REGULAR MEETING

NOVEMBER 13, 2019

FLORIDA

Mosquito Control

DISTRICT

KEYS

2019 CALENDAR

January-2019

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

February-2019

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

March-2019

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

April-2019

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

May-2019

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

June-2019

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

July-2019

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

August-2019

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

September-2019

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

October-2019

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

November-2019

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

December-2019

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

Holidays Meetings Conferences

Regular Meeting Agenda

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

November 13, 2019
1:30 pm (approximate)

1. **Call to Order**

2. **Roll Call**

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

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

   The Board welcomes public input but also must maintain order. Thus, community input is not a time for open dialogue between the Board and the speaker. Speakers should direct their comments to the Board and not to the District Staff or any other audience members. Speakers should not expect Commissioners or staff to answer or respond to questions during community input. If appropriate, the Board may request the issue be added as a discussion item at a future District Board Meeting.

   Any person who wishes to be heard shall complete and provide the supplied community input card or inform the Clerk/Executive Assistant to the Board, specifying the agenda item on which he or she wishes to be heard. Once public input begins on an agenda item, there will be no further speaker cards or speakers allowed on that specific agenda item or subject.

4. **Approval of Agenda**

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

   a.) Minutes of the October 22, 2019 Audit and Regular Meeting. **Pages 6 - 8**

   b.) Financial Reports **Pages 10 - 18**
   - **i.) Budget Analysis**
   - **ii.) District Finances**
   - **iii.) Cash Disbursements** through October 2019.

6. **Attorney's Report**

7. **Director's Report** **Pages 20 - 28**

8. **Items for Board Discussion:**

9. **Items for Board Review and Action:**
   - **a.)** RFP 2019-06 Main Rotor Assembly Overhaul/Exchange (Holden) **Pages 30 - 31**
   - **b.)** RFP 2019-07 Surplus Equipment (Holden) **Pages 33 - 34**
   - **c.)** Vernis & Bowling Contract (Smits) **Pages 36 - 39**

10. **Good of the Order**

11. **Meeting Adjourned**

Item 5a

Approval of Minutes

Audit Committee Meeting Minutes

Florida Keys Mosquito Control District
Marathon Office
503 107th Street
Marathon, FL 33050

October 22, 2019 1:30 pm (approximate)

The Board of Commissioners of the Florida Keys Mosquito Control District held an Audit Committee Meeting on October 22, 2019.

Present Were: Phillip Goodman, Commissioner; Brandon Pinder, Commissioner; Tom McDonald, Commissioner; Dr. Stan Zuba, Commissioner; Andrea Leal, Executive Director; Dale Coburn, Board Attorney. Jill Cranney-Gage, Chairman was on the phone.

Employees Present Were: Bruce Holden, Finance Director; Joshua Kogut, Director of Aerial Operations; Beth Ranson, PEIO; Mikki Coss, Director of Operations; Tony Nunez, IT Specialist.

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

***Community Input*:** None

Approval of Agenda: Commissioner Goodman requested a motion to allow Chairman Cranney-Gage to participate in the meeting via telephone. *A motion was made by Commissioner McDonald, seconded by Commissioner Pinder and passed with 4 votes,* to approve Chairman Cranney-Gage participating via telephone.

Items for Board Discussion:

5a.) ***Overview of planning for the 2019 Audit process*** – Jim Hill, Oropeza & Parks, updated the Board on the upcoming GASB reports. He has requested a meeting to be held next month. He will provide Bruce Holden, Finance Director, with copies of the summaries, in order to present to the Board in Jan. or Feb. Mr. Hill explained that due to new requirements, for the GASB reports, it is taking much longer to get the work completed. Due to the additional time, Mr. Hill has asked the Board for an increase in his contract. The Board will discuss at the upcoming Regular Meeting. Mr. Hill will give the Board a better timeline of completion in November.

Good of the Order: NONE

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

Respectfully submitted,

_____
Andrea Leal
Executive Director

Board of Commissioners
Florida Keys Mosquito Control District

_____
Jill Cranney-Gage, Chairman

_____

Brandon Pinder, Secretary-Treasurer
For additional information please refer to www.keysmosquito.org.

Regular Meeting Minutes

Florida Keys Mosquito Control District
Marathon Office
503 107th Street
Marathon, FL 33050

October 22, 2019 2:00 pm (approximate)

The Board of Commissioners of the Florida Keys Mosquito Control District held a Regular Meeting on October 22, 2019 at the FKMCD Marathon office.

Present Were: Phillip Goodman, Chairman; Dr. Stanley Zuba, Vice-Chair; Brandon Pinder, Secretary/Treasurer; Tom McDonald, Commissioner; Andrea Leal, Executive Director; Dale Coburn, Board Attorney. Commissioner Jill Cranney-Gage was absent.

Employees Present Were: Mikki Coss, Director of Operations; Joshua Kogut, Director of Aerial Operations; Bruce Holden, Finance Director; Beth Ranson, PEIO; Michael Behrend, Insurance/Human Resources; Robert Lee, Director of Maintenance; Tony Nunez, IT Specialist.

Invited Guests Present: None

***Community Input*:** None

Approval of Agenda: Chairman Goodman amended the agenda to change item 9a. to read RFP 2019-04A. He also included item 9e. Vote on the reimbursement of additional fees charged by Oropeza & Parks. *A motion was made by Commissioner McDonald, seconded by Commissioner Pinder and passed unanimously* to amend the agenda. *A motion was made by Commissioner Pinder, seconded by Commissioner Zuba and passed unanimously* to approve the amended agenda. *A motion was made by Commissioner Pinder, seconded by Commissioner Zuba and passed unanimously* to approve the Consent Agenda.

***Attorney's Report*:** Dale Coburn, Board Attorney, gave the Board an update on the progress of the amendment to the enabling legislation.

Director's Report: Director Leal gave an update on mosquito borne disease cases and FKMCD operations. Director Leal presented a video demonstrating staff loading product onto a helicopter using the new loader that was developed by the aviation department of the FKMCD.

Items for Board Discussion:

Items for Board Review and Action:

9a.) RFP 2019-04A Re-Surface of FKMCD Hangar Floor – Bruce Holden, Finance Director, explained that no bids were received for RFP 2019-04. It was re-bid as RFP 2019-04A. The District received five (5) bids and recommends moving forward with IFC, LLC. *A motion was made by Commissioner McDonald, seconded by Commissioner Zuba and passed unanimously* to move forward with IFC, LLC at a cost of $130,702.11.

9b.) RFP 2019-05 Truck Mount Electric ULV Sprayers – Bruce Holden, Finance Director, explained that only one (1) bid, from Clarke, was received for this RFP and the District recommends moving forward with Clarke. *A motion was made by Commissioner Pinder, seconded by Commissioner McDonald and passed unanimously* to approve the purchase of six (6) ULV Sprayers, from Clarke, for a total cost of $87,030.00.

9c.) Airbus Purchase Agreement – Andrea Leal, Executive Director, explained the additional expenses of $49,302.000 that were expected for each helicopter. *A motion was made by Commissioner Pinder, seconded by Commissioner Zuba and passed unanimously* to approve the additional fees.

9d.) Resolution 2019-07: Signing Authority – Bruce Holden, Finance Director, discussed the annual resolution of signing authority on behalf of the District. *A motion was made by Commissioner Pinder, seconded by Commissioner McDonald and passed unanimously* to approve the resolution.

9e.) Vote on the reimbursement of additional fees charged by Oropeza & Parks – Chairman Goodman requested a motion to approve the additional fees for the 2018-2019 audit process for a total cost of $31,000.00. *A motion was made by Commissioner McDonald, seconded by Commissioner Zuba and passed unanimously* to approve the increase in payment to Oropeza & Parks.

Good of the Order:

- Chairman Goodman requested a live stream update and the written procedure for the budget process at the November meeting.
- Chairman Goodman requested to have an Audit Committee & Regular Meeting for November beginning at 1pm.
- Commissioner McDonald thanked the staff members for rescheduling the October board meeting in order to accommodate his schedule.

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

Respectfully submitted,

_____
Andrea Leal
Executive Director

Board of Commissioners
Florida Keys Mosquito Control District

_____
Phillip L. Goodman, Chairman

_____
Brandon Pinder, Secretary-Treasurer

Item 5b

Financial Reports

FLORIDA KEYS MOSQUITO CONTROL DISTRICT
MONTHLY BUDGET ANALYSIS
FISCAL YEAR 2019-2020
OCTOBER 2019

LOCAL FUND

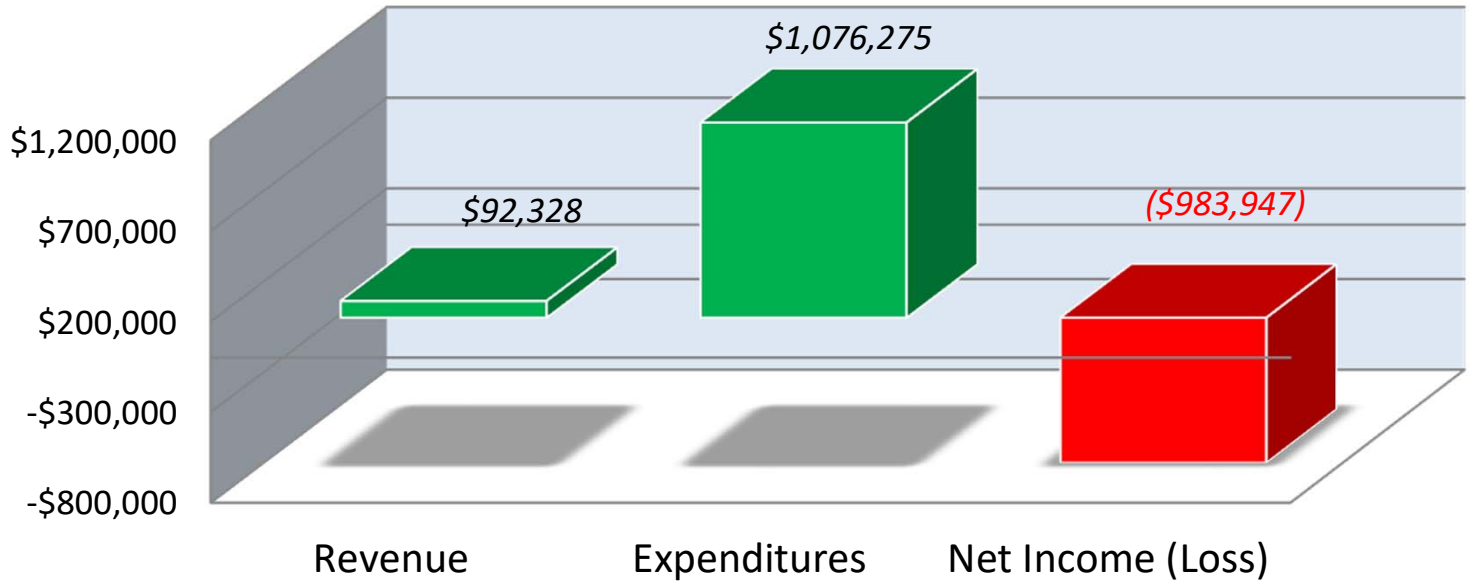
ACCT. NO	ITEM	Annual Budget	Current October Actual	Prior Year Month	Current YTD - Actual	Prior Year YTD Actual	Current Annual: Unexpended	Year on Year Variance
10	Personal Services 11 - 15	4,772,965.00	337,690.80	329,767.11	337,690.80	329,767.11	4,435,274.20	7,923.69
20	Personal Service Benefits 21 - 25	3,596,075.00	186,559.36	166,601.89	186,559.36	166,601.89	3,409,515.64	19,957.47
30	Operating Expense 31 - 34	918,868.00	8,402.77	34,673.97	8,402.77	34,673.97	910,465.23	(26,271.20)
40	Travel and Per Diem 40.1 - 40.3	146,300.00	3,001.89	11,348.03	3,001.89	11,348.03	143,298.11	(8,346.14)
41	Communication Services	92,100.00	8,698.08	11,720.15	8,698.08	11,720.15	83,401.92	(3,022.07)
42	Freight Services	14,400.00	228.21	580.74	228.21	580.74	14,171.79	(352.53)
43	Utility Services	102,650.00	6,035.27	8,286.64	6,035.27	8,286.64	96,614.73	(2,251.37)
44	Rentals and Leases	842,657.00	13,770.54	4,041.49	13,770.54	4,041.49	828,886.46	9,729.05
45	Insurance	442,625.00	181,740.00		181,740.00	0.00	260,885.00	181,740.00
46	Repair and Maintenance Service 46.1 - 46.6	570,586.00	245,827.52	10,393.96	245,827.52	10,393.96	324,758.48	235,433.56
47	Printing/Binding	8,725.00			0.00	0.00	8,725.00	0.00
48	Promotional Activities	17,000.00	1,554.00	1,360.00	1,554.00	1,360.00	15,446.00	194.00
49	Other Current Charges and Obligations	8,125.00		183.20	0.00	183.20	8,125.00	(183.20)
51	Office Supplies/Materials	37,930.00	65.47	448.12	65.47	448.12	37,864.53	(382.65)
52.1	Gas/Oil/Lube	292,915.00	18,527.47	44,041.75	18,527.47	44,041.75	274,387.53	(25,514.28)
52.2	Chemical/Solvents/Additives	1,389,131.00	44,928.00	60,448.00	44,928.00	60,448.00	1,344,203.00	(15,520.00)
52.3	Clothing and Wearing Apparel	38,050.00	947.86	229.90	947.86	229.90	37,102.14	717.96
52.4	Miscellaneous Supplies and Incidental	86,115.00	5,819.86	1,544.46	5,819.86	1,544.46	80,295.14	4,275.40
52.5	Tools and Small Implements	8,650.00	1,025.31		1,025.31	0.00	7,624.69	1,025.31
54	Books, Publications, Subscriptions, Memberships	70,775.00	7,178.00	1,007.28	7,178.00	1,007.28	63,597.00	6,170.72
55	Training	91,950.00		10.00	0.00	10.00	91,950.00	(10.00)
60	Capital Outlay 61 - 64	569,850.00	4,274.79		4,274.79	0.00	565,575.21	4,274.79
71	Debt Service-Principal							
72	Debt Service-Interest							
89	Contingency (current year)	1,466,891.00					1,466,891.00	
99	Payment of Prior Year Accounts							
0.001	Reserves - Future Capital Outlay	400,000.00					400,000.00	
0.003	Reserves - Cash Bal to Carry Forward	1,651,029.00					1,651,029.00	
0.004	Reserves - Sick and Annual Leave	450,000.00					450,000.00	
	TOTAL:	18,086,362.00	1,076,275.20	686,686.69	1,076,275.20	686,686.69	17,010,086.80	389,588.51

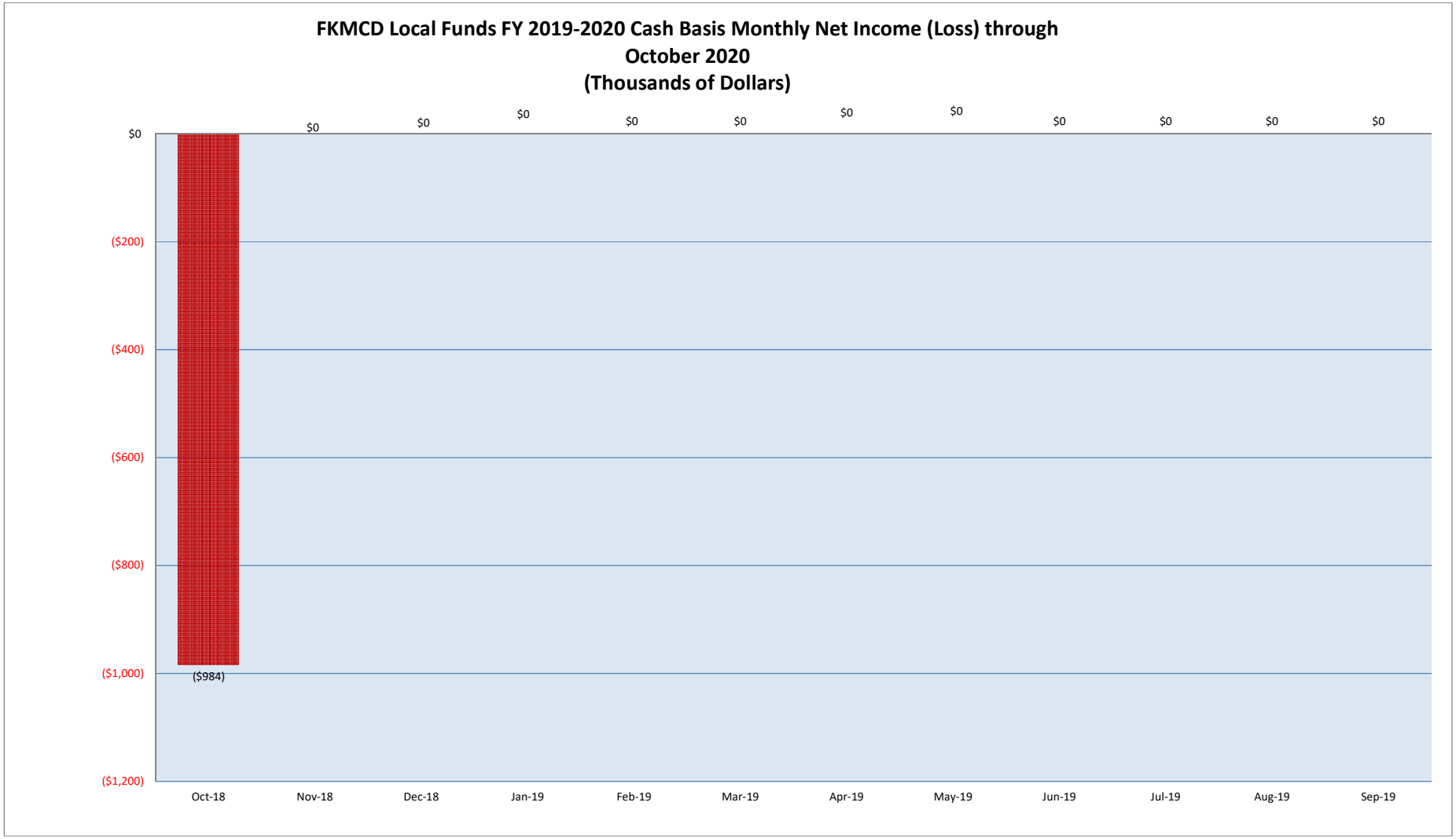
FLORIDA KEYS MOSQUITO CONTROL DISTRICT
MONTHLY BUDGET ANALYSIS
FISCAL YEAR 2019-2020
OCTOBER 2019

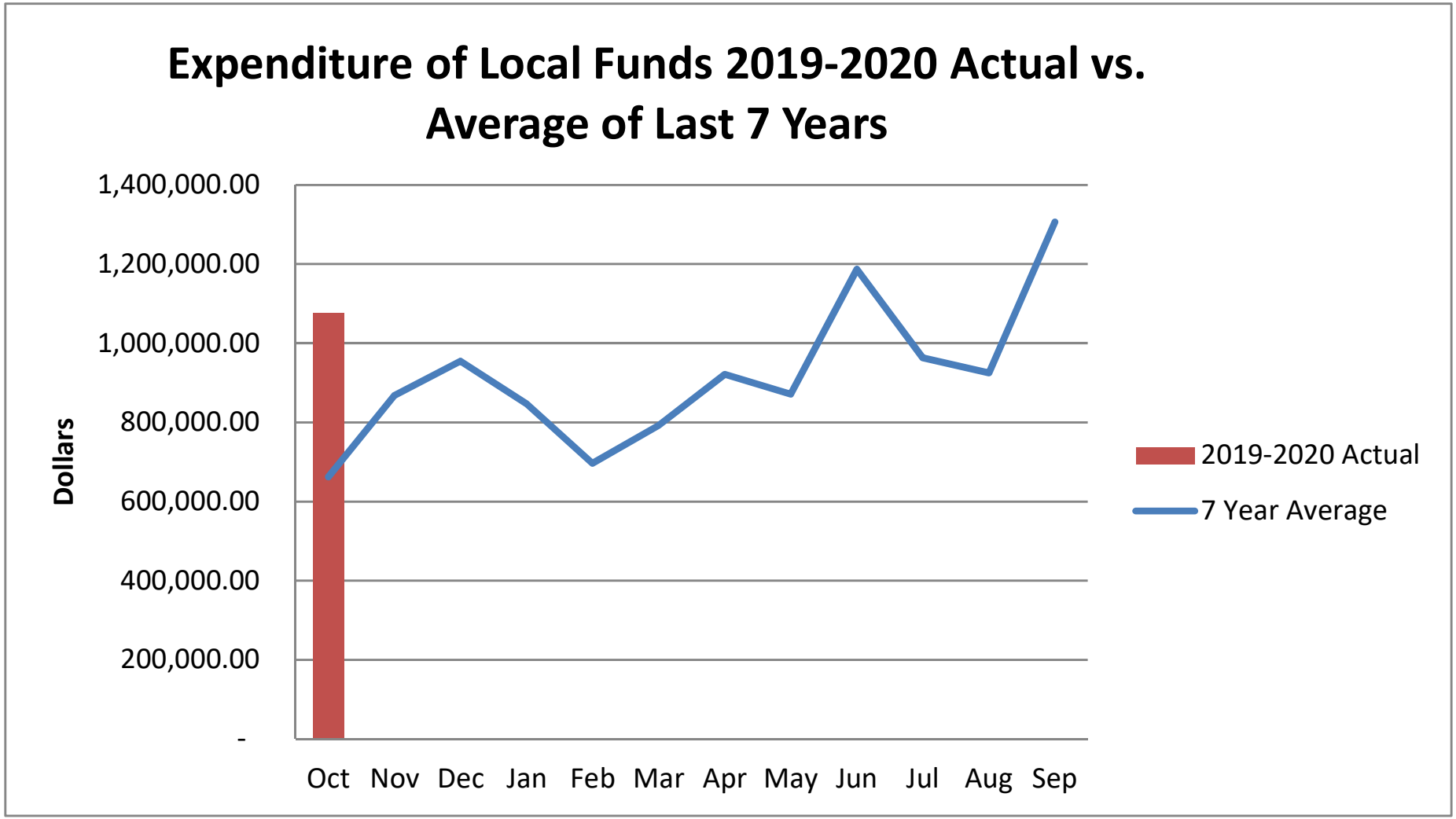
STATE FUND

ACCT. NO	ITEM	Annual Budget	Current October Actual	Prior Year Month	Current YTD - Actual	Prior Year YTD Actual	Current Annual: Unexpended	Year on Year Variance
10	Personal Services 11 - 15						0.00	0.00
20	Personal Service Benefits 21 - 25						0.00	0.00
30	Operating Expense 31 - 34						0.00	0.00
40	Travel and Per Diem 40.1 - 40.3	15,000.00					15,000.00	0.00
41	Communication Services						0.00	0.00
42	Freight Services						0.00	0.00
43	Utility Services						0.00	0.00
44	Rentals and Leases						0.00	0.00
45	Insurance						0.00	0.00
46	Repair and Maintenance Service 46.1 - 46.6						0.00	0.00
47	Printing/Binding						0.00	0.00
48	Promotional Activities						0.00	0.00
49	Other Current Charges and Obligations						0.00	0.00
51	Office Supplies/Materials						0.00	0.00
52.1	Gas/Oil/Lube						0.00	0.00
52.2	Chemical/Solvents/Additives	152,000.00	77,400.00		77,400.00		74,600.00	77,400.00
52.3	Clothing and Wearing Apparel						0.00	0.00
52.4	Miscellaneous Supplies and Incidental						0.00	0.00
52.5	Tools and Small Implements						0.00	0.00
54	Books, Publications, Subscriptions, Memberships						0.00	0.00
55	Training	5,000.00					5,000.00	0.00
60	Capital Outlay 61 - 64	375,000.00					375,000.00	0.00
71	Debt Service-Principal							
72	Debt Service-Interest							
89	Contingency (current year)	83,109.00					83,109.00	
99	Payment of Prior Year Accounts							
0.001	Reserves - Future Capital Outlay							
0.002	Reserves - Self Insurance							
0.004	Reserves - Sick and Annual Leave							
	TOTAL:	630,109.00	77,400.00	0.00	77,400.00	0.00	552,709.00	77,400.00

FKMCD Local FY 2019-2020 YTD Cash Basis Net Income (Loss) through October 2019




FKMCD Local Funds FY 2019-2020 Cash Basis Monthly Net Income (Loss) through October 2020
(Thousands of Dollars)
$0
($200)
($400)
($600)
($800)
($1,000)
($1,200)
$0
$0
$0
$0
$0
$0
$0
$0
$0
$0
($984)
Oct-18
Nov-18
Dec-18
Jan-19
Feb-19
Mar-19
Apr-19
May-19
Jun-19
Jul-19
Aug-19
Sep-19


Expenditure of Local Funds 2019-2020 Actual vs. Average of Last 7 Years
Dollars
1,400,000.00
1,200,000.00
1,000,000.00
800,000.00
600,000.00
400,000.00
200,000.00
-
Oct
Nov
Dec
Jan
Feb
Mar
Apr
May
Jun
Jul
Aug
Sep
2019-2020 Actual
7 Year Average

Florida Keys Mosquito Control District
District Finances as of
November 7, 2019

LOCAL ACCOUNT FUNDS

CHECKING - OPERATING

Checking Account balance on October 31, 2019:	$ 4,112,684.88	
Plus November 2019 deposits to date:	4,531.10	
Total Operating Checking Account funds available:		$ 4,117,215.98
Less funds transferred from Operating to Payroll:	0.00	
Less funds transferred from Operating to Health:	0.00	
Less November 2019 expenditures to date:	(790,584.19)	
Total Operating Checking Account funds expended/transferred to date:		(790,584.19)
Balance in Local Checking Account at present:		**$ 3,326,631.79**

CHECKING - PAYROLL

Checking Account balance on October 31, 2019:	$ 0.11	
Plus funds transferred from Operating Checking to Payroll Checking:	0.00	
Total Payroll Checking Account funds available:		$ 0.11
Total Net Payroll Checking expenditures to date:		0.00
Balance in Local Payroll Checking Account at present:		**$ 0.11**

HEALTH INSURANCE CLAIMS FUND ACCOUNT

Checking Account balance on October 31, 2019:	$ 31.45	
Plus funds transferred from Operating Checking to Health Checking:	0.00	
Total Health Checking Account funds available:		$ 31.45
Total Net Health Checking expenditures to date:		0.00
Balance in Local Health Checking Account at present:		**$ 31.45**
Plus FSA Account		**15,976.70**
Total Local Funds:		$ **3,342,640.05**

STATE I ACCOUNT FUNDS

CHECKING - OPERATING

October 31, 2019:	$ 486,256.74	
Plus November 2019 deposits to date:	0.00	
	0.00	
Total Checking Account funds available:		$ 486,256.74
Less funds transferred to Operating Checking:		
Less November 2019 expenditures to date:	$ 0.00	
Total State I Checking Account funds expended/transferred to date		$ 0.00
Balance in State I Checking Account at present:		**$ 486,256.74**

CASH DISBURSEMENTS
FLORIDA KEYS MOSQUITO CONTROL DISTRICT

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

Commissioners:

I herewith tender to you Cash Disbursements October 1, 2019 to October 31, 2019:

Check No.	Payment Date	Remit To	Payment Amt.
ACH	10/4/2019	Centennial Bank (Payroll)	120,346.94
ACH	10/4/2019	EFTPS	290.31
ACH	10/4/2019	Centennial Bank (Payroll)	1,615.66
ACH	10/4/2019	EFTPS	42,395.87
ACH	10/4/2019	Florida State Disbursement Unit (Garnishments)	25.52
ACH	10/4/2019	Florida State Disbursement Unit (Garnishments)	411.78
ACH	10/4/2019	MassMutual (Payroll Deductions)	3,981.00
ACH	10/4/2019	Florida State Disbursement Unit (Garnishments)	278.42
ACH	10/4/2019	Florida State Disbursement Unit (Garnishments)	209.19
ACH	10/18/2019	CIGNA Healthcare	62,521.45
ACH	10/18/2019	EFTPS	212.58
ACH	10/18/2019	Centennial Bank (Payroll)	1,282.96
ACH	10/18/2019	EFTPS	43,080.24
ACH	10/18/2019	Florida State Disbursement Unit (Garnishments)	278.42
ACH	10/18/2019	Florida State Disbursement Unit (Garnishments)	411.78
ACH	10/18/2019	Florida State Disbursement Unit (Garnishments)	209.19
ACH	10/18/2019	MassMutual (Payroll Deductions)	3,981.00
ACH	10/18/2019	Centennial Bank (Payroll)	121,982.54
ACH	10/24/2019	EFTPS	16.56
000000113527	10/4/2019	Amazon Capital Services	142.00
000000113528	10/4/2019	Roberto Alvarenga (Per Diem/Travel Reimbursement 9/12/19)	15.00
000000113529	10/4/2019	ArchiveSocial	2,388.00
000000113530	10/4/2019	Boeing Distribution Inc.	312.50
000000113531	10/4/2019	Christine Bloxom (Per Diem/Travel Reimbursement 9/30/19)	15.00
000000113532	10/4/2019	John Paul Davis (Per Diem/Travel Reimbursement 9/30/19)	15.00
000000113533	10/4/2019	DSL Express	3,275.00
000000113534	10/4/2019	Florida Keys Aqueduct Authority	267.32
000000113535	10/4/2019	Kevin Foster (Per Diem/Travel Reimbursement 9/5 & 17/19)	30.00
000000113536	10/4/2019	Alana Francis (Per Diem/Travel Reimbursement 9/30/19)	15.00
000000113537	10/4/2019	Grainger	936.92
000000113538	10/4/2019	Island Tire	25.00
000000113539	10/4/2019	Kurt Joseph (Per Diem/Travel Reimbursement 9/24-25/19)	25.00
000000113540	10/4/2019	Keys Consortium	45.00
000000113541	10/4/2019	Keys Energy Services	794.33
000000113542	10/4/2019	Robert Lee (Per Diem/Travel Reimbursement 9/25/19)	15.00
000000113543	10/4/2019	Level 4 Telcom	481.10
000000113544	10/4/2019	Tom Loftus (Per Diem/Travel Reimbursement 9/25/19)	15.00
000000113545	10/4/2019	Ron Matie (Per Diem/Travel Reimbursement 9/30/19)	15.00
000000113546	10/4/2019	Robert McGregor (Per Diem/Travel Reimbursement 9/12/19)	15.00
000000113547	10/4/2019	NAAA (2019 NAAA Ag Aviation Expo Registration)	1,320.00
000000113548	10/4/2019	James Ozmar (Per Diem/Travel Reimbursement 9/17-25/19)	30.00
000000113549	10/4/2019	Emilio Posada (Per Diem/Travel Reimbursement 9/30/19)	15.00
000000113550	10/4/2019	Protection Plus	453.00
000000113551	10/4/2019	Tyler A Rabbage (Per Diem/Travel Reimbursement 9/24-25/19)	25.00
000000113552	10/4/2019	Ryan Rodriguez (Per Diem/Travel Reimbursement 9/30/19)	15.00

LOCAL ACCOUNT CONTINUED

000000113553	10/4/2019	Evelyn Sardinas (Per Diem/Travel Reimbursement 9/30/19)	15.00
000000113554	10/4/2019	Bruce K. Stevens (Per Diem/Travel Reimbursement 9/30/19)	15.00
000000113555	10/4/2019	United Way of the Florida Keys (Payroll Deductions)	26.00
000000113556	10/4/2019	Timothy Van Fossan (Per Diem/Travel Reimbursement 9/30/19)	15.00
000000113557	10/4/2019	Verizon Wireless	3,915.50
000000113558	10/4/2019	Waste Management of Florida Keys	326.69
000000113559	10/4/2019	Neopost USA Inc.	74.85
000000113560	10/4/2019	Wenzel Electrical Services, Inc	54.00
000000113561	10/11/2019	Airgas USA, LLC	35.97
000000113562	10/11/2019	Amazon Capital Services	728.98
000000113563	10/11/2019	Lilian Carballo (Per Diem/Travel Reimbursement 10/1-4/19)	60.00
000000113564	10/11/2019	Clarke Mosquito Control Products	44,928.00
000000113565	10/11/2019	Florida Dept. of Economic Opportunity	175.00
000000113566	10/11/2019	Dion Fuels, LLC	3,067.21
000000113567	10/11/2019	Florida Keys Media, LLC	798.00
000000113568	10/11/2019	Forestry Suppliers, Inc.	89.14
000000113569	10/11/2019	Frasco Profiles	54.51
000000113570	10/11/2019	Frontier Precision, Inc	3,750.00
000000113571	10/11/2019	Lawrence J. Hribar, PhD (Per Diem/Travel Reimbursement 10/7/19)	117.74
000000113572	10/11/2019	Boeing Digital Solutions, Inc.	501.00
000000113573	10/11/2019	Keys Sanitary Service (RCR0208)	169.90
000000113574	10/11/2019	Key West Chemical & Paper Supply Inc.	117.80
000000113575	10/11/2019	Chris Law (Per Diem/Travel Reimbursement 10/1-3/19)	30.00
000000113576	10/11/2019	Marathon Garbage Service, Inc.	635.75
000000113577	10/11/2019	Rochele L. Miller (Reimbursement for Postage 10/11/19)	3.23
000000113578	10/11/2019	Leslie A. Patterson (Per Diem/Travel Reimbursement 10/2-4/19)	45.00
000000113579	10/11/2019	Emilio Posada (Per Diem/Travel Reimbursement 10/2-4/19)	45.00
000000113580	10/11/2019	Precision Aero Technology	995.00
000000113581	10/11/2019	Pure Health Solutions Inc.	239.70
000000113582	10/11/2019	Ryan Rodriguez (Per Diem/Travel Reimbursement 10/1-4/19)	60.00
000000113583	10/11/2019	Bruce K. Stevens (Per Diem/Travel Reimbursement 10/1-4/19)	60.00
000000113584	10/11/2019	Torell Aviation Ins. Agency, Inc	181,740.00
000000113585	10/11/2019	West Marine	110.40
000000113586	10/11/2019	Xerox Corporation	759.39
000000113587	10/11/2019	Holland & Knight LLP	95.00
000000113588	10/11/2019	Keys Media Company, Inc	756.00
000000113589	10/18/2019	Amazon Capital Services	447.79
000000113590	10/18/2019	Arrow Aviation	228,925.34
000000113591	10/18/2019	AT&T Mobility 287273740370	348.40
000000113592	10/18/2019	Aviation Survival	532.00
000000113593	10/18/2019	Clarke Mosquito Control Products (Light Traps)	3,970.11
000000113594	10/18/2019	Dion Fuels, LLC	1,334.64
000000113595	10/18/2019	Enterprise Fleet Management Customer Billing	7,091.79
000000113596	10/18/2019	Enterprise Fleet Management Customer Billing	3,986.71
000000113597	10/18/2019	FDOT	9.28
000000113598	10/18/2019	Florida Dept of Mgmt Services	105.72
000000113599	10/18/2019	Kevin Foster	45.00
000000113600	10/18/2019	HemoStat Laboratories	32.25
000000113601	10/18/2019	Kurt Joseph (Per Diem/Travel Reimbursement 10/5-11/19)	50.00
000000113602	10/18/2019	Local Awards & Engraving	39.50
000000113603	10/18/2019	Marathon Aviation Associates, LLC	14,056.68
000000113604	10/18/2019	Micronair Sales & Service, LLC.	1,733.68
000000113605	10/18/2019	James Ozmar (Per Diem/Travel Reimbursement 10/5-11/19)	20.00
000000113606	10/18/2019	Tyler A Rabbage (Per Diem/Travel Reimbursement 10/9-11/19)	25.00
000000113607	10/18/2019	Evelyn Sardinas (Per Diem/Travel Reimbursement 10/1-2/19)	30.00
000000113608	10/18/2019	United Way of the Florida Keys (Payroll Deductions)	26.00
000000113609	10/18/2019	Centennial Bank	1,693.58
000000113610	10/18/2019	Centennial Bank	438.00

LOCAL ACCOUNT CONTINUED

000000113611	10/18/2019	Xerox Corporation	232.13
000000113612	10/21/2019	Jill Cranney-Gage (Check to be used for November)	76.84
000000113613	10/21/2019	Phillip L. Goodman (Per Diem/Travel Reimbursement Mtg 10/22/19)	54.22
000000113614	10/21/2019	Thomas R. McDonald (Per Diem/Travel Reimbursement Mtg 10/22/19)	68.26
000000113615	10/21/2019	Brandon Pinder (Per Diem/Travel Reimbursement Mtg 10/22/19)	78.70
000000113616	10/21/2019	Stanley Zuba (Per Diem/Travel Reimbursement Mtg 10/22/19)	63.85
000000113617	10/24/2019	Advanced Roofing South, Inc. (Key Largo Roof Project)	9,600.00
000000113618	10/24/2019	Aircraft Spruce & Specialty Co.	128.75
000000113619	10/24/2019	Amazon Capital Services	463.09
000000113620	10/24/2019	AOG Heliservices, Inc	1,350.00
000000113621	10/24/2019	Basic (COBRA Admin Fee)	62.48
000000113622	10/24/2019	Biological Society of Washington (Annual Subscription)	57.00
000000113623	10/24/2019	Business Information Systems, Inc	1,130.00
000000113624	10/24/2019	Entomological Society of America (Annual Membership)	151.00
000000113625	10/24/2019	Fisher Scientific	67.10
000000113626	10/24/2019	Florida Keys Electric Coop Assn Inc	3,841.28
000000113627	10/24/2019	Forestry Suppliers, Inc.	169.95
000000113628	10/24/2019	Island Tire	975.00
000000113629	10/24/2019	KLI Shell Lumber & Hardware LLC.	12.14
000000113630	10/24/2019	National Air Transportation Association (2020 Membership)	274.00
000000113631	10/24/2019	Oxford University Press	200.00
000000113632	10/24/2019	Emilio Posada (Reimbursement for Battery Charger)	26.10
000000113633	10/24/2019	Spider Tracks Limited (Annual Subscription)	5,820.00
000000113634	10/24/2019	Starrco Company Inc. (Deposit for Modular Hangar Office)	4,274.79
000000113635	10/24/2019	Verizon Wireless	572.36
000000113636	10/24/2019	Centennial Bank	629.52
		Total Local Account Cash Disbursements	954,161.37

Respectfully Submitted,

Bruce Holden

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

STATE I Account

1125	10/21/2019	Clarke Mosquito Control Products, Inc.	77,400.00
		Total STATE I Account Cash Disbursements	77,400.00

Respectfully Submitted,

Bruce Holden

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

Item 7

Directors Report

November 2019 Director's Report

State of Florida Mosquito-Borne Disease Update

1. Monroe County (2019): no cases
2. All of Florida (2019 as of 11/2/19)
    a. Dengue: 12 local (10 Miami-Dade, 1 Broward, 1 Hillsborough), 325 travel-related
    b. Zika: 0 local, 36 travel-related
    c. Chikungunya: 0 local, 7 travel-related
    d. West Nile Virus: 1 local (Duval), 1 blood donor (Bay)
    e. Eastern Equine Encephalitis: 0 local

Operations Summary

1. Adult Mosquitoes
    a. Salt Marsh mosquito numbers higher than historical average in the Middle and Lower Keys due to high rainfall and tides
    b. Two (2) aerial adulticide missions were completed in October, occurring in the Lower Keys
    c. 44 truck missions completed throughout the Keys in October
    d. *Aedes aegypti* numbers have remained well below action thresholds throughout September
        i. Sweeps conducted throughout Key West and the Fantasy Zone prior to Fantasy Fest
    e. Service requests (SR) in October below average
2. Larval Mosquitoes
    a. Completed 24 aerial larvicide missions in October and treated approximately 5,890 acres, which is more than the historical average
    b. Two (3) liquid larvicide missions over Key West performed in October due to rainfall

Community Outreach/Education

1. Schools
    a. Key West Pre-school Co-Op Truck Day
    b. Poinciana Elementary Career Day
2. Community Events
    a. Mote Marine Ocean Fest
    b. College of the Florida Keys Community Day
3. Media Interviews
    a. US1 Radio Morning Magazine Weekly Interviews
    b. NPR-WLRN

Human Resources

1. Current Openings
    a. Field Inspector, Lower Keys
2. New Hires
    a. Chad Huff, Public Education and Information Officer, Middle Keys

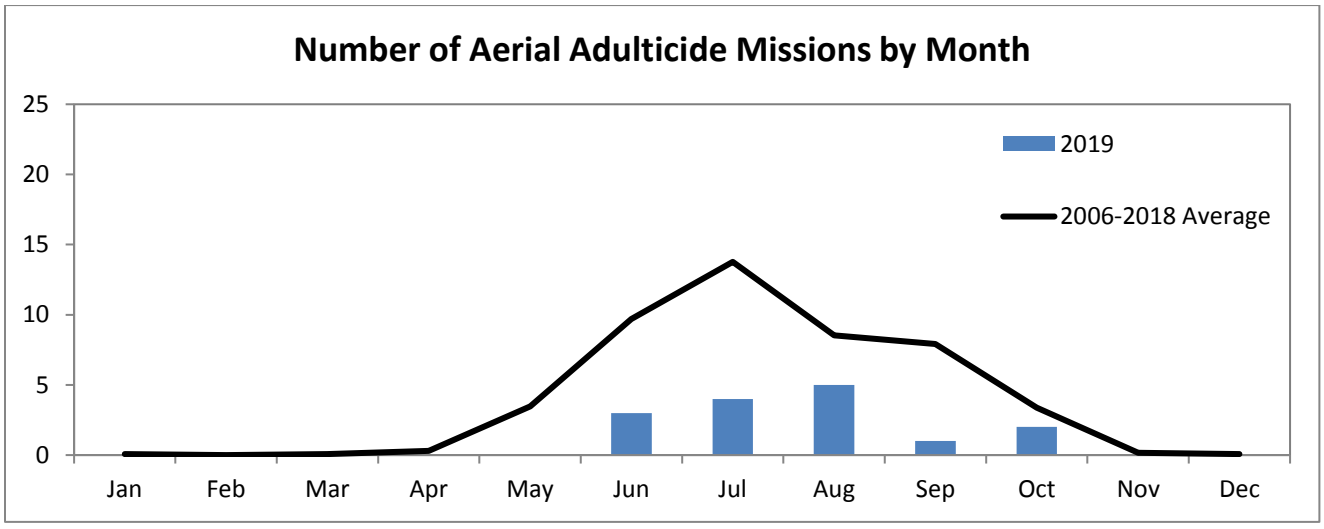
Other

1. Operations on MCSB property during school hours
2. Budget Procedures for discussion in December
3. Upcoming Travel: FMCA Annual Meeting, Entomological Society of America, National Agriculture Aviation Association

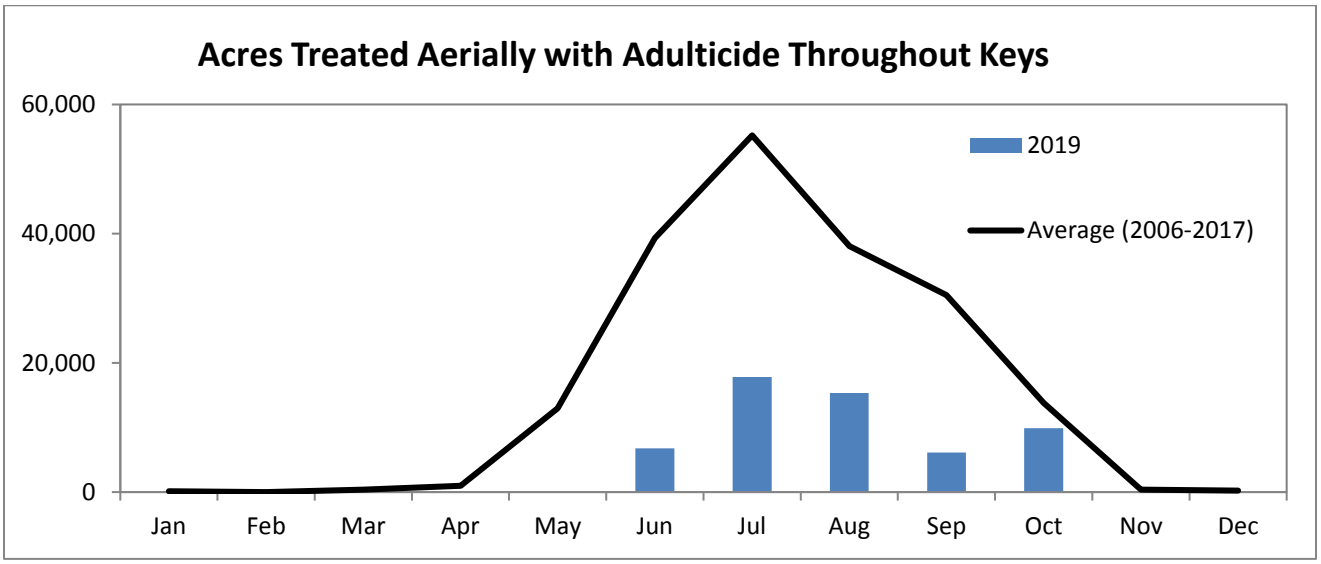
Florida Keys Mosquito Control Operations Report

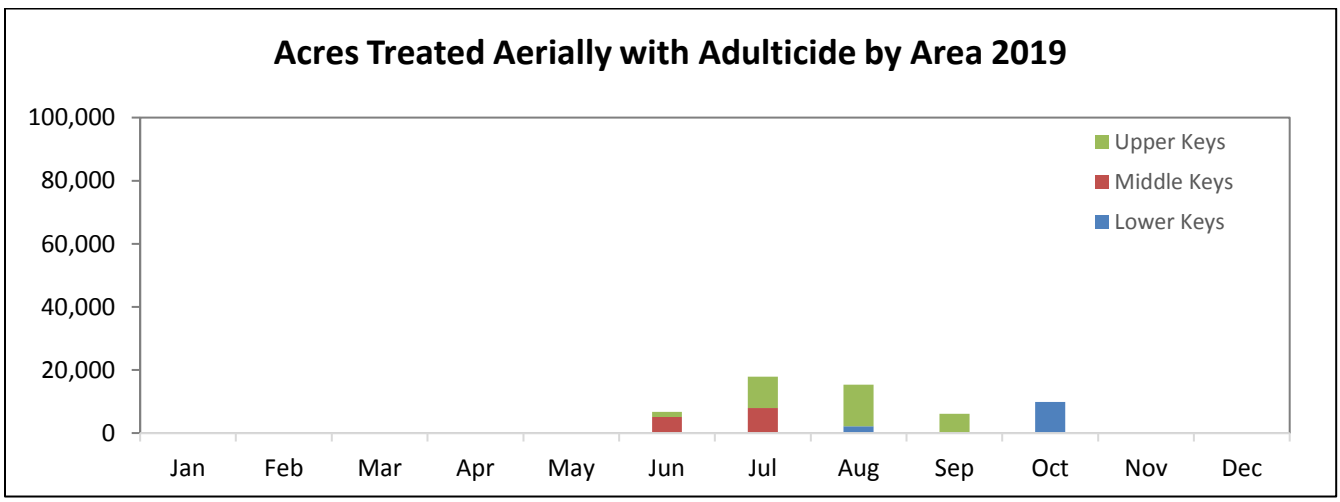
(Adjusted through November 1, 2019)

Aerial Adulticiding Missions in October 2019: 2

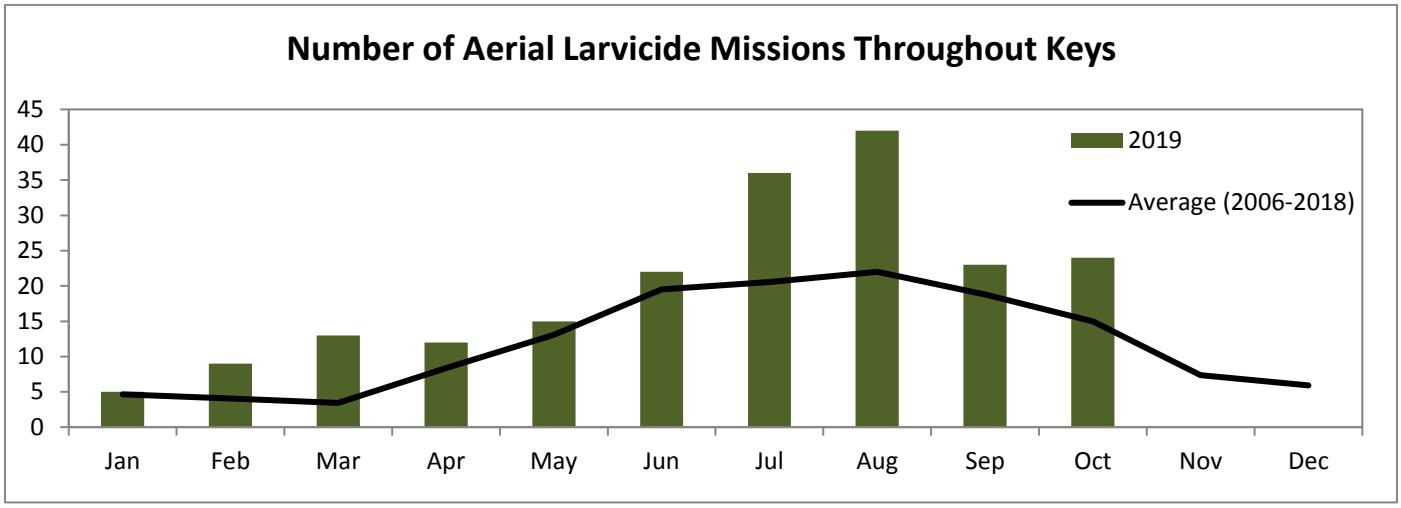


Aerial Adulticiding Acreage in October 2019: 9,902 Acres

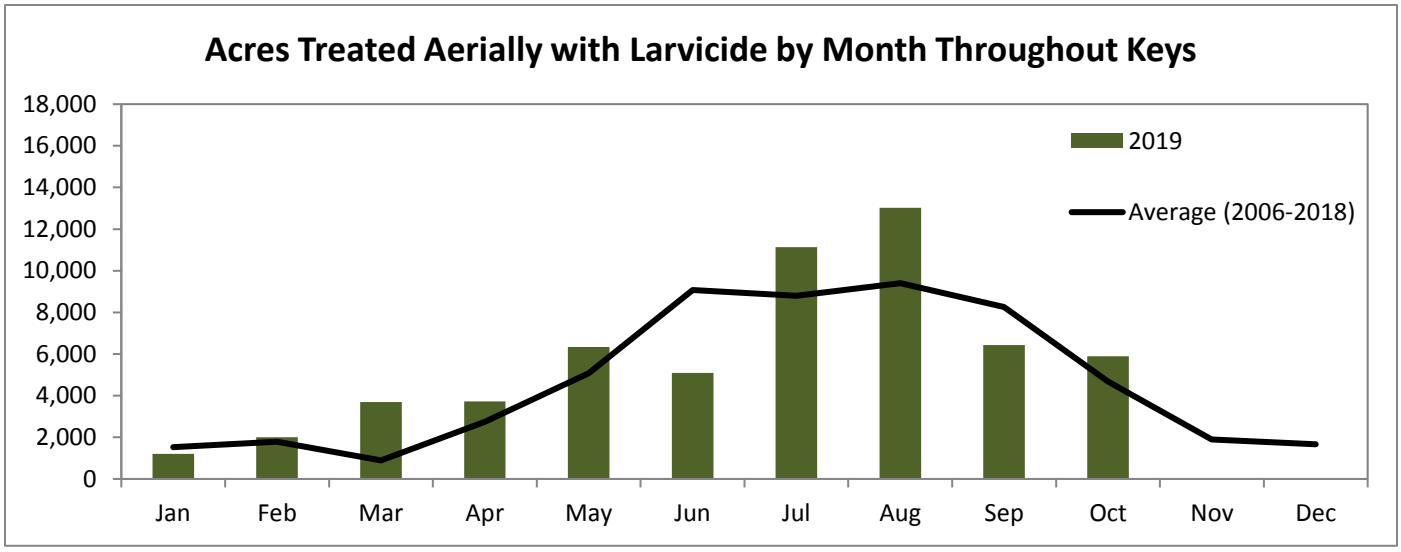


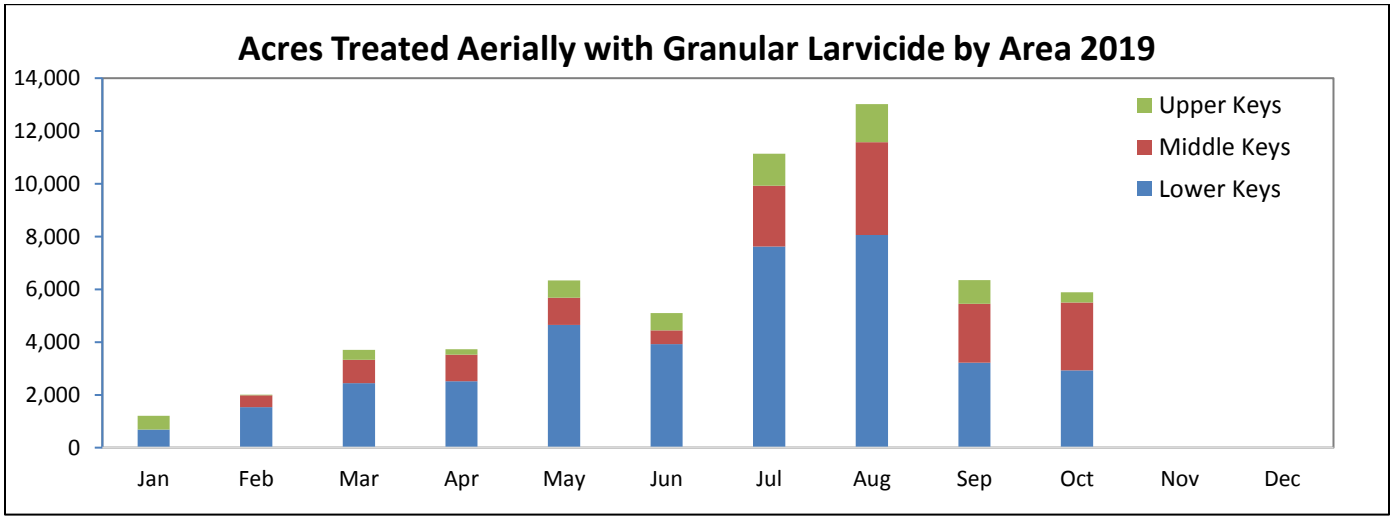


Aerial Larviciding Missions in October 2019: 24

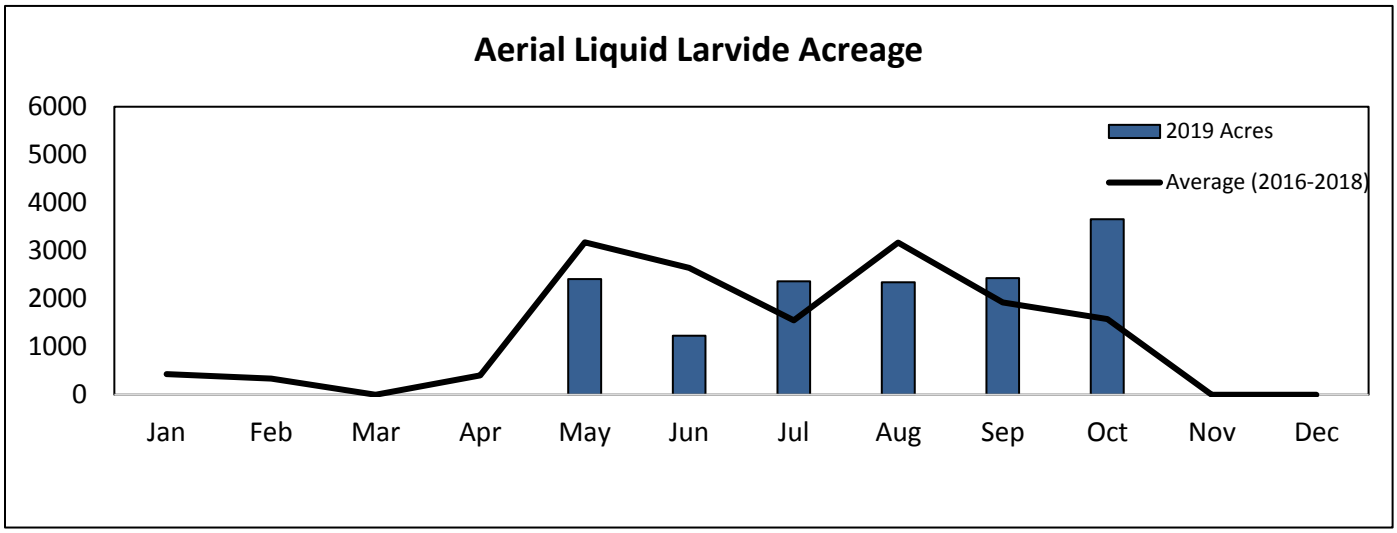


Aerial Granular Larviciding Acreage in October 2019: 5,890 Acres

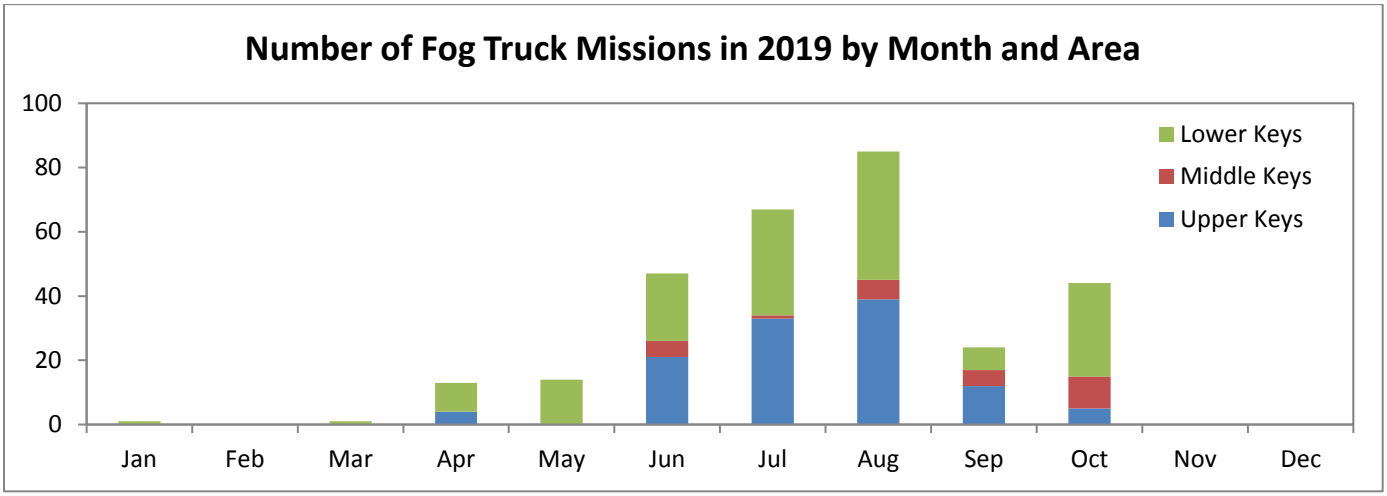




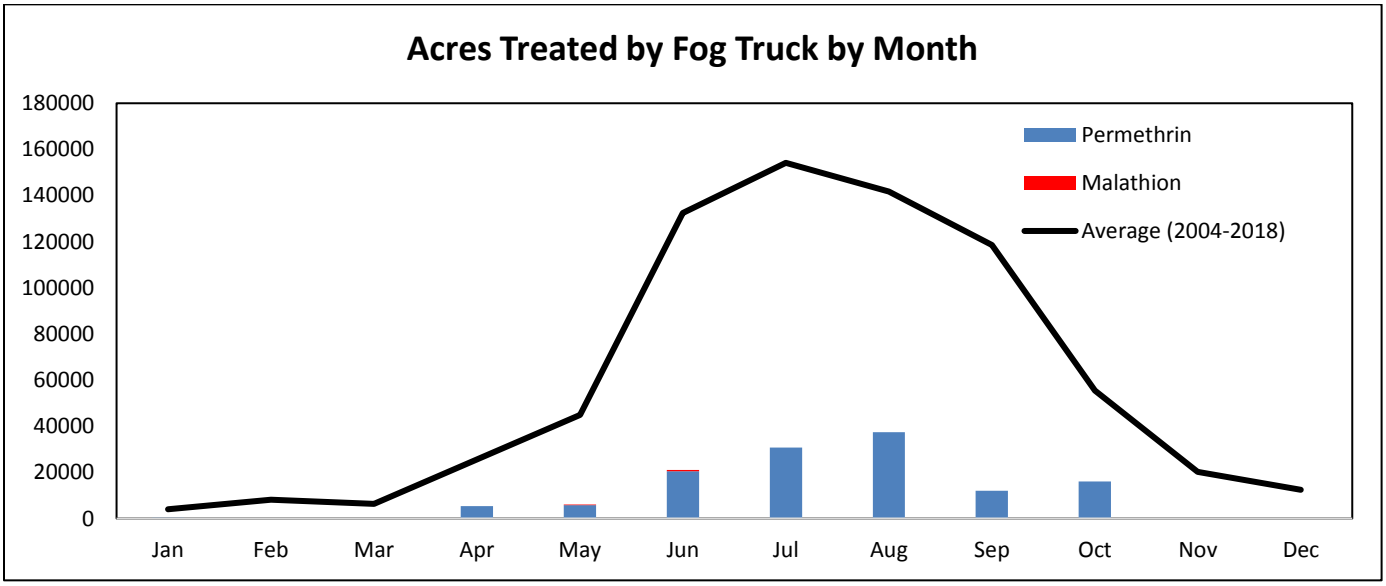
Number of Aerial Liquid Larviciding Missions in October 2019: 3



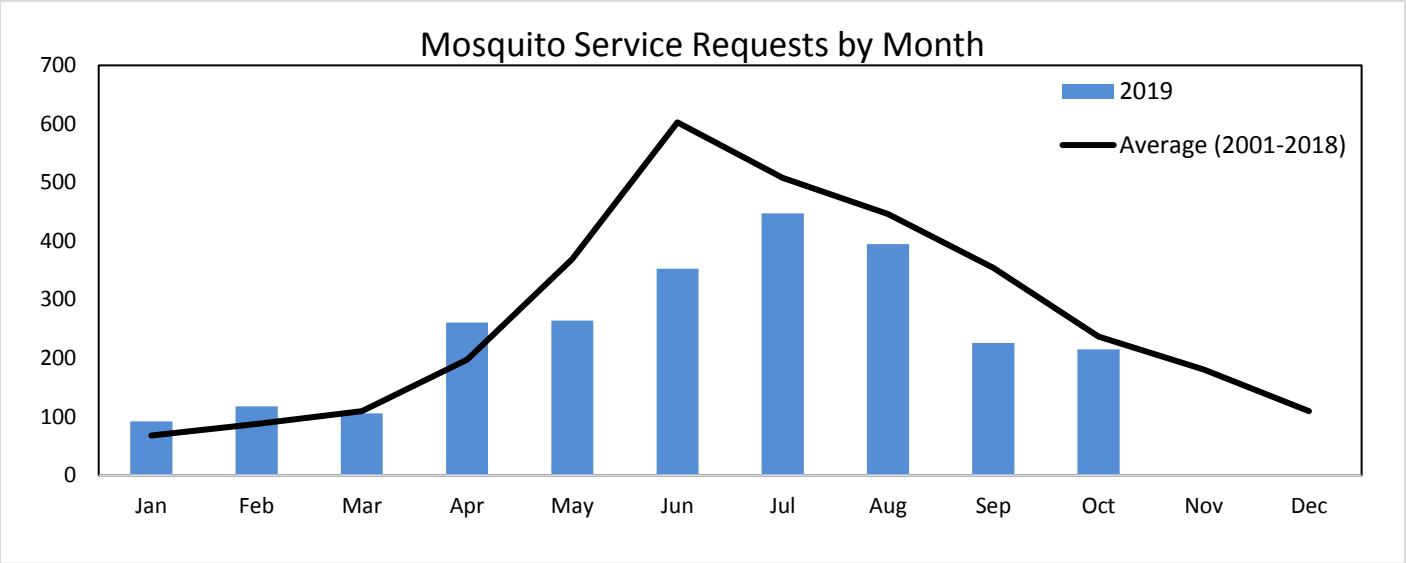
Ground Adulticiding (Trucks) Missions in October 2019: 44

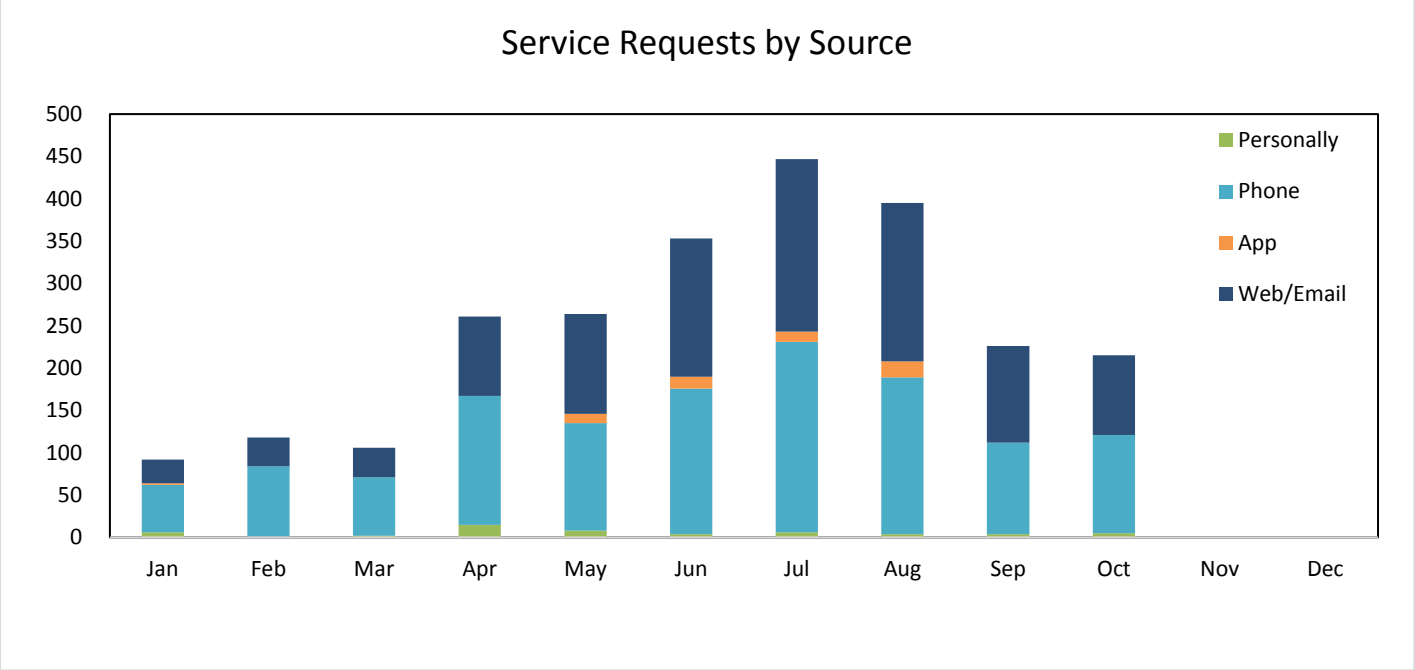


Ground Adulticiding (Trucks) Acreage in October 2019: 16,091 Acres

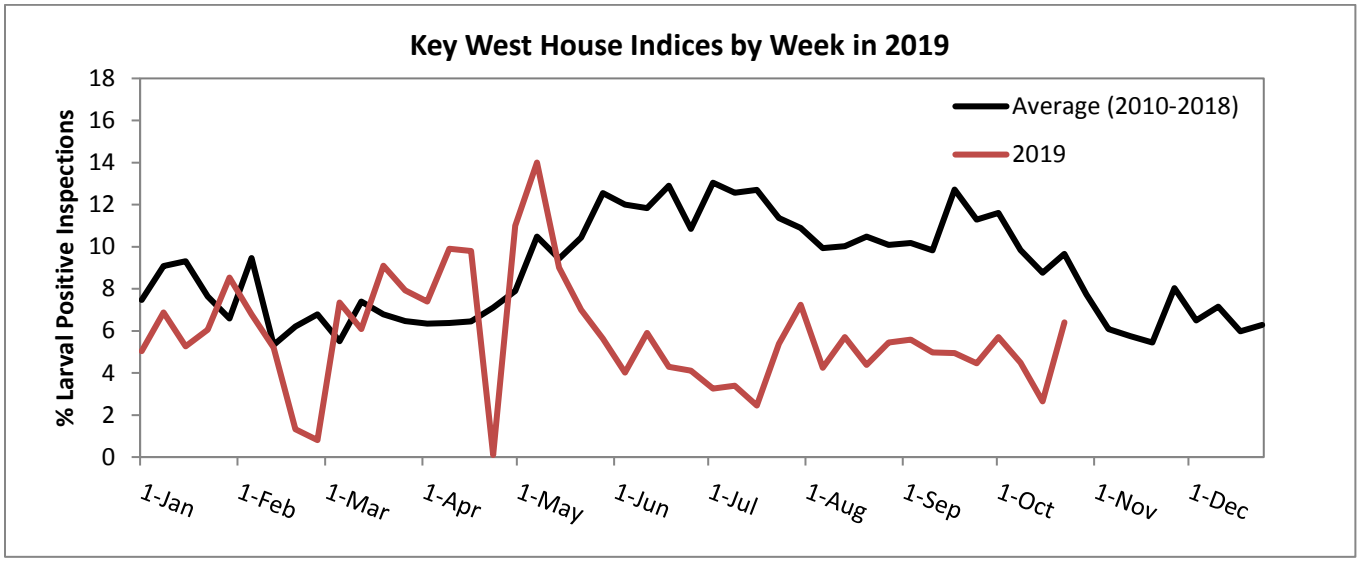


Total Service Requests for October 2019: 215

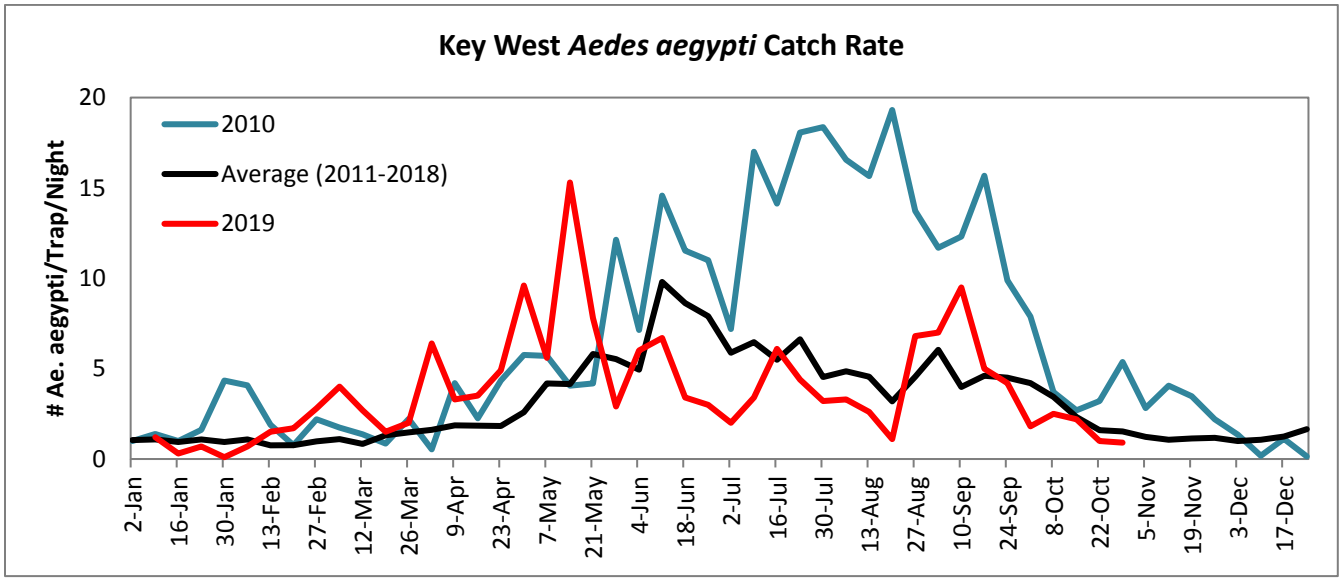


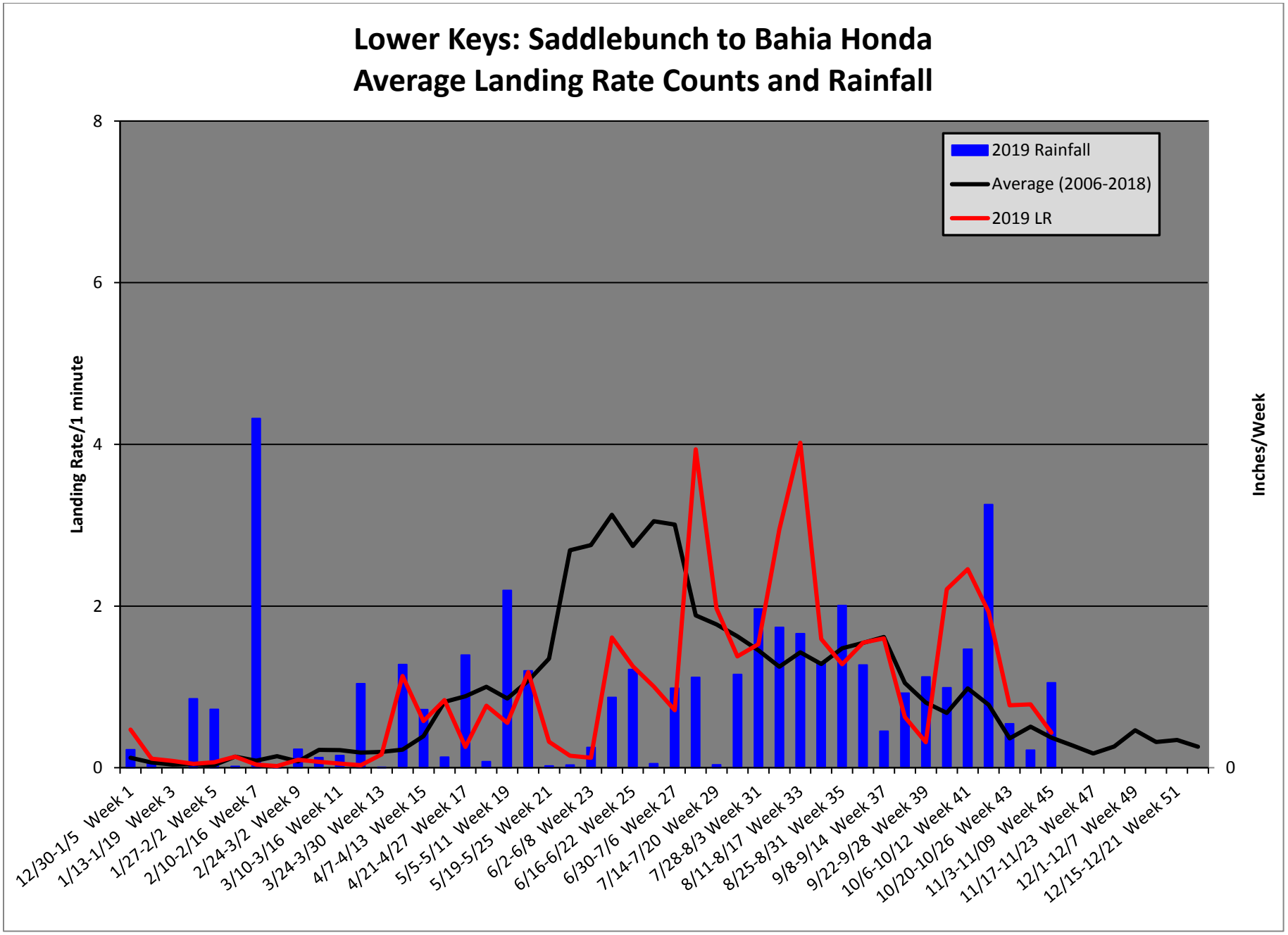


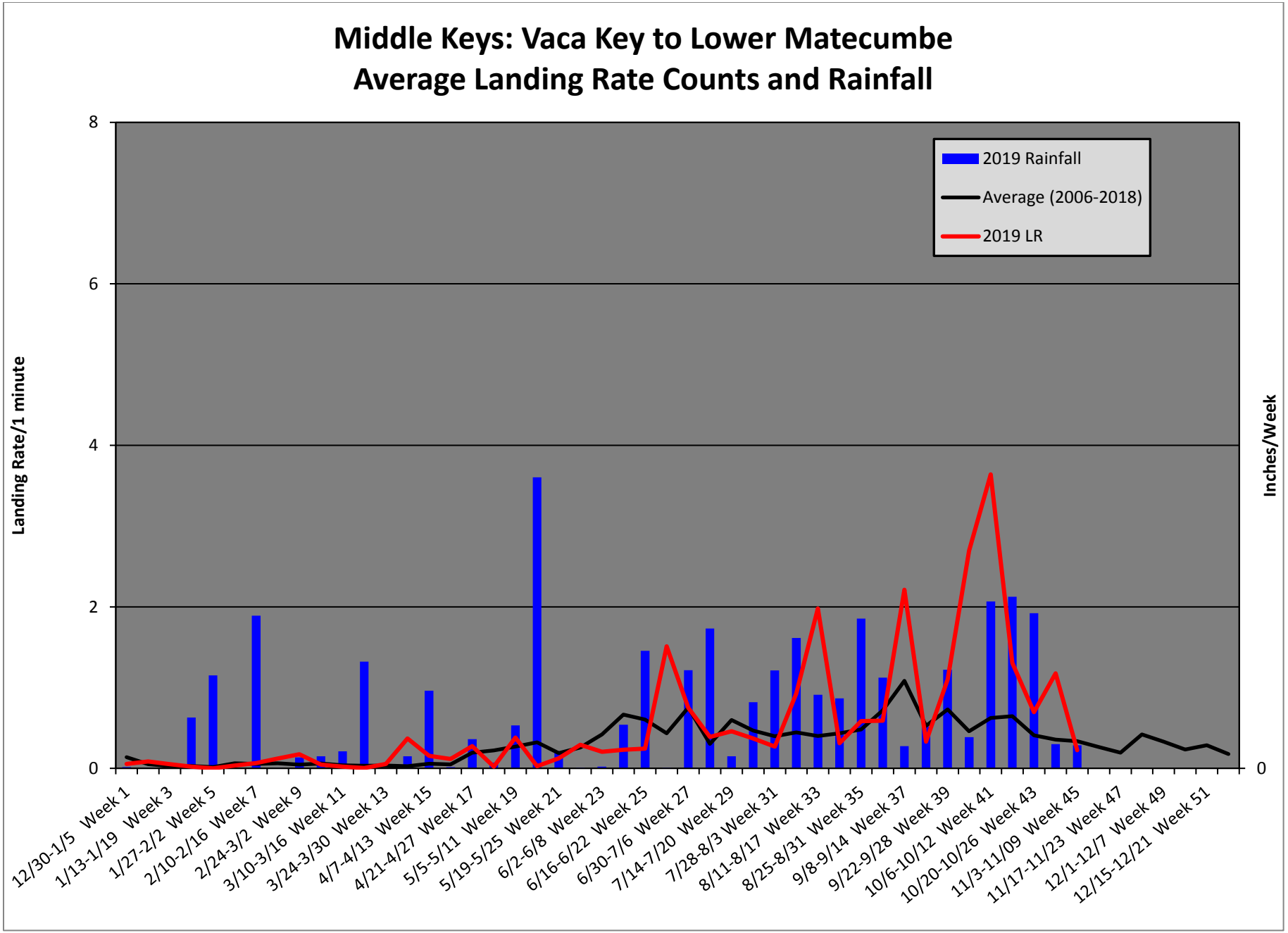
Key West *Aedes aegypti* Information:

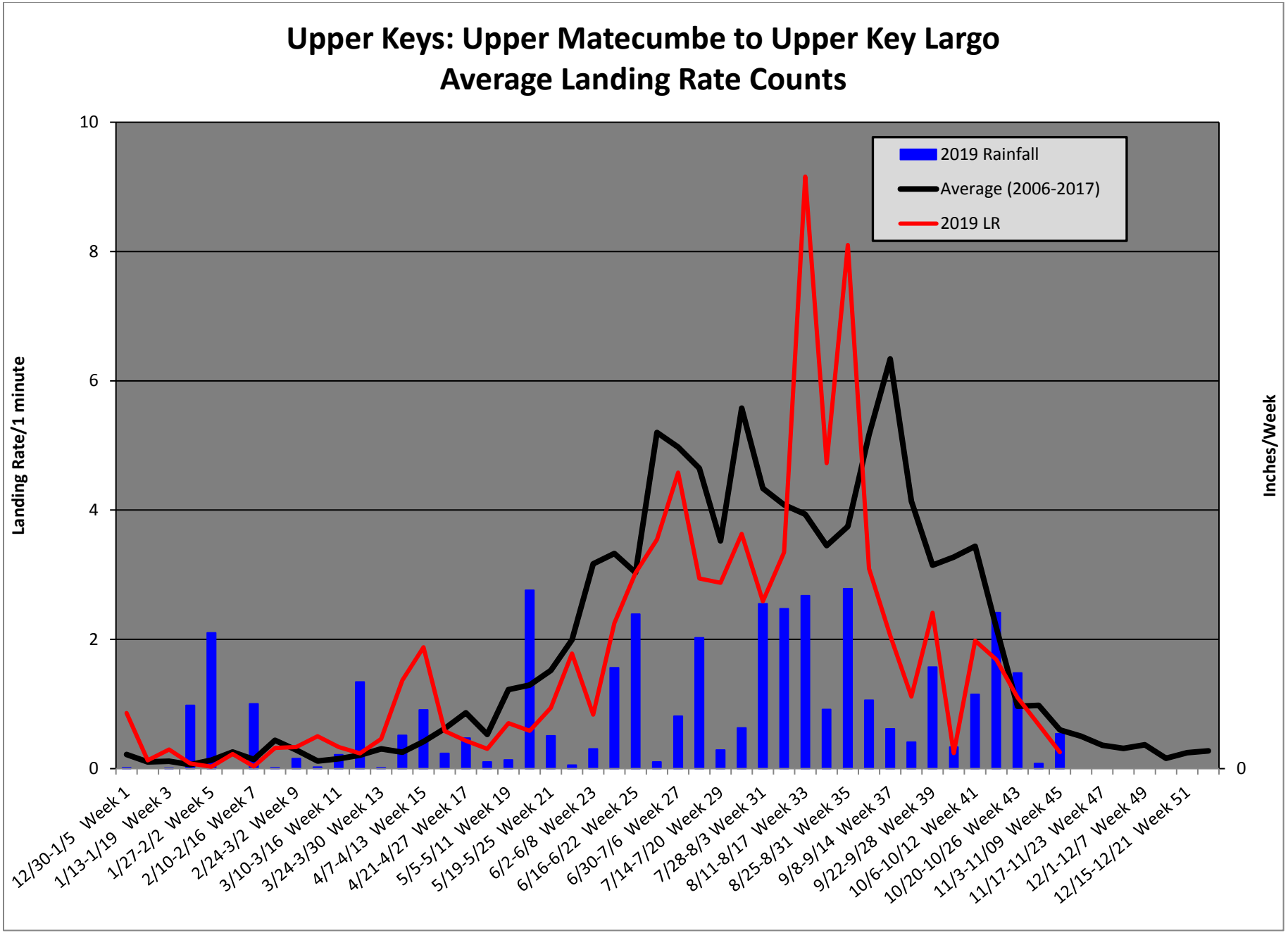


Key West *Aedes aegypti* Information:




Lower Keys: Saddlebunch to Bahia Honda
Average Landing Rate Counts and Rainfall
Landing Rate/1 minute
Inches/Week
2019 Rainfall
Average (2006-2018)
2019 LR
0
2
4
6
8
12/30-1/5 Week 1
1/13-1/19 Week 3
1/27-2/2 Week 5
2/10-2/16 Week 7
2/24-3/2 Week 9
3/10-3/16 Week 11
3/24-3/30 Week 13
4/7-4/13 Week 15
4/21-4/27 Week 17
5/5-5/11 Week 19
5/19-5/25 Week 21
6/2-6/8 Week 23
6/16-6/22 Week 25
6/30-7/6 Week 27
7/14-7/20 Week 29
7/28-8/3 Week 31
8/11-8/17 Week 33
8/25-8/31 Week 35
9/8-9/14 Week 37
9/22-9/28 Week 39
10/6-10/12 Week 41
10/20-10/26 Week 43
11/3-11/09 Week 45
11/17-11/23 Week 47
12/1-12/7 Week 49
12/15-12/21 Week 51


Middle Keys: Vaca Key to Lower Matecumbe
Average Landing Rate Counts and Rainfall
Landing Rate/1 minute
Inches/Week
2019 Rainfall
Average (2006-2018)
2019 LR
0
2
4
6
8
12/30-1/5 Week 1
1/13-1/19 Week 3
1/27-2/2 Week 5
2/10-2/16 Week 7
2/24-3/2 Week 9
3/10-3/16 Week 11
3/24-3/30 Week 13
4/7-4/13 Week 15
4/21-4/27 Week 17
5/5-5/11 Week 19
5/19-5/25 Week 21
6/2-6/8 Week 23
6/16-6/22 Week 25
6/30-7/6 Week 27
7/14-7/20 Week 29
7/28-8/3 Week 31
8/11-8/17 Week 33
8/25-8/31 Week 35
9/8-9/14 Week 37
9/22-9/28 Week 39
10/6-10/12 Week 41
10/20-10/26 Week 43
11/3-11/09 Week 45
11/17-11/23 Week 47
12/1-12/7 Week 49
12/15-12/21 Week 51


Upper Keys: Upper Matecumbe to Upper Key Largo
Average Landing Rate Counts
Landing Rate/1 minute
Inches/Week
2019 Rainfall
Average (2006-2017)
2019 LR
10
8
6
4
2
0
0
12/30-1/5 Week 1
1/13-1/19 Week 3
1/27-2/2 Week 5
2/10-2/16 Week 7
2/24-3/2 Week 9
3/10-3/16 Week 11
3/24-3/30 Week 13
4/7-4/13 Week 15
4/21-4/27 Week 17
5/5-5/11 Week 19
5/19-5/25 Week 21
6/2-6/8 Week 23
6/16-6/22 Week 25
6/30-7/6 Week 27
7/14-7/20 Week 29
7/28-8/3 Week 31
8/11-8/17 Week 33
8/25-8/31 Week 35
9/8-9/14 Week 37
9/22-9/28 Week 39
10/6-10/12 Week 41
10/20-10/26 Week 43
11/3-11/09 Week 45
11/17-11/23 Week 47
12/1-12/7 Week 49
12/15-12/21 Week 51

Item 9a

RFP 2019-06
Main Rotor Assembly Overhaul/Exchange

FLORIDA KEYS
MOSQUITO CONTROL DISTRICT

18 Aquamarine Drive
Key West, FL 33040
Telephone: (305) 292-7190
FAX: (305) 292-7199
www.keysmosquito.org

Board of Commissioners

Phil Goodman, Chairman
Stanley Zuba, Vice Chairman
Brandon Pinder, Secretary/Treasurer
Jill Cranney-Gage
Thomas McDonald

Executive Director
Andrea Leal

November 5, 2019

To: Board of Commissioners
Florida Keys Mosquito Control District

From: Bruce Holden, Finance Director

Through: Andrea L. Leal, Executive Director

Subject: Bid Opening Committee Recommendations for RFP #2019-06

On October 31, 2019, the FKMCD Bid Opening Committee met to evaluate proposals for performing the main rotor mast assembly overhaul/exchange. The committee consisted of Executive Director Andrea Leal, Chief Pilot Mark Regelmann, Director of Maintenance Robert Lee, Purchasing Agent Rochele Miller, and me. Executive Assistant Chrissy Bloxom handled recording. Employees Corey Brindisi and Roberto Alvarenga were also in attendance. No members of the public were present.

RFP 2019-06: Main Rotor Mast Assembly Overhaul/Exchange

Four bids were received in response to this RFP. The Bid Opening Committee unanimously recommends awarding the contract for this work to AOG Heliservices, which submitted the lowest bid accompanied by a reasonable amount of time for completing the project. The Bid Opening Committee requests that the Board authorize a not-to-exceed amount of $30,000 to cover any additional work that may be required during the servicing of the unit. This will cover bill backs and ensure a prompt return of the unit.

FLORIDA KEYS MOSQUITO CONTROL DISTRICT

BID TABULATION – RFP 2019-06

Thursday, October 31st, 2019; 10:00 am

PRESENT WERE:

Andrea Leal, Executive Director
Bruce Holden, Finance Director
Rochele Miller, Purchasing Agent
Robert Lee, Director of Maintenance
Mark Regelmann, Chief Pilot
Chrissy Bloxom, Executive Assistant (Recording) CB
Additional employees in attendance: Corey Brindisi & Roberto Alvarenga

RFP 2019-06 Main Rotor Mast Assembly Overhaul/Exchange: 4 Bids Received

Stirling Helicopter
Overhaul/Exchange: $4,600.00*
Overhaul of Mast Assembly: $3,775.00*
Experience: 35+ Years
Estimated Completion Time: 10 Days
Installation Facility Location: PA

AOG Heliservices, Inc.
Overhaul of Mast Assembly: $1,543.79*
Experience: Current Vendor of FKMCD, Aviation Dept. is satisfied.
Estimated Completion Time: 5-6 Days
Installation Facility Location: Canada

Bell Textron
Overhaul of Mast Assembly: $1,539.00* plus Evaluation Fee of $665.00
Experience: Current Vendor of FKMCD, Aviation Dept. is satisfied.
Estimated Completion Time: 7-14 Days
Installation Facility Location: TN

Arrow Aviation
Overhaul of Mast Assembly: $2,360.66*
Experience: Current Vendor of FKMCD, Aviation Dept. is satisfied.
Estimated Completion Time: 2 Weeks
Installation Facility Location: LA

**Subject to potential bill back charges after evaluation*

Committee Recommendation:
The committee unanimously recommends AOG Heliservices, Inc for the Main Rotor Mast Assembly Overhaul. AOG offers the lowest cost with a reasonable estimated completion time. AOG is a current vendor of FKMCD and the Aviation Dept. is satisfied with their service. Due to the potential bill backs, the committee requests Board approval for an amount not to exceed $30,000.00. This dollar amount represents the overhaul plus any additional repair work that may be found after evaluation, to ensure serviceability.

Item 9b

RFP 2019-07 Surplus Equipment

FLORIDA KEYS
MOSQUITO CONTROL DISTRICT

18 Aquamarine Drive
Key West, FL 33040
Telephone: (305) 292-7190
FAX: (305) 292-7199
www.keysmosquito.org

Executive Director
Andrea Leal

Board of Commissioners

Phil Goodman, Chairman
Stanley Zuba, Vice Chairman
Brandon Pinder, Secretary/Treasurer
Jill Cranney-Gage
Thomas McDonald

November 5, 2019

To: Board of Commissioners
Florida Keys Mosquito Control District

From: Bruce Holden, Finance Director

Through: Andrea Leal, Executive Director

Subject: Bid Opening Committee Recommendations for RFP #2019-07

On October 31, 2019, sealed bids for the above referenced item were accepted by the FKMCD Bid Opening Committee. The committee consisted of Executive Director Andrea Leal, Operations Director Mikki Coss, Mechanic Supervisor Roberto Alvarenga, Lower Keys Supervisor Corey Brindisi, Purchasing Agent Rochele Miller and me. Executive Assistant Chrissy Bloxom was present to handle recording of the meeting. No other employees or members of the public were present.

No qualifying bids were received.

RFP 2019-07: Surplus Equipment

Since no bids were received, the committee recommends that the assets be sold or disposed of at the Director's discretion.

FLORIDA KEYS MOSQUITO CONTROL DISTRICT

BID TABULATION – RFP 2019-07

Thursday, October 31, 2019 at 10:40 AM

PRESENT WERE:

Andrea Leal, Executive Director
Bruce Holden, Finance Director
Rochele Miller, Purchasing Agent
Mikki Coss, Operations Director
Corey Brindisi, Lower Keys Supervisor
Roberto Alvarenga, Mechanic Supervisor
Chrissy Bloxom, Executive Assistant (Recording) CB

RFP 2019-07 SURPLUS EQUIPMENT:

PROPERTY #	ITEM/DESCRIPTION	BIDDER NAME	BID AMOUNT
1722	B-4 Maintenance Stand, Hydraulically operated variable platform on wheels with low railing bar. (Scissor Lift)		
2058	42" Sand Blasting Cabinet		
2230	Hunter DSP 8500 Low Valium Tire Balancer		
2357	Dell Power Edge 4210 Server Rack		
2694	Hunter Tire Changer		
2749	2006 16'9 Scout Boat Hull Only *FKMCD Boat 386*		
2900	Dell Optiplex 760 Minitower Base		

NO BIDS RECEIVED

COMMITTEE RECOMMENDATION:

Since no bids were received on any of the above items, the committee unanimously recommends that the items be sold or disposed of, at the Director's discretion.

Item 9c

Vernis & Bowling Contract

FLORIDA KEYS MOSQUITO CONTROL DISTRICT
Contract for Legal Services

This Contract entered into this 20th day of November, 2019, *with an effective date of November 21, 2020,* between **DIRK M. SMITS, ESQUIRE**, Individually and **VERNIS & BOWLING OF THE FLORIDA KEYS, P.A.**, a law firm operating under the laws of the State of Florida, whose principal place of business is located at 81990 Overseas Hwy., 3rd Floor, Islamorada, FL 33036 (herein called "The Firm") and the **FLORIDA KEYS MOSQUITO CONTROL DISTRICT** (herein called "FKMCD").

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

1. **TERM**

The term of this Contract shall remain in force for the period of ONE (1) years, beginning **Wednesday, November 21, 2019** to **Friday , November 20, 2020** after which, additional THREE (3) years options are available with the mutual consent of both parties. Section three (3) may be renegotiated after ONE (1) year and is subject to budget review.

2. **THE FIRM'S SERVICES**

The Firm agrees to provide the following services:

A. Furnish to the Florida Keys Mosquito Control District legal services, providing FKMCD Board with legal advice and opinions, representation of FKMCD and District personnel in legal matters concerning the District, making recommendations to FKMCD Board regarding legal issues, and performing all other legal services the District may require.

B. Maintain accessibility and availability to all District members and the director and executive staff on an "on call" basis.

C. Attendance at all District meetings, special meetings, budget meetings and any other public meetings as necessary for conducting FKMCD business or as required by law. These meetings will be attended by Dirk M. Smits, or other members of The Firm as may be requested or approved by the District.

D. The Firm will be responsible for paying the salaries, wages, health insurance and other benefits of its employees and representatives.

3. **LEGAL & RETAINER SERVICES**

The Firm's hourly rate for non-retainer services shall be **$165.00** per hour for attorneys with five (5) plus years of experience and **$155.00** for attorneys with less than five (5) years of experience. Paralegals shall be paid at **$105.00** per hour. These hourly charges are to be made

without regard to any overtime charges that must be paid by The Firm to its employees. The Firm will provide billing statements to FKMCD on a monthly basis. No payment shall be due until FKMCD verifies that all services for which payment has been requested have been fully and satisfactorily performed.

FKMCD shall pay The Firm a **monthly retainer of $1,500.00, plus travel**. Retainer Services include unlimited phone calls with Board Members, attendance at Special meetings, Regular meetings, workshops, OPEB meetings, Emergency meetings, Budget meetings, Audit meetings and any other meetings of the Board. The Retainer amount shall include multiple attorneys at meetings when necessary.

4. COMPLIANCE WITH LAWS AND POLICIES

A. The Firm shall comply with all current FKMCD policies, Florida Bar Rules, and all applicable local, state and federal laws, including laws pertaining to the confidentiality.

B. The Firm currently handles several matters for the District and it is anticipated that a future need for the law firm's services will be required. Therefore, pursuant to Florida Statute § 112.313(16) entitled *Local Government Attorneys*, this is a specific provision of this Agreement authorizing the use of The Firm to complete legal services for the District as it has been in the past in addition to the services pursuant to this contract.

5. TERMINATION

Both parties reserve the right to terminate this contract at any time and for any reason, upon giving sixty (60) days' notice to the other party during which time services will be maintained.

6. ASSIGNMENT

Neither The Firm nor FKMCD may assign or transfer any interest in this Agreement without the prior written consent of both parties.

7. AMENDMENT

This Agreement may be amended only with the mutual consent of the parties. All amendments must be in writing and must be approved by FKMCD Board.

8. INDEMNIFICATION, GOVERNING LAW AND VENUE

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

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

9. REPRESENTATIONS AND WARRANTIES

The Firm represents and warrants to FKMCD, upon execution and throughout the term of this Agreement that;

1) The Firm is not bound by any agreement or arrangement which would preclude it from entering into, or from fully performing the services required under the Agreement;
2) None of The Firm's agents, employees or officers has ever had his or her professional license or certification in the State of Florida, or any other jurisdiction, denied, suspended, revoked, terminated and/or voluntarily relinquished under threat of disciplinary action, or restricted in any way.
3) The Firm and The Firm's agents, employees and officers have, and shall maintain throughout the term of this Agreement, all appropriate federal and state licenses and certifications which are required in order for The Firm to perform the functions, assigned to him or her in connection with the provisions of the Agreement.

10. CONFIDENTIALITY

The Firm recognizes and acknowledges that by virtue of entering into this Agreement and providing services hereunder, The Firm, its agents, employees and officers may have access to certain confidential information. The Firm agrees that neither it nor any of The Firm's agents, employees or officers will at any time, either during or subsequent to the term of this Agreement, disclose to any third party, except where permitted or required by law or where such disclosure is expressly approved by FKMCD in writing, any confidential information, personal health information or other confidential information, and The Firm, its agents, employees and officers shall comply with all Federal and State laws and regulation and all FKMCD policies regarding the confidentiality of such information.

11. INSURANCE

The Firm agrees to secure and maintain at all times during the term of this Agreement, at The Firms' expense, professional liability insurance covering The Firm for all acts or omissions which may give rise to liability for services under this Agreement. All of The Firm's staff are to be insured in minimum amounts acceptable to FKMCD and with a reputable and financially viable insurance carrier. Such insurance shall not be cancelled except upon thirty (30) days written notice to FKMCD. The Firm shall provide FKMCD with a certificate evidencing such insurance coverage within five (5) days after obtaining such coverage. The Firm agrees to notify FKMCD

immediately of any material change in any insurance policy required to be maintained by The Firm.

12. This agreement supersedes all prior agreements of the parties.

IN WITNESS WHEREOF, the parties have executed this Contract on this ____ day of_____, 2017.

FLORIDA KEYS MOSQUITO CONTROL DISTRICT

By: _____

_____ _____
Print Name Date

_____
Title

_____ _____
Dirk M. Smits, B.C.S. Date
Individually

_____
Title

_____ _____
Dirk M. Smits, B.C.S. Date
On Behalf of Vernis & Bowling of the Florida Keys, P.A.

_____
Title