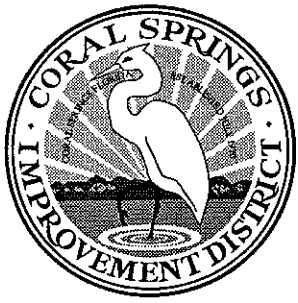


**Coral Springs  
Improvement District**

**Agenda**

**April 16, 2012**

RA



## Coral Springs Improvement District

April 10, 2012

Board of Supervisors  
Coral Springs Improvement District

Dear Board Members:

The regular meeting of the Board of Supervisors of the Coral Springs Improvement District will be held on Monday, April 16, 2012 at **4:00 P.M.** in the District Offices, 10300 N. W. 11<sup>th</sup> Manor, Coral Springs, Florida. Following is the advance agenda for this meeting.

1. Roll Call
2. Approval of the Minutes of the March 14 and March 19, 2012 Meetings
3. Audience Comments
4. Lanzo Construction
  - Project Updates
5. Consideration of Bids
  - A. Telephone System
  - B. Document Management System
6. Consideration of CH2M Hill Invoice for Services from December 31, 2011 Through January 27, 2012
7. Staff Reports
  - A. Manager
    - Utility Billing Work Orders
  - B. Director of Operations
    - Water
    - Sewer
    - Stormwater
    - Field
    - Human Resources
  - C. Attorney
  - D. Engineer
    - Project Status Report
8. Approval of March Financials and Check Registers
9. Supervisors' Requests
10. Adjournment

The Minutes of the March 14 and March 19, 2012 meetings are enclosed for your review.

Recommendation letters from Mr. Daly as well as backup documentation for the telephone system and document management system bids are enclosed under the fifth order of business.

An invoice from CH2M Hill is enclosed under the sixth order of business. The invoice has not been analyzed; therefore, a marked up copy will be distributed under separate cover.

Enclosed under the Manager's Report is the utility billing work orders.

A project status update is enclosed under the Engineer's Report.

The financials and check registers for March are enclosed. The balance of the agenda is routine in nature and staff will present their reports at the meeting. I look forward to seeing you at the meeting and in the meantime if you have any questions, please contact me.

Sincerely,



Kenneth Cassel/sd  
District Manager

cc:	Jane Early	Randy Frederick	Ed Stover
	Kay Woodward	David McIntosh	William Capko
	Dan Daly	Stephen Bloom	Beverley Servé
	John McKune	Cory Johnson	Shawn Frankenhauser
	Michael Bone		

# Minutes

**MINUTES OF MEETING  
CORAL SPRINGS IMPROVEMENT DISTRICT**

The recessed meeting of the Board of Supervisors of the Coral Springs Improvement District was held on Wednesday, March 14, 2012 at 2:00 p.m. at the District Office, 10300 NW 11<sup>th</sup> Manor, Coral Springs, Florida.

Present and constituting a quorum were:

Martin Shank	President
Theodore Mena	Vice President
Duane Holland	Secretary (Via Telephone)

Also present were:

Kenneth Cassel	District Manager
William G. Capko	District Counsel
Dan Daly	Director of Operations
Kay Woodward	District Accountant
John McKune	District Consultant
Cory Johnson	CH2M Hill
Steve Bone	Lanzo Construction
Joe Brown	Lanzo Construction
Sandra Demarco	Severn Trent Services

*The following is a summary of the minutes and actions taken during the March 14, 2012 CSID Board of Supervisors Continued Meeting.*

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Cassel called the meeting to order and called the roll.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

There not being any, the next item followed.

**THIRD ORDER OF BUSINESS**

**Surface Water Management Permit for  
TD Bank (Update from District Manager)**

Mr. Cassel provided the Board with a brief update:

- Atlantic Crossings was contacted to discuss additional onsite storage.
- The developer sent Atlantic Crossings a full set of plans from TD Bank.
- A conference call will be held the end of this week or early next week to discuss options.

- Atlantic Crossings is concerned more storage will impact their parking spaces. Mr. Hanks conducted research and found they have a surplus of 200 parking spaces.
- This item will be brought before the Board at the April meeting.

**FOURTH ORDER OF BUSINESS**

**Consideration of Work Change Directive to Lanzo Construction to Rework the Concentrate Discharge Line to Comply with the New Directive from the Broward County Health Department**

There being no questions or comments,

On MOTION by Mr. Mena seconded by Mr. Holland with all in favor the work change directive to Lanzo Construction to rework the concentrate discharge line to comply with the new directive from the Broward County Health Department at a cost of \$249,521 was approved.

Mr. Brown stated the materials will arrive within two weeks and the work is expected to be completed within four to six weeks.

**FIFTH ORDER OF BUSINESS**

**Clarification from the Board on Motion Made at the February 27, 2012 Meeting Regarding McKune & Associates**

- A. **Work Authorization for Plant Review and Sub Work**
- B. **Final Contract with McKune & Associates**

On MOTION by Mr. Mena seconded by Mr. Holland with all in favor Work Authorization No. 1 and the final contract with McKune & Associates were approved.

**SIXTH ORDER OF BUSINESS**

**Approval of Financials and Check Registers**

There being no questions or comments,

On MOTION by Mr. Mena seconded by Mr. Shank with all in favor the financials were approved.

**SEVENTH ORDER OF BUSINESS**

**Supervisors' Requests**

The following was discussed:

- Mr. Shank reported the District's legislative bill died after Senator Bogdanoff put a hold on it. Mr. Mena will use his resources to find out why she killed the bill.
- Substantial completion was issued on February 29, 2012 for the wastewater plant. CH2M Hill is waiting for Lanzo Construction's engineer to issue a letter signing off on the structural portion of the project so they can issue a letter to the city.
- There are three items on the nanofiltration plant list which are being worked through: HDAC flow balance, the fan system and a flow meter on train #3.
- Mr. Shank shared a brochure from the vendor doing camera work and relining near lift station #1. Mr. Daly reported the camera work began Monday, March 12, 2012.
- Mr. Daly showed a picture of the excellent work staff did and the condition in which they left Ms. Kauffman's driveway after repairing the leak.
- Mr. Mena expressed frustration because the city denied a permit to install a fence within the District's right-of-way easement behind 11856 NW 2<sup>nd</sup> Street after an obstruction removal agreement was signed between the homeowner and the District. The city's ordinance does not allow this regardless of the District's approval. He discussed this issue with the Coral Springs City Manager and will meet with them to discuss changing the ordinance. Mr. Capko needs to review the section of the ordinance before meeting with the city.

**EIGHTH ORDER OF BUSINESS**

**Adjournment**

There being no further business,

On MOTION by Mr. Mena seconded by Mr. Holland with all in favor the meeting was adjourned.

---

Kenneth Cassel  
Assistant Secretary

---

Martin Shank  
President

**MINUTES OF MEETING  
CORAL SPRINGS IMPROVEMENT DISTRICT**

A regular meeting of the Board of Supervisors of the Coral Springs Improvement District was held on Monday, March 19, 2012 at 6:30 p.m. at the District Office, 10300 NW 11<sup>th</sup> Manor, Coral Springs, Florida.

Present and constituting a quorum were:

Martin Shank	President
Theodore Mena	Vice President
Duane Holland	Secretary

Also present were:

Kenneth Cassel	District Manager
William G. Capko	District Counsel
Dan Daly	Director of Operations
Kay Woodward	District Accountant
Jan Zilmer	Human Resources
John McKune	District Consultant
David McIntosh	Wastewater Department
Ed Stover	Water Department
Randy Frederick	Drainage Supervisor
Steve Seigfried	Field Superintendent
Cory Johnson	CH2M Hill
Michael Bone	Lanzo Construction
Steve Bone	Lanzo Construction
Joe Brown	Lanzo Construction
Rhon Ernest-Jones, PE	IBI Group

*The following is a summary of the minutes and actions taken during the March 19, 2012 CSID Board of Supervisors Meeting.*

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Cassel called the meeting to order and called the roll.

**SECOND ORDER OF BUSINESS**

**Approval of Minutes of the February 27, 2012 Meeting**

Mr. Shank stated each Board member received a copy of the minutes of the February 27, 2012 meeting and requested any corrections, additions or deletions.

There not being any,



On MOTION by Mr. Holland seconded by Mr. Mena with all in favor the minutes of the February 27, 2012 meeting were approved.

**THIRD ORDER OF BUSINESS**

**Audience Comments**

There were no audience comments. Mr. Mena noted the meetings were moved to 6:00 p.m. to make them more accessible to the public. Because there has not been a great deal of public participation the Board discussed having the meetings earlier.

On MOTION by Mr. Mena seconded by Mr. Holland with all in favor the remaining regular meetings for Fiscal Year 2012 will be held at 4:00 p.m.

**FOURTH ORDER OF BUSINESS**

**Lanzo Construction**

**• Project Updates**

Mr. Brown reported the following:

- Plant F is substantially complete.
- The work lifts have been completed in the nano plant and the work is substantially complete.
- The 12 inch line is underway. The pipe is onsite. The fittings are expected to arrive by March 22, 2012.
- The Board reviewed the settlement agreement between Lanzo Construction and the District.

On MOTION by Mr. Holland seconded by Mr. Mena with all in favor the settlement agreement with Lanzo Construction was approved substantially to form with the work list to be attached once finalized

**FIFTH ORDER OF BUSINESS**

**Discussion of Document Request to CH2M Hill**

The following was discussed:

- Mr. McKune reviewed a list of documents and identified the ones needed by the District.
- Work Authorization #63 is based on \$15,000 previously approved by the Board for document retrieval. It has been executed by Ms. van Ravenswaay and needs to be signed by the President.

**SIXTH ORDER OF BUSINESS**

**Consideration of Bids for Pump Station Bank Restoration**

The following was discussed:

- Two bids were submitted: Jackson Land Development, LLC. for \$86,300 and Trio Development Corporation for \$79,712.
- Staff recommends awarding the project to Trio Development Corporation. They previously performed satisfactory work for the District.
- The project consists of restoring the bank, installing filter fabric and riprap work.

On MOTION by Mr. Mena seconded by Mr. Holland with all in favor the pump station bank restoration project was awarded to Trio Development Corporation in the amount of \$79,712.

**SEVENTH ORDER OF BUSINESS**

**Consideration of CH2M Hill Invoices**

The following was discussed:

- This item was tabled at the February 27, 2012 meeting.
- Mr. Mena asked Mr. McKune about CH2M Hill's efforts to cooperate with the District.
- Mr. McKune confirmed CH2M Hill has been working diligently to finalize the work list in an attempt to get the project complete.
- Mr. Holland met with Mr. Johnson and Mr. McKune a couple of months ago. He feels Mr. Johnson put forth a strong effort to work with the District.
- Mr. Shank noted a request was made for CH2M Hill to measure the Hydrogen Sulfide coming out of the plant and it has not been.
- Mr. Johnson stated they placed meters and they did not detect sulfide. The raw water levels were sampled and compared. They found an increase in sulfide in the membrane treated water, which is not possible. There was little to no sulfide found in the tray aerators in the lime softening plant. The sampling did not yield good results.
- Mr. Johnson will resample and submit information to Mr. McKune.
- Mr. Shank asked how much it is going to cost to run the RO plant as opposed to the nano plant. He wants to see if it is cost effective to change the membranes to a nano plant system. Mr. Johnson will prepare a cost estimate between the two facilities.

- Mr. Shank asked how waters from both plants will mix together without a mixing tank.
- Mr. Johnson explained the water quality from the lime softening plant is compatible to the water from the nanofiltration plant. The waters can be mixed in pipe and the ground storage tanks provide significant detention time for the waters to mix. The lime softening train was originally going to be maintained as an emergency backup in case one of the membrane trains was down. Installing a mixing tank for emergencies did not make sense in the original design.
- Mr. Holland asked when the transition to the nanofiltration system can take place. Mr. Johnson stated it depends on the installation of the concentrate line and what the District wants to do with its disinfectants. If the District wants to go back to chloramines, it will be a significant delay. It can take four to six months to install an ammonium feed system.
- Mr. Stover read an excerpt from the Standard Methods for the Examination of Water and Wastewater. "To obtain reproducible and meaningful result variables such as temperature, reaction time, chlorine dose and residual, PH must be controlled." Staff is not sure the variables were controlled when samples were collected. Temperature readings were never recorded. He feels the tests should be conducted by an independent third party and not done in-house.

On MOTION by Mr. Holland seconded by Mr. Shank with all in favor the CH2M Hill invoice dated November 26, 2011 through December 30, 2011 was approved for payment.

#### **EIGHTH ORDER OF BUSINESS**

#### **Draft of Easement Agreement for Driveways – Approve as to Form**

The following was discussed:

- Mr. Cassel explained the District needs an approved standard easement agreement to be used for driveways.
- District counsel will make minor changes to ensure it is a recordable document.
- Mr. Cassel requested the Board approve the agreement as to form and authorize the District manager and Director of Operations to sign routine applications without

having to come before the Board for approval. Any unusual scenarios will be brought before the Board for approval.

On MOTION by Mr. Mena seconded by Mr. Holland with all in favor the easement agreement was approved substantially to form and staff was delegated to process routine applications.

**NINTH ORDER OF BUSINESS**

**Staff Reports**

**A. Manager**

Mr. Cassel provided the Board with an update on the TD Bank permit application.

- He met with the engineers working for TD Bank on this project to discuss drainage calculations required.
- A conference call will be held with representatives of Atlantic Crossings to discuss the possibility of them picking up additional surface area retention storage.
- Mr. Barnett provided updated plans.
- Mr. Shank expressed his displeasure at the way Mr. Barnett tried to submit changed plans at the meeting without prior submittal to the engineer reviewing the project.

- **Monthly Water Break Report**
- **Utility Billing Work Orders**

The above items are for informational purposes only.

**B. Director of Operations**

Mr. Daly reported half of the camera work near Lift Station #1 is complete and the lines will be cleaned before the other half is done.

- **Water**

The following was discussed:

- There was general discussion regarding the possible need of an IT technician for the nanofiltration plant.

On MOTION by Mr. Holland seconded by Mr. Shank with all in favor independent third party water quality testing will be performed.

- It was recommended everyone concur on the methodology prior to testing.

- All the internal influent well lines were videoed last week, cleaned and re-videoed. There were no major issues.
- Mr. Johnson noted the turbidity issue seems to be clearing on its own.

- **Sewer**

There being no report, the next item followed.

- **Stormwater**

There being no report, the next item followed.

- **Field**

The following was discussed:

- Mr. Frederick reported he is still waiting on confirmation from the Florida Fish and Wildlife Conservation Commission for the triploid grass carp permit.
- Mr. Seigfried reported the antennas are being installed at the lift stations.
- Mr. Daly complemented Mr. Seigfried and his crew for their recent work.

- **Human Resources**

The following was discussed:

- Mr. Shank requested a survey and/or analysis be done of employee benefits in other utilities to compare with the District.
- Mr. Zilmer reported the annual company picnic will be held at Quite Waters Park on April 14, 2012.

**C. Attorney**

- **Lanzo Update**

The following was discussed:

- Mr. Capko did not have any additional items to report. He apologized to the Board for providing them with the settlement agreement at the meeting. He clarified it was just finalized in the afternoon.
- Mr. Shank distributed a letter he drafted to Ms. Bogdenoff requesting an explanation for putting the District's bill on hold.
- Mr. Mena expressed his displeasure over Ms. Bogdenoff's action. He provided an article about redistricting and how it will affect Ms. Bogdenoff.
- Mr. Capko stated Ms. Bogdenoff will likely respond and have a meeting with the District. He noted she never raised an issue on this bill. One of the law firm's

partners, Ms. Killinger, has a good relationship with Ms. Bogdenoff and Ms. Bogdenoff was not forthcoming with her. If a meeting is set up with Ms. Bogdenoff, Ms. Killinger will attend.

- Mr. Mena asked how much the District spent on legislation costs. Mr. Cassel responded \$45,000.

**D. Engineer**

- **Project Status Report**

The following was discussed:

- Mr. Johnson is finalizing the letter of substantial completion for the nanofiltration plant. He issued the letters for Plant F for review and is waiting for comments.
- Mr. McKune is working with Mr. Johnson on peripheral work such as disinfection of byproducts particularly with the wells.

**TENTH ORDER OF BUSINESS**

**Approval of February Financials and Check Registers**

Ms. Woodward reviewed the financials and reported the financial audit for Fiscal Year 2011 was filed on February 29, 2012, which is a month earlier than the deadline.

On MOTION by Mr. Mena seconded by Mr. Holland with all in favor the financials were approved.

**ELEVENTH ORDER OF BUSINESS**

**Supervisors' Requests**

Mr. Shank directed Mr. Cassel to put out an RFQ for a District engineer and welcomed CH2M Hill to submit a proposal.

**TWELFTH ORDER OF BUSINESS**

**Adjournment**

There being no further business at this time,

On MOTION by Mr. Mena seconded by Mr. Shank with all in favor the meeting was adjourned.

---

Kenneth Cassel  
Assistant Secretary

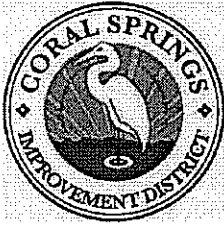
---

Martin Shank  
President

## **Fifth Order of Business**

**5A**





## PHONE SYSTEM UPGRADE PROPOSAL

The time has come to replace our phone system. We have been having issues with our current system and although the current system is operable, there are matters that have convinced me that a new phone system is in order at this time.

One pitfall of continuing to use the current system is in the availability of replacement parts such as pbx, pri, T1, voice mail, and analog boards. Our current phone system had been in use for approximately 5 years before it was installed at CSID in the year 2002 making this system over 14 years old.

Another limitation to the current system is the auto-attendant message that is heard by those who call the main number. Technology these days allows for different prerecorded messages to be heard at the touch of a button. Unfortunately our current phone system only has the capability to store one auto-attendant message at a time and the administrator must go through many menu's and sub menu's to initialize the message. This makes it particularly hard to change the normal greeting message to an informational message in times of precaution or disaster.

The District currently has 25 desks and extensions with DID line phones. Leaving room for future growth, the new system specification calls for 32 digital phone ports and 8 analog ports for fax lines and other devices. The bid document also spelled out operation features we would like as well as our desire to have multiple pre-recorded auto-attendant messages that are changed at the touch of a button. (see attached "features" guidelines).

We intentionally did not specify a phone system with a VOIP (voice over internet protocol) backbone. VOIP phone systems go down when the internet is not running. This can be due to bad firewalls, cable line breaks, low band width, etc. If we leave our communication portals as they are at this time, the District will be able to communicate with the residents via phone if the cable/ internet is down or via email and web page if the phone trunks are down.

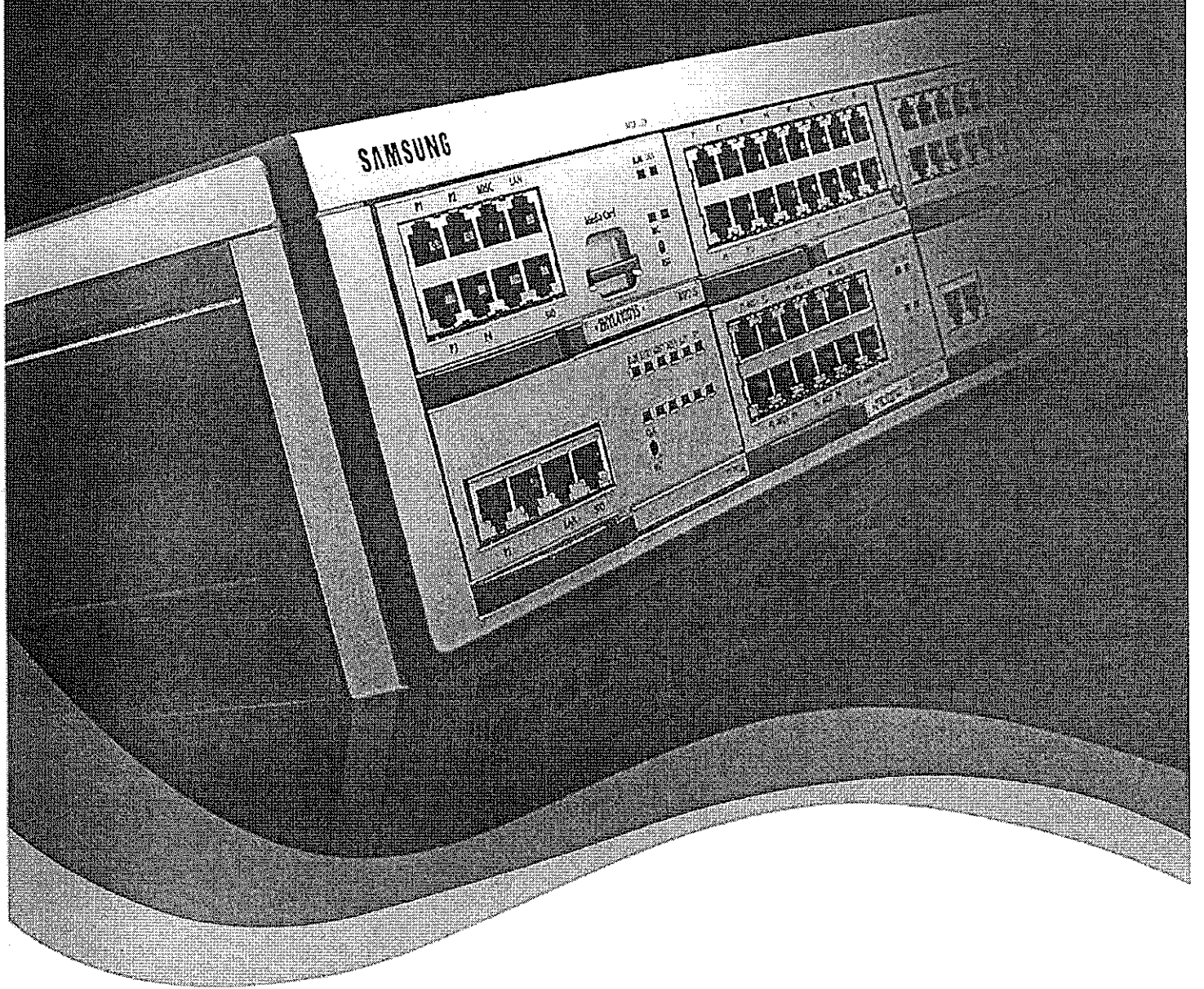
The request for proposal was advertised in the Sun Sentinel on March 19, 2012 and there were two companies that inquired about a bid package. The two companies were I D Telecom and Gateway Communications. A representative from I D Telecom attended the mandatory pre-bid meeting held on 3/26/2012 at 10:00am. No representative from Gateway Communications was present.

Based on the results from the bid, the price, and features, staff recommends purchasing the phone system from I D Telecom.

Sincerely,

Dan Daly

**POWERFUL TECHNOLOGY. AFFORDABLE GROWTH.**  
Small-to-Mid-sized Business Communications Solution



**OfficeServ™ 7200-S**



## ECONOMICAL, FLEXIBLE AND INCREMENTAL GROWTH FOR TODAY'S BUSINESSES

Phone systems designed for businesses like yours leave you with difficult choices – especially regarding growth. Capacity ranges never reflect the utilization or expansion you expect. No size ever fits right. So, you're left with the same old challenge: Do you overspend now, and overbuy capacity to accommodate possible expansion tomorrow, or do you buy within budget and expand later, hoping not to outgrow your system too soon?

Now you don't have to compromise. Samsung presents the OfficeServ™ 7200-S, a converged solution that is expandable in smaller increments to grow in pace with your business. It has all the power and versatility you need at a size and price that's right for you.



### DIGITAL, VoIP, AND WIRELESS

Choose from a broad range of Samsung digital and VoIP phones—with large, easy-to-read displays—that were designed to complement the OfficeServ 7200-S system. For uninterrupted productivity even when you're on the move, take advantage of Samsung's affordable wireless mobility solution. Talk to your authorized dealer about which phones are right for your business.



### AFFORDABLE TODAY; EXPANDABLE TOMORROW

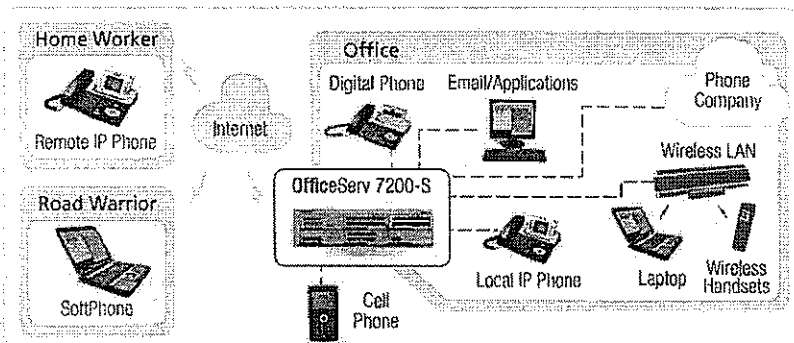
The big story behind the Samsung OfficeServ 7200-S is flexible and incremental growth. That's what sets it apart from other systems. You can easily add expansion cards to build out the system line by line without having to spend for excess capacity. This is true flexibility and affordability, the hallmark of Samsung engineering.

The system's adept main processor provides significant voice and data muscle to run your business with ease and efficiency. And it's affordable to operate. Equipped to handle the latest SIP service technology, the OfficeServ 7200-S can save you money on your monthly phone bills by reducing recurring carrier charges. VoIP and VPN optimization mean you can take advantage of today's more affordable Voice over Internet Protocol technology, and you can easily set up and administrate a Virtual Private Network. Moreover, unlike other systems, here email, voicemail and a media gateway come embedded, so you won't need to purchase a separate processor or use up valuable expansion slots.

### TECHNOLOGY ON THE MOVE – JUST LIKE YOU

The Samsung OfficeServ 7200-S comes with wireless capabilities, so employees can move about the office using lightweight portable handsets. You can also set up WiFi, making wireless access to data even easier. When employees are on the road, the system's OfficeServ Connect feature can allow office calls to ring simultaneously at multiple locations – on their mobile devices, in their home offices, or wherever there's a phone. In addition, SoftPhone technology can virtually turn the laptops of road warriors into full-featured office phones.

## OFFICE CONFIGURATION



With email gateway, voicemails can be received and listened to on your PC or SmartPhone as emails with ".wav" attachments.

### Basic Features

- Accommodates a wide range of digital, IP, and wireless phones to suit your business needs
- Built-in reporting functionality for monitoring call statistics
- Auto Attendant with Uniform Call Distribution (UCD) for efficient call handling
- Embedded voicemail with email gateway to deliver voice messages to your MS Outlook Inbox

### Advanced Features

- SPNet enables networking to other OfficeServ platforms at remote offices
- Executive Mobex allows your desk phone and mobile phone to ring simultaneously and gives you the ability to transfer, conference, and put calls on hold from your mobile phone
- Hot Desking lets individual employees have alternate work areas, or multiple employees share a common work area
- Enhance on and off-site productivity with a suite of Computer Telephony Integration (CTI) applications, which help improve cost efficiency and streamline operations
- Wireless Access Points allow wireless handsets and PDAs to integrate seamlessly with phone system features
- Enterprise-class firewall and Intrusion Detection System for powerful security

Samsung levels the playing field for small-to-midsized businesses by making enterprise-quality telecommunications more accessible and affordable. That's the Samsung mission. For flexible, economical and incremental growth, choose the Samsung OfficeServ 7200-S... and connect with The Samsung Advantage.

### WITH SIP TRUNKING, THE SYSTEM CAN PAY FOR ITSELF

Looking for a rapid return on investment in tangible dollars and cents— such as savings on every phone bill? By utilizing Session Initiation Protocol (SIP) trunking, you can take advantage of VoIP technology to reduce recurring phone carrier charges; which means the system can pay for itself over time. SIP trunking also increases capability and productivity by letting you extend your network beyond the walls of your business.

## SYSTEM FEATURES

- Account Code Entry
  - Forced-Verified
  - Forced-Not Verified
  - Voluntary
- Account Code Key
- Account Code Key One Touch
- Administrator Program Key
- All Call Voice Page
- Attention Tone
- Audio Message with Alarm (Timer) Reminder
- Audio Ringback Tones
- Authorization Codes
  - Forced
  - Voluntary
- Auto Answer on CO
- Auto Attendant
- Automatic Call Distribution (ACD)
- Automatic Hold
- Background Music
- Branch Group
- Call Activity Display
- Call Center
  - Agent Busy/Manual Wrap Up Key
  - Agent PIN (ID) Numbers
  - Agent Login & Logout
  - Automatic Logout
  - Automatic Wrap-Up Timer
  - Priority Call Queuing
  - Embedded Reporting Package
    - Agent Statistics
    - Call Statistics
    - Group Supervisors
    - Printed Reports
  - OfficeServ DataView
  - UCD Statistics
  - UCD Monitoring
  - Wall-Style Display
  - Windows
- Call Costing
- Caller Identification (CID)
  - Caller ID
  - PRI
  - Calling Line Identification
- Caller ID Features
  - Name/Number Display
  - Next Call
  - Save Caller ID Number
  - Store Caller ID Number
  - Inquire Park / Hold
  - Caller ID Review List
  - Investigate
  - Abandon Call List
  - Caller ID on SMDR
  - Number to Name Translation
  - Caller ID to PSTN
  - Caller ID to Analog Port
- Call Forwarding
  - All Calls
  - Busy
  - No Answer
  - Busy/No Answer
  - Forward DND
  - Follow Me
  - External
  - To Voice Mail
  - Preset Destination
  - Preset Forward Busy
- Call Hold
  - Exclusive
  - System
  - Remote
- Call Park and Page
- Call Pickup
  - Directed
  - Groups
  - Established
- Call Recording
- Call Waiting / Camp-On
- Caller Emergency
  - Service ID (CES/ID)
- Centrex / PBX Use
- Chain Dialing
- Chain Forward
- Class of Service
- Common Bell Control
- Computer Telephony
  - Integration (CTI)
  - OfficeServ Link
  - OfficeServ DataView
  - OfficeServ EasySet
  - OfficeServ Call
  - OfficeServ Operator
  - OfficeServ SoftPhone
- Conference
  - Conference Group
- Conference Set Relocation
- Data Security
- Database Printout
- Daylight Savings Time-Auto
- Dialed Number Identification Service (DNIS)
- Direct In Lines
- Direct Inward Dialing (DID)
  - DID Call Limits
- Direct Inward System
  - Access (DISA)
- Direct Trunk Selection
- Directory Names
- DISA Security
- Distinctive Ringing
- Door Lock Release (Programmable)
- Door Phones
- E-mail Gateway
  - Executive Barge-In (Override)
  - With Warning Tone
  - Without Warning Tone
- Trunk Monitor or Service Observing
- External Music Interfaces
- External Page Interfaces
- Flash Key Operation
- Flexible Numbering
- Group Busy Setting
- Hot Desking (ITP Keysets)
- Hot Line
- In Group/Out of Group
- Incoming Call Distribution
- Incoming/Outgoing Service
- Individual Line Control
- IP Keysets
- ISDN Service
  - Primary Rate Interface
- LAN Interface
- Least Cost Routing
- Live System Programming
  - From Any Digital Keypad
  - With a Personal Computer
- Meet Me Page and Answer
- Memory Protection
- Message Waiting
  - Indications
- Message Waiting Key
- Microphone On / Off per Station
- Mobile Extension (MOBEX)
- Mobility Solution
- Multiple Language Support
- Music On Hold-Flexible
- Music On Hold-Source
- Networking
  - QSIG over IP
  - QSIG over PRI
- OfficeServ Connect
- Operator Group
- Operator Group Overflow
  - Operator
  - Station Group
- Override Codes
- Paging
  - Internal Zones (5)
  - External Zones (2)
  - All External
  - Page-All
- Park Orbits
- Power over Ethernet (PoE)
- Prime Line Selection
- Priority Call Queuing
- Private Lines
- Programmable Line Privacy
- Programmable Timers
- Recalls
- Recall to Operator
- Redial Review
- Remote Programming-PC
- Ring Modes
  - Time-Based Routing Plans
  - Automatic/Manual
  - Holiday Schedule
  - Temporary Override
- Ring Over Page
- Secretary Pooling
- Simultaneous Ringing (see OS Connect)
- Single Line Connections
- Speed Dial Numbers
  - Station List
  - System List
- Speed Dial by Directory
- Station Hunt Groups
  - Distributed
  - Sequential
  - Unconditional
- Station Message Detail Recording
- Station Pair
- System Alarms
- System Maintenance Alarms
- System Directory
- Toll Restriction
  - By Day or Night
  - By Line or Station
  - Eight Dialing Classes
  - Special Code Table
- Toll Restriction Override
- Tone or Pulse Dialing
- Traffic Reporting
- Transfer
  - Screened / Unscreened
  - Voice Mail Transfer Key
  - With Camp-On
- Trunk Groups
- Twinning (see Mobile Extension)
- Unified Voicemail
  - E-mail Gateway
- Uniform Call Distribution (UCD)
- Universal Answer
- Virtual Extensions
- Voice Mail (embedded)
  - Inband Signaling
- Voice over IP (VoIP)
- Walking Class of Service
- Wireless Handsets - (see Mobility Solution)

This is a comprehensive listing of all features supported by the OfficeServ 7200-S. Some may require additional hardware or software.

## MAXIMUM CAPACITIES

Stations	Wireless Handsets	64
	Analog Phones	64
	Digital Phones	
	Samsung IP Phones	
	Voice Mail	256 users/6 ports
<b>Maximum Stations</b>		<b>64</b>
Trunks	SIP Trunks	32
	H.323	24
	Analog Trunks	60
	Digital Trunks PRI 23	46
	Networking Trunks (SPNet)	32
<b>Maximum Trunks</b>		<b>60</b>
<b>Maximum Stations + Trunks + Voice Mail</b>		<b>64+60+6=130 total</b>

ID Telecom & Data, Inc.

www.idtelecom.net

954-340-6880

©2009 Samsung Telecommunications America, LLC  
 Samsung, OfficeServ and SPNet are registered trademarks of Samsung Electronics America, Inc., and its entities.  
 Design and specifications are subject to change without notice.



F-L-SB-OS7200S

# **CORAL SPRINGS IMPROVEMENT DISTRICT**

## **PROJECT MANUAL**

**Refer to Exhibit "A" for Scope of Work**

**PROJECT: WS 2012-02  
Small Business Phone System**

**PUBLISHED DATE: March 19, 2012**

**OWNER: CORAL SPRINGS IMPROVEMENT DISTRICT  
10300 N.W. 11<sup>th</sup> Manor  
Coral Springs, Florida 33071**

**REPRESENTATIVE:**

**Dan Daly  
Director of Operations  
10300 N.W. 11<sup>th</sup> Manor  
Coral Springs, Florida 33071  
Phone 954-796-6639 FAX 954-753-8784**



**PROJECT NO. WS 2012-02**  
**INVITATION TO BID**

**ADVERTISEMENT FOR BID**

**FOR**

**Small Business Phone System**

**CORAL SPRINGS IMPROVEMENT DISTRICT**  
**BROWARD COUNTY, FLORIDA**

**March 19, 2012**

Sealed bids for the procurement of the following described project will be received by the Owner, Coral Springs Improvement District, Broward County, Florida:

Sealed bids will be received until **11:00 A.M.**, Eastern Time on April 2, 2012 at the office of Coral Springs Improvement District, 10300 N.W. 11<sup>th</sup> Manor, Coral Springs, FL 33071.

**A mandatory pre-bid meeting will be held at 10:00am on March 26, 2012.**

Bidders may obtain complete sets of Bidding Documents from the District Offices, 10300 NW 11<sup>th</sup> Manor, Coral Springs, FL 33071. Partial sets of Bidding Documents will not be available. For information you must contact Robin Dvorshak, District Representatives at 954-796-6658 and you must supply an email address.

The Owner reserves the right to reject any or all Bids with or without cause, to waive technical errors and informalities, and to accept the Bid, which best serves the interest of the Owner.

Owner:

**CORAL SPRINGS IMPROVEMENT DISTRICT**

BY:

\_\_\_\_\_, **Kenneth Cassel**  
District Manager

Publish Dates:

3/19/12  
\_/\_/12

## **INSTRUCTIONS TO BIDDERS**

### **WARRANTIES**

**Warranty of Title:** The Successful Bidder warrants to the DISTRICT that all goods and materials furnished under the Contract will be new unless otherwise specified and that Successful Bidder possesses good, clear, and marketable title to said goods and there are no pending liens, claims or encumbrances whatsoever against said goods. All work not conforming to these requirements, including substitutions not properly approved and authorized may be considered defective.

**Warranty of fitness for a Particular Purpose:** The Successful Bidder warrants the goods and/or services shall be fit for and sufficient for the purpose(s) intended.

**Warranty of Performance:** The Successful Bidder warrants that the goods are capable of doing the same or better quality work than other goods of equal value operated under the same conditions.

**Warranty of Material and Workmanship:** The Successful Bidder warrants all material and workmanship from the date of installation through the end of the rental term.

The Successful Bidder warrants to the DISTRICT that it will comply with all applicable federal, state and local laws, regulations and orders in carrying out its obligations under the Contract.

The Successful Bidder warrants to the DISTRICT that it is not insolvent, it is not in bankruptcy proceedings or receivership, nor is it engaged in or threatened with any litigation, arbitration or other legal or administrative proceedings or investigations of any kind which would have an adverse effect on its ability to perform its obligations under the Contract.

The Successful Bidder warrants that there has been no violation of copyrights or patent rights either in the United States of America or in foreign countries in connection with the work of the Contract. All warranties made by the Successful Bidder together with service warranties and guarantees shall run to the DISTRICT and the successors and assigns of the DISTRICT.



## APPLICABLE LAWS, ORDINANCE, RULES, CODES AND REGULATIONS

Familiarity with Laws: Notice is hereby given that the Successful Bidder must be familiar with all Federal, State and Local Laws, ordinances, rules, codes and regulations that may affect the work. Ignorance on the part of the Bidder will in no way relieve him from the responsibility of compliance therewith. The DISTRICT is providing the following list of references for the convenience of the Bidder. These requirements may apply under the appropriate circumstance. Inclusion herein does not constitute any waiver by the DISTRICT or any admission or agreement that these laws, orders or rules actually apply to this project. Moreover, the list is not intended to be inclusive and omission shall not be a defense for a Bidder's, Contractor's or Subcontractor's failure to comply with applicable laws, ordinances, rules, codes or regulations:

Non-Segregated Facilities: The Successful Bidder and each subcontractor shall comply with the Certification of Non-Segregated Facilities supplied in the Bid Documents and this Certification shall be a part of the Bid Documents. By submission of a bid, the Bidder and all subcontractors certify that Bidder has become familiar with the certification and that he will comply with the requirements set forth in the Certification.

Nondiscrimination and Equal Opportunity Employment: During performance of the contract, the successful Bidder agrees as follows:

- (a) The Successful Bidder shall not discriminate against any employee or applicant for employment because of race, religion, color, sex or national origin. The Successful Bidder shall take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, creed, color, or national origin. Such action shall include, but not be limited to, the following: Employment; upgrading; demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Successful Bidder agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of this nondiscrimination clause.
- (b) In the event of the Successful Bidder's noncompliance with the nondiscrimination clauses of the contract or with any of such rules, regulations, or orders, the Contract may be canceled, terminated, or suspended in whole or in part without liability to DISTRICT.

## BID FORM

"This Bid Form, together with the Invitation to Bid, the instructions to Bidders, constitutes an offer from the Bidder. If any or all parts of the Bid are accepted by the DISTRICT, an authorized officer of the DISTRICT shall affix his/her signature hereto and this document, together with the Invitation to Bid, the Instructions to Bidders, any Drawings, Plans and Specifications issued prior to execution of the Bid Form, and any Purchase Order issued by the DISTRICT after execution of this Bid Form, shall constitute the written agreement between the parties and shall together comprise the Contract Documents. The Contract Documents are complimentary and what is required by one shall be as binding as if required by all."

## AWARD OF CONTRACT

If the Contract is to be awarded, it will be awarded to the most responsible and responsive Bidder for the Bid whose evaluation by DISTRICT indicates to DISTRICT that the award will be in the best interests of the DISTRICT, and not necessarily to the lowest Bidder.

Criteria utilized by DISTRICT for determining the most responsible and responsive Bidder includes, but is not limited to the following:

- (a) Ability of Bidder to meet published specifications.
- (b) Bidders experience and references, including, but not limited to, the reputation, integrity, character, efficiency, experience, skill, ability and business judgment of the Bidder, the quality of performance of Bidder under previous contracts, any subcontractors and other persons providing labor or materials to Bidder.
- (c) Bidder's qualifications and capabilities, including but not limited to, the size, financial history, strength and stability of the business to perform the work of the Contract, the possession of necessary facilities and equipment and the quality, availability and adaptability thereof to the particular use(s) required.
- (d) Whether Bidder can perform the contract promptly or within the time specified, without delay or interference.
- (e) Previous and existing compliance by Bidder with laws, ordinances and regulations relating to the goods or services.
- (f) Price.

If applicable, the Bidder to whom award is made shall execute a written Contract within Seven (7) calendar days after the Contract Award. If the Bidder to whom the first award is made fails to enter into a Contract as herein provided, the award may be annulled and the Contract let to the next lowest Bidder who is responsible and responsive in the opinion of the DISTRICT. Such Bidder shall fulfill every stipulation embraced herein as if he were the original party to whom the award was made.

**BID for WS 2012-02 Small Business Phone System**

SUBMITTED TO: Coral Springs Improvement District  
10300 N.W. 11<sup>th</sup> Manor – Coral Springs, FL 33071

1. The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an agreement with DISTRICT to perform all work as specified in the Bid Documents for the price(s) and within the time indicated in this Bid, and in accordance with the terms and conditions of the Bid Documents.
2. Bidder accepts and hereby incorporates by reference in this Bid Form all of the terms and conditions of the Invitation to Bid and Instructions to Bidders, including without limitation those pertaining to the disposition of Bid Security.
3. Bidder proposes to furnish all labor, materials, equipment, machinery, tools, transportation, supplies, services, and supervision for the work described.
4. Bidder will complete the work for the following price(s): refer to requirements on page 10
5. Bidder agrees that the work will be completed and ready for final payment within sixty (60) calendar days from the date of Contract Commencement as specified in the Notice to Proceed.
6. The undersigned Bidder will extend the same prices, terms and conditions to other governments located in Broward County during the period covered by this contract and any extensions, if requested.  Yes  No
7. Acknowledgment is hereby made of the following addenda (identified by number ) received since issuance of the Invitation to Bid:  
  
Addendum No. \_\_\_\_\_ Dated \_\_\_\_\_  
Addendum No. \_\_\_\_\_ Dated \_\_\_\_\_  
Addendum No. \_\_\_\_\_ Dated \_\_\_\_\_
8. **PLEASE HAVE YOUR INSURANCE REPRESENTATIVE CAREFULLY REVIEW THE INSURANCE REQUIREMENTS CONTAINED IN THE INSTRUCTIONS TO BIDDERS PRIOR TO SUBMITTING YOUR BID TO ENSURE COMPLIANCE WITH ALL INSURANCE REQUIREMENTS.**

The DISTRICT reserves the right to award this contract on the basis of any combination of the above items, or all items, in which the DISTRICT deems in its best interests.

Communications concerning this Bid shall be addressed to:  
Dan Daly, Director of Operations  
Coral Springs Improvement District  
10300 N.W. 11<sup>th</sup> Manor  
Coral Springs, Florida 33071  
Tel. 954-796-6639  
Fax 954-753-8784

9. The following documents are attached to and made as a condition to this Bid:
- (a) Bidder's qualification statement
  - (b) References
  - (c) Certification of Non-segregated Facilities

**BIDDER'S CERTIFICATION**

In witness whereof, the Bidder has executed this Bid Form this 31 day of March, 2012.

By:

Ira Dash president  
Signature of Individual/Title

Diane Dan  
Witness

Ira Dash  
Printed Name of Individual

**ACKNOWLEDGMENT**

State of Florida

County of Broward

On this the 31 day of March, 2012, before me, the undersigned Notary Public of the State of Florida, personally appeared

Ira Dash  
(Name(s) of individual(s) who appeared before notary)

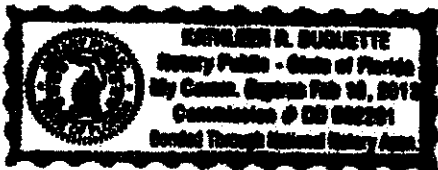
whose name(s) is/are Subscribed to within instrument, and he/she/they acknowledge that he/she/they executed it.

WITNESS my hand and official seal.

Kathryn Desquette  
NOTARY PUBLIC, STATE OF FLORIDA

(Name of Notary Public: Print, Stamp or type as Commissioned.)

**NOTARY PUBLIC  
SEAL OF OFFICE:**



- Personally known to me, or
- Produced identification
- (type of identification produced)
- DID take an oath
- DID NOT take an oath

**BID FORM**

Project WS 2012-02  
Date: 3-31-12

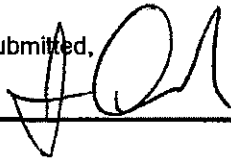
Submitted To:  
The Coral Springs Improvement District  
10300 N.W. 11<sup>th</sup> Manor  
Coral Springs, FL 33071  
Pre-Bid meeting March 26, 2012 at 10:00am EST  
Sealed Bid Opening April 2, 2012 at 11:00am EST

Gentlemen:

Having received the proposed Bidding Documents and/or [Addenda] numbered, we have examined them and reviewed the requirements, scope, materials and methods; and/or have visited the site and familiarized ourselves with all conditions that might affect our operations, and have determined the involved sizes and quantities.

Purchase price, installation, training and five (5) year warranty	<u>\$ 14,448.00</u>
Other or additional fees	_____
Other costs associated with project one time or yearly/monthly	_____
Describe here _____	_____

Respectfully submitted,



Ira Dash

Signature

Printed Name

President

Title

**REFERENCES**

In order to receive Bid Award consideration on the proposed bid, **it is required that the following information be completed and returned with your bid.** This information may be used in determining the Bid Award for this contract.

**NOTE: IF PERFORMED WORK FOR DISTRICT IN LAST THREE YEARS MAY EXCLUDE REFERENCES**

BIDDER (Company Name) ID Telecom + Data, Inc  
ADDRESS: 1009 NW 83 Dr., Coral Springs, Fl 33071  
TELEPHONE NO.: (954) 340-6880  
NUMBER OF YEARS IS BUSINESS: 6  
ADDRESS OF NEAREST FACILITY: same as above

LIST THREE (3) COMPANIES OR GOVERNMENTAL AGENCIES WHERE THESE PRODUCTS AND/OR SERVICES HAVE BEEN PROVIDED IN THE LAST YEAR.

1. TPC Eagle Trace  
1111 Eagle trace  
Coral Springs, Fl 33071  
954-344-5607
2. We Care Health Plans  
3094 N. Commerce Pkway  
Miramar, Fl 33025  
954-704-7900
3. OIC  
3407 Powerline Rd.  
Fort Lauderdale, Fl 33309  
954-563-3535



**QUALIFICATIONS STATEMENT**

The undersigned certifies under oath the truth and correctness of all statements and of all answers to questions made hereinafter:

Submitted To: Coral Springs Improvement District  
10300 N.W. 11<sup>th</sup> Manor  
Coral Springs, Florida 33071

Submitted By: I D Telecom + DATA, INC.  
Name: Ira Dash  
Address: 1009 NW 83<sup>rd</sup> Dr.  
Coral Springs, FL 33071

Telephone No. 954-340-6880  
Fax No. 954-340-8459

State the true, exact, correct and complete name of the partnership, corporation, trade, or fictitious name under which you do business and the address of the place of business.

Correct name of Bidder: I.D. Telecom + DATA, INC.  
Address of principal place of business: 1009 NW 83<sup>rd</sup> Dr.  
Coral Springs, FL 33071

If the Bidder is a corporation, answer the following:

a. Date of Incorporation: 3/2006  
b. State of Incorporation: Florida  
c. President's name: IRA DASH  
d. Vice President's name: DIANE DASH  
e. Secretary's name: N/A  
f. Treasurer's name: N/A  
g. Name and address of Agent: Ira Dash  
1009 NW 83<sup>rd</sup> Dr.  
Coral Springs, FL 33071

3. If Bidder is an individual or a partnership, answer the following:

a. Date of  
Organization: \_\_\_\_\_

b. Name, address and ownership units of all partners:


c. State whether general or limited partnership: \_\_\_\_\_ .

If Bidder is other than an individual, corporation or partnership, describe the organization and give the name and address of principals:


5. If Bidder is operating under a fictitious name, submit evidence of compliance with the Florida Fictitious Name Statute.

6. How many years has your organization been in business under its present business name?

--

Under what other former names has your organization operated?


7. Indicate registration, license numbers or certificate numbers for the businesses or professions which are the subject of this Bid. Please attach certificate of competency and/or state registration.

Broward County - 06-CIVC-12671-X

Miami-Dade 06E001134 STATE Registration

ET-11000786

8. Have you personally inspected the site of the proposed work?  
(Y)  (N)

9. Do you have a complete set of documents, including drawings and addenda?  
(Y)  (N)

10. Did you attend the Pre-Bid Conference if any such conference was held?  
(Y)  (N)

11. Have you ever failed to complete any work awarded to you?  
(Y)  (N)

If so, state when, where and why?

---

12. Within the last five (5) years, has any officer or partner of your organization ever been an officer or partner of another organization when it failed to complete a contract?

(Y)  (N)

If so, state when, where and why?

---

13. State the names and telephone numbers of three (3) owners, individuals, or representatives of owners with the most knowledge of work which you have performed or goods you have provided, and to which you refer (government owners are preferred as references).

**CERTIFICATE OF COMPETENCY**

**BROWARD**

**F L O R I D A**

**IRA N. DASH**

**LIMITED ENERGY SPECIALTY SYSTEMS  
CONTRACTOR**

**I.D. TELECOM & DATA, INC.**



**CC# 06-CLVC-12671-X  
Expires 8/31/12**

**Ref. 17664332  
Ctrl# 12-16682**



**CTQB**

Construction Trades Qualifying Board  
BUSINESS CERTIFICATE OF COMPETENCY

**06E001134**

**I D TELECOM & DATA INC**

D.B.A.:

*[Handwritten Signature]*  
DASH IRA

Is certified under the provisions of Chapter 10 of Miami-Dade County  
**VALID FOR CONTRACTING UNTIL 09/30/2013**

---

AC# 5100612

STATE OF FLORIDA

DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION  
ELECTRICAL CONTRACTORS LICENSING BOARD

SEQ# L10081702328

DATE	BATCH NUMBER	LICENSE NBR
08/17/2010	100050291	ET11000786

The SPECIALTY ELECTRICAL CONTRACTOR  
Named below HAS REGISTERED  
Under the provisions of Chapter 489 FS.  
Expiration date: AUG 31, 2012  
AS A LIMITED ENERGY SYSTEMS SPECIALIS

DASH, IRA  
ID TELECOM & DATA INC  
1009 NW 83RD DR  
CORAL SPRINGS

FL 33071

CHARLIE CRIST  
GOVERNOR

CHARLIE LIEM  
SECRETARY

DISPLAY AS REQUIRED BY LAW

THE BIDDER ACKNOWLEDGES AND UNDERSTANDS THAT THE INFORMATION CONTAINED IN RESPONSE TO THIS QUALIFICATIONS STATEMENT SHALL BE RELIED UPON BY DISTRICT IN AWARDING THE CONTRACT AND SUCH INFORMATION IS WARRANTED BY BIDDER TO BE TRUE. THE DISCOVERY OF ANY OMISSION OR MISSTATEMENT THAT MATERIALLY AFFECTS THE BIDDER'S QUALIFICATIONS TO PERFORM UNDER THE CONTRACT SHALL CAUSE THE DISTRICT TO REJECT THE BID, AND, IF AFTER THE AWARD, TO CANCEL AND TERMINATE THE AWARD AND/OR CONTRACT.

*[Handwritten Signature]*

Signature

State of Florida

County of Broward

On this the 31 day of March, 2012, before me, the undersigned Notary Public of the State of Florida, personally appeared

*[Handwritten Name: Ira Dash]*

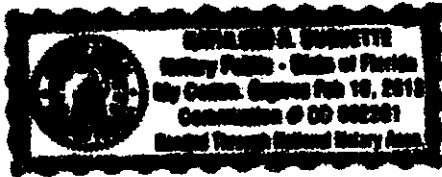
Name(s) of individual(s) who appeared before notary)

Whose name(s) is/are Subscribed to within instrument, and he/she/they Acknowledge that he/she/they executed it.

*[Handwritten Signature: Katherine Dugotte]*

NOTARY PUBLIC

SEAL OF OFFICE:



NOTARY PUBLIC, STATE OF FLORIDA

(Name of Notary Public: Print, Stamp, or Type as Commissioned.)

- Personally known to me, or
- Produced identification:

(Type of Identification Produced)

WITNESS my hand and official seal.

## **Exhibit A- scope of work**

Request for Proposal for Small Business Telephone System  
Mandatory Pre-Bid 03/26/2012 10:00am EST  
Bid Opening 04/02/12 11:00am EST  
Coral Springs Improvement District  
10300 NW 11<sup>th</sup> Manor  
Coral Springs, FL 33071  
Attention: Dan Daly

### **Purpose**

The purpose for this Request for Proposal (RFP) is to replace our current 15 year old Avaya business phone system at the **Coral Springs Improvement District**, Broward County, from hereon known as **CSID**.

Vendor(s) selected will be evaluated in part on the ability to deliver products on time, (within 60 days from award date), and their demonstrated understanding of the solution required based on their responses and subsequent interviews.

### **Background**

CSID is a special district located in Broward County, FL which provides water, wastewater and drainage services to approximately 10,000 accounts.

### **Services/Materials to be Provided**

The major component of the project is a small business, (50 users or less), phone system which includes different types of desk phones, installation, training and warranty. Vendors responding should be prepared to provide a solution to the specified areas. **All vendors should meet the minimum criteria as shown below.**

1-Receptionist phone (digital)

31- "mid-line" desk phones (digital) (somewhere between lowest and highest feature)

8 analog ports

Training, Installation, Programming, 5 year warranty

- **Automated Call Distribution:** An Automatic Call Distributor (ACD) is a device that distributes incoming calls to a specific group of phones that operators use. ACD systems are quite often found in companies who handle a lot of incoming phone calls and where the caller has no specific need to talk to a certain person, but wants to talk to a person who is able to talk to him at the earliest opportunity.
- **Automated Attended.** An automated attended (also auto attendant or auto-attendant) system allows callers to be automatically transferred to a user's



extension without the intervention of a receptionist. A receptionist, who acts as the telephone operator, can be reached by pressing 0 on most systems.

- **Dial by Name Directory:** There is often a 'dial-by-name' directory to find a user on a system. The dial-by-name directory is usually set up as last name followed by first name. Once the user name is announced, the caller can ring the extension. The correct extension number can be announced prior to transfer for the caller's future reference.
- **Do Not Disturb:** A phone can be set to "do not disturb" to forward all calls directly to voicemail without ringing the extension.
- **Express Messaging:** Express messaging is used when a caller does not want to disturb the user, or is calling a guest mailbox without a phone, to immediately leave a message.
- **Message-only information "mailboxes"** for business hours, directions, job offerings, and answers to other frequently asked questions. These mailboxes may be forwarded to the receptionist after each message plays, or the user can return to the main menu.
- **The ability to configure multiple extensions to a single voicemail box** – operators that may receive calls or people waiting in a queue for the ACD can be routed to a common voicemail box that can be checked by yet another operator that may not have an extension connected to the voicemail box.
- **In-house managed voicemail, extensions, passwords, phone programming, etc** via a PC, GUI interface.
- **Monitoring software to provide data on incoming call volume, response times, un-listened-to voicemail, and more.**
- **Flexible main greetings for holiday, inclement weather announcements, and emergency situations.**
- **Ability to manage a call tree for multiple languages (English and Spanish).**
- **Check voicemail from an outside line.**
- **Change voicemail settings from an outside line (like do not disturb, vacation greetings, illness greeting).**
- **Call-forwarding to external and internal destinations (including cell phones).**

- Unified Messaging: Ability to selectively route incoming voicemail to Microsoft Exchange mailboxes.
- Voice Conferencing Technology: The ability to connect to multiple internal and external locations in a conference call structure. (describe how many additional plus main caller)
- Ability to manage multiple T1 connections .
- Implementation of new system to be completed within sixty (60) days of bid award date
- Ability to use Account Codes
- Caller ID and Call Logging
- Extension Pools with log in/out capability and Group Rings
- Call timer, Do Not Disturb, speaker phones
- Message waiting light for voice mail notification
- Conversation Recording capability
- Global and station to station paging

**Evaluation Criteria**

CSID is looking for one company to provide all of the services listed above. Following receipt and review of the proposals by CSID, selected firm(s) MAY be invited to an interview at the CSID offices and make on-site presentations of their proposed solution. The decision to interview the respondents will be at CSID's sole discretion based on evaluation of each respondent's proposal. CSID reserves the right to reject any and all responses, and to waive any irregularities of information in the evaluation process. The final decision is the sole decision of CSID and the respondents to the RFP have no appeal rights or procedures guaranteed to them. The selected firm(s) will be given an opportunity to present their proposal in detail. Those directly responsible for the design of this project will be expected to attend.

Although CSID may conduct interviews to select among the final candidates, it is not CSID's intent to seek extensive clarification of the proposals received. Therefore, it is to the benefit of the respondent to provide an explicit, detailed, and complete discussion of the work in the proposal.

**Proposal Preparation and Submission Requirements**

The proposal shall clearly address all of the information requested herein. Since the written proposal will weigh heavily in the evaluation process, information submitted should be complete and provide a convincing case that the vendor can perform high quality work within schedule and budget constraints. Proposals should be thorough yet concise. Proposals are to be prepared at your own expense.

The proposal shall be sent to the official contact listed below, to be **received no later than 11:00 am EST Monday, April 2, 2012. The sealed bids will be opened at 11:00am EST on Monday, April 2, 2012**

**Daniel Daly  
Coral Springs Improvement District  
10300 NW 11<sup>th</sup> Manor  
Coral Springs, FL 33071**

**Any questions regarding this RFP can be addressed at a mandatory pre-bid meeting held at our District offices on March 26, 2012 at 10:00 am EST.** Responses to inquiries that substantially or materially change the RFP will be made available to all prospective vendors that have **submitted an email address to Ms. Robin Dvorshak** (954-796-6658) when requesting a bid package.

**Additional Information**

Submitted responses to this RFP become the property of CSID and CSID reserves the right to use any and all ideas included in any response without incurring any obligations to the responding company or committing to procurement of the proposed services.

Daniel Daly  
Director of Operations

Use the description included in the above minimum requirements to answer the items below.

- |                                      |    |   |
|--------------------------------------|----|---|
| <input checked="" type="radio"/> Yes | No | Automated Call Distribution   |
| <input checked="" type="radio"/> Yes | No | Automated Attendant   |
| <input checked="" type="radio"/> Yes | No | Dial by Name Directory  |
| <input checked="" type="radio"/> Yes | No | Do not Disturb  |
| <input checked="" type="radio"/> Yes | No | Express Messaging   |
| <input checked="" type="radio"/> Yes | No | Message- only Information Mailboxes                                     |
| <input checked="" type="radio"/> Yes | No | Multiple extensions to a single mailbox                                 |
| <input checked="" type="radio"/> Yes | No | In-house managed Voice Mail   |
| <input checked="" type="radio"/> Yes | No | Monitoring software   |
| <input checked="" type="radio"/> Yes | No | Flexible (Emergency, Holiday, etc.) Greetings                           |
| <input checked="" type="radio"/> Yes | No | Multiple Language Prompts   |
| <input checked="" type="radio"/> Yes | No | Check Voice Mail from outside   |
| <input checked="" type="radio"/> Yes | No | Change Voice Mail Settings from outside                                 |
| <input checked="" type="radio"/> Yes | No | Call Forwarding to external and internal phones (including cell phones) |
| <input checked="" type="radio"/> Yes | No | Unified Messaging   |
| <input checked="" type="radio"/> Yes | No | Voice Conferencing Technology ( how many <u>5</u> )                     |
| <input checked="" type="radio"/> Yes | No | Manage multiple T-1 connections   |
| <input checked="" type="radio"/> Yes | No | Installation within 60 days of award                                    |
| <input checked="" type="radio"/> Yes | No | Account codes   |
| <input checked="" type="radio"/> Yes | No | Caller ID and Call Logging  |
| <input checked="" type="radio"/> Yes | No | Extension pools with log in/out capability and group rings              |
| <input checked="" type="radio"/> Yes | No | Call timer, speaker phones, do not disturb                              |
| <input checked="" type="radio"/> Yes | No | Message waiting light   |
| <input checked="" type="radio"/> Yes | No | Conversation record   |

Please list other features that may separate your proposal from others.

5 year warranty on all equipment  
free software upgrades  
24/7 emergency service  
Local Coral Springs Company  
Remote maintenance capable

**I.D. Telecom & Data, Inc.**

1009 N.W. 83rd Dr  
 Coral Springs FL 33071  
 (954)340-6880

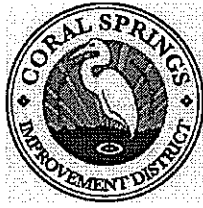
DATE
3/12/2012

<b>NAME / ADDRESS</b>
.Coral Springs Improvement District 10300 N.W. 11th Manor Coral Springs, Fl 33071

<b>Job Site</b>

DESCRIPTION	QTY	COST	PROJECT
			TOTAL
Samsung OS 7200-S Starter Kit (Includes SVMi 4 Port embedded Auto Attendant/Voice Mail)	1	2,030.00	2,030.00
Samsung OS7200 16 Port DLI-2 (16 Port Digital Station Card)	2	459.00	918.00
OS 7200 SLI8 8 Port Analog Station Card	1	585.00	585.00
OS 7200 1 CKT T-1/ PRI Card	1	2,100.00	2,100.00
IDCS 28-Button LCD Speakerphones	31	239.00	7,409.00
IDCS 64 -Button DSS/BLF Console	1	270.00	270.00
SVM e-mail Gateway License (Unlimited)	1	392.00	392.00
Callwhere Lite 24-Single License; 24 Station Ports (including VM)	1	495.00	495.00
On-Hold Plus Message On Hold System-Includes customized recording	1	249.00	249.00
Samsung Office Serv Device Manager	1	0.00	0.00
Price Includes: Equipment, Installation, Training, Programming, & 5 Year Samsung Equipment Warranty		0.00	0.00
This system is configured for 1 PRI, 32 Digital Ports & 8 Analog Ports		<b>Subtotal</b>	\$14,448.00
		<b>Sales Tax (6.0%)</b>	\$0.00
		<b>TOTAL</b>	\$14,448.00

**5B**



## Document Imaging, Scanning & Retrieval System

April 16, 2012

The ability to access our paper records electronically is important and will allow our employees to be more efficient. One line item in our current budget is a document imaging, retrieval, and storage system. Staff has identified a "wish list" of items that will allow better use of each employee's time while at the same time help reduce our dependency on paper, toner, and printers and copiers. "Going Paperless" is a goal.

Staff has requested bids for a system that can be hosted on our existing IBM i-Series server or on a Dell server. Staff advertised our bid specifications in the Sun Sentinel on March 9, 2012 and we recommend entering into a contract with a Deerfield Beach Florida based company, API, (Advanced Processing & Imaging). API already serves local organizations similar to CSID but has clients nationwide.

### Some local clients include:

City of Dania Beach  
City of Hallandale Beach  
City of Margate  
City of Miami Springs  
City of Sunrise  
City of Tamarac  
Town of Davie  
City of Lake Worth  
City of Lake Mary  
City of Leesburg

The imaging and retrieval system will seamlessly integrate with our data (via vendor ID, utility customer ID, payroll employee number, etc.) and index each record instantly in the background.

The pre-bid meeting was attended by two companies but only one bid was submitted for opening on 4/3/12. **Staff recommends accepting the API "RENTAL" bid of \$6,670.00 per year for a 3 year period.** There is a "one-time" charge of \$6,711.00 for set up, configuration, installation, training, etc. In addition, there will be other costs related to this project which include computers, server, multiple scanners, etc. All costs associated with this project are budgeted within this fiscal year.

Sincerely,

Dan Daly  
Director of Operations



## OptiView<sup>®</sup> ECM

Make a clean sweep. Transform messy, inefficient and unsecured paper processes with electronic document management

Picture this: your desk cleared of paper piles, your office no longer crammed with overflowing file cabinets, and best of all, your documents secure, organized and available at the touch of a mouse. With the OptiView<sup>®</sup> ECM electronic document management solution from Advanced Processing & Imaging (API), you will streamline business processes, boost productivity and cut costs with fast, online access to the documents you need, when you need them.

### Your Challenges

Locating, forwarding, storing, duplicating and organizing paper-based information can overwhelm your business. Employees may spend hours each day handling paper, diverting them from their primary responsibilities. The costs of equipment and supplies, storage, postage and faxing quickly add up. Document loss from a disaster and non-compliance with regulations or audits can be catastrophic. In short, paper-based processes can be a serious drain on your organization's productivity, growth and bottom line.

*"OptiView is a critical component of Neighborly's business process reengineering. We've gained efficiencies, saved money and enabled our limited staff to be more effective in providing existing and new services to our client community."* —David Lind, CIO, Neighborly Care Network

### Key Benefits

- Improved efficiency and responsiveness
- Higher productivity
- Cost savings from lower demand for supplies, fax and postage
- Fast ROI — typically under 1 year
- Seamless integration with line-of-business applications
- Secure archive to support regulatory compliance
- Certified by the U.S. Department of Defense — DoD 5015.2-STD

### About Advanced Processing & Imaging, Inc.

Founded in 1996, Advanced Processing & Imaging (API) develops software solutions that enable public and private organizations, across a range of industries, to implement an efficient and effective paperless environment. The API enterprise content management (ECM) portfolio includes document management and imaging, records management, workflow and agenda administration. Powerful solutions, the ability to seamlessly integrate with line-of-business applications and world-class customer care set API apart from their competition.

### Our Solution

OptiView ECM software creates a secure, organized and efficient electronic file cabinet. With this powerful yet easy-to-learn solution, employees can quickly capture, manage, retrieve and distribute incoming information including scanned paper documents, electronic documents, e-mail, audio and video files. After they learn the basics in a few minutes, the API technology will help them every day by anticipating which documents they might need when working with a particular application and proactively making them available. OptiView ECM works in both iSeries (formerly AS/400) and Microsoft<sup>®</sup> Windows environments, and seamlessly integrates with any database application without reprogramming.

For more information, please visit [www.apimg.com](http://www.apimg.com) or call 800.430.7011.

Paperless Solutions by



ADVANCED  
PROCESSING &  
IMAGING, INC.  
[www.apimg.com](http://www.apimg.com)



## Turnkey Solutions for Electronic Document Management by API

API's suite of electronic document management software, together with server and scanner hardware, professional and technical services, and offsite software hosting and disaster prevention solutions, makes it easy to achieve all of the above benefits and more.

### Software

API software not only provides significant cost and efficiency advantages to your organization, but also solves the traditional challenges associated with conversion from a paper-based system by minimizing the learning curve, providing seamless integration with other business applications, and delivering returns quickly. In fact, employees can learn the basics of the system in a few minutes, helping to encourage adoption—ROI is typically achieved in under a year.

API products are exceptionally intuitive and versatile, offering users many ways to search for and work with a document. In addition, OptiView ECM®, the company's flagship solution, provides a number of unique capabilities that set it apart from the competition. First, compared to other solutions that charge separate fees for specific functionality, OptiView ECM is an inclusive offering. Also, it is intelligent by design—the technology appears to read your mind by anticipating which documents you might need when working with a particular application and proactively making them available.

This powerful solution manages, stores, secures and retrieves audio and video files, images, drawings and e-mails as well as documents, and can easily be scaled up to accommodate larger volumes of material and additional users.

The API software suite comprises OptiView ECM, OptiWorkFlow®, OptiReports®, OptiSpool®, Form Processor™ and AgendaMaker™.

### Services

To enhance its product suite, API offers professional and technical services to customers. The company's in-house consultants or Platinum channel partners can work with you to design and implement your API solution, and provide training and ongoing coaching and monitoring to make sure you are deriving the greatest benefit.

A dedicated technical support team is available by phone and e-mail to provide instruction and guidance on features and functionality so that customers can optimize the value of their API solution. Support representatives can also install upgrades, as well as troubleshoot issues. API offers customers a Web-based remote support tool for faster service.

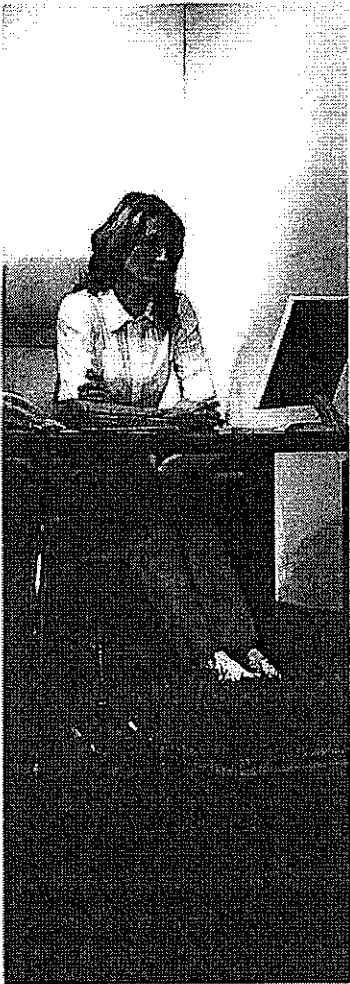
In addition, API provides ongoing training webinars for both administrators and users alike. These webinars are designed to assist organizations with continual education on API products.

### Hardware

As part of its complete offering, API's services team can supply, implement and support servers and scanners from the leading names in hardware, which have been selected to optimize the performance and reliability of API electronic document management software.

## Save Money. Save Time. Save Trees.

A plain, white sheet of paper seems innocent enough. But multiplied by thousands or millions, that piece of paper becomes the culprit in a host of business issues. By eliminating paper documents and manual processes and transitioning to an "electronic file cabinet" supported by software-based management and retrieval systems, you can:



- **Reduce costs:** The costs of paper documents quickly add up. Aside from outlays for office equipment and supplies (file cabinets, copiers, fax machines, ink/toner, paper, etc.), paper handling is extremely expensive and time-consuming. According to industry analyst firm IDC\*, the average employee prints 45 sheets of paper a day. Furthermore the average document is copied 19 times according to AIIM® (Association for Information and Image Management).
- **Boost productivity:** Potentially even more costly is the productivity lost by employees searching for misplaced or misfiled documents. A study by PricewaterhouseCoopers estimated that workers spend up to half their time looking for information, including paper documents.
- **Enable compliance:** Laws and regulations require that companies retain, protect and store key documents—and produce them on demand. Paper is subject to damage, loss, security breaches and misfiling, putting an organization at risk of non-compliance.
- **Meet auditing requirements:** Similarly, corporate audits require access to complete records. Relying on paper documents may mean that auditors lack some of the information they need to produce an accurate result.
- **Strengthen disaster recovery plans:** The first step in safeguarding corporate records is to move from vulnerable paper to electronic documents, which enable consolidation and back-ups. Further, this system can be replicated to a secure, offsite facility for additional protection in the case of a disaster.
- **Conserve forests:** Most companies have made a commitment to environmental stewardship in their business processes. Eliminating or reducing paper-based processes can make an important contribution to protection of natural resources. For example, lower usage of office equipment such as fax machines, copiers and printers cuts electrical power consumption, while less paper, toner and equipment finds its way to landfills.

\* IDC is the premier global provider of market intelligence, advisory services and events for the information technology, telecommunications and consumer technology markets.

# Aurora Water

## Key Benefits

- Automated the utility billing process, saving \$130,000/year
- Accelerated customer service with access to electronic documents
- Shortened the billing cycle to speed up collections
- Achieved ROI in 16 months

## API Solutions Integrated

- OptiView® ECM
- OptiSpool®

## Aurora Water Improves Utility Billing and Customer Service with an Electronic Document Management Solution from Advanced Processing & Imaging

Aurora Water is the water utility for the city of Aurora, Colorado. It is an enterprise fund utility serving a population of 310,000 with high-quality drinking water, conservation programs, and wastewater and storm water systems.

### Challenge: Paper-based billing is a roadblock to fast customer service

Managing the needs of constituents had become a labor-intensive process for Aurora Water. The organization originally outsourced the printing of paper utility bills as well as processing of customer payments. This practice led to exorbitant costs and significant delays in responding to customer inquiries. Aurora Water also lacked a reliable audit trail and was trapped in a long billing cycle as a result of outside vendors' requirements.

At the same time, Aurora Water's customer service representatives were constantly flooded with customer inquiries to which they simply could not adequately respond, due to the lack of access to information about customer bills.

"We continue to find ways to improve processes by utilizing API's products, services and experience."

Dave Smith, Senior Systems Analyst,  
Aurora Water

### Solution: OptiView ECM and OptiSpool for electronic document management

Advanced Processing & Imaging implemented a solution comprising OptiSpool® and OptiView® ECM products to completely modernize the billing and customer service operations of Aurora Water. "API delivered a final product exactly as promised, a trait that we value and do not see often," commented Dave Smith, senior systems analyst at Aurora Water.

Seamless integration with the utility's SunGard Public Sector billing software enables the API solution to capture spool files from Aurora Water's IBM iSeries system and instantly create a graphical overlay, resulting in a professional-looking utility bill.



Paperless Solutions by



These bills are automatically printed in-house and immediately processed to be sent via postal service to customers' homes. An exact duplicate electronic record is automatically linked to each customer's account and made available to customer service representatives when answering inquiries. This electronic record is also maintained for archival purposes.

Aurora Water benefits the most from this new approach during the second half of the billing cycle. As customers return their payment slips with their checks, each is scanned into OptiView ECM. The data is then extracted and automatically entered into the SunGard Public Sector database using OptiView. This eliminates the need for manual data entry and makes it less likely for information from payment slips and checks to be misinterpreted.

Aurora Water is then free to deposit the checks into its accounts, knowing that a copy has been retained and processed by the system—entirely free from data entry errors or time-consuming copying and filing.

The electronic copy of the customer's payment slip and check are also available to Aurora Water's customer service representatives along with the electronic copy of the original bill for a complete record. Plus, all of the transaction's statistical and tracking information is automatically captured in the SunGard Public Sector system for management's reporting needs.

## Benefits: Providing faster and more cost-effective service to customers

According to Smith, "Our ability to serve the customer has greatly increased, from being able to reproduce the exact bill to being able to provide the customer with a copy of their check. This has proven invaluable."

Further, Aurora Water's new billing process has delivered measurable savings in money and time. In hard dollar savings alone, Aurora estimates over \$130,000 per year as a direct result of using the API system. There are also significant soft cost reductions achieved through instant information access and fewer errors from data entry.

In addition, the billing cycle has been drastically shortened—allowing Aurora Water to receive payments faster and more efficiently than ever before. The organization achieved return on investment (ROI) after just 16 months of implementation and continues to enjoy an increase in constituent satisfaction.

"We continue to find ways to improve processes by utilizing API's products, services and experience," Smith concluded.

## Advanced Processing & Imaging, Inc.

Founded in 1996, Advanced Processing & Imaging, Inc. (API) provides innovative electronic document and content management solutions for public and private organizations across a range of industries. The API electronic document management portfolio includes records management, imaging, a parliamentary agenda system and report management systems. The company is a certified IBM® Business Partner and Microsoft® Gold Partner, and maintains relationships with other leading technology companies to provide customers with complete solutions.

## Corporate Headquarters

1350 E. Newport Center Drive, Suite 200  
Deerfield Beach, Florida 33442

Toll Free 800.430.7011  
Local 954.425.0018  
Email info@apimg.com

www.apimg.com

For more information, please visit [www.apimg.com](http://www.apimg.com) or call 800.430.7011.



This document is printed on environmentally preferred paper and is certified in accordance with the Forest Stewardship Council (FSC) standards.



ADVANCED  
PROCESSING &  
IMAGING, INC.  
[www.apimg.com](http://www.apimg.com)

**CORAL SPRINGS IMPROVEMENT DISTRICT**

**PROJECT MANUAL**  
**Refer to Exhibit "A" for Scope of Work**

**PROJECT: WS 2012-01**  
**Document Management and Retrieval**  
**System**

**DATE: March 9, 2012**

**OWNER: CORAL SPRINGS IMPROVEMENT DISTRICT**  
**10300 N.W. 11<sup>th</sup> Manor**  
**Coral Springs, Florida 33071**

**REPRESENTATIVE:**  
**Dan Daly**  
**Director of Operations**  
**10300 N.W. 11<sup>th</sup> Manor**  
**Coral Springs, Florida 33071**  
**Phone 954-796-6639 FAX 954-753-8784**

**PROJECT NO. WS 2012-01**  
**INVITATION TO BID**

**ADVERTISEMENT FOR BID**  
**FOR**  
**Document Management, Storage, and Retrieval System**

**CORAL SPRINGS IMPROVEMENT DISTRICT**  
**BROWARD COUNTY, FLORIDA**

**March 9, 2012**

Sealed bids for the procurement of the following described project will be received by the  
Owner,  
Coral Springs Improvement District, Broward County, Florida:

Sealed bids will be received until **10:30 A.M.**, Eastern Time on April 3, 2012 at the office of  
Coral Springs Improvement District, 10300 N.W. 11<sup>th</sup> Manor, Coral Springs, FL 33071.  
**A mandatory pre-bid meeting will be held at 2:00pm on March 20, 2012.**

Bidders may obtain complete sets of Bidding Documents from the District Offices, 10300 NW  
11<sup>th</sup> Manor, Coral Springs, FL 33071. Partial sets of Bidding Documents will not be available.  
For information you may contact Robin Dvorshak, District Representatives at 954-796-6658.

The Owner reserves the right to reject any or all Bids with or without cause, to waive technical  
errors and informalities, and to accept the Bid, which best serves the interest of the Owner.

Owner:

**CORAL SPRINGS IMPROVEMENT DISTRICT**

BY: \_\_\_\_\_, **Kenneth Cassel**  
District Manager

Publish Dates:  
**3/9/12**

## **INSTRUCTIONS TO BIDDERS**

### **WARRANTIES**

**Warranty of Title:** The Successful Bidder warrants to the DISTRICT that all goods and materials furnished under the Contract will be new unless otherwise specified and that Successful Bidder possesses good, clear, and marketable title to said goods and there are no pending liens, claims or encumbrances whatsoever against said goods. All work not conforming to these requirements, including substitutions not properly approved and authorized may be considered defective.

**Warranty of fitness for a Particular Purpose:** The Successful Bidder warrants the goods and/or services shall be fit for and sufficient for the purpose(s) intended.

**Warranty of Performance:** The Successful Bidder warrants that the goods are capable of doing the same or better quality work than other goods of equal value operated under the same conditions.

**Warranty of Material and Workmanship:** The Successful Bidder warrants all material and workmanship from the date of installation through the end of the rental term.

The Successful Bidder warrants to the DISTRICT that it will comply with all applicable federal, state and local laws, regulations and orders in carrying out its obligations under the Contract.

The Successful Bidder warrants to the DISTRICT that it is not insolvent, it is not in bankruptcy proceedings or receivership, nor is it engaged in or threatened with any litigation, arbitration or other legal or administrative proceedings or investigations of any kind which would have an adverse effect on its ability to perform its obligations under the Contract.

The Successful Bidder warrants that there has been no violation of copyrights or patent rights either in the United States of America or in foreign countries in connection with the work of the Contract. All warranties made by the Successful Bidder together with service warranties and guarantees shall run to the DISTRICT and the successors and assigns of the DISTRICT.

## APPLICABLE LAWS, ORDINANCE, RULES, CODES AND REGULATIONS

**Familiarity with Laws:** Notice is hereby given that the Successful Bidder must be familiar with all Federal, State and Local Laws, ordinances, rules, codes and regulations that may affect the work. Ignorance on the part of the Bidder will in no way relieve him from the responsibility of compliance therewith. The DISTRICT is providing the following list of references for the convenience of the Bidder. These requirements may apply under the appropriate circumstance. Inclusion herein does not constitute any waiver by the DISTRICT or any admission or agreement that these laws, orders or rules actually apply to this project. Moreover, the list is not intended to be inclusive and omission shall not be a defense for a Bidder's, Contractor's or Subcontractor's failure to comply with applicable laws, ordinances, rules, codes or regulations:

**Non-Segregated Facilities:** The Successful Bidder and each subcontractor shall comply with the Certification of Non-Segregated Facilities supplied in the Bid Documents and this Certification shall be a part of the Bid Documents. By submission of a bid, the Bidder and all subcontractors certify that Bidder has become familiar with the certification and that he will comply with the requirements set forth in the Certification.

**Nondiscrimination and Equal Opportunity Employment:** During performance of the contract, the successful Bidder agrees as follows:

- (a) The Successful Bidder shall not discriminate against any employee or applicant for employment because of race, religion, color, sex or national origin. The Successful Bidder shall take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, creed, color, or national origin. Such action shall include, but not be limited to, the following: Employment; upgrading; demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Successful Bidder agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of this nondiscrimination clause.
- (b) In the event of the Successful Bidder's noncompliance with the nondiscrimination clauses of the contract or with any of such rules, regulations, or orders, the Contract may be canceled, terminated, or suspended in whole or in part without liability to DISTRICT.



## **BID FORM**

"This Bid Form, together with the Invitation to Bid, the instructions to Bidders, constitutes an offer from the Bidder. If any or all parts of the Bid are accepted by the DISTRICT, an authorized officer of the DISTRICT shall affix his/her signature hereto and this document, together with the Invitation to Bid, the Instructions to Bidders, any Drawings, Plans and Specifications issued prior to execution of the Bid Form, and any Purchase Order issued by the DISTRICT after execution of this Bid Form, shall constitute the written agreement between the parties and shall together comprise the Contract Documents. The Contract Documents are complimentary and what is required by one shall be as binding as if required by all."

## **AWARD OF CONTRACT**

If the Contract is to be awarded, it will be awarded to the most responsible and responsive Bidder for the Bid whose evaluation by DISTRICT indicates to DISTRICT that the award will be in the best interests of the DISTRICT, and not necessarily to the lowest Bidder.

Criteria utilized by DISTRICT for determining the most responsible and responsive Bidder includes, but is not limited to the following:

- (a) Ability of Bidder to meet published specifications.
- (b) Bidders experience and references, including, but not limited to, the reputation, integrity, character, efficiency, experience, skill, ability and business judgment of the Bidder, the quality of performance of Bidder under previous contracts, any subcontractors and other persons providing labor or materials to Bidder.
- (c) Bidder's qualifications and capabilities, including but not limited to, the size, financial history, strength and stability of the business to perform the work of the Contract, the possession of necessary facilities and equipment and the quality, availability and adaptability thereof to the particular use(s) required.
- (d) Whether Bidder can perform the contract promptly or within the time specified, without delay or interference.
- (e) Previous and existing compliance by Bidder with laws, ordinances and regulations relating to the goods or services.
- (f) Price.

---

If applicable, the Bidder to whom award is made shall execute a written Contract within Seven (7) calendar days after the Contract Award. If the Bidder to whom the first award is made fails to enter into a Contract as herein provided, the award may be annulled and the Contract let to the next lowest Bidder who is responsible and responsive in the opinion of the DISTRICT. Such Bidder shall fulfill every stipulation embraced herein as if he were the original party to whom the award was made.

**BID FORM for WS 2012-01 Document Management, Retention, Retrieval System**

SUBMITTED TO: Coral Springs Improvement District  
10300 N.W. 11<sup>th</sup> Manor – Coral Springs, FL 33071

1. The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an agreement with DISTRICT to perform all work as specified in the Bid Documents for the price(s) and within the time indicated in this Bid, and in accordance with the terms and conditions of the Bid Documents.
2. Bidder accepts and hereby incorporates by reference in this Bid Form all of the terms and conditions of the Invitation to Bid and Instructions to Bidders, including without limitation those pertaining to the disposition of Bid Security.
3. Bidder proposes to furnish all labor, materials, equipment, machinery, tools, transportation, supplies, services, and supervision for the work described.
4. Bidder will complete the work for the following price(s):
5. Bidder agrees that the work will be completed and ready for final payment within ninety (90) calendar days from the date of Contract Commencement as specified in the Notice to Proceed.
6. The undersigned Bidder will extend the same prices, terms and conditions to other governments located in Broward County during the period covered by this contract and any extensions, if requested.  Yes  No
7. Acknowledgment is hereby made of the following addenda (identified by number ) received since issuance of the Invitation to Bid:  
  
Addendum No. \_\_\_\_\_ Dated \_\_\_\_\_  
Addendum No. \_\_\_\_\_ Dated \_\_\_\_\_  
Addendum No. \_\_\_\_\_ Dated \_\_\_\_\_
8. **PLEASE HAVE YOUR INSURANCE REPRESENTATIVE CAREFULLY REVIEW THE INSURANCE REQUIREMENTS CONTAINED IN THE INSTRUCTIONS TO BIDDERS PRIOR TO SUBMITTING YOUR BID TO ENSURE COMPLIANCE WITH ALL INSURANCE REQUIREMENTS.**
9. The DISTRICT reserves the right to award this contract on the basis of any combination of the above items, or all items, in which the DISTRICT deems in its best interests.

Communications concerning this Bid shall be address to:  
Dan Daly, Director of Operations  
Coral Springs Improvement District  
10300 N.W. 11<sup>th</sup> Manor  
Coral Springs, Florida 33071  
Tel. 954-796-6639  
Fax 954-753-8784

10. The following documents are attached to and made as a condition to this Bid:
- (a) Bidder's qualification statement
  - (b) References
  - (c) Certification of Non-segregated Facilities

**BIDDER'S CERTIFICATION**

In witness whereof, the Bidder has executed this Bid Form this 2<sup>nd</sup> day of April, 2012.

By:

[Signature]  
Witness

[Signature]  
Signature of Individual/Title

Juan Rodriguez  
Printed Name of Individual

**ACKNOWLEDGMENT**

State of Florida

County of Broward

On this the 2 day of April, 2012, before me, the undersigned Notary Public of the State of Florida, personally appeared

Juan Rodriguez  
(Name(s) of individual(s) who appeared before notary)

whose name(s) is/are Subscribed to within instrument, and he/she/they acknowledge that he/she/they executed it.

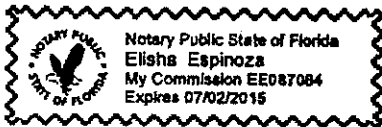
WITNESS my hand and official seal.

Elisha Espinoza  
NOTARY PUBLIC, STATE OF FLORIDA

(Name of Notary Public: Print, Stamp or type as Commissioned.)

**NOTARY PUBLIC  
SEAL OF OFFICE:**

- Personally known to me, or
  - Produced identification
- (type of identification produced)
- DID take an oath
  - DID NOT take an oath



**BID FORM**

Project WS 2012-01  
Date: March 30, 2012

Submitted To:  
The Coral Springs Improvement District  
10300 N.W. 11<sup>th</sup> Manor  
Coral Springs, FL 33071

Gentlemen:

Having received the proposed Bidding Documents and/or [Addenda] numbered, we have examined them and reviewed the requirements, scope, materials and methods; and/or have visited the site and familiarized ourselves with all conditions that might affect our operations, and have determined the involved sizes and quantities.

Rental price for system per year for software with 9 concurrent users: \$6,670.00 per year  
(Proposal includes (3) Full Scan and (6) View Plus Concurrent Users/Clients)

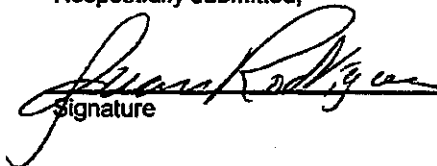
Other or additional Users per year/month: (1) Full Scan \$392.00/year and (1) View Plus \$262.00/year

One time "set-up" fees which include programming, installation, conversion, etc.: \$6,711.00

Other costs associated with project one time or yearly/monthly rental: Proposed solution includes API Software version upgrades and ongoing Technical Support.

Describe here \_\_\_\_\_  
\_\_\_\_\_

Respectfully submitted,

  
Signature

Juan Rodriguez  
Printed Name

Title: President & CEO

## REFERENCES

In order to receive Bid Award consideration on the proposed bid, **it is required that the following information be completed and returned with your bid.** This information may be used in determining the Bid Award for this contract.

**NOTE: IF PERFORMED WORK FOR DISTRICT IN LAST THREE YEARS MAY EXCLUDE REFERENCES**

BIDDER (Company Name) Advanced Processing & Imaging, Inc.

---

ADDRESS: 1350 E. Newport Center Drive, Suite 200

---

TELEPHONE NO.: ( 954 ) 425-0018

---

NUMBER OF YEARS IN BUSINESS: 16 years

---

ADDRESS OF NEAREST FACILITY: same as above

---

LIST THREE (3) COMPANIES OR GOVERNMENTAL AGENCIES WHERE THESE PRODUCTS AND/OR SERVICES HAVE BEEN PROVIDED IN THE LAST YEAR.

City of Dania Beach

Contact: Joe Husosky

[jhusosky@ci.dania-beach.fl.us](mailto:jhusosky@ci.dania-beach.fl.us)

954-924-6800 ext 3636

100 West Dania beach Blvd.

Dania Beach, FL 33004

The City of Dania Beach has been an API Customer since 2009 and has implemented OptiView ECM and OptiSpool Report Management on an IBM AS/400/iSeries Server. (Greenscreen)

City of Sunrise

Contact: Pablo Orta

[porta@sunrisefl.gov](mailto:porta@sunrisefl.gov)

954-746-3426

4401 NW 103<sup>rd</sup> Avenue

Sunrise, FL 33351

The City of Sunrise has been an API Customer since 2003 and has implemented OptiView ECM and OptiSpool Report Management on an IBM AS/400/iSeries Server. (Greenscreen)

City of Hallandale Beach  
Ted Lamott  
tlamott@hallandalebeachfl.gov  
954-457-1351  
400 South Federal Highway  
Hallandale Beach, FL 33009

The City of Hallandale Beach has been an API Customer since 2005 and has implemented OptiView ECM and OptiSpool Report Management on an IBM AS/400/iSeries Server.  
(Greenscreen)

City of Punta Gorda  
Elizabeth Meneely  
emeneely@ci.punta-gorda.fl.us  
941-575-3354  
326 W. Marion Ave. City Hall Annex  
Punta Gorda, FL 33950

The City of Punta Gorda has been an API Customer since 2004 and has implemented OptiView ECM and OptiSpool Report Management on an IBM AS/400/iSeries Server.  
(Greenscreen)

### **QUALIFICATIONS STATEMENT**

The undersigned certifies under oath the truth and correctness of all statements and of all answers to questions made hereinafter:

Submitted To: Coral Springs Improvement District  
10300 N.W. 11<sup>th</sup> Manor  
Coral Springs, Florida 33071

Submitted : Advanced Processing & Imaging, Inc.  
Name: Greg Chernicky

Address: 1350 E. Newport Center Drive, Suite 200  
Deerfield Beach, FL 33442

Telephone : 954-425-0018  
Fax No. 954-425-7787

---



State the true, exact, correct and complete name of the partnership, corporation, trade, or fictitious name under which you do business and the address of the place of business.

Correct name of Bidder: Advanced Imaging & processing, Inc.  
Address of principal place of business: 1350 E. Newport Center Drive, Suite 200  
Deerfield Beach, FL 33442

---

If the Bidder is a corporation, answer the following:

a. Date of Incorporation: \_\_\_\_\_  
b. State of Incorporation: Florida  
c. President's name: Juan Rodriguez  
d. Vice President's name: \_\_\_\_\_  
e. Secretary's name: \_\_\_\_\_  
f. Treasurer's name: Doug Kahn - CFO  
g. Name and address of Agent \_\_\_\_\_

---

3. If Bidder is an individual or a partnership, answer the following:

a. Date of Organization: \_\_\_\_\_

b. Name, address and ownership units of all partners:


c. State whether general or limited partnership: \_\_\_\_\_

If Bidder is other than an individual, corporation or partnership, describe the organization and give the name and address of principals:


5. If Bidder is operating under a fictitious name, submit evidence of compliance with the Florida Fictitious Name Statute.

6. How many years has your organization been in business under its present business name?

Since 1996 – 16 years
-----------------------

Under what other former names has your organization operated?

N/A

7. Indicate registration, license numbers or certificate numbers for the businesses or professions which are the subject of this Bid. Please attach certificate of competency and/or state registration.


8. Have you personally inspected the site of the proposed work?

(Y)  (N)

9. Do you have a complete set of documents, including drawings and addenda?

(Y)  (N)  (RFP Documents)

10. Did you attend the Pre-Bid Conference if any such conference was held?

(Y)  (N)

11. Have you ever failed to complete any work awarded to you?

(Y)  (N)

If so, state when, where and why?

---

12. Within the last five (5) years, has any officer or partner of your organization ever been an \_\_\_\_\_ officer or partner of another organization when it failed to complete a contract?

(Y) \_\_\_\_\_ (N) X \_\_\_\_\_

If so, state when, where and why?

---

13. State the names and telephone numbers of three (3) owners, individuals, or representatives of owners with the most knowledge of work which you have performed or goods you have provided, and to which you refer (government owners are preferred as references).

(Please see Page 11 and 12 of the RFP for API References and Organization Contacts)

---

**THE BIDDER ACKNOWLEDGES AND UNDERSTANDS THAT THE INFORMATION CONTAINED IN RESPONSE TO THIS QUALIFICATIONS STATEMENT SHALL BE RELIED UPON BY DISTRICT IN AWARDING THE CONTRACT AND SUCH INFORMATION IS WARRANTED BY BIDDER TO BE TRUE. THE DISCOVERY OF ANY OMISSION OR MISSTATEMENT THAT MATERIALLY AFFECTS THE BIDDER'S QUALIFICATIONS TO PERFORM UNDER THE CONTRACT SHALL CAUSE THE DISTRICT TO REJECT THE BID, AND, IF AFTER THE AWARD, TO CANCEL AND TERMINATE THE AWARD AND/OR CONTRACT.**

  
\_\_\_\_\_  
Signature

State of Florida

County of Broward

On this the 2nd day of April, 2012, before me, the undersigned Notary Public of

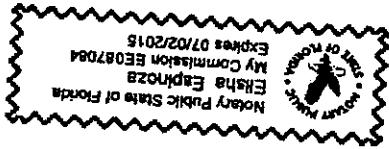
the State of Florida, personally appeared

Juan Rodriguez

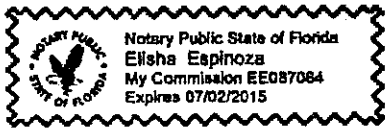
Name(s) of individual(s) who appeared before notary)

Whose name(s) is/are Subscribed to within instrument, and he/she/they  
Acknowledge that he/she/they executed it.

NOTARY PUBLIC  
SEAL OF OFFICE:



WITNESS my hand and official seal.



*Elisha Espinoza*

NOTARY PUBLIC, STATE OF FLORIDA

(Name of Notary Public: Print, Stamp, or  
Type as Commissioned.)

- Personally known to me, or
- Produced identification:

(Type of Identification Produced)

**Exhibit A- scope of work**

**Coral Springs Improvement District  
RFP – Document Management System**

**Table of Contents**

Statement of Purpose.....	19
Company/Vendor Requirements .....	19
iSeries Solutions Specifications.....	<b>Error! Bookmark not defined.</b>
ECM - Document Imaging /Document Management / Document Retention Specifications.....	19
Proposed Solution Pricing .....	21

### **Statement of Purpose**

Coral Springs Improvement District (CSID) has identified the need for an electronic Document Management System (EDMS), utilizing our existing IBM iSeries System to support electronic document imaging for multiple departmental applications, document capture, document retention, electronic storage, and retrieval in accordance with the detailed specifications described in this RFP. This proposed system will provide true integration with the Associated Systems Incorporated (ASI) platform without the use of any interfaces or re-programming and will serve as one of the fundamental building blocks to perform critical functions and provide service to meet business needs for the organization across its departments. The EDMs integration will provide immediate recognition in the EDMS (Windows) Client for the associated record being viewed in the ASI System, without additional searching or keying requirements.

The responsive systems must also be compatible with the technical network (Internet or Intranet), hardware and software, computing environment at CSID, along with certain legal and ethical requirements, and vendor quality and experience requirements, which must be met.

CSID requires a single vendor to provide all of the necessary software components and professional services to architect the solutions that will improve business processes, increase employee productivity, reduce physical document storage and management, address regulatory compliance requirements, provide real time disaster recovery and integrate with the core ASI System.

### **Current IBM iSeries System Description:**

AS/400 Model 720

DB/2 Database version 5.4

Client Software is 5250 Emulation

### **Company/Vendor Requirements**

- 1) Must be a certified IBM Business Partner and a certified Microsoft Business Partner  
Yes.
- 2) Must provide a minimum of (3) Florida IBM AS/400 - iSeries Document Management Customer references  
Yes, see Page 11 and 12 of this RFP.
- 3) Must integrate directly with ASI (per above description via demonstration)  
Yes, API integrates with Greenscreen software applications.

### **ECM - Document Imaging /Document Management / Document Retention Specifications**

- 1) Solution should be flexible enough to efficiently manage documents from different departments in a single repository, please describe  
Yes, OptiView ECM uses an electronic cabinet, with Tabs to separate key sections of a file and categories to identify primary document types. Cabinets may be configured for any department or file type at CSID.
- 2) Solution must be compatible with the AS/400 - iSeries / DB2 for installation of the proposed software solution  
Yes, the OptiView Software Server component is installed on the AS/400 - iSeries.
- 3) Solution should include user security by department, by user type, by document type, please describe

OptiView Security allows an administrator to control the following user rights:

- o Scan
- o View
- o Manual Index
- o Store PC files
- o Add Annotations
- o Print
- o Export to PC
- o Open PC Files
- o Delete Annotations
- o Print w/ annotations
- o Document Maintenance
- o Manage Image Retention
- o Restrict Deletion from Inboxes
- o Delete Empty Inbox Folder

The administrator can also limit user access to specific electronic file cabinets, tabs and categories within the cabinet.

- 4) Solution should include the ability to set a document retention, and ability to perform electronic shredding upon expiration, please describe  
Document Retention is an included feature of OptiView, during the Administrator Training CSID will learn how to assign retention based on categories (document types) and query documents that have met their retention. The CSID Administrator will determine if documents should be electronically shredded.
- 5) Solution must integrate with ASI to provide an easy mechanism for adding documents and retrieving documents, please describe  
OptiView will integrate out of the box with the ASI Software - iSeries Greenscreen (on a PC) along with other application such as Microsoft Excel Spreadsheets.
- 6) Solution must include ability to scan directly into the designated location by document type (eg. Personnel File), or as a batch where it can be viewed as a thumbnail image and added to the correct location  
The OptiView Full Scan Concurrent Client supports desktop scanners with the Kofax VRS Software scanning directly into OptiView Folders. Other devices, such as network attached Multi-Function Copiers can be configured to scan into the OptiView InBox where the images can be viewed and filed.
- 7) Please describe your scanning support for Multi-Function Copiers  
Both the OptiView Full Scan and View Plus Concurrent Client support network attached Multi-Function Copiers that can be configured to scan into the OptiView InBox feature, where the images can be viewed and filed.
- 8) Solution must include the ability to provide check-in, check out and versioning, please describe  
This is a built in feature of OptiView, when you check out a document you can make changes (depending on format) or add annotations (depending on format), changes are saved and a new version (1,2,3) is created, with the original version unaltered.

- 9) Solution must integrate directly with Microsoft Office Programs, with the ability to save directly into the ECM Solution, please describe  
OptiView includes integration with Microsoft Office Programs that are installed on the desktop, a user can select the OptiView icon from the Microsoft program and save directly into OptiView.
- 10) Document Viewer must include redaction, annotations, custom stamps for TIFF Images along with the ability to e-mail, fax or print directly from the image viewer  
Yes, this functionality is included in OptiView, certain e-mail solutions may require saving a document to the desktop first, and then attaching to email.

**Proposed Solution Pricing**

CSID has identified two initial departments to begin with:

- Finance Department – A/P Paid Invoice Packets
- Administration – Permits, Contracts, Monthly Meetings, etc.

- 1) ECM - Document Imaging / Document Management / Document Retention Specifications  
RENTAL PRICING ONLY - SHOULD INCLUDE THE FOLLOWING:
  - a. Please list and provide pricing for all software components and options, on a yearly rental basis. Include costs for ongoing maintenance, support and version upgrades.
  - b. Provide pricing for (3) concurrent scan stations users , itemize additional users
  - c. Provide pricing for (6) concurrent view users , itemize additional users
  - d. Provide pricing for a batch scanning software with OCR Zone Recognition (example; check copies) and any additional software for auto-filing into the Document Management System
  - e. Include a brief description of your proposed solution
- 2) Professional Services
  - a. Please provide installation costs for each of the above solutions
  - b. Please provide pricing for a department assessment (ex. Accounts Payable), solution design configuration and testing
  - c. Please a description and pricing for your user and Administrator Training
- 3) Hardware / Operating System Requirements
  - a. Please include a description O/S requirements for each component of your proposed solution
  - b. Please provide preferred Database and version requirements



April 2, 2012

Mr. Dan Daly  
Director of Operations  
Coral Springs Improvement District  
10300 NW 11<sup>th</sup> Manor  
Coral Springs, FL 33071

Mr. Daly,

We are pleased to provide you with the following recommendations for implementing OptiView ECM for your "Paperless Office" initiatives in 2012. Based on the RFP, the initial goal will be to implement document management/imaging and retention to address:

- **Finance Department – Accounts Payable – Paid Invoice Packets (and other relevant documents)**
- **Administration – Permits, Contracts, Monthly Meeting Minutes, Publication Notices, Utility Billing Customer Files, etc.)**

Utilizing API's OptiView ECM (Enterprise Content Management Solution), CSID will be able to accomplish the following by implementing electronic document management:

- **eliminate paper folders, filing cabinets and manual document filing**
- **enable document scanning and retrieval for designated departments and users**
- **direct integration with ASI (Greenscreen) and other software applications**
- **save time, increase employee productivity, improve customer service**
- **create the foundation for a District Wide Document Disaster Recovery Program**
- **scalable to support other affiliated Water Districts**

The proposed configuration allows for as many PC Desktops in the District to be installed with the API - OptiView Full/Scan and View Plus Clients as you so desire, with up to Three (3) Full/Scan and Six (6) View Plus Concurrent Clients/Users accessing the system at any given time. The only difference between the two clients is that Full/Scan supports direct desktop scanning, both clients include drag and drop, along with the OptiView InBox feature which supports scanning from a Multi-Function Copier connected to the network.

API will provide the Professional Services to:

- **Remote Installation and configuration of OptiView Software components**
- **Onsite department document management assessment and best practices recommendations for backfile and current scanning**
- **Design and implement "electronic" file cabinet(s) for A/P and Administrative Records**
- **Configure Form Processor for batch scanning and auto filing of A/P Invoice Packets**
- **Provide Administrator Training**
- **Provide End User Training**
- **Provide "post" implementation support**

**OptiView Document Management Solution Quotation:**

The proposed pricing is based on the Texas Department of Information Resources Contract (DIR), some of the key benefits include; **a cooperative purchasing program for Public Districts outside of Texas, discounted pricing and pre-negotiated terms and conditions.**

The proposed solution is Subscription Licensing (Rental) and is an annual license fee for the software selected that includes technical support and version upgrades.

The proposed solution is premise based, which means that API will install the selected software on CSID Installed Hardware.

**Key OptiView Features:**

- Out-of-the-Box Integration with most Line of Business Applications including but not limited to ASI
- Complete Document Imaging with the ability to capture, index, archive and retrieve documents, supporting over 100 different file formats
- Flexible and easy to add documents through attached scanners, drag & drop, directory monitoring, MFP's, e-mails, digital photo's and faxes
- Built-In Internal routing between authorized users
- Built-In document retention features and functionality
- True "electronic document shredding" compatible with State of Florida document retention requirements
- Built-In expiration tracking for managing contracts, leases and other time sensitive Information
- Easy to use document viewer with built-in redaction and annotations for TIFF Images
- Document Level Security

---

**Advanced Processing & Imaging – Texas DIR-SDD-1659 Contract Pricing**
**Option I. Subscription Licensing Program****System Description**

		<b>System Price</b>
OptiView Server Software License	(01) each	\$ 3,922.00
OptiView Full Scan / View Concurrent Client License(s)	(03) each	\$ 1,176.00
(\$392.00 each/year)		
OptiView View Plus Concurrent Client License(s)	(06) each	\$ 1,572.00
(\$262.00 each/year)		
ASI Line of Business Application Integration	(01) each	Included
<hr/>		
Sub-Total Software Subscription (Rental)		\$ 6,670.00/year*

**Professional Services**

\$ 6,711.00

- o Software Installation & Configuration
- o Onsite Department Assessment & Review
- o Onsite Department Cabinet Configuration
  - Finance - A/P Paid Invoices
  - Administrative – Permits, Contracts, etc.
- o Form Processor Configuration – A/P Invoice Packets – Autofile
- o Text Processor – API Support Services
- o Administrative Training (up to 2)
- o End User Training (up to 5)

**Total Amount Software and Services****\$13,381.00\*\***

Three Year Agreement - \$6,670.00/year

---

**Additional Considerations:**

\*Includes ongoing technical support and system upgrades as new versions are released. API will pre-schedule with the CSID assigned system administrator any recommended remote upgrades, with CSID approval.

---

\*\*The proposed OptiView ECM Solution can support additional departments and applications within CSID, API Professional Services may be contracted to assist in the expansion and best practices deployment within additional areas.

**Hardware and Operating System Considerations:**

The following represents a high level overview of OptiView components and Hardware/ Operating System Requirements.

Application/Database Server – CSID ISeries with DB/2 Database

Image Repository and Backup – CSID ISeries or optional Windows Machine

Text Processor – Windows Machine

OptiView Users – Windows PC with ISeries Connection

---



## Master Customer Agreement

This Customer Agreement (herein called the "Agreement") covers the major business transactions *Advanced Processing and Imaging, Inc.* (herein called "API") may do with *Coral Springs Improvement District* (herein called the "Customer"), including :

- (a) sale of equipment;
- (b) license of programs; and
- (c) provision of services.

API agrees to provide the equipment, programs and services, listed within designated Schedule(s) and/or Supplement(s). The equipment, programs and services provided will be in accordance with the Terms and Conditions stated in this Agreement.

This Agreement supersedes all prior oral and written agreements, orders, or other writings, and together with the Schedules, constitutes the sole agreement of the parties with respect to the subject matter thereof, and may not be changed or modified except in writing signed by the parties against whom such modification is asserted. Once signed, any reproduction of this Agreement, made by reliable means (for example photocopy) is considered an original and all equipment, programs and services Customer orders under this Agreement are subjected to it.

CUSTOMER ACKNOWLEDGES THAT CUSTOMER HAS READ EACH OF THE TERMS AND CONDITIONS IN THIS AGREEMENT AND AGREES TO BE BOUND BY THEM.

Contract #: 033012

Agreed to and accepted for:

Agreed to and accepted for:

**Advanced Processing & Imaging, Inc.**

**Coral Springs Improvement District**

By: \_\_\_\_\_  
(Authorized Signature)

By: \_\_\_\_\_  
(Authorized Signature)

Name: Juan Rodriguez  
(Printed or Typed)

Name: Dr. Martin Shank  
(Printed or Typed)

Title: President & CEO

Title: President

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Address: 1350 E. Newport Center Drive

Address: 10300 N.W. 11<sup>th</sup> Manor

Suite 200

Coral Springs FL 33071

Deerfield Beach, FL 33441

Phone: 954-425-0018

Phone: 954-753-0380

After signing, please return one original copy of this agreement to the API office shown above.



## Service Schedule

### Option I. Subscription Licensing Program

<b>System Description</b>		<b>System Price</b>
OptiView Server Software License	(01) each	\$ 3,922.00
OptiView Full Scan / View Concurrent Client License(s) (\$392.00 each/year)	(03) each	<del>\$ 1,176.00</del>
OptiView View Plus Concurrent Client License(s) (\$262.00 each/year)	(06) each	<del>\$ 1,572.00</del>
ASI Line of Business Application Integration	(01) each	included
<hr/>		
Sub-Total Software Subscription (Rental)		<del>\$ 6,670.00/year</del>
 Professional Services		 <del>\$ 6,711.00</del>
<ul style="list-style-type: none"> <li>o Software Installation &amp; Configuration</li> <li>o Onsite Department Assessment &amp; Review</li> <li>o Onsite Department Cabinet Configuration               <ul style="list-style-type: none"> <li>▪ Finance - A/P Paid Invoices</li> <li>▪ Administrative - Permits, Contracts, Utility Files, etc.</li> </ul> </li> <li>o Text Processor - API Support Services</li> <li>o Administrative Training (up to 2)</li> <li>o End User Training (up to 5)</li> </ul>		
<hr/>		
<b>Total Amount Software and Services</b>		<b>\$13,381.00**</b>
Three Year Agreement - \$6,670.00/year		

### Payment Schedule:

Amount due upon installation of software - \$6,670.00  
 Amount due upon completion of Professional Services - \$6,711.00

Initials: \_\_\_\_\_

**GENERAL TERMS AND CONDITIONS**

- 1) **GENERAL.** This document, including the schedules referred to herein ("Agreement"), constitutes the entire understanding and agreement between the parties and supersedes all prior or contemporaneous agreements or understandings whether oral or written. The customer, at API's discretion, may license additional software product(s) and purchase additional hardware by way of a schedule referencing the license number of this Agreement. Such additional product(s) and services shall be governed by the terms of this Agreement.
- 2) **SEVERABILITY.** If any provisions of this Agreement shall be held or made invalid or unenforceable by a court decision, statute or rule, the remaining provisions of this Agreement shall not be affected thereby and shall continue in full force and effect.
- 3) **NOTICES.** Any notice, document or request to be given or served may be given or served by sending it by hand delivery, courier service or certified mail to the address of API or the Customer set forth herein or by facsimile with receipt confirmed. Either party may give written notice to the other of a change of address, and after notice of such changes has been received, any notice, document or request given or served thereafter shall be given to or served upon such party at such changed address.
- 4) **NON-ASSIGNMENT.** The customer shall not assign, transfer, sublicense or grant a security interest in this Agreement in whole or in part without the prior written consent of API. Notwithstanding the foregoing, the Customer may assign this Agreement to an entity controlling, controlled by or under common control with the Customer or to which substantially all of the Customer's assets are sold without API's consent, provided that such entity is not a competitor of API's and, provided further, that if the Customer is to be released from any financial obligations under this Agreement, the assignee must meet API's credit standards.
- 5) **DISCLAIMER OF CONSEQUENTIAL DAMAGES.** Neither party shall be liable to the other for any special, indirect or consequential damages including, but not limited to, economic loss, lost profits, lost revenue, and damages relating to lost data or use, even if the parties have knowledge of the possibility of such damages and whether the claim is made for breach of contract, breach of warranty, in tort or otherwise.
- 6) **LIMITED WARRANTIES.** The only warranties provided by API are those specifically set forth in this Agreement, and such limited warranties are in lieu of any and all other warranties, express or implied, including any warranties of merchantability and fitness for a particular purpose. API has authorized no other warranty or representation and the Customer has not relied on any other warranty or representation in its decision to execute this Agreement and purchase goods and/or services. API's limited warranties shall be suspended by API without recourse on the part of the Customer during the period in which the Customer's computer equipment fails to perform according to its standard performance specifications or the operating system and other program products upon which the API software product(s) depend for successful operation fail to perform according to the manufacturer's specifications as contained in their product documentation. API's limited warranties shall not apply to extent of any defect, error or other problem caused or contributed to by the Customer or any third party, including without limitation, misuse, misapplication or failure to comply with the terms of this Agreement and all related manuals and documentation.
- 7) **EXCLUSIVE REMEDIES.** The exclusive remedies of the Customer for a breach by API of any term of this Agreement shall be those specifically set forth herein, and shall be subject to the time limitations and notice requirement set forth herein. In the event of a breach by API of any term of this Agreement, the Customer shall be entitled to a claim for direct damages actually caused by such breach. In no event shall API have liability for any damages other than direct damages caused solely by API's breach. **IN NO EVENT SHALL API'S LIABILITY TO THE CUSTOMER UNDER THIS AGREEMENT EXCEED THE AMOUNT OF THE LICENSE FEES PAID TO API HEREUNDER, REGARDLESS OF WHETHER THE CLAIM IS MADE FOR BREACH OF CONTRACT, BREACH OF WARRANTY, IN TORT OR OTHERWISE.**
- 8) **INDEMNITY.** Customer agrees to defend, indemnify and hold API and each API Party, as well as the directors, officers, agents, and employees of API and each API Party, harmless from any losses, liabilities, damages, actions, claims or expenses (including reasonable attorneys' fees and court costs) arising or resulting from Customer's breach of any term of this Agreement or caused by acts or omissions performed by Customer or under Customer's Password or any password issued by Customer to Licensed Users.
- 9) **INFRINGEMENT INDEMNITY.** API will defend, at its cost, any claim brought against the Customer that the current release version of any programs provided under this Agreement infringes a patent, trademark, copyright or other intellectual property right of third parties, and will indemnify the Customer against those costs and damages finally awarded or settled by negotiations in any action against the Customer based on any such claim provided that :  
a) the Customer promptly notifies API in writing of any such claim;  
b) API has sole control of and the Customer cooperates in all respects in the defense of any such claim and all related settlement negotiations; and,
- c) Such claim does not relate to any act of the Customer, including without limitation, a change in the software program, use thereof in a manner other than that specified by API or any other breach of this Agreement by the Customer.
- d) If a judgment against API for any such claim has occurred, or in API's opinion is likely to occur, the Customer agrees to permit API, at its option and expense, either:  
e) to produce for the Customer the right to continue using the program; or,  
f) to modify the same so that it becomes non-infringing; or,  
g) to replace the same by non-infringing material so that the material as modified or replaced performs the same functions as the infringing material; or,  
h) to terminate the license for the allegedly infringing product and refund a pro-rated amount of the license fees paid.
- 10) **PROPRIETARY RIGHTS.** The Software and Services are protected by applicable United States and foreign laws and treaties, including copyright laws and treaty provisions. API or its licensors own all rights, title and interests in the Software and Services, including trade secrets, patents, copyrights and database rights, and the Software and Services shall remain the sole and exclusive property of API or its licensors. Except as provided in the License Grant section of this Agreement, Customer has no, and is not granted, any right, title, interest or license in the Software or Services.
- 11) **ACKNOWLEDGMENT.** The Customer grants to API the right to use the Customer's name as a customer of API. Before API uses the Customer's name in publicity, advertising releases or other materials prepared by and on behalf of API, API shall obtain the approval of the Customer.
- 12) **THIRD PARTY SOFTWARE.** The Customer warrants that the Customer:  
a) has any necessary permission, expressed or otherwise, to enable any programs owned by or licensed from third parties and necessary for API to fulfill its obligations to the Customer to be copied and modified and run during the use of the software product(s) without infringing third party copyright or any other rights; and,  
b) the disclosure to or use of third party programs by API will not involve breach of confidence or contract.
- 13) **COMPUTER CONTROLS.** The Customer will be responsible for implementing sufficient procedures and checkpoints to satisfy the Customer's requirements in relation to security and accuracy of input and output data, including re-start and recovery in the event of a computer malfunction. The Customer shall provide suitably qualified personnel to run the computer.
- 14) **EXPENSES.** The Customer agrees to reimburse API for reasonable incidental expenses incurred by its staff for all travel and related living expenses (out-of-pocket expenses) as a result of work performed under this Agreement.
- 15) **PAYMENT.** The Customer agrees to pay all invoices within 30 days for the Services and the Professional Services fees in strict conformance with the payment terms set forth herein and without setoff or retention. Late payments shall be subject to a service charge in the amount of 1.5% per month on the unpaid invoice amount.
- 16) **TAXES.** The Customer agrees to pay all sales, use, or other taxes or similar charges when due now or in the future, to the extent required by any local, state or federal law.
- 17) **NON-API ERRORS.** The Customer agrees that if operational problems or errors are subsequently discovered to be attributable to malfunction of the Customer's computer(s) or the malfunction of software other than the software product(s) supplied by API, then all work performed by API in investigating and/or correcting such situation shall be payable by the Customer at API's standard rates of \$150/hour. If the Customer or its agents has altered, added to or deleted from the program coding and/or the data files of the software product(s) so as to cause them to vary from the software product(s) delivered or subsequently upgraded by API, then the Customer must provide reasonable evidence that any errors found have been introduced by API and, if API is called upon to repair any malfunction in the software product(s) as a result of changes made by the Customer or its agents, then the Customer shall pay API, at standard rates of \$150/hour, for all time spent by API representatives incurred in making such repairs as well as all out-of-pocket expenses.
- 18) **MISCELLANEOUS.** Based on the due diligence and extensive investments of time, intellectual resources and capital involved in the competitive proposal-bid process or other highly refined procurement processes which were employed, this agreement provides at any stage during the life of the agreement and for up to one year immediately following with the consent of the vendor (API), that any similar type Government or Public Sector Agency may utilize the provisions of this contract to acquire or contract for similar products and services provided.

Initials: \_\_\_\_\_

**APPLICATION  
LICENSING TERMS AND CONDITIONS**

- 1) **PROVISION OF SERVICES.** API agrees with effect from the Commencement Date in consideration of the payment of the Charges by the Customer to supply to the Customer: the API USE OF LICENSE, and the Professional Services as the parties have agreed upon under the Terms of this Agreement, and subject to the limitations on the number of users authorized to use the software product(s) concurrently at any given time as specified in the attached Software Products Schedule(s). For the purpose of this Agreement, the number of "users" shall be determined by adding the number of individuals using the software product(s) at any given time.
- 2) **USE OF LICENSE.** Subject to the terms of this Agreement, API grants Customer a nonexclusive, nontransferable license to access and use the Software and Services for internal business purposes only, without the right to sublicense such rights, provided Customer unconditionally agrees to access and use the Software and Services in accordance with this Agreement ("License"). Under the License, Customer may print out, or otherwise make, printed copies ("Copies") of the reports, numeric results, and other information or materials generated from Customer's access and use of the Software and Services for internal business purposes only. Any updates, modifications, enhancements or new versions of the Software and Services provided or made available to Customer by API, in accordance with Section named Work Product of this Agreement, shall be considered Work Product subject to this Agreement. API, may at any time and for any reason, elect to modify, discontinue, delete or restrict any aspect or feature of the Software and Services without notice to Customer or any liability to API or any API Party; however, API agrees to make commercially reasonable efforts to provide Customer with prior notice of any such changes. The Customer acknowledges it has no right to the software product(s) except that of usage, subject to the term of this Agreement, and that API, or such other person as API designates, retains sole ownership of the software product(s), including, but not limited to, any modifications or extensions provided for the Customer. The Customer further agrees not to remove from any of the software product(s) any statement appearing therein concerning copyright and proprietary rights. The Customer agrees not to contest or challenge in any legal proceedings or otherwise the proprietorship or ownership by API of the software product(s). The Customer acknowledges that any deliverables provided under this Agreement shall be and remain the property of API. API grants to Customer, solely for the Customer's internal business purposes, a license to use, copy, display, perform (by any means), API's IP embodied in or delivered to Customer in conjunction with Work Product. Subject to the customer's timely payments of said licenses, as covered in this contract, the customer will have the right to sublicense to third parties, solely for the purpose of engaging such third parties to assist or carryout Customer's internal business use of the Work Product. In all cases, all rights in API's IP remain ownership of API.
- 3) **SOFTWARE AND SERVICES.** Except as otherwise expressly provided in this Agreement, Customer agrees to
- only use the Software and Services in the manner, and for the purposes, expressly specified in this Agreement;
  - not decompile, disassemble, analyze or otherwise examine the Software and Services for the purpose of reverse engineering;
  - not delete or in any manner alter any notices, disclaimers or other legends contained in the Software and Services or appearing on any screens, documents, reports, numeric results or other materials obtained by Customer through use of the Software and Services ("Notices");
  - reproduce and display all Notices on copies Customer makes, in accordance with this Agreement;
  - not provide service bureau facilities or commercial time-sharing services to any third party or support operations for any third party through the access and/or use of the Software and/or Services;
  - not attempt to access any systems, programs or data of API or any API Party that are not licensed under this Agreement, or otherwise made available by API or an API Party for public use;
  - not copy, reproduce, republish, upload, post, transmit, or distribute the Software or Services, or any portion thereof, or facilitate or permit a third party to do so;
  - not use any device or software to interfere or attempt to interfere with the proper operation of the Software and Services; and,
  - not ship, transmit, transfer, or export the Software and Services into any country or use the Software and Services in any manner prohibited by United States export laws, restrictions or regulations; and abide by all applicable local, state, national and international laws.
- 4) **DISCLAIMERS.** Except as otherwise expressly provided in this agreement,
- the software and services are provided "as-is" and, to the maximum extent permitted by applicable law, API and its directors, officers, licensors, subcontractors and agents ("API Parties") disclaim all warranties of any kind, express or implied, regarding the software and services or otherwise relating to this agreement, including warranties of fitness for a particular purpose, merchantability, non-infringement and accuracy;
- neither API nor any API party warrants that the software and services are or will be accurate, complete, uninterrupted, without error, or free of viruses, worms, other harmful components, or other program limitations;
  - Customer assumes the entire cost of all necessary servicing, repair, or correction of problems caused by viruses or other harmful components, unless such errors or viruses are the direct result of API's gross negligence or willful misconduct;
  - each of API and the API Parties disclaim and make no warranties or representations as to the accuracy, quality, reliability, suitability, completeness, truthfulness, usefulness, or effectiveness of the reports, data, scores, results or other information obtained, generated or otherwise received by Customer from accessing and/or using the software and/or services or otherwise resulting from this agreement; and,
  - use of the software, services and reports is entirely at customer's own risk and API and each of the API Parties shall have no liability or responsibility thereof.
- 5) **LIMITATIONS ON LIABILITY.** The total liability of API and the API Parties in the aggregate to Customer or any third party arising out of or in connection with this Agreement, the Software and Services will be limited to the payments received from Customer under this Agreement. API and the API Parties shall not be liable for direct, indirect, special, incidental, consequential or punitive damages of any type, arising out of or in connection with this Agreement, the Software and/or Services, whether or not API and its licensors have been advised of the possibility of such damages and whether based upon breach of contract or tort (including negligence). API and the API Parties shall have no liability for any damages resulting from alteration, destruction or loss of any data or information input, generated or obtained from access and/or use of the Software and Services, including any reports or numeric results, whether or not API and the API Parties have been advised of the possibility of such damages. The limitations of damages and liabilities set forth in this Agreement are fundamental elements of the basis of the arrangement between API and the Customer, and the pricing for the license reflects such limitations. If the Customer is not satisfied with the Software and Services, the entire liability of API and/or API Parties, the Customer's exclusive remedy, shall be to immediately stop accessing and using the Software and Services and contact API in writing.
- 6) **DATA.** Customer agrees that API and the API Parties are permitted to access any information or data Customer inputs or provides while accessing or using the Software and Services ("Data") and any reports or numeric results, and prior to Customer's submission of Data, reports and numeric results, for the sole purpose of ensuring proper access and use of the Software and Services by Customer in accordance with this Agreement and to maintain and troubleshoot Software and Services. Following Customer's submission of Data, reports and numeric results to API, API has access to such Data, reports and numeric results. Subject to the terms and conditions of this Agreement, if API hosts the Data, API shall store and otherwise maintain Data, reports and numeric results, and API shall follow the same archival procedures for Customer's Data, reports and numeric results as API employs for its own data, as modified from time to time at API's discretion. In the event of any loss or damage to Customer's Data, reports or numeric results, Customer's sole and exclusive remedy shall be for API to use commercially reasonable efforts to replace or restore the lost or damaged Data from the latest backup of such Data, reports or numeric results which API has maintained in accordance with its standard archival procedures.
- 7) **CONFIDENTIALITY.** Customer acknowledges that the Software and Services constitute and contain confidential, proprietary and copyrighted information and subject matter of API and API Parties ("Confidential Information"). Customer agrees to not, directly or indirectly, without API's prior written consent, use the Confidential Information for any purpose other than as expressly permitted under this Agreement; divulge, discuss, provide, transmit, copy, make available or otherwise communicate the Confidential Information to a third party; or permit any third party to use such Confidential Information. "Confidential Information" shall not include information that is shown by competent evidence:
- is in or enters the public domain without breach of this agreement;
  - was possessed by Customer prior to first receiving it from API or an API Party;
  - was developed by Customer independently and without use of or reference to the Confidential Information; or,
  - was received by Customer from a third party without restriction on disclosure and without breach of a nondisclosure obligation. Notwithstanding the foregoing,
- each Party shall be permitted to disclose Confidential Information of the other Party if such disclosure is required by law, provided that the Party required to disclose Confidential Information of the other Party shall;
  - give prompt notice of such requirement to the other Party so it will have the opportunity to seek a protective order or other appropriate remedy; and,

Initials: \_\_\_\_\_

- iv) cooperate in the other Party's attempts to obtain confidential treatment of such Confidential Information; and,
- 8) **FORCE MAJEURE.** API will provide the software product service as requested by the Customer but disclaim all warranties, express or implied, in favor of the Customer and shall not be liable to the Customer for any damages, whether direct, indirect, incidental or consequential, arising from the use of the applications. If such delays are due to industrial dispute of third parties or any act of God or any act beyond API's reasonable control and in such case API shall be entitled to a reasonable extension of time for performing its obligations.
- 9) **TRADE NAMES AND TRADEMARKS.** This Agreement does not grant to any Party a license to use any trademark, trade name, or logo of the other Party and each Party recognizes that the trademarks, trade names, and logos of the other Party represent valuable assets of that Party and that substantial recognition and goodwill are associated with such trademarks, trade names, and logos. Each Party hereby agrees that it shall not use or permit any third Party to use, at any time, the other Party's trademarks, trade names, or logos.
- 10) **TERM OF AGREEMENT:** The term of this Agreement shall be the period described in contracts notes on page 2, subject to provisions of early Termination for Cause or Non-Performance, described in paragraph 14 below. This Agreement will automatically renew for period of twelve (12) months at the end of each expiring term unless cancelled by either party upon ninety (90) days prior written notice.
- 11) **CANCELLATION - USE OF LICENSE.** If the Customer defaults in the payment of any amount due and payable under this Agreement, or otherwise defaults in the performance of any other duties hereunder and fails to remedy such default within thirty (30) days after receiving written notice from API, or if the Customer is in material breach of the confidentiality provisions contained in this Agreement, or if the Customer ceases to do business or a receiver is appointed for the Customer, or some other act of bankruptcy occurs, then in addition to and without detracting from any other remedy which API may have, API may forthwith give notice of cancellation of the USE OF LICENSE granted herein, whereupon the Customer's right to use the software product(s) and the associated documentation shall cease. However,
- the Customer shall have a period of continued use of the software product(s) of up to thirty (30) days from notice of cancellation to allow the Customer to make alternative arrangements and
  - API will provide the Customer their Data in machine readable format, fees to provide this service may apply; and
  - upon termination, the Customer shall deliver the software product(s) together with the associated documentation to API and shall take all such steps as may be necessary to destroy copies of the software product(s) and any record of the same contained in any data retrieval systems under the control of the Customer. An officer of the Customer shall, at the end of this thirty (30) day period, warrant in writing to API that the provisions of this Clause have been satisfied.
  - The exercise of rights under this Clause shall not prejudice any rights of either Party to damages or other equitable relief or remedies, subject to the limitations contained in this Agreement. Termination shall not relieve the Customer of the obligation to pay any fees that are part of this agreement and are otherwise owed by the Customer.
  - If the cancellation of service is due to Non-Appropriation the Customer will have the ability to use the software in a read-only mode during the period of Non-Appropriation.
- 12) **NON-APPROPRIATION.** The agreement will be allowed to terminate for non-appropriation. However,
- the Customer shall make every reasonable attempt to obtain the appropriation for each renewal year under the contract;
  - the Customer must document the need for the API solution and the relevance it has to government business, when requesting the appropriation;
  - the API's solution cannot be substituted during the period of non-appropriation
  - if the appropriation is not available by the end of the contract term the Customer must abide with the Cancellation clause as stated in section 11.
- 13) **AGREEMENT.** The Customer agrees that they are contracting for services referenced on the Software/Hardware Products Schedule with API. This Agreement between and API sets forth the legal rights and obligations governing the API offer, provisioning, and delivery of Services to the Customer and the Customer's use of the Services. The Customer will promptly test the software service(s) provided by API using data provided by the Customer and inform API of any material errors. API will correct these. API will not warrant the software service(s) if the Customer proceeds to use the software service(s) in a live environment before API has corrected the errors found during acceptance testing.
- 14) **CONTROLS.** The Customer shall be exclusively responsible for the provision of adequate supervision, management and control of the use of the software service(s) including, but not limited to:
- the provision of adequate and appropriate machine configuration, software product(s), installation, audit controls and operating procedure including check points and restarts; and,
  - the generation of the test data needed for the acceptance test.
- 15) **PERFORMANCE.** Customer understands and agrees that the operation and availability of the systems used for accessing and interacting with the Software and Services, including, the public telephone, computer networks and the Internet or to transmit information, whether or not supplied by Customer or API, can be unpredictable and may, from time to time, interfere with or prevent the access to and/or the use or operation of the Software and Services. API and the API Parties are not in any way responsible for any such interference with or prevention of Customer's access and/or use of the Software and Services.
- 16) **ACKNOWLEDGMENT OF OWNERSHIP.** The Customer acknowledges it has no right to the software product(s) except that of usage, subject to the term of this Agreement, and that API, or such other person as API designates, retains sole ownership of the software product(s), including any modifications or extensions provided for the Customer. The Customer further agrees not to remove from any of the software product(s) any statement appearing therein concerning copyright and proprietary rights. The Customer agrees not to contest or challenge, in any legal proceedings or otherwise, the proprietorship or ownership by API of the software product(s).
- 17) **NO REVERSE ENGINEERING.** The Customer agrees not to reverse engineer, disassemble or decompile any of the software product(s) delivered in object code and further agrees not to cause or permit reverse engineering, disassembly or decompilation of any such software product(s) by an employee or agent of the Customer. This covenant shall survive termination of this Agreement and the license(s) granted hereunder.
- 18) **SOFTWARE PRODUCT SUPPORT (SPS).** Upon the date of delivery of the software product(s), API warrants that it will provide the support described below for API's standard software product(s).
- API will use its best endeavors to start and continue remedial work on errors which seriously affect operation of the software product(s).
  - API will provide program fixes or upgrades to the standard software product(s) plus instruction on how to apply the program fixes or updates to the standard software product(s). Updates shall mean subsequent releases, which are generally made available to all API licenses at no additional charge but shall not include any release of future product that API decides to license separately. Work performed by API at the request of the Customer to apply program fixes or updates to either standard or customized software product(s) is not an additional chargeable service.
  - API will provide upgrades to documentation after the installation date that API deems necessary to maintain continued effective use of the software product(s) by the Customer.
  - API will provide hotline support between the hours of 8:30am and 8:30pm EST on normal business days. Hotline support will consist of:
    - telephone assistance with program errors.
    - API will provide on-site assistance where deemed necessary by API and the Customer (all expenses to be paid by Customer).
- 19) **THESE WARRANTIES ARE EXCLUSIVE AND SUBJECT TO CLAUSE 6. LIMITED WARRANTIES AND CLAUSE 7. EXCLUSIVE REMEDIES IN THE GENERAL TERMS AND CONDITIONS.**
- 20) **SOFTWARE PRODUCT SUPPORT CHARGES (SPSC).** SPSC is the service fee for the use of API's "USE OF LICENSE" and is payable in advance on an annual basis unless otherwise specified herein. Failure to pay this fee causes a cancellation of "USE OF LICENSE" (see section 11). Upon payment of the SPSC, API will provide to the Customer the support services described in SOFTWARE PRODUCT SUPPORT (SPS) clause 18 a through d.
- At the end of the initial contract term, the current SPSC is subject to change at which time API shall have the right, upon three (3) months written notice to the Customer, to change the charges for any given twelve (12) month period.
- 21) **STATEMENT OF WORK /WORK PRODUCT.** Statement of Work is a document signed by Customer and API describing a specific set of activities and/or deliverables, which may include Work Product that API is to provide Customer, pursuant to the Contract. Work Product is any and all deliverables produced by API for Customer under a Statement of Work issued pursuant to this Contract, including any and all tangible or intangible items or things that have been or will be prepared, created, developed, invented or conceived at any time following the effective date of the Contract, including but not limited to any (i) works of authorship (such as manuals, instructions, printed material, graphics, artwork, images, illustrations, photographs, computer programs, computer software, scripts, object code, source code or other programming code, HTML code, flow charts, notes, outlines, lists, compilations, manuscripts, writings, pictorial materials, schematics, formulae, processes, algorithms, data, information, multimedia files,

Initials: \_\_\_\_\_



text web pages or web sites, other written or machine readable expression of such works fixed in any tangible media, and all other copyrightable works), (ii) trademarks, service marks, trade dress, trade names, logos, or other indicia of source or origin, (iii) ideas, designs, concepts, personality rights, methods, processes, techniques, apparatuses, inventions, formulas, discoveries, or improvements, including any patents, trade secrets and know-how, (iv) domain names, (v) any copies, and similar or derivative works to any of the foregoing, (vi) all documentation and materials related to any of the foregoing, (vii) all other goods, services or deliverables to be provided to Customer under the Contract or a Statement of Work, and (viii) all Intellectual Property Rights in any of the foregoing, and which are or were created, prepared, developed, invented or conceived for the use or benefit of Customer in connection with this Contract or a Statement of Work, or with funds appropriated by or for Customer or Customer's benefit: (a) by any API personnel or Customer personnel, or (b) any Customer personnel who then became personnel to API or any of its affiliates or subcontractors, where, although creation or reduction-to-practice is completed while the person is affiliated with API or its personnel, any portion of same was created, invented or conceived by such person while affiliated with Customer. To the extent not inconsistent with Customer's rights in the Work Product or as set forth herein, nothing in this Contract shall preclude API from developing for itself, or for others, materials which are competitive with those produced as a result of the Services provided hereunder, provided no Intellectual Property Rights of Customer are infringed by such competitive materials. To the extent that API wishes to use or acquire licensed rights in certain Intellectual Property Rights of Customer in order to offer competitive goods or services to third parties, API and Customer agree to negotiate in good faith regarding an appropriate license and royalty agreement to allow for such.

#### PROFESSIONAL SERVICE TERMS AND CONDITIONS

- 1) **SCOPE.** API will supply the Customer with professional services on an as required basis and at the current rates. These professional services will include, but are not limited to, product educating and training and consulting services. SERVICES ARE SUBJECT TO CLAUSE 6. LIMITED WARRANTIES AND CLAUSE 7. EXCLUSIVE REMEDIES IN THE GENERAL TERMS AND CONDITIONS ABOVE.
- 2) **PROGRESS.** The Customer and API shall jointly prepare and agree on an implementation plan for each piece of custom work performed by API. Joint progress meetings shall be held regularly throughout the project to monitor progress against the implementation plan and to set objectives for the next period, to clear any outstanding problems and to review and amend target dates for both API's and the Customer's need as required by changing circumstances. These meetings will normally be at mutually convenient dates. The work content of this Agreement may be extended or reduced as agreed jointly, in writing, by API and the Customer. The Customer shall notify API in writing of requested changes to the work content. API will respond with a service estimate that the Customer will countersign indicating its acceptance. The billing and collection of service fees will occur according to the terms indicated in the agreed upon Scope of Work (attached to the contract). Every non-API delay to the agreed upon implementation schedule will result in a cancellation fee of 5% of the professional service fees. Customer cancellation of scheduled services will result in the reimbursement to API of any nonrefundable travel expenses incurred by API.
- 3) **TRAINING.** The Customer agrees to release personnel for API training courses as reasonably required by API to ensure the success of the implementation of the software service(s). The courses may be held at the Customer's or at API's premises at the request of the Customer. The charge for these courses shall be as set forth in the Service/Hardware Schedule. API will provide Customer with
  - a. commercially reasonable telephone and email support for the Software and Services during normal business hours; and,
  - b. updates and enhancements for the Software and Services, to the extent that API generally makes such updates and enhancements available to Customers without a separate charge.

- 4) **HARDWARE AND SERVICE REQUIREMENTS.** Customer is solely responsible for acquiring, servicing, maintaining, and updating all Equipment, computers, software and communications services (such as long distance phone charges) not owned or operated by or on behalf of API, that allow Customer to access and use the Software and Services, and for all expenses relating thereto (plus any applicable taxes). Customer agrees to access and use the Software and Services in accordance with any and all operating instructions or procedures that may be issued by API, and amended by API from time to time. API and the API Parties do not make any commitments with respect to use or performance of the Software and Services.

#### SERVICE LEVEL AGREEMENT (For Hosted Customers Only)

- 1) **SCOPE.** This Service Level Agreement ("Agreement") sets forth the details regarding the level of service and technical support for API solutions (the "Application") that apply when your account is in good financial standing.
- 2) **DOWNTIME**
  - a) For purposes of this Agreement, a Unit of Downtime is one period of at least one (1) hour during which the Application is unavailable because of problems with or the unscheduled maintenance of our hardware or system software. Downtime does not include:
    - i) problems caused by factors outside of our reasonable control including force majeure,
    - ii) problems resulting from any actions or inactions by you or any third party,
    - iii) problems resulting from your equipment and/or third party equipment not within our sole control, or
    - iv) network unavailability during scheduled maintenance of our network and/or servers.
  - b) Our servers connect to the Internet through redundant high-speed connections on diverse backbones, ensuring data delivery to the end user in a quick and efficient manner. In any calendar month, we guarantee that Downtime will not exceed two (2) Units of Downtime excluding, however, regularly scheduled maintenance. Any regularly scheduled maintenance will be performed during the hours of 3:00-6:00 a.m. daily or on occasion with prior notification. We work to ensure the functioning of all network infrastructures through continuous monitoring by our staff.
  - c) If Downtime exceeds two (2) Units of Downtime in any calendar month, we will, upon your written request, credit your account (a "Downtime Credit") in an amount equal to the pro-rata price for one (1) unit of service, for each Unit of Downtime as that term is defined herein.
  - d) To receive Downtime Credit, you must request such credit by sending an email to [info@apimg.com](mailto:info@apimg.com) within seven (7) days after the occurrence of Downtime. Downtime Credits will be applied upon issue of the first invoice following the request for Downtime Credit, unless the Downtime occurs in your final month of service. In such case, a refund for the dollar value of the Downtime Credit will be mailed to you within thirty (30) days of the expiration of your service agreement.
- 3) **TECHNICAL SUPPORT.** A member of our technical support help desk staff will be available to assist you with problems and questions regarding the Application. We will supply telephone and/or email support to you regarding the Application between the hours of 8:30 a.m. and 5:30 p.m. Monday through Friday, excluding holidays. You may contact our technical support help desk via email at [support@apimg.com](mailto:support@apimg.com), or by telephone at 800-831-3864.

Initials: \_\_\_\_\_

## **Sixth Order of Business**

**CH2MHILL**

West Palm Beach  
 3001 PGA Blvd., Suite 300  
 Palm Beach Gardens, FL 33410  
 (561) 904-7400

Remit to:  
 CH2M HILL, INC.  
 P.O. Box 200991  
 Dallas, TX 75320-0991

Coral Springs Improvement District  
 Attn: Mr. Ken Cassel  
 10300 NW 11th Manor  
 Coral Springs, FL 33071

Date: 03/08/12  
 Project No: 378206  
 Client Ref. No: 054682  
 Invoice No: 3824408

**INVOICE**

**Water and Wastewater Capital Improvement Program  
 Water and Wastewater Treatment Plant  
 Construction Management and Services During Construction  
 WA# 50  
 Professional Services December 31, 2011 Through January 27, 2012**

Summary of Work Performed This Period: SEE ATTACHED

Task	Fee	Percent	Earned	Previous Fee Billing	Current Fee Billing
Plant F	345,880.94	95.00	328,586.89	328,586.89	0.00
Nano Plant	1,742,772.06	94.00	1,638,205.74	1,638,205.74	0.00
	2,088,653.00		1,966,792.63	1,966,792.63	0.00

**Total Fee** \$ -

**Change Order- Construction Management and Inspection  
 Professional Personnel**

	Hours	Rate	Amount
Senior Project Manager	1.00	180.00	180.00
Senior Technical Specialist	1.00	145.00	145.00
Project Manager	157.00	143.00	22,451.00
Senior Professional	0.60	120.00	72.00
Professional/ Engineer	94.00	95.00	8,930.00
Senior Technical Support	153.70	71.00	10,912.70
Administrative/ Technical Support	1.20	60.00	72.00
<b>Totals</b>	<b>408.50</b>		<b>42,762.70</b>
<b>Total Labor</b>			<b>\$ 42,762.70</b>

**Reimbursable Expenses**

Postage & Freight	202.26
Supplies- Office	36.90
Mileage and Travel	750.69
<b>Total Reimbursables</b>	<b>\$ 989.85</b>

**Total Amount Due This Invoice** \$ 43,752.55

DUE PAYABLE ON RECEIPT OF INVOICE. FINANCE CHARGES WILL BE ASSESSED AT 1 1/2 % PER MONTH (OR MAXIMUM PERMISSIBLE UNDER STATE LAW) ON ALL ACCOUNTS OVERDUE UNLESS STATED OTHERWISE IN OUR CONTRACT. CH2M HILL IS INCORPORATED.



**CH2MHILL**

West Palm Beach  
3001 PGA Blvd., Suite 300  
Palm Beach Gardens, FL 33410  
(561) 904-7400

Remit to:  
CH2M HILL, INC.  
P.O. Box 200991  
Dallas, TX 75320-0991

Coral Springs Improvement District  
Attn: Mr. Ken Cassel  
10300 NW 11th Manor  
Coral Springs, FL 33071

Date: 03/08/12  
Project No: 378206  
Client Ref. No: 054682  
Invoice No: 3824408

# INVOICE

**Water and Wastewater Capital Improvement Program  
Water and Wastewater Treatment Plant  
Construction Management and Services During Construction  
WA# 50  
Professional Services December 31, 2011 Through January 27, 2012**

## Summary

Task	Contract Amount	Invoiced To Date	Budget Remaining	Prior Invoiced	Current Invoice
Plant F	\$ 345,880.94	\$ 328,586.89	\$ 17,294.05	\$ 328,586.89	\$ -
Nano Plant	\$ 1,742,772.06	\$ 1,638,205.74	\$ 104,566.32	\$ 1,638,205.74	\$ -
Addendum 1 (5/11)	-	\$ 56,922.40	-	\$ 56,922.40	\$ -
Plant F	-	\$ 3,290.99	-	\$ 3,290.99	\$ -
Nano Plant	-	\$ 53,631.41	-	\$ 53,631.41	\$ -
Addendum 2 (6/11)	-	\$ 38,746.83	-	\$ 38,746.83	\$ -
Plant F*	-	\$ 133.74	-	\$ 133.74	\$ -
Nano Plant	-	\$ 38,613.09	-	\$ 38,613.09	\$ -
Addendum 3 (7/11)	-	\$ 45,931.78	-	\$ 45,931.78	\$ -
Plant F	-	\$ 1,504.00	-	\$ 1,504.00	\$ -
Nano Plant	-	\$ 44,427.78	-	\$ 44,427.78	\$ -
Addendum 4 (8/11)	-	\$ 44,824.89	-	\$ 44,824.89	\$ -
Plant F	-	\$ 1,610.00	-	\$ 1,610.00	\$ -
Nano Plant	-	\$ 43,214.89	-	\$ 43,214.89	\$ -
Addendum 5 (9/11)	-	\$ 53,318.15	-	\$ 53,318.15	\$ -
Plant F	-	\$ 2,534.50	-	\$ 2,534.50	\$ -
Nano Plant	-	\$ 50,783.65	-	\$ 50,783.65	\$ -
Addendum 6 (10/11)	-	\$ 44,114.62	-	\$ 44,114.62	\$ -
Plant F	-	\$ -	-	\$ -	\$ -
Nano Plant	-	\$ 44,114.62	-	\$ 44,114.62	\$ -
Addendum 7 (11/11)	-	\$ 29,499.14	-	\$ 29,499.14	\$ -
Plant F	-	\$ -	-	\$ -	\$ -
Nano Plant	-	\$ 29,499.14	-	\$ 29,499.14	\$ -
Addendum 8 (12/11)	-	\$ 30,469.21	-	\$ 30,469.21	\$ -
Plant F	-	\$ -	-	\$ -	\$ -
Nano Plant	-	\$ 30,469.21	-	\$ 30,469.21	\$ -
Addendum 9 (01/12)	-	\$ 43,752.55	-	\$ -	\$ 43,752.55
Plant F	-	\$ 1,427.00	-	\$ -	\$ -
Nano Plant	-	\$ 42,325.55	-	\$ -	\$ -
<b>Total</b>	<b>\$ 2,088,653.00</b>	<b>\$ 2,310,619.65</b>	<b>\$ 121,860.37</b>	<b>\$ 2,310,619.65</b>	<b>\$ -</b>

**DUE PAYABLE ON RECEIPT OF INVOICE. FINANCE CHARGES WILL BE ASSESSED AT 1 1/2 % PER MONTH (OR MAXIMUM PERMISSIBLE UNDER STATE LAW) ON ALL ACCOUNTS OVERDUE UNLESS STATED OTHERWISE IN OUR CONTRACT. CH2M HILL IS INCORPORATED.**



**CH2MHILL**

West Palm Beach  
3001 PGA Blvd., Suite 300  
Palm Beach Gardens, FL 33410  
(561) 904-7400

Remit to:  
CH2M HILL, INC.  
P.O. Box 200991  
Dallas, TX 75320-0991

Coral Springs Improvement District  
Attn: Mr. Ken Cassel  
10300 NW 11th Manor  
Coral Springs, FL 33071

Date: 03/08/12  
Project No: 378206  
Client Ref. No: 054682  
Invoice No: 3824408

**INVOICE**

**Water and Wastewater Capital Improvement Program  
Water and Wastewater Treatment Plant  
Construction Management and Services During Construction  
WA# 50  
Professional Services December 31, 2011 Through January 27, 2012**

For any Questions Regarding This Invoice Please Contact Heather Oblaczynski (561) 904-7483

**DUE PAYABLE ON RECEIPT OF INVOICE. FINANCE CHARGES WILL BE ASSESSED AT 1 1/2 % PER MONTH (OR MAXIMUM PERMISSIBLE UNDER STATE LAW) ON ALL ACCOUNTS OVERDUE UNLESS STATED OTHERWISE IN OUR CONTRACT. CH2M HILL IS INCORPORATED.**

**Summary of Work Performed This Period:**

<p>Plant F: Observed completion of interior paint repairs as agreed to between CSID and Lanzo (painter reportedly completed testing coatings). Observed hydrostatic test on structure. Observed attempted RASWAS pump start up; however, issues regarding flow and a noisy bearing prevented this from being completed. Bearing issue to be discussed with factory. Observed Eaton on site to check out AFD's for RASWAS pumps. Observed and inspected Lanzo's continued work on work list items. Observed reinstallation of fine bubble diffuser system. Permit modification work. O&amp;M manual work.</p>
<p>Nano: Observed plumber's continued work on work list items. Observed and inspected painter work on work list items and floor painting. Completed vertical turbine pump final checkout (bearing temp, vibration and flow). Observed CC Controls' continued checkout of field instruments. Observed door hardware rep work on work list items. Observed and inspected electrician's work on work list items in Membrane Building, Transfer P.S., and High Service Pump Building. Observed Lanzo work on work list items as well as the flooring sub, and the sheet rock and ceiling sub. Continued O&amp;M manual preparation. Observed system startup testing. Continued startup coordination meetings. Attended onsite meeting with Broward County Department of Health.</p>

**Work Remaining under the lump sum**

<p>Plant F: Facilities startup assistance, record drawings, completion of O&amp;M manual, certification of construction</p>
<p>Nano: Facilities startup assistance, record drawings, completion of O&amp;M manual, certification of construction</p>

Plant F Submittal	Latest Review	Title	Status	Date Forwarded	Date Sent	Date Received	Date Returned
-------------------	---------------	-------	--------	----------------	-----------	---------------	---------------

None this period

Nano Plant Submittal	Latest Review	Title	Status	Date Forwarded	Date Sent	Date Received	Date Returned
26 08 00-002	A	Final Electrical Testing	Approved	20-Mar-12	31-Jan-12	31-Jan-12	19-Mar-12
23 09 00-002	001	HVAC Control Panel	Approved	31-Jan-12	26-Jan-12	26-Jan-12	31-Jan-12

DUE PAYABLE ON RECEIPT OF INVOICE. FINANCE CHARGES WILL BE ASSESSED AT 1 1/2 % PER MONTH (OR MAXIMUM PERMISSIBLE UNDER STATE LAW) ON ALL ACCOUNTS OVERDUE UNLESS STATED OTHERWISE IN OUR CONTRACT. CH2M HILL IS INCORPORATED.

Project	LLI	Exp. Date	Expenditure Type	GEN	Employee Name	Quantity	Bill Rate	Bill Amount
378206	A5.EX	01/05/12	AUTO MILEAGE-MILES	INC00010138	STEINBRECHER, N	30.00	0.56	16.65
378206	A5.EX	01/05/12	AUTO MILEAGE-MILES	INC00018336	RABIDEAU, JAMES	110.00	0.56	61.05
378206	A5.EX	01/05/12	AUTO MILEAGE-MILES	INC00007471	FRITCH, MOLLY E	31.00	0.56	17.21
378206	A5.EX	01/09/12	AUTO MILEAGE-MILES	INC00010138	STEINBRECHER, N	30.00	0.56	16.65
378206	A5.EX	01/10/12	AUTO MILEAGE-MILES	INC00010138	STEINBRECHER, N	30.00	0.56	16.65
378206	A5.EX	01/11/12	AUTO MILEAGE-MILES	INC00010138	STEINBRECHER, N	30.00	0.56	16.65
378206	A5.EX	01/12/12	AUTO MILEAGE-MILES	INC00010138	STEINBRECHER, N	30.00	0.56	16.65
378206	A5.EX	01/16/12	AUTO MILEAGE-MILES	INC00018336	RABIDEAU, JAMES	110.00	0.56	61.05
378206	A5.EX	01/16/12	AUTO MILEAGE-MILES	INC00010138	STEINBRECHER, N	30.00	0.56	16.65
378206	A5.EX	01/17/12	AUTO MILEAGE-MILES	INC00018336	RABIDEAU, JAMES	110.00	0.56	61.05
378206	A5.EX	01/18/12	AUTO MILEAGE-MILES	INC00010138	STEINBRECHER, N	30.00	0.56	16.65
378206	A5.EX	01/19/12	AUTO MILEAGE-MILES	INC00010138	STEINBRECHER, N	30.00	0.56	16.65
378206	A5.EX	01/23/12	AUTO MILEAGE-MILES	INC00018336	RABIDEAU, JAMES	110.00	0.56	61.05
378206	A5.EX	01/26/12	AUTO MILEAGE-MILES	INC00018336	RABIDEAU, JAMES	110.00	0.56	61.05
378206	A5.EX	01/26/12	AUTO MILEAGE-MILES	INC00007471	FRITCH, MOLLY E	31.00	0.56	17.21
378206	A5.EX	01/27/12	AUTO MILEAGE-MILES	INC00018336	RABIDEAU, JAMES	110.00	0.56	61.05
			<b>AUTO MILEAGE-MILES Total</b>					<b>533.92</b>
378206	A5.EX	01/03/12	TRAVEL-OTHER	INC00033886	WILLEMS, RONALD	21.52	1.00	21.52
378206	A5.EX	01/05/12	TRAVEL-OTHER	INC00007471	FRITCH, MOLLY E	2.00	1.00	2.00
378206	A5.EX	01/06/12	TRAVEL-OTHER	INC00033886	WILLEMS, RONALD	22.48	1.00	22.48
378206	A5.EX	01/11/12	TRAVEL-OTHER	INC00033886	WILLEMS, RONALD	19.93	1.00	19.93
378206	A5.EX	01/16/12	TRAVEL-OTHER	INC00033886	WILLEMS, RONALD	21.74	1.00	21.74
378206	A5.EX	01/19/12	TRAVEL-OTHER	INC00033886	WILLEMS, RONALD	20.39	1.00	20.39
378206	A5.EX	01/20/12	TRAVEL-OTHER	INC00033886	WILLEMS, RONALD	63.49	1.00	63.49
378206	A5.EX	01/24/12	TRAVEL-OTHER	INC00033886	WILLEMS, RONALD	20.08	1.00	20.08
378206	A5.EX	01/26/12	TRAVEL-OTHER	INC00007471	FRITCH, MOLLY E	2.00	1.00	2.00
378206	A5.EX	01/27/12	TRAVEL-OTHER	INC00033886	WILLEMS, RONALD	23.14	1.00	23.14
			<b>TRAVEL-OTHER Total</b>					<b>216.77</b>

DUE PAYABLE ON RECEIPT OF INVOICE. FINANCE CHARGES WILL BE ASSESSED AT 1 1/2 % PER MONTH (OR MAXIMUM PERMISSIBLE UNDER STATE LAW) ON ALL ACCOUNTS OVERDUE UNLESS STATED OTHERWISE IN OUR CONTRACT. CH2M HILL IS INCORPORATED.



Project	LLT	GEN	Employee Name	Labor Category	Hours	Exp. Date	Expenditure Type	Task Performed
<b>PLANT F</b>								
378206	A5.CM	INC00001198	EASTON, CARL F	Project Manager	2.00	01/06/12	LABOR-DCR-SITE	SDC field services
378206	A5.CM	INC00001198	EASTON, CARL F	Project Manager	1.00	01/13/12	LABOR-DCR-SITE	SDC field services
378206	A5.CM	INC00001198	EASTON, CARL F	Project Manager	2.00	01/20/12	LABOR-DCR-SITE	SDC field services
378206	A5.CM	INC00001198	EASTON, CARL F	Project Manager	2.00	01/27/12	LABOR-DCR-SITE	SDC field services
378206	A5.CM	INC00033886	WILLEMS, RONALD	Senior Technical Support	1.00	01/06/12	LABOR-DCR-SITE	SDC field services
378206	A5.CM	INC00033886	WILLEMS, RONALD	Senior Technical Support	2.00	01/13/12	LABOR-DCR-SITE	SDC field services
378206	A5.CM	INC00033886	WILLEMS, RONALD	Senior Technical Support	1.00	01/20/12	LABOR-DCR-SITE	SDC field services
378206	A5.CM	INC00033886	WILLEMS, RONALD	Senior Technical Support	1.00	01/27/12	LABOR-DCR-SITE	SDC field services
378206	A5.SS	INC00007471	FRITCH, MOLLY E	Senior Technical Support	1.00	01/13/12	LABOR-DCR	Copied and logged Hydrostatic Test Reports and Sound Test Reports for Plant F.
<b>NANO PLANT</b>								
378206	A5.SS	CGS00019265	BAKSHIAE, BAHRAM	Senior Professional	0.60	01/06/12	LABOR-CONSULTING	Contracts manager assistance.
378206	A5.PM	AA00007374	BALLENGER, ANNA M	Administrative/ Technical Support	0.20	01/27/12	LABOR-SITE	Invoice and payment inquiry.
378206	A5.CM	INC00007976	BOWER, LARRY J	Project Manager	8.00	01/06/12	LABOR-DCR-SITE	Review files Contract Manager. meeting minutes, welding reports, letters, issues. lightning, pay request items, ATS panel. closeout list. site visit. mtg with Easton & Rabideau
378206	A5.CM	INC00007976	BOWER, LARRY J	Project Manager	2.00	01/13/12	LABOR-DCR-SITE	Nga update with O&M and shop drawings, review Carl's check list of deficiencies.
378206	A5.PM	INC00033759	EARLY, JANE C	Senior Project Manager	1.00	12/23/11	LABOR-CONSULTING	Requisition processing.
378206	A5.CM	INC00001198	EASTON, CARL F	Project Manager	30.00	01/06/12	LABOR-DCR-SITE	SDC field services
378206	A5.CM	INC00001198	EASTON, CARL F	Project Manager	12.00	01/13/12	LABOR-DCR-SITE	SDC field services
378206	A5.CM	INC00001198	EASTON, CARL F	Project Manager	33.00	01/20/12	LABOR-DCR-SITE	SDC field services
378206	A5.CM	INC00001198	EASTON, CARL F	Project Manager	38.00	01/27/12	LABOR-DCR-SITE	SDC field services
378206	A5.CM	INC00007956	FORD, LANETRA J	Project Manager	3.00	01/13/12	LABOR-DCR	Printing P6 Schedules for Jim Rabideau
378206	A5.CM	INC00030642	FOXWORTHY, TERRY	Professional/ Engineer	0.00	01/13/12	LABOR-CONSULTING	Equipment request
378206	A5.CM	INC00007471	FRITCH, MOLLY E	Senior Technical Support	5.10	01/06/12	LABOR-DCR	Updating Nga on CSID documentation for close out. Copied, scanned and logged the piping leak tests for Broward Co. package for Cedo. Printed PCM logs for Nga. Helped Cedo and Carl locate BCHD package.
378206	A5.SS	INC00007471	FRITCH, MOLLY E	Senior Technical Support	4.30	01/06/12	LABOR-DCR	Finalized, copied, and distributed meeting minutes. Filed and logged in test reports. CSID Meeting. Began meeting minutes. Copied Contract Documents & - Drawings from FTP to server for Nga and Larry to retrieve. Set them up on Contract Manager for them to view documents.
378206	A5.CM	INC00007471	FRITCH, MOLLY E	Senior Technical Support	2.80	01/13/12	LABOR-DCR	Created Equipment Form for Carl. Copying and logging in BCHD package.
378206	A5.SS	INC00007471	FRITCH, MOLLY E	Senior Technical Support	4.10	01/13/12	LABOR-DCR	Processed Req. Logged correspondence into CM. Final Electrical submittal and working on meeting minutes. Copies of Baseline Schedule to Ken. filing and loggin correspondence. Completed draft meeting minutes.
378206	A5.CM	INC00007471	FRITCH, MOLLY E	Senior Technical Support	3.40	01/20/12	LABOR-DCR	Assisting Nga sort out field submittals and O&M Manuals.
378206	A5.SS	INC00007471	FRITCH, MOLLY E	Senior Technical Support	2.00	01/20/12	LABOR-DCR	CH2 Invoice. Revising Meeting Minutes. Final Meeting Minutes and Distribution. Logged and filed Air Pressure Test Report.
378206	A5.CM	INC00007471	FRITCH, MOLLY E	Senior Technical Support	0.50	01/27/12	LABOR-DCR	Helped with Carl's CSID boxes.

DUE PAYABLE ON RECEIPT OF INVOICE. FINANCE CHARGES WILL BE ASSESSED AT 1 1/2 % PER MONTH (OR MAXIMUM PERMISSIBLE UNDER STATE LAW) ON ALL ACCOUNTS OVERDUE UNLESS STATED OTHERWISE IN OUR CONTRACT. CH2M HILL IS INCORPORATED.

378206	A5.SS	INC00007471	FRITCH, MOLLY E						6.60	01/27/12	LABOR-DCR	Updated submittal information for agenda. Incorporated Lanzos Progress Updates into agenda and sent to Carl for comments. Finalized agenda and distributed. Forwarded Schedule Narratives to K. Cassel. Progress Meeting/Minutes. Processed HVAC Control Panel submittal. Researched information for Creig W. on Free Chlorine Instruments . Copied and distributed meeting minutes to Joe D..
378206	A5.PM	INC000031795	JOHNSON, CORY		Senior Technical Support				2.00	01/06/12	LABOR-CONSULTING	Project coordination with Contractor and CSID.
378206	A5.PM	INC000031795	JOHNSON, CORY		Project Manager				4.00	01/13/12	LABOR-CONSULTING	Project coordination with Contractor and CSID.
378206	A5.PM	INC000031795	JOHNSON, CORY		Project Manager				6.00	01/20/12	LABOR-CONSULTING	Monthly progress meeting & prep. Project coordination with Contractor and CSID.
378206	A5.CM	INC000031795	JOHNSON, CORY		Project Manager				4.00	01/27/12	LABOR-CONSULTING	Meeting with Mr. Shank, Cassel and McKune.
378206	A5.PM	INC000031795	JOHNSON, CORY		Project Manager				8.00	01/27/12	LABOR-CONSULTING	Chlorine, chemical addition, degasifier assessment
378206	A5.PM	AAB00062718	OBLACZYNSKI, HEATHER L		Senior Technical Support				0.10	01/06/12	LABOR-CONSULTING	Invoicing and project financials.
378206	A5.PM	AAB00062718	OBLACZYNSKI, HEATHER L		Senior Technical Support				2.30	01/13/12	LABOR-CONSULTING	Invoicing and project financials.
378206	A5.PM	AAB00062718	OBLACZYNSKI, HEATHER L		Senior Technical Support				0.50	01/27/12	LABOR-CONSULTING	Invoicing and project financials.
378206	A5.CM	INC00018336	RABIDEAU, JAMES		Project Manager				0.00	01/06/12	LABOR-DCR-SITE	Attended monthly progress meeting, met with Larry Bower on site to review his transition onto the project. Dealt with project issues. Worked with Creig Wilson on check out of PICS system
378206	A5.CM	INC00018336	RABIDEAU, JAMES		Project Manager				0.00	01/13/12	LABOR-DCR-SITE	Coordinate some testing activities (running all wells for a flow test). Worked on issues with sulfuric acid pumps. Coordinated closeout efforts on sulfuric acid and hydrogen sulfide from degas.
378206	A5.CM	INC00018336	RABIDEAU, JAMES		Project Manager				0.00	01/20/12	LABOR-DCR-SITE	On site responding to issues related to start up of the plant. Set H2S monitors around perimeter of plant. Participated and prepared for conference call regarding permitting of the WTP.
378206	A5.CM	INC00018336	RABIDEAU, JAMES		Project Manager				0.00	01/27/12	LABOR-DCR-SITE	On site met with Health Dept and worked on resolving issues that developed from meeting. Work on issues related to Health Dept as well as continuing to resolve issue at the plant.
378206	A5.CM	INC00010138	STEINBRECHER, NGA NGUYEN		Professional/ Engineer				27.00	01/06/12	LABOR-CONSULTING	Reviewed Division 1 of Contract Documents for close out requirements, Summary of work, list of construction documentation for completeness. Reviewed project documents set up and storage locations. Attended monthly meeting, reviewed project documentation, work plan for organizing documents for close out Worked on close out documentations
378206	A5.CM	INC00010138	STEINBRECHER, NGA NGUYEN		Professional/ Engineer				38.00	01/13/12	LABOR-CONSULTING	Worked on close-out documentation, re-organizing equipment O&M manuals. Audited equipment O&M log and reorganizing the manuals for close-out deliverables. Finalizing equipment O&M manuals, worked with PA to locate missing items. Conducted an inventory of CSID submittals. Worked on submittal packages, prepared list of all items for inventory
378206	A5.CM	INC00010138	STEINBRECHER, NGA NGUYEN		Professional/ Engineer				27.00	01/20/12	LABOR-CONSULTING	Worked on submittals inventory
378206	A5.SS	AAB00259124	WESTRING, CLAES P		Administrative/ Technical Support				2.00	01/27/12	LABOR-CONSULTING	Worked on close out requirement list
378206	A5.CM	INC00033886	WILLEMS, RONALD		Senior Technical Support				1.00	01/13/12	LABOR-FLEX	Assistance with closeout.
378206	A5.CM	INC00033886	WILLEMS, RONALD		Senior Technical Support				26.00	01/06/12	LABOR-DCR-SITE	SDC field services
378206	A5.CM	INC00033886	WILLEMS, RONALD		Senior Technical Support				33.00	01/13/12	LABOR-DCR-SITE	SDC field services
378206	A5.CM	INC00033886	WILLEMS, RONALD		Senior Technical Support				26.50	01/20/12	LABOR-DCR-SITE	SDC field services
378206	A5.CM	INC00033886	WILLEMS, RONALD		Senior Technical Support				30.50	01/27/12	LABOR-DCR-SITE	SDC field services
378206	A5.SR	INC00010171	WILSON, CREIGHTON L		Senior Technical Specialist				1.00	01/27/12	LABOR-CONSULTING	Looking into turbidimeter and chlorine transmitter issues

DUE PAYABLE ON RECEIPT OF INVOICE. FINANCE CHARGES WILL BE ASSESSED AT 1 1/2 % PER MONTH (OR MAXIMUM PERMISSIBLE UNDER STATE LAW) ON ALL ACCOUNTS OVERDUE UNLESS STATED OTHERWISE IN OUR CONTRACT. CH2M HILL IS INCORPORATED.

## **Seventh Order of Business**

**7A**

Coral Springs Improvement District  
Utility Billing Work Orders

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTAL
<b>2012</b>													
<i>Customer Inquiry requiring work order</i>	97	45	36										178
<i>Mis-Reads</i>	5	5	6										16
<i>Meter Calibration Tests</i>	1	0	0										1

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTAL
<b>2011</b>													
<i>Customer Inquiry requiring work order</i>	73	44	53	52	58	31	48	55	45	59	26	48	592
<i>Mis-Reads</i>	4	7	12	6	2	2	11	1	8	7	5	4	69
<i>Meter Calibration Tests</i>	4	0	0	0	3	1	1	2	1	2	1	1	16

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTAL
<b>2010</b>													
<i>Customer Inquiry requiring work order</i>	56	49	25	44	26	28	42	54	32	63	52	42	513
<i>Mis-Reads</i>	4	7	9	3	7	4	1	5	4	8	4	5	61
<i>Meter Calibration Tests</i>	6	5	0	0	0	0	0	0	0	2	4	1	18

**7D**

**Project Status Update****During Construction (SDC) for Plant "F"**

Certificate of Substantial Completion was issued on February 29, 2012 and Plant F was placed into service on March 1, 2012. Structural Steel certification for Plant F was received from Lanzo's structural engineer on March 7th. CH2M HILL provided a letter of certification of Plant F to Lanzo for the Coral Springs Building Department on March 19th. Site cleanup and final paving are items remaining on the work list. Certificate of Occupancy pending final building department inspection. Submitted minor permit modification to FDEP for concentrate line reroute.

**Services During Construction (SDC) for Nanofiltration Plant**

Observed continued flushing of Trains #1, #2 and 3 by CSID. Working with Contractor to resolve flow meter issue on Train #3. Air entrapment is causing the meter to show flow after Train is shut down, however meter will zero out after a period of time. Observed repair of Emergency exit devices. Observed testing and balancing of the HVAC system. HCP panel was completed and fans and louvers are operating by thermostatic control. Observed training of the control system to CSID staff. Reviewed Electrical Testing Results and O&M manual. Reviewed and approved calibration results for the meters and loop checks pending the Final Instrumentation & Controls O&M manual. Observed install of the underground portion of 12" MC line from the Headworks structure to the Backwash PS. Observed continued installation of 8" MC piping along the top of Headworks structure. Continue to monitor contractor progress on Owner's Punch List. Evaluating solution for boosting the pressure for the SDI device; possibly adding booster pump. Collected air samples were taken from the top to the bottom and around the Degasifiers. Observed site and general cleanup and final paving are items remaining on the work list. Attended various coordination meetings with CSID and/or Contractor.

**Programming Services for Nanofiltration Plant**

No services performed this month.

**Claims Assistance**

No services performed this month.

# Financials



# **Coral Springs Improvement District**

Financial Reporting  
for  
MARCH 2012

April 16, 2012  
Board of Supervisors Meeting

**Coral Springs Improvement District**

Balance Sheet

All Fund Types and Account Groups

March 31, 2012

Description	General Fund	Water & Sewer Fund	General Fixed Assets	Totals
<b>ASSETS</b>				
Cash & Cash Equivalents:				
Checking Accounts	\$ 4,175,342	\$ 7,001,380	\$ -	\$ 11,176,722
Cash on Hand	-	500	-	500
Money Market Accounts	3,224,488	4,738,126	-	7,962,614
State Board of Admin. (Net)	9,107	53,666	-	62,773
Certificates of Deposit	250,000	754,894	-	1,004,894
Restricted Cash	-	-	-	-
Restricted Investments	-	12,746,759	-	12,746,759
Accounts Receivable	-	1,121,023	-	1,121,023
Unbilled Utility Revenues Receivable	-	663,659	-	663,659
Accrued Interest Receivable	5,838	10,793	-	16,631
Due from Other Funds	-	15,928	-	15,928
Prepaid Expenses	11,292	186,335	-	197,627
Bond Costs (2007 Series)	-	924,842	-	924,842
Bond Finance Costs	-	76,060	-	76,060
Land	-	361,739	553,200	914,939
Easements	-	394,998	-	394,998
Meters in Field (Net)	-	117,627	-	117,627
Machinery & Equipment (Net)	-	249,516	627,928	877,444
Imp. Other than Bldgs (Net)	-	28,314,125	6,641,826	34,955,951
Buildings (Net)	-	208,106	-	208,106
Construction in Progress	-	30,182,524	-	30,182,524
<b>Total Assets</b>	<b>\$ 7,676,067</b>	<b>\$ 88,122,600</b>	<b>\$ 7,822,954</b>	<b>\$ 103,621,621</b>

**Coral Springs Improvement District**  
**Balance Sheet**  
**All Fund Types and Account Groups**

March 31, 2012

Description	General Fund	Water & Sewer Fund	General Fixed Assets	Totals
<b><u>LIABILITIES</u></b>				
Accounts Payable	\$ 11,857	\$ 116,651	\$ -	\$ 128,508
Contracts Payable	-	-	-	-
Retainage Payable	-	-	-	-
Accrued P & I Payable	-	-	-	-
Accrued Int Payable-2002 Series	-	71,583	-	71,583
Accrued Int Payable-2007 Series	-	659,385	-	659,385
Accrued R & R Reserve	-	-	-	-
Accrued Wages Payable	-	-	-	-
Accrued Vac/Sick Time Payable	-	152,086	-	152,086
Pension Payable	-	30	-	30
Utility Tax Payable	-	53,402	-	53,402
Payroll Taxes Payable	-	25,626	-	25,626
Deposits	-	491,914	-	491,914
Due to Other Funds	15,928	-	-	15,928
Bonds Payable	-	49,807,500	-	49,807,500
Bond Discount-2007 Series	-	(782,342)	-	(782,342)
Deferred Loss (2002 Series)	-	(151,972)	-	(151,972)
<b>Total Liabilities</b>	<b>27,785</b>	<b>50,443,863</b>	<b>-</b>	<b>50,471,648</b>
<b><u>FUND BALANCE / NET ASSETS</u></b>				
Fund Balance:				
Unspendable	11,292	-	-	11,292
Assigned	5,139,732	-	-	5,139,732
Unassigned	2,497,258	-	-	2,497,258
Net Assets	-	37,678,737	-	37,678,737
Investment in GFA	-	-	7,822,954	7,822,954
<b>Total Fund Balance / Net Assets</b>	<b>7,648,282</b>	<b>37,678,737</b>	<b>7,822,954</b>	<b>53,149,973</b>
<b>Total Liabilities &amp; Fund Balance / Net Assets</b>	<b>\$ 7,676,067</b>	<b>\$ 88,122,600</b>	<b>\$ 7,822,954</b>	<b>\$ 103,621,621</b>

**Coral Springs Improvement District**  
**General Fund**  
Statement of Revenues, Expenditures and Change in Fund Balance

For the Period Ending March 31, 2012

	Adopted Budget FYE 2012	Prorated Budget Thru 03-31-12	Actual 6 Months Ending 03-31-12	Variance Favorable (Unfavorable)
--	-------------------------------	-------------------------------------	--	--

**REVENUES:**

Assessments (Net)	\$ 2,192,462	\$ 2,037,553	\$ 2,037,553	\$ -
Interest Income-SBA	-	-	-	-
Interest Income-Other	-	-	5,589	5,589
Shared Personnel Rev.	27,560	13,780	13,780	-
Permit Review Fees	-	-	1,150	1,150
Miscellaneous Revenue	-	-	-	-
Unrealized Loss-SBA	-	-	-	-
Grant Project - Drainage	-	-	-	-
Carry Forward Designated Funds	566,800	-	-	-
<b>Total Revenues</b>	<b>2,786,822</b>	<b>2,051,333</b>	<b>2,058,072</b>	<b>6,739</b>

**EXPENDITURES:**

**Administrative**

Supervisor Fees	7,200	3,600	3,600	-
Salaries/Wages	49,391	24,696	24,087	609
Special Pay	92	92	90	2
FICA Taxes	4,329	2,165	2,125	40
Pension Expense	2,963	1,482	1,451	31
Health Insurance	20,214	10,107	6,196	3,911
Workers Comp. Ins.	238	119	119	-
Attorney Fees	15,000	7,500	20,019	(12,519)
Engineering Fees	18,000	9,000	650	8,350
Special Consulting Services	50,000	25,000	45,817	(20,817)
Consulting-Other	-	-	1,175	(1,175)
Annual Audit	7,638	7,560	7,560	-
Actuarial Computation-OPEB	454	-	-	-
Management Fees	59,688	29,844	29,844	-
Computer Expense	21,138	10,569	10,569	-
Digital Record Management	50,000	-	-	-
Communications-Telephone	2,778	1,389	1,389	-
Postage	600	300	300	-
Building Rent	12,000	6,000	6,000	-
Printing & Binding	2,424	1,212	1,212	-
Legal Advertising	1,980	990	719	271
Fire & EMS Assessments	7,055	7,055	7,473	(418)
Office Supplies	1,440	720	3,274	(2,554)
Dues, Subscriptions	4,800	3,376	3,376	-
Promotional Expenses	-	-	5,586	(5,586)
Capital Outlay	-	-	-	-
<b>Total Administrative</b>	<b>339,422</b>	<b>152,776</b>	<b>182,631</b>	<b>(29,855)</b>

**Coral Springs Improvement District**  
**General Fund**  
Statement of Revenues, Expenditures and Change in Fund Balance

For the Period Ending March 31, 2012

	Adopted Budget FYE 2012	Prorated Budget Thru 03-31-12	Actual 6 Months Ending 03-31-12	Variance Favorable (Unfavorable)
<b>Field Operations</b>				
Salaries and Wages	228,966	114,483	113,519	964
Special Pay	1,028	1,028	1,016	12
FICA Taxes	17,515	8,758	8,762	(4)
Pension Expense	13,739	6,870	6,799	71
Health Insurance	61,409	30,705	26,716	3,989
Worker's Comp. Insurance	12,387	6,194	3,369	2,825
Water Quality Testing	4,000	2,000	1,762	238
Communications-Radios/Cellphones	1,080	540	489	51
Electric Expense	1,440	720	668	52
Insurance	18,086	9,043	7,804	1,239
R & M - General	98,292	49,146	8,592	40,554
R & M - Canal Dredging	150,000	-	-	-
R & M - Vegetation Management	50,000	-	-	-
Operating Supplies - General	14,500	7,250	2,508	4,742
Operating Supplies - Chemicals	96,892	48,446	38,830	9,616
Operating Supplies - Motor Fuels	22,562	11,281	16,222	(4,941)
Operating Supplies - Uniforms	3,529	1,765	661	1,104
Dues, Licenses	975	488	731	(243)
Grant Expense - Drainage	-	-	22	(22)
Capital Outlay-Equipment	1,000	-	-	-
Capital Improvements	900,000	-	-	-
<b>Total Field</b>	<b>1,697,400</b>	<b>298,717</b>	<b>238,470</b>	<b>60,247</b>
<b>Total Expenditures</b>	<b>2,036,822</b>	<b>451,493</b>	<b>421,101</b>	<b>30,392</b>
<b>Reserves:</b>				
Reserved for 1st Qtr Operating	450,000	225,000	-	225,000
Reserved for Projects & Emergencies	300,000	150,000	-	150,000
<b>Total Reserves</b>	<b>750,000</b>	<b>375,000</b>	<b>-</b>	<b>375,000</b>
<b>Total Expenditures &amp; Reserves</b>	<b>2,786,822</b>	<b>826,493</b>	<b>421,101</b>	<b>405,392</b>
<b>Excess Revenues Over (Under) Expenditures &amp; Reserves</b>	<b>\$ -</b>	<b>\$ 1,224,840</b>	<b>\$ 1,636,971</b>	<b>\$ 412,131</b>
<b>Fund Balance Beginning</b>				<b>6,011,311</b>
<b>Fund Balance Ending</b>				<b>\$ 7,648,282</b>

**Coral Springs Improvement District**  
**Water and Sewer Fund**  
**Statement of Revenues, Expenses and Change in Net Assets**

For the Period Ending March 31, 2012

	Adopted Budget FYE 2012	Prorated Budget Thru 03-31-12	Actual 6 Months Ending 03-31-12	Variance Favorable (Unfavorable)
<b>REVENUES:</b>				
Water Revenue	\$ 6,454,741	\$ 3,227,371	\$ 3,115,654	\$ (111,717)
Sewer Revenue	5,752,109	2,876,055	2,829,274	(46,781)
Standby Revenue	1,872	936	1,256	320
Meter Fees	1,000	500	1,575	1,075
Line Connection Fees	-	-	300	300
Facility Connection Fees	-	-	-	-
Processing Fees	12,000	6,000	7,820	1,820
Lien Information Fees	9,000	4,500	6,350	1,850
Deliquent Fees	50,000	25,000	27,580	2,580
Interest Income-SBA	-	-	3	3
Interest Income-2007 Bonds	-	-	6,301	6,301
Interest Income-Other Restricted	-	-	1,604	1,604
Interest Income-Other	-	-	7,984	7,984
Technology Sharing Revenue	21,138	10,569	10,569	-
Contract Accounting Services	54,600	27,300	27,300	-
Contract HR & Payroll Services	63,490	31,745	31,745	-
Contract Utility Billing Services	194,751	97,376	93,538	(3,838)
Rental Income	53,714	26,857	26,857	-
Misc. Revenues	12,000	6,000	9,311	3,311
Unrealized Gain (Loss)-SBA	-	-	-	-
Transfer from R & R Fund	-	-	-	-
Carryforward Prior Yr Fund Balance	268,196	-	-	-
<b>Total Revenues</b>	<b>12,948,611</b>	<b>6,340,209</b>	<b>6,205,021</b>	<b>(135,188)</b>

**Coral Springs Improvement District**  
**Water and Sewer Fund**  
**Statement of Revenues, Expenses and Change in Net Assets**

For the Period Ending March 31, 2012

	Adopted Budget FYE 2012	Prorated Budget Thru 03-31-12	Actual 6 Months Ending 03-31-12	Variance Favorable (Unfavorable)
<b>EXPENSES:</b>				
<b>Administrative</b>				
Salaries/Wages/Overtime	593,289	296,645	287,984	8,661
Contract Personnel	-	-	-	-
Special Pay	1,695	1,695	1,659	36
FICA Taxes	45,389	22,695	21,786	909
Pension Expense	35,599	17,800	16,500	1,300
Health Insurance	121,417	60,709	57,531	3,178
Workers Comp. Insurance	2,882	1,441	990	451
Unemployment Comp	6,000	3,000	5,225	(2,225)
Attorney Fees	36,000	18,000	12,705	5,295
Engineering Fees	12,000	6,000	1,820	4,180
Annual Audit	11,340	11,340	11,340	-
Actuarial Computation-OPEB	1,800	-	-	-
Management Fees	89,532	44,771	44,771	-
Special Council Services	50,000	25,000	-	25,000
Electronic Document Storage (EDS)	20,000	-	-	-
Trustee Fees and Other Exp.	19,346	3,233	5,033	(1,800)
Computer Expense	42,726	21,363	18,352	3,011
Communication-Web Design & Programming	6,000	-	-	-
Telephone	28,665	14,333	2,805	11,528
Postage	50,715	25,358	24,230	1,128
Electric	19,141	9,571	6,197	3,374
Travel & Per Diem	5,000	2,500	207	2,293
Rentals and Leases	3,780	1,890	1,731	159
Insurance	17,199	8,600	7,021	1,579
Repair and Maintenance	24,460	12,230	4,422	7,808
Printing & Binding	35,490	17,745	11,553	6,192
Legal Advertising	2,400	1,200	1,236	(36)
Credit Card Merchant Fees	35,000	17,500	24,821	(7,321)
Office Supplies	9,828	4,914	10,710	(5,796)
Dues, Memberships, Etc	4,580	2,290	3,334	(1,044)
Other Current Charges	24,000	7,789	17,872	(10,083)
Promotional Expenses	-	-	5,586	(5,586)
Capital Outlay	20,000	1,283	1,283	-
<b>Total Administrative</b>	<b>1,375,273</b>	<b>660,895</b>	<b>608,704</b>	<b>52,191</b>

**Coral Springs Improvement District**  
**Water and Sewer Fund**  
**Statement of Revenues, Expenses and Change in Net Assets**

For the Period Ending March 31, 2012

	Adopted Budget FYE 2012	Prorated Budget Thru 03-31-12	Actual 6 Months Ending 03-31-12	Variance Favorable (Unfavorable)
<b><u>Plant Operations</u></b>				
Salaries and Wages	1,250,749	625,375	589,735	35,640
Special Pay	2,327	2,327	2,226	101
FICA Taxes	95,282	47,641	45,285	2,356
Pension Expense	74,731	37,366	32,034	5,332
Health Insurance	286,487	143,244	119,072	24,172
Worker's Comp. Insurance	52,562	26,281	14,061	12,220
Water Quality Testing	154,241	77,121	46,618	30,503
Naturescape Irrigation Serv	3,809	-	-	-
Sludge Management-Water	42,806	21,403	14,175	7,228
Sludge Management-Sewer	125,080	62,540	44,569	17,971
Telephone	8,700	4,350	4,283	67
Electric Expense	772,636	386,318	294,978	91,340
Insurance	230,146	115,073	86,955	28,118
Repair & Maint-General	417,564	208,782	171,477	37,305
Repair & Maint-Plant E	306,500	-	-	-
Repair & Maint-Filters for Nano Plant	326,000	-	-	-
Office Supplies	3,000	1,500	3,554	(2,054)
Chemicals	631,166	315,583	190,046	125,537
Operating Supplies-General	19,500	9,750	33,344	(23,594)
Operating Supplies-Motor Fuels	176,295	2,000	2,014	(14)
Operating Supplies-Uniforms	10,000	5,000	3,835	1,165
Advertisement for Employment	3,200	1,600	4,199	(2,599)
Dues, Licenses, Etc.	30,031	15,016	3,834	11,182
Capital Outlay	518,300	7,933	7,933	-
<b>Total Plant Operations</b>	<b>5,541,112</b>	<b>2,116,203</b>	<b>1,714,227</b>	<b>401,976</b>



**Coral Springs Improvement District**  
**Water and Sewer Fund**  
**Statement of Revenues, Expenses and Change in Net Assets**

For the Period Ending March 31, 2012

	Adopted Budget FYE 2012	Prorated Budget Thru 03-31-12	Actual 6 Months Ending 03-31-12	Variance Favorable (Unfavorable)
<b><u>Field Operations</u></b>				
Salaries/ Wages/Overtime	648,312	324,156	267,125	57,031
Temporary Help	37,440	-	-	-
Special Pay	1,700	1,700	2,067	(367)
FICA Taxes	52,059	26,030	20,593	5,437
Pension Expense	38,584	19,292	13,985	5,307
Health Insurance	149,270	74,635	71,981	2,654
Worker's Comp. Insurance	39,877	19,939	8,948	10,991
Telephone	11,400	5,700	4,211	1,489
Electric	123,600	61,800	71,071	(9,271)
Repair and Maintenance	196,582	98,291	80,167	18,124
Rent Expense-SCADA	50,000	-	-	-
Insurance	39,312	19,656	9,847	9,809
Office Supplies	2,100	1,050	3,940	(2,890)
Operating Supplies-General	17,500	8,750	24,419	(15,669)
Operating Supplies-Motor Fuels	42,275	21,138	27,431	(6,293)
Operating Supplies-Uniforms	5,394	2,697	2,467	230
Dues, Licenses, Etc	6,845	3,423	1,315	2,108
Meters-Replacement Program	55,000	27,500	7,169	20,331
Meters-New Connections	2,000	2,000	2,396	(396)
Meters-Supplies	6,000	28	28	-
Capital Outlay	98,281	25,567	25,567	-
Renewal & Replacement	-	-	71,669	(71,669)
<b>Total Field Operations</b>	<b>1,623,531</b>	<b>743,352</b>	<b>716,396</b>	<b>26,956</b>
<b>Total Operating Expenses</b>	<b>8,539,916</b>	<b>3,520,450</b>	<b>3,039,327</b>	<b>481,123</b>
<b>Reserves:</b>				
Required Reserve for R & R	-	-	-	-
<b>Total Operating Exp &amp; Reserve</b>	<b>8,539,916</b>	<b>3,520,450</b>	<b>3,039,327</b>	<b>481,123</b>
<b>Available for Debt Service</b>	<b>4,408,695</b>	<b>2,819,759</b>	<b>3,165,694</b>	<b>345,935</b>
<b><u>Debt Service</u></b>				
<b><u>Principal</u></b>				
2002 Series	1,815,000	907,500	907,500	-
2007 Series	-	-	-	-
<b><u>Interest</u></b>				
2002 Series	214,748	107,374	107,374	-
2007 Series	1,978,156	989,078	989,078	-
<b>Total Debt Service</b>	<b>4,007,904</b>	<b>2,003,952</b>	<b>2,003,952</b>	<b>-</b>
<b>Excess Revenues (Expenses)</b>	<b>\$ 400,791</b>	<b>\$ 815,807</b>	<b>\$ 1,161,742</b>	<b>\$ 345,935</b>
<b>Net Assets Beginning</b>			<b>36,516,995</b>	
<b>Net Assets Ending</b>			<b>\$ 37,678,737</b>	

**Coral Springs Improvement District**  
**Water and Sewer Fund**  
**Statement of Revenues, Expenses and Change in Net Assets**

For the Period Ending March 31, 2012

	Adopted Budget FYE 2012	Prorated Budget Thru 03-31-12	Actual 6 Months Ending 03-31-12	Variance Favorable (Unfavorable)
--	-------------------------------	-------------------------------------	--	--

<b>Summary of Operations and Debt Service Coverage</b>				
Revenues			<u>6,205,021</u>	
Operating Expenditures:				
Operating Expenditures-Admin			608,704	
Operating Expenditures-Plant			1,714,227	
Operating Expenditures-Field			<u>716,396</u>	
Total Operating Expenditures			<u>3,039,327</u>	
Required Reserve for R&R			-	
Total Operating Exp & Reserves			<u>3,039,327</u>	
Available for Debt Service			3,165,694	Debt Service Coverage 1.58
Less: Debt Service			<u>2,003,952</u>	
Excess Revenues (Exp)			<u>1,161,742</u>	

**CORAL SPRINGS IMPROVEMENT DISTRICT  
ASSESSMENT COLLECTIONS FOR FYE 2012**

March 31, 2012

Date	Assessments Collected (net of all Commissions & Fees)
10-15-2011	\$ -
11-15-2011	139,577
12-31-2011	1,753,557
01-15-2012	31,572
02-15-2012	65,961
03-15-2012	46,886
<b>Totals</b>	<b>\$ 2,037,553</b>

## **Coral Springs Improvement District**

Check Registers

March 31, 2012

<b><u>Fund</u></b>	<b><u>Check Date</u></b>	<b><u>Check No.</u></b>	<b><u>Amount</u></b>
General Fund	03-09-2012	2826 - 2832	\$ 41,516.13
	03-14-2012	2833 - 2835	10,285.22
	03-21-2012	2836 - 2839	69,602.12
<b>Total</b>			<b>\$ 121,403.47</b>
Water and Sewer	03-01-2012	12096 - 12118	\$ 452,648.76
	03-06-2012	12119 - 12147	2,433.49
	03-07-2012	12148 - 12152	59,537.05
	03-08-2012	12153 - 12170	78,387.68
	03-09-2012	12171 - 12192	19,880.23
	03-14-2012	12193 - 12226	65,060.27
	03-21-2012	12227 - 12253	40,225.76
	03-27-2012	12254 - 12267	64,812.21
	03-29-2012	12268 - 12299	51,323.54
<b>Total</b>			<b>\$ 834,308.99</b>

\*\*\* CHECK DATES 03/09/2012 - 03/09/2012 \*\*\* CSID - GENERAL FUND BANK A CHECKING - GENERAL F

CHECK DATE	VERD#	INVOICE DATE	EXPENSED TO...	YRMO	FND	DPT	ACCT#	SUB	VENDOR NAME	STATUS	AMOUNT	CHECK #
3/09/12	00023		121 NW 93RD TER PS 1						FLORIDA POWER & LIGHT CO.		105.29	002826
			12000 SW 1ST ST PS 2									
3/09/12	00059		REIMB.BOOT ALLOW FY2012						FRANKENHAUSER, SHAWN		81.99	002827
3/09/12	00099		BAL.DUE FY2011 AUDIT						KEEFE, MCCULLOUGH & CO., LLP		500.00	002828
3/09/12	00158		LIFE JACKETS (2)						POMPAHO BEACH MARINE CENTER, INC		55.97	002829
			CREDIT DUE TAX									
3/09/12	00037		MANAGEMENT FEES 02/12						SEVERN TRENT ENVIRONMENTAL SERVICES		4,974.00	002830
3/09/12	00064		TRASH SERV-CSID GF 02/12									
			TRASH SERV-PINETREE 02/12									
			TRASH SERV-SUNSHINE 02/12						WASTE MANAGEMENT		1,378.88	002831
3/09/12	00230		HYDROTHOL 191 - 100 GALS						WINFIELD SOLUTIONS, LLC		34,420.00	002832
			AQUATHOL SUPER X-2000LBS									
TOTAL FOR BANK A											41,516.13	
TOTAL FOR REGISTER											41,516.13	

CSID -----CSID----- KWOOD

\*\*\* CHECK DATES 03/14/2012 - 03/14/2012 \*\*\*

CSID - GENERAL FUND

BANK A CHECKING - GENERAL F

CHECK VENDOR# DATE INVOICE NUMBER YRMO FND DPT ACCT# SUB

3/14/12 00058

ROLLER/TAPE

BIG ANTHONY'S/LUNCH

3/14/12 00248

LEGAL SERVICES 02/12

3/14/12 00248

LEGISLATION/LEGAL 02/12

LEWIS, LONGMAN & WALKER, P.A.

LEWIS, LONGMAN & WALKER, P.A.

TOTAL FOR BANK A

TOTAL FOR REGISTER

AMOUNT

35.33 002833

3,261.84 002834

6,988.05 002835

10,285.22

10,285.22

....CHECK.....

AMOUNT #

CSID -----CSID----- KWOOD

\*\*\* CHECK DATES 03/21/2012 - 03/21/2012 \*\*\*  
 CSID - GENERAL FUND  
 BANK A CHECKING - GENERAL F

CHECK DATE	VEN#	INVOICE DATE	EXPENSED TO	YRMO	FND	DPT	ACCT#	SUB	VENDOR NAME	STATUS	AMOUNT	CHECK #
3/21/12	99999		VOID CHECK						*****INVALID VENDOR NUMBER*****		.00	002836
3/21/12	00051		UNIFORMS 02/2012									
			GASOLINE 02/2012									
			NEXTEL 02/06/12									
			SAM'S-COOKIES 02/27/11									
			UF-AQUANEED-A.HOSEIN									
			PHONE 03/12									
			POSTAGE 03/12									
			PRINTING 03/12									
			RENT 03/12									
			TECH SHARING 03/12									
			OFFICE SUPPLIES 03/12									
			HEALTH INS - ADMIN 03/12									
			HEALTH INS - FIELD 03/12									
3/21/12	00080		AMOUNT DUE WS 03/20/12						CORAL SPRINGS IMPROVEMENT DIST WS		10,533.46	002837
3/21/12	01132		REIMB WESTERN CPE BOOKS						CORAL SPRINGS IMPROVEMENT DIST WS		58,779.66	002838
									M. KAY WOODWARD		289.00	002839
									TOTAL FOR BANK A		69,602.12	
									TOTAL FOR REGISTER		69,602.12	

CSID -----CSID----- KWOOD

CHECK DATE	VEN#	INVOICE DATE	EXPENSE TO	YRMO	FND DPT	ACCT#	SUB	VENDOR NAME	STATUS	AMOUNT	CHECK #
3/01/12	00005							ALLIED UNIVERSAL CORP.		3,561.80	012096
3/01/12	99999							*****INVALID VENDOR NUMBER*****		.00	012097
3/01/12	01130							ANTI-VIRUS ROBIN COMPUTER RUNYON'S-U.S. HEALTHWORKS PAYCYCLE-INTUIT 1099-CSID PAYCYCLE-INTUIT 1099-NSID BIG ANTHONYS-FIELD LUNCH FRANCO-POSTAGE WTR REFILL IMAGETEXILE-SHOP TOWELS MELLAMKNUJ-ACCESS GATE NORTON-ANTI-VIRUS-ROBIN AMERICAN WTR WORKS-BOOKS AMAZON-FI-5530C3 SCANNER AQUANEED-J.GALOTTI-GF AQUANEED-A.HOSEIN-GF AQUANEED-HAYTAGIHN-FWCD S.BLAZER-SEC.EQUIP.PLT MT		5,050.69	012098
3/01/12	01130							FILTERS FOR TESTING-NANO SHIPPING & HANDLING-NANO TAXES (CREDIT DUE)-NANO		393.30	012099
3/01/12	01267							REPLACE SPARK PLUGS #141 REPLACE IGNITION WIRE#141 REPL CYLINDER FUEL INJ#141 LABOR UNIT #141		524.00	012100
3/01/12	01162							CLEAN INT & EXT. ADM BLDG CLEAN INT & EXT. FLD BLDG		820.00	012101
3/01/12	00056							CYPRESS MOBIL			
3/01/12	00074							FLORIDA SPECTRUM ENV. SERVICES, INC		984.00	012102
3/01/12	00033							GAS - PLANT GAS - FIELD DIESEL FUEL 57 GALS DIESEL FUEL 439 GALS		8,975.34	012103
3/01/12	00033							HOLLINGSWORTH OIL CO., INC		7.20	012104
3/01/12	01201							REGULAR BLOCK-HYFO BLDG HOME DEPOT 4X8 SANDED PINE WOOD PLASTIC BAGS		33.45	012105
3/01/12	01201							VANTAGEPOINT TRANSFER AGENTS-106832 KWOOD		5,370.47	012106



CHECK DATE	VEND#	INVOICE DATE	EXPENSED TO...	YRMO	FND DPT ACCT#	SUB	VENDOR NAME	STATUS	AMOUNT	....CHECK.... #	AMOUNT
3/01/12	01202		457-02/28/12 PLAN 306644				VANTAGEPOINT TRANSFER AGENTS-306644				2,709.25 012107
3/01/12	01319		REPLACE REFUND CK#11711				MICHAEL LAUGHLIN				56.64 012108
3/01/12	01308		LINE				LHOIST NORTH AMERICA OF ALABAMA, LLC				6,110.25 012109
3/01/12	00533		WASHER								
			INJECTION NOZZLE								
			SEALING WASHER								
			TEE FITTING				POWERPLAN (NORTRAX)				334.57 012110
3/01/12	00425		TIME CLOCK-MAINT BUILDING								
			ADMIN COFFEE SUPP/WATER								
			PLANT COFFEE SUPPLIES								
			FIELD COFFEE SUPPLIES								
			ADMIN-CLEANING/PAPER SUPP								
			FIELD-CLEANING/PAPER SUPP								
			COOKIES/WTR 01/23 MERT-GF				SAM'S CLUB/GEMB				368.18 012111
3/01/12	00055		PARTS-HYTO FEED REG SYS				SOUTHLAND CONTROLS, INC.				7,292.00 012112
3/01/12	00782		MONTHLY ASSESSMENT FY 2011				SUNSHINE STATE ONE CALL OF FLA.				87.46 012113
			POSITIVE RESP LATE NOTICE								
3/01/12	01175		UNIFORMS - PLANT				UNIFIRST CORPORATION				185.13 012114
			UNIFORMS - FIELD								
			UNIFORMS - DUE GF								
3/01/12	00751		PRINCIPAL 2002 SER 03/12				US BANK				226,875.00 012115
3/01/12	01098		INTEREST 2002 SER 03/12				US BANK				17,896.00 012116
3/01/12	01183		INTEREST 2007 SER 03/12				US BANK				164,847.00 012117
3/01/12	00441		LAB & PLANT SUPPLIES				USA BLUEBOOK				167.03 012118

TOTAL FOR BANK E  
TOTAL FOR REGISTER

\*\*\* CHECK DATES 03/06/2012 - 03/06/2012 \*\*\*

CSID - WATER & SEWER FUND

BANK E CHECKING - W & S

CHECK DATE	VEN#	INVOICE DATE	YRMO	FND DPT	ACCT#	SUB	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT
3/06/12	88888	600594006	GOLDBERG	MARTIN	MARTIN	GOLDBERG			36.37	012119
3/06/12	88888	800612608	MOLINA	MARIO	MARIO	MOLINA			109.60	012120
3/06/12	88888	100759311	SOLIVEN	TRINA	*TRINA	SOLIVEN			19.28	012121
3/06/12	88888	100759805	HARTY	HORACE	HORACE	HARTY			36.64	012122
3/06/12	88888	710010910	CORRINGTON	LAUR	LAURA	CORRINGTON			65.14	012123
3/06/12	88888	710017711	TALETRICO	STACY	*STACY	TALETRICO			32.54	012124
3/06/12	88888	410117508	HAHN	LARRY	LARRY	HAHN			64.83	012125
3/06/12	88888	010408508	LARSON	TODD	TODD	LARSON			64.53	012126
3/06/12	88888	010425206	GRIMES	LEBROW	*LEBROW	GRIMES			44.70	012127
3/06/12	88888	210480407	REIBEISEN	*DEBRA	REIBEISEN				57.79	012128
3/06/12	88888	011663718	HYLTON	SIMONE	*SIMONE	HYLTON			77.06	012129
3/06/12	88888	820379904	SAHAGIAN	JAMES	JAMES	G SAHAGIAN			147.36	012130
3/06/12	88888	820379905	FEDERAL	NATIONA	FEDERAL	NATIONAL MTG ASSN			64.45	012131
3/06/12	88888	440264003	CAMPENNI	CHARLE	CHARLES	/SHARI CAMPENNI			66.65	012132
3/06/12	88888	040601506	DOUCETTE	JUDITH	JUDITH	A DOUCETTE			95.07	012133
3/06/12	88888	140725005	KROUPA	DAVID	DAVID	KROUPA			99.54	012134
3/06/12	88888	950522508	SHAH	JIGGAR	JIGGAR	SHAH			107.66	012135
3/06/12	88888	950528205	GENESIS	RE HOLD	GENESIS	RE HOLDINGS 3 LLC			42.36	012136
3/06/12	88888	360265505	MORALES	FELIPE	FELIPE	A MORALES			71.57	012137
3/06/12	88888	460539206	*ALBERTO	& SONS	*ALBERTO	& SONS LLC			100.63	012138
3/06/12	88888	460541307	JY	KIM	*J	Y KIM			101.26	012139
3/06/12	88888	460548203	BAGS	PLUS	*BAGS	PLUS LOGGAGE			103.78	012140
3/06/12	88888	360577606	WEICHERT	REALTO	WEICHERT	REALTORS BEST BEACH			100.69	012141
3/06/12	88888	060647710	ZWEIG	JOYCE/S	*JOYCE	ZWEIG &			107.40	012142
3/06/12	88888	160760805	MATES	ANNETTE	ANNETTE	MATES			183.06	012143
3/06/12	88888	170813010	WALLACH	CHRISTI	CHRIS	/GARY WALLACH			44.00	012144
3/06/12	88888	888006501	HAPPY	HOLIDAY	HAPPY	HOLIDAY TREES			318.21	012145

CSID -----CSID----- KWOOD

CSID - WATER & SEWER FUND  
BANK E CHECKING - W & S

CHECK DATE	VEND#	INVOICE DATE	NUMBER	YRMO	FND DFT	ACCT#	SUB	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
3/06/12	88888		290354009					*ARRON/PATRICIA OTTERBECK			64.38	012146
3/06/12	88888		190848610					*MICHELLE HOPWOOD			6.94	012147
TOTAL FOR BANK E										2,433.49		
TOTAL FOR REGISTER										2,433.49		

CSID -----CSID----- KWOOD

CHECK DATE	VEND#	INVOICE#	EXPENSED TO	YRMO	FND	DPT	ACCT#	SUB	VENDOR NAME	STATUS	AMOUNT	CHECK#
3/07/12	00023											
			ADMIN ELECTRIC 02/12						FLORIDA POWER & LIGHT CO.		57,319.05	012148
			PLANT ELECTRIC 02/12									
			FIELD ELECTRIC 02/12									
			DAILY CBOD									
			SLUDGE CAKE #4									
			DAILY CBOD									
			DAILY CBOD									
			DAILY CBOD									
			DAILY CBOD									
			DAILY CBOD									
			DAILY CBOD									
3/07/12	01052		REMOVE&INSP.BAD HS PUMP#7						FACE ANALYTICAL SERVICES, INC.		707.00	012149
3/07/12	01120		RETM.BOOT ALLOW FY2012						SOUTHERN ARMATURE & PUMP CO., INC.		1,235.00	012150
3/07/12	01321		RETM.B. CASH FLOW 2012						WHITE, OMAR		90.00	012151
									M. KAY WOODWARD		186.00	012152
										TOTAL FOR BANK E	59,537.05	
										TOTAL FOR REGISTER	59,537.05	

CSID -----CSID----- KWOOD

\*\*\* CHECK DATES 03/08/2012 - 03/08/2012 \*\*\* CSID - WATER & SEWER FUND BANK E CHECKING - W & S

CHECK DATE	VEND#	INVOICE#	EXPENSED TO	YRMO	FND	DPT	ACCT#	SUB	VENDOR NAME	STATUS	AMOUNT	CHECK#
3/08/12	00818								ADDL BENE BY EMP 03/12			104.65 012153
3/08/12	00340								ACCESS LEGAL			
3/08/12	00005								STABILIZER			55.98 012154
3/08/12	00121								CAL HYPO/AQUA FUEL SURCHARGE SODIUM HYPOCHOL FUEL SURCHARGE			
3/08/12	00121								PAYABLE DENTAL 04/12 ADMIN VISION 04/12 PLANT VISION 04/12 FIELD VISION 04/12			5,685.84 012155
3/08/12	01322								ARBIT.COMPUTATION 9/30/11			
3/08/12	00694								TECH SUPP 01/26-02/25/12			6,247.48 012156
3/08/12	00571								ASSOCIATED SYSTEMS, INC.			1,800.00 012157
3/08/12	00352								ROTO FLOATS (8)			5,186.45 012158
3/08/12	00153								BARNEY'S PUMP, INC.			400.00 012159
3/08/12	00999								CITY OF CORAL SPRINGS			49,868.68 012160
3/08/12	00017								REIMB.PAYPAL P.FLOW 02/12			98.05 012161
3/08/12	00018								DALY, DAN			
3/08/12	01233								BKGROUND CK - NSID PLANT			165.00 012162
3/08/12	00056								BKGROUND CK - NSID GF			
3/08/12	00018								BKGROUND CK - CSID FIELD			
3/08/12	00018								FEDERAL BACKGROUND SERVICES, INC			
3/08/12	01233								OVERNIGHT SERV - CSID WS			282.19 012163
3/08/12	00056								OVERNIGHT SERV - NSID WS			
3/08/12	00018								OVERNIGHT SERV - CSID WS			
3/08/12	00018								FEDEX			
3/08/12	01233								PVC FITTINGS			66.46 012164
3/08/12	00056								6" PVC PLUGS (2)			
3/08/12	00056								FERGUSON ENTERPRISES, INC.			262.50 012165
3/08/12	01294								SVC CALL-UNABLE TO LOG IN			
3/08/12	00179								FIRE & SECURITY SOLUTIONS, INC.			
3/08/12	00056								COLIFORM, TOTAL&ECOLI (35)			
3/08/12	00056								FLORIDA SPECTRUM ENV. SERVICES, INC			5,667.40 012166
3/08/12	00179								FLORIDA BEARINGS, INC.			924.50 012167
3/08/12	00179								VIBRATION PADS-HS PUM #7			
3/08/12	00179								HACH COMPANY			214.47 012168
3/08/12	00179								LAE INSTRUMENTS - NANO			

CSID - ----CSID----- KWOOD

CHECK DATE	VEND#	INVOICE DATE	EXPENSED TO...	VENDOR NAME	STATUS	AMOUNT	CHECK#
DATE	NUMBER	YRMO	FND DPT ACCT# SUB				AMOUNT
3/08/12	00996		SODA ASH 1700LBS	HARCROS CHEMICALS			958.50 012169
3/08/12	00033		SODA ASH 1000LBS				
			PLANT SUPPLIES				
			CUTTING WHEEL				
			CONCRETE, TAPE, PLUG, NIPPLE				
			ADAPTER, NIPPLES, ETC.				
			CLEAN SUPP, MARKING PAINT				
			CONCRETE, HDBOARD, REBAR	HOME DEPOT			399.53 012170
				TOTAL FOR BANK E			78,387.68
				TOTAL FOR REGISTER			78,387.68

CHECK #	DATE	INVOICE #	EXPENSED TO	VENDOR NAME	STATUS	AMOUNT	CHECK #
3/09/12 00121				ADMIN VISION 04/12			
				PLANT VISION 04/12			
				FIELD VISION 04/12			
				PAYABLE VISION 04/12			
3/09/12 01091				PRESSURE WASHER/FVC			
				RETURN PVC			
				CREDIT TAX			
3/09/12 01091				POWER WASHER PUMP			
				CREDIT DUE TAX			
3/09/12 01281				CONNECT 2 NEW ANALOG #S			
				I.D. TELECOM & DATA, INC.			
3/09/12 00346				COUPLER ADAPTER			
				GASKET			
				COUPLER ADAPTER			
				GASKET			
				COUPLER ADAPTER			
				GASKET			
3/09/12 00698				INDUSTRIAL ROSE & HYDRAULICS, INC.			
3/09/12 01093				STEPHEN T OUIPMENT02/28/12			
				INTERNAL REVENUE SERVICE			
3/09/12 00766				LANDSCAPE MAINT 03/12			
				JLS LANDSCAPE SERVICES, INC.			
3/09/12 01051				BAL.DUE FY2011 AUDIT			
				KEEFE, MCCULLOUGH & CO., LLP			
3/09/12 01320				LIGHT BULB			
				COMBO EXIT EMERG. SIGN			
3/09/12 00358				SERVICE 310G BACKHOE			
3/09/12 00044				CK FREE IN WRONG ACCOUNT			
				NORTH SPRINGS IMPROVEMENT DISTRICT			
3/09/12 01150				OFFICE SUPPLIES - ADMIN			
				TONERS FOR PLANT			
				OFFICE DEPOT CREDIT PLAN			
				CREDIT-CK PRINTER TONER			
				4 FILE CABINETS/FILES			
				OFFICE SUPPLIES - ADMIN			
				OFFICE SUPPLIES - MCKUNE			
				OFFICE SUPPLIES - FIELD			
				KEY TAGS			
				TABLES (3) FIELD			
				OFFICE SUPPLIES - PLANT			
				STACKING CHAIRS (8) FIELD			
				COPY PAPER - ADMIN			
				TONER FOR CHECK PRINTER			
3/09/12 00351				TAG & EXIT SIGNS (2)			
				RITZ SAFETY EQUIPMENT, LLC			
3/09/12 00151				ANNUAL MAINT 05/12 CSID			
				ANNUAL MAINT 05/12 NSID			
				SENSUS TECHNOLOGIES, INC.			

CSID -----CSID---- KWOOD

CHECK VENDOR#	DATE	INVOICE#	EXPENSED TO...	YRMO	END DPT	ACCT#	SUB	VENDOR NAME	STATUS	AMOUNT	...CHECK...#	AMOUNT
3/09/12 00072			MANAGEMENT FEE 02/12									
			POSTAGE 02/12									
			COPIES 02/12									
			OFFICE SUPPLIES 02/12									
			PHONE 02/12									
3/09/12 00697			DRUG SCREEN - CSID FIELD					SEVERN TRENT ENVIRONMENTAL SERVICES				7,668.73 012186
			SKIN,HEP A,TETANUS-PLANT					U.S. HEALTHWORKS				243.00 012187
3/09/12 00441			GEOTECH WTR LEVELMTR-NANO					USA BLUEBOOK				562.60 012188
			FREIGHT - NANO									
3/09/12 01264			ADMIN PHONE 03/12					WINDSTREAM NUVOX, INC.				127.84 012189
			PLANT PHONE 03/12									
			FIELD PHONE 03/12									
3/09/12 01011			ADMIN PHONE 03/12					WINDSTREAM NUVOX, INC.				171.20 012190
			PLANT PHONE 03/12									
			FIELD PHONE 03/12									
3/09/12 00066			COPY MACHINE LEASE 02/12					XEROX CORPORATION				235.96 012191
			COPY MACH LEASE03/12#7232									
			5 GAL. DISTILLED WATER									
			5 GAL. BOTTLE DEPOSIT									
			5 GAL. BOTTLE REFUND									
			OIL/FUEL SURCHARGE					ZEPHYRHILLS				20.82 012192
												19,880.23
												19,880.23

TOTAL FOR BANK E

TOTAL FOR REGISTER

CSID -----CSID----- KWOOD



CHECK VENDOR#	DATE	INVOICE#	EXPENSED TO	YRMO	FND	DPT	ACCT#	SUB	VENDOR NAME	STATUS	AMOUNT	CHECK#
3/14/12	01040		INTERNET CONN 03/12						ADVANCED CABLE COMMUNICATIONS		168.53	012193
3/14/12	00486		HAND/DISH DETERGENT						AMSAN, LLC.		54.92	012194
3/14/12	00963		LONG DISTANCE 02/2012						AT & T		42.37	012195
3/14/12	00132		RUBBER BOOT/SHOE									
			ADVANCE AUTO/FOR WTP									
			EYE WIRE/WTP HOME DEPOT									
			HOME DEPOT/PLUG									
			HOME DEPOT/PLUG									
			HOME DEPOT									
			FEDEXPRESS									
			POLY-FIBER MATTS/NANO									
			HALOGENA ENERGY SVR									
			TAXES									
			WEATHER VANE CENTER						PETTY CASH		96.23	012196
3/14/12	00918		PAYROLL GUIDE 2012						CCH INC.		147.55	012197
3/14/12	00018		PIPE HLJR 200# (100)									
			FIP BALL CURBS (2)									
			SOFT COP TUBE (20)									
			METER LIDS						FERGUSON ENTERPRISES, INC.		541.09	012198
3/14/12	00056		SLUDGE CAKE #1									
			SLUDGE CAKE #2									
			SLUDGE CAKE #4									
			SLUDGE CAKE #3									
			SLUDGE CAKE #5									
			CBOD & TSS									
			CBOD & TSS									
			CBOD & TSS									
			WTP QUARTERLY MONITORING									
			SLUDGE CAKE #7									
			SLUDGE CAKE #6									
			CBOD & TSS									
3/14/12	01024		THN'S & HRA'S - NANO						FLORIDA SPECTRUM ENV. SERVICES, INC		2,610.00	012199
3/14/12	01294		REPLACE HSP #7						FLORIDA SPECTRUM ENV. SERVICES, INC		1,541.40	012200
3/14/12	01291		LABOR - UNIT 117						FLORIDA BEARINGS, INC.		20,743.22	012201
			REAR BRAKE ROTORS									
			BRAKE LINING									
			BRAKE LINING REAR									
			BRAKE SYSTEM FLUSH									
			BRAKE FLUID									
			SHOP SUPPLIES									
			ANTIFREEZE									
3/14/12	01131		POST MTR 03/5/12-06/04/12						FOUNTAIN AUTO REPAIR		792.15	012202
3/14/12	00027		POLYMER APPROX. 375-400LBS						FRANCOTYP-POSTALIA, INC.		179.85	012203
									GENERIC CHEMICAL		1,875.00	012204

CSID -----CSID----- KWOOD

CHECK VENDOR#	DATE	INVOICE#	EXPENSED TO	YRMO	FND	DFT	ACCT#	SUB	VENDOR NAME	STATUS	AMOUNT	CHECK#	AMOUNT
3/14/12 01323									THK RED RUBBER NITRILE BINDER				
3/14/12 00514									H.S. WHITE CORPORATION				216.99 012205
3/14/12 00179									SLUDGE MGMT SEWER 02/12 H & H LIQUID SLUDGE DISPOSAL, INC.				8,816.64 012206
3/14/12 00033									SODIUM CHLORINE-NANO FREIGHT CHARGES-NANO HACH COMPANY				505.95 012207
3/14/12 01302									L.S. PAINT SUPPLIES HEAVY DUTY GREASE SAKRETS MULTI SAND RED CORED BRICK PLANT SUPPLIES DYNAFLEX CLEAR TEMPERED HARDBOARD CONCRETE MIX ELECTRIC SUPPLIES HOME DEPOT				425.78 012208
3/14/12 01308									LEGAL SERVICES 02/12 LEWIS, LONGMAN & WALKER, P.A.				2,403.69 012209
3/14/12 01051									CREDIT INV 1120401228 LIME DELIVERY FUEL SURCHARGE RAIL/BARGE LHOIST NORTH AMERICA OF ALABAMA, LLC				4,260.55 012210
3/14/12 00649									BATTERY 6VOLT COMBO EXIT EMERG. WH/RED 12V 12W BULBS LIGHT BULBS UNLIMITED				400.00 012211
3/14/12 00611									REP.ELECT.DRIVERS SEAT#30 TIRES(3),ALIGN,O/CHG #118 MOUNTING TIRES-UNIT 117 LUBE CHANGE FILTER ASSY OIL LABOR DISCOUNT AND PARTS TIRE TAX MARGOONE FORD OF MARGATE				1,164.07 012212
3/14/12 00398									CREDIT TAX CHARGED #118 SCAN 700 ORIGS. TO CD MAXIGRAPHICS, INC.				740.00 012213
3/14/12 00155									JANUARY NEWSLETTERS 9,500 JANUARY NEWSLETTERS-POSTAGE JANUARY NEWSLETTERS-GF JAN. NEWSLETTERS-POSTAGE-GF CUST ADJ FORMS 2,000 NATIONWIDE GRAPHICS CORPORATION				5,002.09 012214
									ADMIN NEXTEL 03/12 PLANT NEXTEL 03/12 FIELD NEXTEL 03/12 NEXTEL 03/12 DUE CSID GF				

CSID -----CSID----- KWOOD

\*\*\* CHECK DATES 03/14/2012 - 03/14/2012 \*\*\* CSID - WATER & SEWER FUND

BANK E CHECKING - W & S

CHECK DATE	VEND#	DATE	INVOICE	EXPENSED TO	YRMO	FND	DPT	ACCT#	SUB	VENDOR NAME	STATUS	AMOUNT	CHECK#
3/14/12	01150		03/12	DUE SUNSHINE						NEXTEL COMMUNICATIONS		1,462.20	012215
3/14/12	01306			OFFICE SUPPLIES - ADMIN						OFFICE DEPOT		22.84	012216
3/14/12	00880			TOTAL COLIFORMS - NANO						FACE ANALYTICAL SERVICES, INC.		300.00	012217
3/14/12	00551			CLARIFLOC (R) 100 PALLS						POLYDYNE, INC.		4,620.00	012218
3/14/12	00351			S.T. BLOWER #3 REPAIRS						RICE PUMP & MOTOR INC		540.00	012219
3/14/12	00151			SAFETY SUPPLIES/FIELD						RITZ SAFETY EQUIPMENT, LLC		668.19	012220
3/14/12	01258			SAFETY SUPPLIES/CHARLIE						SENSUS TECHNOLOGIES, INC.		1,146.40	012221
3/14/12	00782			SAFETY SUPPLIES/WWT						STERLING WATER TECHNOLOGIES, LLC		2,639.00	012222
3/14/12	01175			1YR EXT. MAINT HANDHELDS						SUNSHINE STATE ONE CALL OF FLA.		74.30	012223
3/14/12	01246			1YR MAINT H.HELDS-NSID WS						UNIFIRST CORPORATION		185.13	012224
				CP-33/POLYPHOSPHATE2900LB									
				MONTHLY BILLING									
				POSITIVE RESPONSE									
				CREDIT ITEMS RETURNED									
				CREDIT ITEMS RETURNED									
				ELBOW SET									
				PVC BALL VALVE-NANO									
				PVC BUSHING-NANO									
				PVC NIPPLE-NANO									
				PVC THRD COUPLING-NANO									
				SHORT PVC NIPPLE-NANO									
				CPVC NIPPLE-NANO									
				MOBILE CART-NANO									
				TYGON-NANO									
				T NYLON TUBE-NANO									
				FREIGHT-NANO									
3/14/12	01318			TERM.BD TO WIRE 3126 PUMP						UNITED STATES PLASTIC CORP.		297.34	012225
										XYLEM WATER SOLUTIONS U.S.A., INC.		376.80	012226

TOTAL FOR BANK E 65,060.27

TOTAL FOR REGISTER 65,060.27

CSID -----CSID----- KNOOD

CHECK DATE	VRND#	INVOICE DATE	EXPENSED TO YRMO FND DFT ACCT# SUB	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT
3/21/12	00528		INDOOR PEST CONTROL 03/12	AL HOFFER'S PEST PROTECTION, INC.		250.00	012227
3/21/12	00005		ADDD PEST CONTROL 03/12				
3/21/12	01089		COT SOD HYPO	ALLIED UNIVERSAL CORP.		3,513.97	012228
3/21/12	01240		FUEL SURCHARGE			69.21	012229
3/21/12	01269		PLANT PHONE 03/12	AT & T		45.55	012230
			REIMB. BOOT ALLOW FY2012	BROCK, WILLIAM			
			HRS TECH TIME				
			ADMA VOLT DRIVE MOTOR				
			HRS TECH TIME				
			DATARADIO TELEMETRY TRANS				
			HRS TECH TIME				
			SIGNALS CONVERTERS/WELLS				
			CHARGES FOR MILANS SVCS				
			HRS TECH TIME				
			BRIDGE RECTIFIERS				
			UPS CHANGE				
			HHELD STATIC LEVEL TESTER	DELTA CONTROLS		7,915.39	012231
3/21/12	00056		QUARTERLY THM'S & HAA'S	FLORIDA SPECTRUM ENV. SERVICES, INC		880.80	012232
3/21/12	01294		REPAIR 10HP #R014205				
			REPAIR 10HP #R014206				
			REPAIR 20HP #R014207	FLORIDA BEARINGS, INC.		1,490.88	012233
3/21/12	00063		METAL PRIMER				
			SPRAY PAINT BLACK				
			LIQUID RUBBER				
			PENETRATING OIL				
			PAINT/DECAL REMOVER				
			CLEANER				
			PUMP ROTARY	GRAINGER, INC.		559.01	012234
3/21/12	00973		REIMB. BOOT ALLOW FY2012	GUSTITUS, RACHEL		90.00	012235
3/21/12	00950		6PC FLIER SET				
			KNIFE				
			TAPE MEASURE				
			11 DRAW ROLL CAB				
			SALES TAX				
			CREDIT SALES TAX	HARBOR FREIGHT TOOLS		165.96	012236
3/21/12	00033		REAR				
			CONCRETE				
			BOLTS/MISC SUPPLIES				
			BOLTS LS 13	HOME DEPOT		598.10	012237
			MISC SUPPLIES/WELLS				
3/21/12	01201		401-03/13/12 PLAN 106832	VANTAGEPOINT TRANSFER AGENTS-106832		5,549.28	012238
3/21/12	01202		457-03/13/12 PLAN 306644	VANTAGEPOINT TRANSFER AGENTS-306644		2,689.25	012239

CSID -----CSID---- KWOOD

CHECK DATE	VEND#	INVOICE DATE	EXPENSED TO	YRMO	FND	DPT	ACCT#	SUB	VENDOR NAME	STATUS	AMOUNT	....CHECK. .... AMOUNT	.... #
3/21/12	00698		STEPHEN T QUIMENT03/13/12						INTERNAL REVENUE SERVICE			16.00	012240
3/21/12	00908		REIMB.BOOT ALLOW FY2012						JONES, LANDO			90.00	012241
3/21/12	01184		COFY MACH03/11/12-6/10/12						KONICA MINOLTA BUSINESS SOLUTIONS			203.37	012242
3/21/12	01308		LIME FUEL SURCHARGE										
3/21/12	01051		RAIL/BARGE FUEL 25.15 TON						LHOIST NORTH AMERICA OF ALABAMA, LLC			6,134.81	012243
3/21/12	01061		HYGRADE BULBS QUAD EIKO										
3/21/12	00551		BULBS 150W BULBS E26						LIGHT BULBS UNLIMITED			149.54	012244
3/21/12	00845		REIMB.BOOT ALLOW FY2012						MCINTOSH, DAVID			74.89	012245
3/21/12	01324		SEAL,PUMP RING						RICE PUMP & MOTOR INC			16.00	012246
3/21/12	01167		REIMB.BOOT ALLOW FY2012						ROSE, KENNETH			42.39	012247
3/21/12	00697		REIMB.LUNCH RE: HYWD. WTP						DR. MARTIN SHANK			52.46	012248
3/21/12	01175		REIMB.BOOT ALLOW FY2012						SHRIDER, JAMIE			90.00	012249
3/21/12	01264		DRUG SCREEN - CSID WWP						U.S. HEALTHWORKS			50.00	012250
3/21/12	01318		UNIFORMS - PLANT										
			UNIFORMS - FIELD						UNIFIRST CORPORATION			183.88	012251
			UNIFORMS - DUE GF										
			ADMIN PHONE 03/12						WINDSTREAM NUVOX, INC.			379.98	012252
			REPAIR KITS										
			REPAIR KIT 3126										
			FREIGHT										
									XYLEM WATER SOLUTIONS U.S.A., INC.			8,925.04	012253
									TOTAL FOR BANK E			40,225.76	
									TOTAL FOR REGISTER			40,225.76	

CSID -----CSID----- KWOOD

CHECK DATE	VEND#	INVOICE DATE	EXPENSED TO...	VENDOR NAME	STATUS	AMOUNT	CHECK #
3/27/12	01280		PAYABLE HEALTH INS 04/12				
			COBRA HLTH-ZICH 04/12				
			ADMIN HEALTH INS 04/12				
			PLANT HEALTH INS 04/12				
			FIELD HEALTH INS 04/12				
3/27/12	01269		ANNUAL CALIBRATE OF WELLS	DELTA CONTROLS			
3/27/12	00056		LIQUID SLUDGE	FLORIDA SPECTRUM ENV. SERVICES, INC			
3/27/12	01024		HYDROGEN SULFIDE (9)	FLORIDA SPECTRUM ENV. SERVICES, INC			
			NITROGEN (5)				
3/27/12	00925		REIMB.BOOT ALLOW FY2012	KOZLOWSKI, FRANK			
3/27/12	01051		BULBS FOR HYPO BLDG	LIGHT BULBS UNLIMITED			
3/27/12	00881		REIMB.BOOT ALLOW FY2012	IUCIBELLO, JOHN			
3/27/12	01231		PAYABLE LIFE INS 04/12				
			ADMIN LIFE INS 04/12				
			PLANT LIFE INS 04/12				
			FIELD LIFE INS 04/12				
3/27/12	00073		REPLENISH BULK POSTAGE	MUTUAL OF OMAHA			
3/27/12	00845		REIMB.BOOT ALLOW FY2012	ROSE, KENNETH			
3/27/12	01175		UNIFORMS - PLANT				
			UNIFORMS - FIELD				
			UNIFORMS - DUE GP				
3/27/12	01325		REIMB.BOOT ALLOW FY2012	JIMMY WADE			
3/27/12	00064		TRASH SERVICE 04/12	WASTE MANAGEMENT			
3/27/12	01054		CLARIFIER BLADES	WESTECH			
					TOTAL FOR BANK E		
					TOTAL FOR REGISTER		

45,399.88 012254  
 2,220.00 012255  
 407.40 012256  
 351.00 012257  
 74.19 012258  
 97.98 012259  
 90.00 012260  
 7,803.13 012261  
 7,172.16 012262  
 31.67 012263  
 183.88 012264  
 90.00 012265  
 490.27 012266  
 400.65 012267  
 64,812.21  
 64,812.21

\*\*\* CHECK DATES 03/29/2012 - 03/29/2012 \*\*\* CSID - WATER & SEWER FUND BANK & CHECKING - W & S

CHECK DATE	VENUE#	INVOICE DATE	EXPENSED TO	YRMO	FND DPT	ACCT#	SUB	VENDOR NAME	STATUS	AMOUNT	CHECK #
3/29/12	00694		WATCHGUARD XTM26-FIREWALL					ASSOCIATED SYSTEMS, INC.		701.66	012368
3/29/12	01250		REIMB.BOOT ALLOW FY2012					BIRCH, ANGELA		90.00	012269
3/29/12	00132		CEDAR SCRUB MOP								
			NEW TITLE UNIT 46								
			COUNTY TAXES UNIT 46								
			REGISTRATION UNIT 45								
			COUNTY TAXES UNIT 45								
			CHANGE DUE					PETTY CASH		188.07	012270
3/29/12	01218		SLUDGE REMOVAL 1160 YDS					CENTURY BUILDING RESTORATION, USA		10,962.00	012271
3/29/12	00122		ADDL DENTAL PAYABLE 04/12								
			ADDL DENTAL ADMIN 04/12								
			ADDL DENTAL PLANT 04/12					COMPBENEFITS COMPANY		87.88	012272
3/29/12	01256		SOD								
			PALLET FEE								
			SOD/PALLET					CORAL SPRINGS NURSERY, INC.		229.50	012273
3/29/12	00665		REIMB.BOOT ALLOW FY2012					DUBEAU, LEO		90.00	012274
3/29/12	00018		PVC SUPPLIES								
			PLUG								
			VALVE BOXES					FERGUSON ENTERPRISES, INC.		704.13	012275
3/29/12	01086		EXTINGUISHER MAINT. XMCG								
			EXTINGUISHER MAINT. XMCO2								
			EXT. MAINT. XMDC								
			SERVICE CALL								
			TAMPER DEVICE					FIREMASTER DEPT 1019		515.00	012276
3/29/12	00020		BUFFER RED								
			BUFFER YELLOW								
			EDTA								
			DISH EVAPORTING								
			ECRESEOL GRN					FISHER SCIENTIFIC COMPANY LLC.		126.54	012277
3/29/12	00878		PIPELINE VIDEO INSP-NANO								
			10,000PIPE DESCALING-NANO								
			FAPELINE VIDEO INSP-NANO								
			10,000PIPE DESCALING-NANO								
			MOB/DEMOP - NANO					FLORIDA JETCLEAN		13,750.00	012278
			PRE-SANIT.JET.HOSES-NANO								
3/29/12	00031		GENERIC WIRE-NANO								
			WIRE-NANO					GRAYBAR ELECTRIC CO.		245.53	012279
3/29/12	00179		SENSOR CAP ITEM NO. 58112								
			FREIGHT					HACH COMPANY		117.95	012280
3/29/12	00996		SODA ASH 2450 LBS					HARGROS CHEMICALS		869.75	012281

CSID -----CSID----- KWOOD

CHECK #	DATE	VENDOR NAME	STATUS	AMOUNT	...CHECK... AMOUNT #
3/29/12 01046	3/29/12 00033	2*OMNI METERS-3 NEW CONN. HD SUPPLY WATERWORKS, LTD		2,396.25	012282
3/29/12 01091		PVC - NANO GREASE FOR MAINT. BLDG. WTP SUPPLIES PLANT SUPPLIES EMERGENCY BULBS RETURN BULB	HOME DEPOT	369.34	012283
3/29/12 01201		SHOP STOOL PALLET JACK TAXES CREDIT TAXES	HSBC BUSINESS SOLUTIONS	244.98	012284
3/29/12 01202		401-03/27/12 PLAN 106832	VANTAGEPOINT TRANSFER AGENTS-106832	5,438.76	012285
3/29/12 00598		457-03/27/12 PLAN 306644	VANTAGEPOINT TRANSFER AGENTS-306644	2,689.25	012286
3/29/12 01093		STEPHEN T OUIMENT03/27/12	INTERNAL REVENUE SERVICE	16.00	012287
3/29/12 01308		PESTICIDES-COCONUT PALMS	JLS LANDSCAPE SERVICES, INC.	475.00	012288
3/29/12 00649		FUEL SURCHARGE RAIL/BARGE QTY 20.03603.50 LIME	LHOIST NORTH AMERICA OF ALABAMA, LLC	4,885.91	012289
3/29/12 01150		LABOR PARTS UNIT # 45 TIRES(2) UNIT # 45	MARONE FORD OF MARGATE	465.85	012290
3/29/12 00351		OFFICE SUPPLIES - ADMIN OFFICE SUPPLIES-NSID WS OFFICE SUPPLIES-SUNSHINE DESK - DUE BY STEVE S.	OFFICE DEPOT	273.62	012291
3/29/12 00425		RETURN GLOVES RETURN BOOTS HARD HAT RUBBER BOOTS EMBOSSED ALUM. 2" LETTERS EMBOSSED ALUM. 2" LETTERS FREIGHT	RITZ SAFETY EQUIPMENT, LLC	37.45	012292
3/29/12 01283		CARD FEE JAN, MANNY, CHARIE MICROWAVE ADMIN COFFEE SUPP/WATER PLANT COFFEE SUPPLIES FIELD COFFEE SUPPLIES ADMIN-CLEANING/PAPER SUPP FIELD-CLEANING/PAPER SUPP COOKIES/WATER 2/27 & 3/19	SAM'S CLUB/GEMB	862.17	012293
		MIXING CHAMBER SHIPPING AND HANDLING	SIEMENS INDUSTRY, INC.	3,452.42	012294

CSID -----CSID----- KWOOD



\*\*\* CHECK DATES 03/29/2012 - 03/29/2012 \*\*\* CSID - WATER & SEWER FUND BANK E CHECKING - N & S

CHECK DATE	VEND#	DATE	INVOICE#	NUMBER	YRMO	FND	DPT	ACCT#	SUB	VENDOR NAME	STATUS	AMOUNT	CHECK#	AMOUNT
3/29/12	00697									HEP A VAC - CSID PLANT DRUG SCREEN - CSID FIELD		190.00	012295	190.00
3/29/12	01175									UNIFORMS - PLANT UNIFORMS - FIELD UNIFORMS - DUE GF		188.06	012296	188.06
3/29/12	00441									PH TEST STRIPS REPLACEMENT 16OZ CUP PLASTIC ROSE HANGER FREIGHT		70.47	012297	70.47
3/29/12	00679									REIMB.BOOT ALLOW FY2012		90.00	012298	90.00
3/29/12	00539									DEPT. OF ENVIRONMENTAL PROTECTION PROJECT CERTIFICATION		500.00	012299	500.00
										TOTAL FOR BANK E		51,323.54		51,323.54
										TOTAL FOR REGISTER		51,323.54		51,323.54

CSID -----CSID----- KWOOD