reimbursement Request Package		Upon Task Completion	
18	Final site civil improvements for the water purification facility /Reimbursement Request Package		Upon Task Completion	
19	Reimbursement Request Package & Project Summary Report (Exhibit “D”)		6/30/27	



EXHIBIT "D"

Alternative Water Supply

Final Project Summary Report

Green Cay Wetlands 2 mgd Indirect Potable
Reuse Project - Water Purification Facility, 2.3
Miles Reclaimed Water Main, and 4 Surficial
Aquifer Wells Phase 2b

Project Title	Recipient Project Manager
	Palm Beach County Water Utilities Department
SFWMD Agreement / PO Numbers	Recipient Name (Project Owner)

Describe project constructed:

Type of Alternative Water Supply	Quantity of Water Made Available		Construction Duration	
	Proposed	Actual	Start Date	Finish Date
Reclaimed Water				

COST FOR THIS PHASE (Phase refers to the current work)			
	Proposed Costs	Actual Costs	
Current Fiscal Year(s) Construction Cost	\$7,609,198	\$	
FUNDING BREAKDOWN FOR THIS PHASE			
District Funding	\$3,792,400	\$	
Local Funds	\$3,816,798	\$	
Other Funding Source			
From:	\$	\$	
TOTAL PHASE COSTS	\$7,609,198	\$	

Attach map and photo(s) of project in an electronic format, if available. The District will make funding payments only to reimburse for work completed between October 1, 2024, and June 30, 2027.

To the best of my knowledge, the above information is correct.

Chief Financial Officer

Recipient Project Manager

EXHIBIT E

FUNDS AWARDED TO THE ENTITY PURSUANT TO THIS AGREEMENT CONSIST OF THE FOLLOWING:

Federal Resources Awarded to the Recipient Pursuant to this Agreement Consist of the Following:					
Federal Program Number	Federal Agency	CFDA Number	CFDA Title	Funding Amount	State Appropriation Category

State Resources Awarded to the Recipient Pursuant to this Agreement Consist of the Following Matching Resources for Federal Programs:					
Federal Program Number	Federal Agency	CFDA Number	CFDA Title	Funding Amount	State Appropriation Category

State Resources Awarded to the Recipient Pursuant to this Agreement Consist of the Following Resources Subject to Section 215.97, F.S.:						
Federal Program Number	State Agency	State Fiscal Year	Number	CSFA Title or Funding Source Description	Funding Amount	State Appropriation Category
	Florida Department of Environmental Protection	2024-2025	37.100	Alternative Water Supplies	\$3,792,400	141138
Total Award					\$3,792,400	

For each program identified above the recipient shall comply with the program requirements described in the Catalog of Federal Domestic Assistance (CFDA) [<https://beta.sam.gov/help/assistance-listing>] and/or the Florida Catalog of State Financial Assistance (CSFA) [<https://apps.fldfs.com/fsaa/catalog.aspx>]. The services/purposes for which the funds are to be used are included in the Agreement scope of services/work. Any match required by the recipient is clearly indicated in the Agreement.

Attachment 1

Documentation Required for all Agreement Payments

Listed below are the minimum requirements for documentation to support invoice payment requests. Additional requirements may be in effect for this contract depending on the source of funds for this work.

Government entities performing work must maintain accurate books, records, documents and other evidence that sufficiently and properly support all direct and indirect costs expended in the performance of the contract or agreement. The entity shall allow the District, Federal, State, or other parties providing contract funding, access to periodically inspect, review or audit such documents as books, vouchers, records, reports, canceled checks, payroll registers or any and all similar material as deemed necessary. These records shall be maintained for five years following the close of the contract or agreement.

Project deliverables and services performed by the entity should be in a proper and satisfactory manner as described in the Statement of Work. Only expenditures for goods, services and other deliverables falling within the categories agreed to pursuant to the Statement of Work and approved contract budget should be paid. All costs should be reasonable, appropriate, necessary, valid and eligible. Expenditures should be made in accordance with applicable laws, rules and regulations and complete (transactions are documented and all funds are accounted for).

Expenditures for periods prior to the current billing period will only be approved if supported by adequate documentation along with a written explanation as to why the expense was not submitted during the correct billing period.

Expenditures for work performed prior to the execution of an agreement are not allowable unless specifically provided for in the agreement.

Invoices for fixed unit rate contracts must show the number of service units being billed, the cost per unit, and be in agreement with contract terms and conditions.

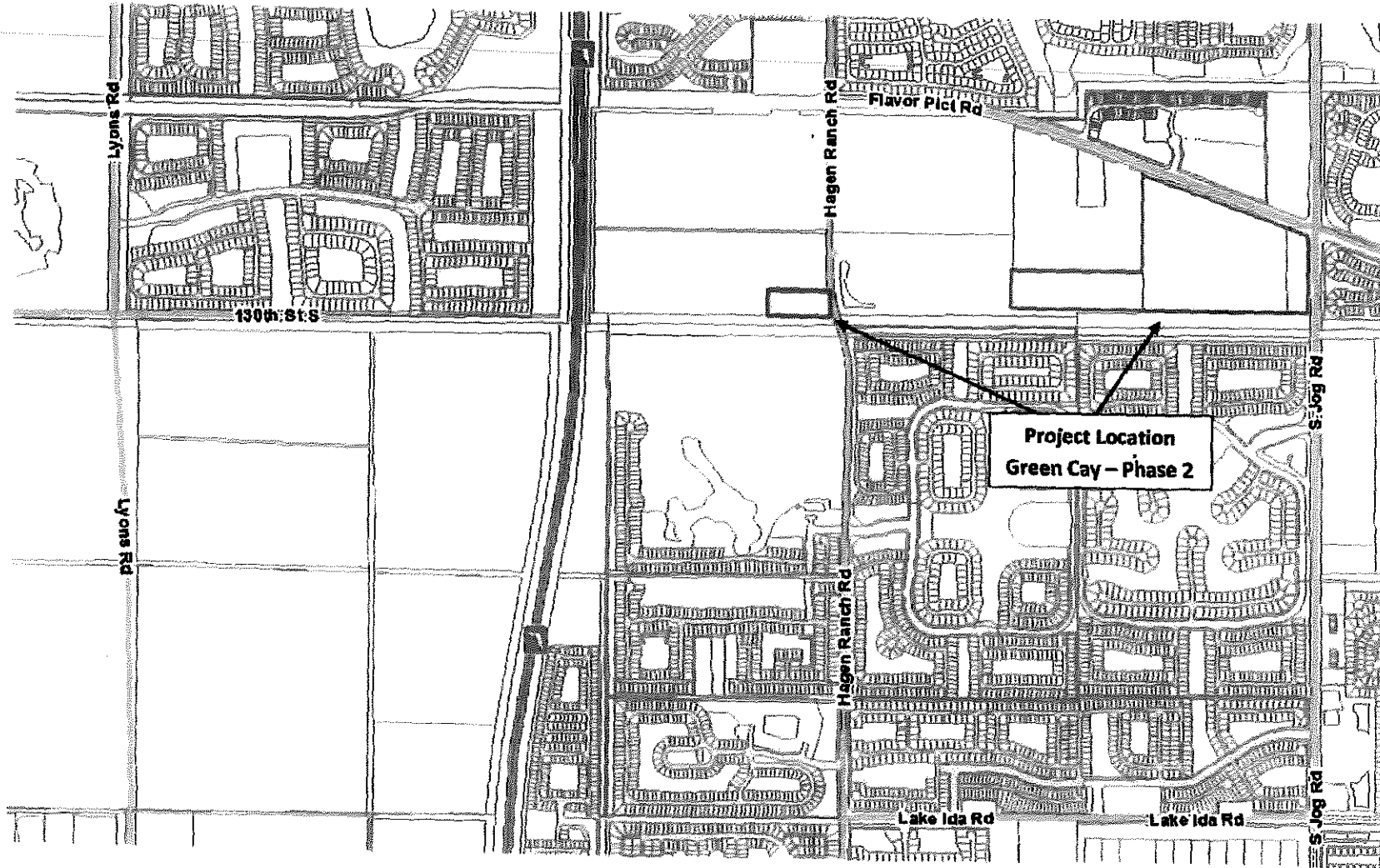
In detail, invoices and the documentation accompanying invoices for services under contracts which are not fixed price must include the following:

1. The beginning and end date of the work period being invoiced should be specified on all entity invoices. The invoice date and the date of services and deliverables provided should not precede the date that an agreement was executed unless specifically provided for in the agreement. Similarly, the end date of contracts and related agreements should not be exceeded in terms of invoice dates, services, etc. without the execution of a contract amendment. Deliverables should be specifically quantifiable, measurable, and verifiable. The completion of all tasks/services included in the Statement of Work should be required to meet all deliverables prior to approval for final payment.
2. Detailed description of material purchased, work completed, and/or service performed, in direct relation to each project or project component, along with project name or number should be provided.
3. Supporting documentation for each invoice should be complete, mathematically accurate, sufficient in detail, and verifiable.

Attachment 1
Documentation Required for all Agreement Payments

- a. The invoicing of labor costs, if applicable, should be accompanied by documentation supporting the pay rate and the employees' job title along with approved timesheets covering the period of service. Pay rates and job titles must agree to rates and job titles specified in the contract. Summary schedules should be supported by detailed records totaling the amounts on the summary schedule. The entity must maintain and provide upon request the relevant payroll register pages covering the period of service.
- b. If the agreement specifies that indirect costs may be charged based on a specified rate, then the calculation must be provided. In the absence of this indirect costs will not be allowable.
- c. Purchases or rental of commodities such as materials, equipment, tools, etc., should be accompanied by an invoice or receipt from the supplier that describes what was purchased, the date of purchase, the number of units, and the cost per unit. Purchases should be allowable per the agreement, directly related to the Statement of Work, reasonable and within the agreement period.
- d. Invoices for services provided should be in sufficient detail as to determine 1) what was provided (to determine how it relates to the overall contract); 2) when the services were provided (to determine whether the amounts being billed pertain to the correct period); 3) the unit price and total cost of what was provided (to determine whether it's reasonable given the task performed); and 4) minimum performance standards were achieved in accordance with contract requirements and expectations.
- e. If the agreement allows for the separate billing of travel costs such costs must comply with the District's travel policy which includes the submission of a completed District provided *Travel Expense Reimbursement* form along with documentation of all travel expense items listed on the form. If the District's form is not used, the form must contain the same information as provided in the District's form.
- f. Vehicle and/or equipment allowance and usage charges should be reported in detail by number of hours used and dates of use. Entities or its subcontractors must maintain documentation by use of a log that shows the vehicle/equipment description, the location where the item was in use, if a vehicle it should show the beginning and ending odometer readings along with total mileage and if a piece of equipment it should show the beginning and ending times that the equipment was in use for and who the operators were. A copy of the log for the applicable time frame must be submitted with the invoice package. Usage of vehicles and equipment should be reasonable based on the task being performed and agree to the rates as specified in the contract.
- g. The requirements above also apply to subcontractors.

ATTACHMENT 2
Location Map



25- 1008

**BOARD OF COUNTY COMMISSIONERS
PALM BEACH COUNTY, FLORIDA
BUDGET AMENDMENT**

BGRV 091125*551

BGEX 091125*1857

FUND 4011 Capital Improvement Fund

ACCOUNT NUMBER	ACCOUNT NAME	UNIT NAME	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPENDED/ ENCUMBERED as of 09/11/2025	REMAINING BALANCE
<u>REVENUES</u>									
4011-721-W056-3439	State Grant Other Phys. Envir.	Green Cay Ph. 2 Grant-SFWMD #46005246	0	0	3,792,400	0	3,792,400		
Total Fund Revenues			451,604,872	462,972,130	3,792,400	0	466,764,530		
<u>EXPENDITURES</u>									
4011-721-W056-6545	Water Transmission Plants	Green Cay Ph. 2 Grant-SFWMD #46005246	0	0	3,792,400	0	3,792,400	0	3,792,400
Total Fund Expenditures			451,604,872	462,972,130	3,792,400	0	466,764,530		

SIGNATURES

Initiating Department/Division

DATES

25- Sept - 25

Lisa Mante

9/26/2025

Administration/Budget Department Approval

OFMB Department - Posted

BY BOARD OF COUNTY COMMISSIONERS

At Meeting of: 21-Oct-25

**Deputy Clerk to the
Board of County Commissioners**