



**Florida Department of Environmental Protection**  
**INVOICE APPROVAL FOR CONTRACTS AND GRANT AGREEMENT DISBURSEMENTS FORM**  
 ELECTRONIC CONTRACT INVOICE SUBMISSION ONLY

**Required Signatures:** Adobe Signature

This form should be completed in full and submitted electronically through the Shared Contract Invoice Document Drive along with the invoice and other required documentation as defined by agreement.

**Date Invoice Received**  **Contract or Grant Agreement Number:**

**Is this the Final Invoice?**      Yes      No

**Capitalization?**                Yes      No

**Invoice Amount**

**Less: Retainage**

**Less: Amount Denied**

**Approved Payment Amount**

**Payment Funding Source(s) (Funding must agree with current FLAIR encumbrance information.):**

ORGANIZATION CODE	EO	OBJECT CODE	FUND	CATEGORY	YR	GRANT	OCA/MODULE	PROJECT NUMBER	PAYMENT AMOUNT
<b>PAYMENT TOTAL</b>									

**Program Area Use:**

**Fiscal Agent's Approval:**

**SUMMARY OF CONTRACTUAL SERVICES AGREEMENT**

<b>OLO/Department:</b>	DEPARTMENT OF ENVIRONMENTAL PROTECTION		<b>Agency Contact:</b>	
<b>FLAIR Contract #:</b>	MV203	<b>Telephone #:</b>		
<b>Agency Contract #:</b>	MV203			
<b>Contractor/Vendor/Payee:</b>	OCEAN REEF CLUB, INC.			
<b>Original Contract Amount:</b>	\$215,463.75	<b>Total Contract Amount:</b>	\$215,463.75	<b>Contract Type:</b> Grant Disbursement Agreement
<b>Contract Start Date:</b>	09/19/2016		<b>Contract End Date:</b> 05/01/2017	
<b>Contract Last Signed Date:</b>	09/19/2016		Advanced Funded: No	
<b>METHOD OF PROCUREMENT:</b>	Request for Application, method of competitively awarding State Federal grants to non-profits and other governmental entities.			
<b>AGENCY REFERENCE #:</b>				
<b>Invoice Number:</b>	1	<b>Invoice Period:</b>	Sept 19, 2016 - Dec 1, 2016	
<b>Total Amount of Previous Payments:</b>				
<b>CONTRACT MANAGER CERTIFICATION:</b>				
I certify, by evidence of my signature, the information on this form is true and correct; the goods and services have been satisfactorily received and payment is now due. I understand that the office of the State Financial Officer reserves the right to require additional documentation and/or to conduct periodic post-audits of any agreements.				
<b>Contract Manager Name printed:</b>	Jessica Chui			
<b>Contract Manager Signature:</b>	Jessica Chui		<b>Date:</b>	2/28/17



OCEAN REEF CLUB®

KEY LARGO, FLORIDA

January 23, 2017

Invoice # 012317

ATTN: Clean Vessel Act Grant Program  
Florida Department of Environmental Protection  
3900 Commonwealth Blvd, MS 30  
Tallahassee, FL 32399

REFERENCE	DESCRIPTION	Amount Due
DEP AGREEMENT NO: MV203	CVA16-778	<del>\$215,463.75</del>
		<b>\$215,283.75</b>

**Please submit to: Ocean Reef Club  
35 Ocean Reef Drive, Suite 200  
Key Largo, FL 33037**

**Attn: ACCOUNTS RECEIVABLES**

Thank you.

**RECEIVED**

By Jessica Chui at 2:55 pm, Jan 31, 2017

**ATTACHMENT B  
GRANT PAYMENT/MATCH REQUEST**

Ocean Reef Club, Inc.

MV203

CVA16-778

DEP Program: **Clean Vessel Act Grant Program**

**If Department payment is being requested, an invoice on your letterhead must accompany this form.**

**TOTAL PROJECT  
(100%) of costs**

Permitting	\$	<u>3,000</u>
Construction		<u>\$69,300</u>
Renovation		<u>\$55,715</u>
Equipment Purchase		<u>\$143,935</u>
Equipment Installation		<u>\$13,835</u>
Operations		<u>N/A</u>
Maintenance and Repair		<u>N/A</u>
Sewage Hauling		<u>N/A</u>
Pumpout Signage		<u><del>\$1,500</del> \$1,260</u>
Education and Instructional Materials		<u>N/A</u>
<b>TOTAL PROJECT</b>		<u><del>\$ 287,285</del> \$287,045.00</u>
25% Grantee match		<u><del>\$ 71,571.25</del> \$71,761.25</u>
75% reimbursable to Grantee		<u><del>\$ 215,463.75</del> \$215,283.75</u>

I attest that documentation has been and will be maintained as required by this Agreement to support the amounts reported above and is available for audit upon request. I attest that all expenditures prior to this request have been made and are true and accurate and are only for the purposes as described in Clean Vessel Act Grant Project Agreement No. MV203. I further attest, that Grantee has complied with the terms and conditions of this Agreement.

\_\_\_\_\_  
Grantee's Project Manager

*Antonio Rodriguez*

\_\_\_\_\_  
Date

*1/24/17*

**FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION  
CERTIFICATION OF COMPLETION**

Division: **Office of Environmental Education  
and Sustainable Initiatives**

Application No. **CVA16-778**

Project Code: **CVA16-774**

Project Agreement No. **MV203**

GRANTEE: **Ocean Reef Club, Inc.**

GRANT for: **CVA Pumpout Project**

EXECUTION DATE: **9/19/16**

Total Grant Award: **\$215,463.75**

**GRANTEE'S AFFIDAVIT**

I CERTIFY: That the work under the above Project Agreement and all amendments thereto has been satisfactorily completed; that all materials, labor and other charges against the project have been paid in accordance with the terms of the Agreement; that no liens have been attached against the project; that no suits are pending by reason of work on the project under the Agreement; that all workmen's compensation claims have been settled and that no public liability claims are pending.

NOTARY PUBLIC: Subscribed and sworn to

GRANTEE: **Ocean Reef Club, Inc.** \_\_\_\_\_

before me at Monroe Co. Florida

By: John Lyberger

This 22 day of February, 2017

(Title) LuAnn V. Lowen

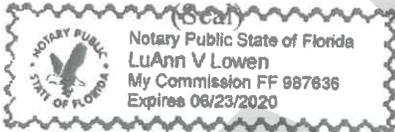
**John Lyberger - Vice President of Club Operations**

(Type Name and Title)

Date: 2/22/17

FEIN: 65-0371142 or

Social Security No. \_\_\_\_\_



**CERTIFICATE OF ACCEPTANCE BY THE DEPARTMENT OF ENVIRONMENTAL PROTECTION**

I CERTIFY: That the work under the above named Agreement has been satisfactorily completed under the terms of the Agreement and that the grantee has submitted satisfactory evidence that all labor, materials and other charges against the project have been paid in accordance with the terms of the Agreement to the best of my knowledge.

**Clean Marina / Clean Vessel Act Program**

**Division: Office of Environmental Education  
and Sustainable Initiatives**

Jessica Chui  
Program Administrator

Jessica Chui  
Grant Manager  
(Print Name and Title)

Date

2/28/17

Brenda Leonard  
Director of Environmental Education and Sustainable  
Initiatives  
BRENDA LEONARD  
PROGRAM ADMIN  
(Print Name and Title)

Date

3-1-17

**ATTACHMENT D**

**PROGRESS REPORT FORM**

<b>DEP Agreement No.:</b>	MV203		
<b>Grantee Name:</b>	Ocean Reef Club, Inc.		
<b>Grantee Address:</b>	35 Ocean Reef Dr.		
<b>Grantee's Grant Manager:</b>	Tony Rodrigues	<b>Telephone No.:</b>	(305) 367-2611 Ext. 7740
<b>Quarterly Reporting Period:</b>	Oct. 1, 2016 through Dec. 31, 2016		
<b>Project Number and Title:</b>	CVA16-778		
<b>Provide a summary of project accomplishments to date.</b>			
<p>The project has been successfully complete. Bellingham Marine successfully completed the installation of the pump out system.</p>			
<b>Provide an update on the estimated time for completion of the project and an explanation for any anticipated delays.</b>			
<p>All work is complete.</p>			
<b>Identify below, and attach copies of, any relevant work products being submitted for the project for this reporting period (e.g., copies of permits, photographs, etc.)</b>			
<p>Photos are attached to the e mail sent with this, detailing work while it was underway, and the current day completed project, along with signage.</p>			

This report is submitted in accordance with the reporting requirements of DEP Agreement No. MV203 and accurately reflects the activities and costs associated with the subject project.

Signature of Grantee's Grant Manager

*Antonio Rodrigues*

Date

*1/24/17*



**DISPLAY THIS CARD ON JOB SITE VISIBLE FROM THE STREET**  
**MONROE COUNTY GROWTH MANAGEMENT**  
**BUILDING – FLOODPLAIN - DEVELOPMENTAL PERMIT**

<b>DATE ISSUED:</b> 10/13/2016	<b>PERMIT NUMBER</b> 16406491
<b>DEO DATE:</b> EXEMPT	
<b>PURPOSE</b> PLUMBING	
<b>OWNER</b> OCEAN REEF CLUB INC	
<b>CONTRACTOR</b> BELLINGHAM MARINE	
<b>SITE ADDRESS</b> 100/120 NIRVANA LN - HR BUILDING	
<b>LEGAL DESCRIPTION</b> ISLAND OF KEY LARGO	
<b>ZONING</b>	<b>FLOOD ZONE</b> AE 10

**WARNING TO OWNER:**

**YOUR FAILURE TO RECORD A NOTICE OF COMMENCEMENT MAY RESULT IN YOUR PAYING TWICE FOR IMPROVEMENTS TO YOUR PROPERTY. A NOTICE OF COMMENCEMENT MUST BE RECORDED AND POSTED ON THE JOB SITE BEFORE THE FIRST INSPECTION. IF YOU INTEND TO OBTAIN FINANCING, CONSULT WITH YOUR LENDER OR AN ATTORNEY BEFORE RECORDING YOUR NOTICE OF COMMENCEMENT.**

**ATTENTION:**

1. "Owner Builder" must be available for all inspections.
2. No inspections will be made unless permit card is displayed and approved plans are readily available.
3. This permit shall become null and void unless the work authorized is commenced (and receives an approved inspection on this card) within one-hundred and eighty (180) days after the effective date of the permit.
4. Once commenced, with an approved inspection, this permit will remain active as long as there is an approved inspection within one-hundred and eighty (180) days of the last approved inspection; partial inspections do not count toward satisfying the 180 day requirement.
5. Certificate of Occupancy must be secured before this building can be used or inhabited for any purpose. Do not remove this card until issuance of a Certificate of Occupancy or Completion.

**INSPECTION REQUEST PHONE NUMBER: 305-295-5160.**

**Please provide:**

- **Permit number:** 16406491
- **Contractor ID (also provided on Permit)**

**Main:** ID= 11591 BELLINGHAM MARINE

<b>Subs:</b>	Type	>> 5 digit ID <<	Company
	EC	11498	LOMAR ELECTRIC DESIGNS LLC
	PC	13301	BELLINGHAM MARINE UTILITIES

- **Inspection code:** The 3 digit code listed on Building Department Permit Inspections list provided at issuance. Older inspection codes (i.e. BL99), that contain letter(s) with digits, please choose the closest 3 digit inspection code for the equivalent inspection





# MONROE COUNTY GROWTH MANAGEMENT BUILDING DEPARTMENT BUILDING – FLOODPLAIN – DEVELOPMENTAL PERMIT

THE GROWTH MANAGEMENT DIVISION RESERVES THE RIGHT TO REQUIRE THAT SUCH DEVELOPMENT BE BROUGHT INTO COMPLIANCE THROUGH THE PROPER APPROVAL PROCESS OR TERMINATED UPON FUTURE DISCOVERY.

Work in the right of way requires coordination with the Monroe County Public Works & Engineering Division. Work performed within the right of way may require a separate permit or approval in addition to a permit issued by the Monroe County Building Department and /or the utilities. It is the responsibility of the owner to obtain all required permits before starting work. Failure to obtain a right of way permit when required may result in work stoppages or penalties.

Contacts for right of way permits are:

Upper Keys at the Plantation Key Public Works Building; 88770 Overseas Highway; Tavernier FL 33070; ph 305/852-7161

Lower Keys at the Gato Building – Engineering Office; 1100 Simonton Street; Key west, FL 33040; ph 305/292-4426

NO OTHER WORK THIS PERMIT.

NO PLAN DEVIATION ALLOWED WITHOUT A REVISED PERMIT INSPECTIONS REQUIRED PER PERMIT CARD.

ALL DEBRIS TO BE REMOVED TO A LEGAL DUMPSITE.

DEEMED NON-DEVELOPMENT. DEO EXEMPT.

**For detail plan review history for this permit refer to eGov ([http://egov.monroecounty-fl.gov/eGovPlus/entity/login\\_main.aspx](http://egov.monroecounty-fl.gov/eGovPlus/entity/login_main.aspx)); or ask staff for a detail printout.**

SAMPLE

**Customer's INITIAL - acknowledgement of understanding all conditions provided on this page (not required on signature page):**

PERMIT NUMBER:  
16406491



MONROE COUNTY GROWTH MANAGEMENT BUILDING DEPARTMENT  
BUILDING – FLOODPLAIN – DEVELOPMENTAL  
PERMIT

INSPECTION(S) REQUIRED:

Minimally, the following inspections are required.

The 199 - Building Final (if listed below) must be the last inspections requested after all other inspections have passed.

Please refer to inspection request directions on our website <http://www.monroecounty-fl.gov/index.aspx?NID=161>)

699 - FINAL PLUMBING

SAMPLE

Customer's INITIAL - acknowledgement of understanding all conditions provided on this page (not required on signature page):

APPLY OPERATOR: sebbenc

ISSUE OPERATOR: sebbenc

Generated On 10/13/2016 - Page 3 of 4

PERMIT NUMBER:  
16406491



**DISPLAY THIS CARD ON JOB SITE VISIBLE FROM THE STREET**  
**MONROE COUNTY GROWTH MANAGEMENT**  
**BUILDING – FLOODPLAIN - DEVELOPMENTAL PERMIT**

<b>DATE ISSUED:</b> 10/13/2016	<b>PERMIT NUMBER</b> 16406496
<b>DEO DATE:</b> EXEMPT	
<b>PURPOSE</b> PLUMBING	
<b>OWNER</b> OCEAN REEF ACQUISITION CORP	
<b>CONTRACTOR</b> BELLINGHAM MARINE	
<b>SITE ADDRESS</b> BEACH ROAD	
<b>LEGAL DESCRIPTION</b> OCEAN REEF PLAT #1 PB4-90 KEY LARGO	
<b>ZONING</b>	<b>FLOOD ZONE</b> AE 10

**WARNING TO OWNER:**

**YOUR FAILURE TO RECORD A NOTICE OF COMMENCEMENT MAY RESULT IN YOUR PAYING TWICE FOR IMPROVEMENTS TO YOUR PROPERTY. A NOTICE OF COMMENCEMENT MUST BE RECORDED AND POSTED ON THE JOB SITE BEFORE THE FIRST INSPECTION. IF YOU INTEND TO OBTAIN FINANCING, CONSULT WITH YOUR LENDER OR AN ATTORNEY BEFORE RECORDING YOUR NOTICE OF COMMENCEMENT.**

**ATTENTION:**

1. "Owner Builder" must be available for all inspections.
2. No inspections will be made unless permit card is displayed and approved plans are readily available.
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4. Once commenced, with an approved inspection, this permit will remain active as long as there is an approved inspection within one-hundred and eighty (180) days of the last approved inspection; partial inspections do not count toward satisfying the 180 day requirement.
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**INSPECTION REQUEST PHONE NUMBER: 305-295-5160.**

**Please provide:**

- **Permit number:** 16406496
- **Contractor ID (also provided on Permit)**

**Main:** ID= 11591 BELLINGHAM MARINE

**Subs:** Type >> 5 digit ID << Company

EC	11498	LOMAR ELECTRIC DESIGNS LLC
PC	13301	BELLINGHAM MARINE UTILITIES

- **Inspection code:** The 3 digit code listed on Building Department Permit Inspections list provided at issuance. Older inspection codes (i.e. BL99), that contain letter(s) with digits, please choose the closest 3 digit inspection code for the equivalent inspection



# MONROE COUNTY GROWTH MANAGEMENT BUILDING DEPARTMENT BUILDING – FLOODPLAIN – DEVELOPMENTAL PERMIT

ISSUED	10/13/2016	PERMIT #	<b>16406496</b>
APPLIED	08/24/2016	PERMIT TYPE	<b>PLUMBING</b>
APPLIED VALUE	\$190855	Code	55
SQ FT	0	PARCEL ID / RE #	00569500000000
DEO DATE	EXEMPT	ADDRESS	BEACH ROAD KEY LARGO
<b>LEGAL DESCRIPTION:</b> OCEAN REEF PLAT #1 PB4-90 KEY LARGO TR D OR435-855/861 OR1247-1856/1876(LG)		OWNER	OCEAN REEF ACQUISITION CORP 31 OCEAN REEF DR. SUITE C-300 KEY LARGO, FL 33037 9043583362
		MAIN Contractor ID= 11591	BELLINGHAM MARINE FLORIDA FLOATS INC DBA JACKSONVILLE, FL 32204 (904) 358-3362
SUB-Contractor(s)	TYPE	ID	COMPANY NAME
	EC	11498	LOMAR ELECTRIC DESIGNS LLC
	PC	13301	BELLINGHAM MARINE UTILITIES
			LICENSE
			EC 1337
			CF C1428781

**JOB ADDRESS and CONDITIONS OF PERMIT:**

*No work within a right of way is authorized by this permit. A separate permit from the Monroe County Engineering Department for work within a County Right of Way or from the Florida Department of Transportation for work within a State Right of Way is required.*

BEACH ROAD - ORC  
PLUMBING  
NOTICE OF COMMENCEMENT REQUIRED  
\*\*\*\*\*  
PERMIT APPROVAL FOR THE INSTALLATION OF PLUMBING LINES FOR PUMP OUT FOR MARINA AS PER APPROVED PLANS.  
ELECTRICAL AND PLUMBING WORK INCLUDED THIS PERMIT.  
PLANNING DEPARTMENT DID NOT REVIEW THIS APPLICATION.  
THERE MAY BE DEVELOPMENT AND/OR LAND USE ISSUES ON THE SITE THAT ARE NO LONGER IN COMPLIANCE WITH A COUNTY REGULATION(S) OR ESTABLISHED UNLAWFULLY WITHOUT THE BENEFIT OF PROPER APPROVALS.  
APPROVAL OF THIS PERMIT DOES NOT DEEM ALL DEVELOPMENT AS CONFORMING OR DEEM UNLAWFUL DEVELOPMENT AS LAWFUL.

**Customer's INITIAL - acknowledgement of understanding all conditions provided on this page (not required on signature page):**

PERMIT NUMBER:  
16406496



# MONROE COUNTY GROWTH MANAGEMENT BUILDING DEPARTMENT BUILDING – FLOODPLAIN – DEVELOPMENTAL PERMIT

THE GROWTH MANAGEMENT DIVISION RESERVES THE RIGHT TO REQUIRE THAT SUCH DEVELOPMENT BE BROUGHT INTO COMPLIANCE THROUGH THE PROPER APPROVAL PROCESS OR TERMINATED UPON FUTURE DISCOVERY.

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Contacts for right of way permits are:

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NO OTHER WORK THIS PERMIT.

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INSPECTIONS REQUIRED PER PERMIT CARD.

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DEEMED NON-DEVELOPMENT. DEO EXEMPT.

***For detail plan review history for this permit refer to eGov ([http://egov.monroecounty-fl.gov/eGovPlus/entity/login\\_main.aspx](http://egov.monroecounty-fl.gov/eGovPlus/entity/login_main.aspx)); or ask staff for a detail printout.***

SAMPLE

***Customer's INITIAL - acknowledgement of understanding all conditions provided on this page (not required on signature page):***

**PERMIT NUMBER:  
16406496**



**MONROE COUNTY GROWTH MANAGEMENT BUILDING DEPARTMENT  
BUILDING – FLOODPLAIN – DEVELOPMENTAL  
PERMIT**

**INSPECTION(S) REQUIRED:**

**Minimally, the following inspections are required.**

**The 199 - Building Final (if listed below) must be the last inspections requested after all other inspections have passed..**

Please refer to inspection request directions on our website <http://www.monroecounty-fl.gov/index.aspx?NID=161>)

**699 - FINAL PLUMBING**

SAMPLE

*Customer's INITIAL - acknowledgement of understanding all conditions provided on this page (not required on signature page):*

PERMIT NUMBER:  
16406496



# MONROE COUNTY GROWTH MANAGEMENT BUILDING DEPARTMENT BUILDING – FLOODPLAIN – DEVELOPMENTAL PERMIT

**IMPORTANT INFORMATION:**

- **Floodplain Development, and Planning and Environmental Resources Permit:**  
This Permit serves as a Floodplain Development permit, under Chapter 122 of the Monroe County Land Development Code, as well as a Planning and Environmental Resources permit, under the Monroe County Land Development Code.

• **APPEAL PERIOD:**

- **Local Appeal Expiration Date:**  
30 Days from 10/13/2016  
Building permit shall not be rendered until the time within which to file any local administrative appeals pursuant to local ordinances has expired. Work completed prior to the expiration of this local appeal period is at owner's risk.
- **State Appeal Expiration Date (If applicable):**  
30 Days from 10/13/2016 + 45 Days from receipt of permit from Monroe County to the state.  
A development order shall not take effect or be acted upon by the developer until 45 days after rendition, unless a later date is specified in the order, and the effectiveness of a development order shall be stayed by the filing of a notice of appeal pursuant to Section 380.07, Florida Statutes. Whenever possible, local governments shall issue concurrently all local permits or development orders that may be applicable to the proposed development. Monroe County has up to 5 days to process and submit to state.

• **MONROE COUNTY, STATE OF FLORIDA, and other FEDERAL AGENCIES CODES:**

- In consideration of the granting of this permit, it is agreed that in all respects the work will be performed and completed in accordance with the permitted plans and the applicable Building, Zoning and Environmental codes Monroe County, State of Florida and Federal agencies.
- This permit may be revoked at any time upon the violation of any of the provisions of said laws, ordinances or rules and regulations or upon any change in the plans and specifications unauthorized by this department.
- In addition to the requirements of this permit, there may be additional restrictions applicable to this property that may be found in the public records of this county, and there may be additional permits required from other governmental entities such as Water Management Districts, State Agencies, and/or Federal Agencies.

• **EXPIRATION:**

- Permits shall expire and become null and void if work, as defined in this permit
- is not commenced within 180 days from the date of issuance date and an approved inspection has not been obtained within 180 days, unless extended by the Building Official
  - or 180 days from the State Appeal date and does not meet 180 day inspections thereafter unless extended by the Building Official.

**WARNING TO OWNER:**

YOUR FAILURE TO RECORD A NOTICE OF COMMENCEMENT MAY RESULT IN YOUR PAYING TWICE FOR IMPROVEMENTS TO YOUR PROPERTY. A NOTICE OF COMMENCEMENT MUST BE RECORDED \* AND POSTED ON THE JOB SITE BEFORE THE FIRST INSPECTION. IF YOU INTEND TO OBTAIN FINANCING, CONSULT WITH YOUR LENDER OR AN ATTORNEY BEFORE RECORDING YOUR NOTICE OF COMMENCEMENT.

*\*You must submit a copy of the Recorded NOC with the Building Department before requesting first inspection.*

**Signatures:**

\_\_\_\_\_  
OWNER/CONTRACTOR/CONTRACTOR AGENT

  
\_\_\_\_\_  
BUILDING DEPARTMENT  
10/13/16  
\_\_\_\_\_  
DATE

**Customer's INITIAL - acknowledgement of understanding all conditions provided on this page (not required on signature page):**

PERMIT NUMBER:  
16406496

OCEAN REEF YACHT CLUB

FUEL DOCK  
NO  
SMOKING  
NO  
VEHICLES





Deere  
v800



**DANGER**  
HIGH  
VOLTAGE



Read the manual  
before you use the pump!  
For more information  
visit our website  
www.keco.com

Owner: **Ocean Reef Club, Inc.**  
35 Ocean Reef Dr., Ste. 200  
Key Largo, FL 33037



Project: ***Ocean Reef Club Marina Pump-Out System – BMI # 5726***  
Date: 1/17/2017

**FINAL PROJECT SIGN OFF**

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We are pleased to notify you that the work performed under the referenced project has been completed. The date of completion is therefore **November 29, 2016**, which is also the date of commencement of applicable warranties. If for any reason you feel the work has not been completed in accordance with the Contract Documents, please let us know within 10 days of your receipt of this letter.

<b>Punch List Items</b>	<b>Date Completed</b>
1. Lay down area cleaned up	11/29
2. Remaining brackets and straps to be installed	11/29
3. Wireless Pump Remotes configured	12/7
4. Fuse Replacement for Low Voltage Wirining for Wireless Pump Remotes	1/11/17
5.	
6.	
7.	
8.	
9.	
10.	
11.	
12.	

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**Bellingham Representative**

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**Owner Representative**



## ATTACHMENT G

# Florida Department of Environmental Protection PROPERTY REPORTING FORM FOR DEP AGREEMENT NO. \_\_\_\_\_

Required Signatures: Add Signature or Original Ink

CONTRACTOR/GRANTEE: In order to comply with applicable state and/or federal regulations, list non-expendable equipment/personal property costing \$1,000 or more purchased directly or indirectly under the above Agreement. Complete: 1) a description of the property, 2) the serial number or other identification number, 3) the source, 4) who holds title, 5) purchase date, 6) cost, 7) share of that cost, 8) location/address, 9) use and condition, 10) any ultimate disposition data including date of disposal and sale price.

Description	Serial No./ID No.	Source	Owner	Purchase Date	Cost	% Charged to DEP Grant Funds	Location/Address	Use and Condition	Disposition (if sold, include sale price)
<i>Ex. Rainfall Gauge</i>	<i>12345</i>	<i>Bid</i>	<i>Grantee</i>	<i>MM/DD/YYYY</i>	<i>\$1,000/unit</i>	<i>100%</i>	<i>Project Site- 123 Main Street, Tallahassee, FL</i>	<i>New- Rainfall Measurements</i>	<i>Permanently installed at project site</i>

CONTRACTOR/GRANTEE:	Contract/Project/Grant Manager:	Date:
---------------------	---------------------------------	-------

**BELOW FOR DEP USE ONLY**

**DEP MANAGER:** Send invoices supporting the cost of the items to Finance and Accounting for the processing of the Grantee's/Contractor's invoice for payment. Maintain a copy of the invoices supporting the cost of each item identified above in your contract file. Refer to DEP Directive 320 for Property Guidelines.

DEP Manager Signature and Date:

## Chui, Jessica

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**From:** Mic O'Keeffe <mokeeffe@oceanreef.com>  
**Sent:** Tuesday, February 28, 2017 3:13 PM  
**To:** Chui, Jessica  
**Cc:** Tony Rodrigues  
**Subject:** RE: Pump Out Decals

Great, thank you Jessica.

Yes, I can confirm that all units are installed, and are fully operational. We have been very pleased with their performance.

Thank you.  
Mic O'Keeffe

Mic O'Keeffe  
Executive Director of Sports & Recreation  
Tel: +13053676501  
Fax: +13053675964  
email: mokeeffe@oceanreef.com  
35 Ocean Reef Drive  
Suite 200 Key Largo, FL 33037  
www.oceanreef.com

-----Original Message-----

**From:** Chui, Jessica [mailto:Jessica.Chui@dep.state.fl.us]  
**Sent:** Tuesday, February 28, 2017 3:08 PM  
**To:** Mic O'Keeffe <mokeeffe@oceanreef.com>  
**Cc:** Tony Rodrigues <trodrigues@oceanreef.com>  
**Subject:** RE: Pump Out Decals

Hi Mic,

These look great. I believe they are fine, but I will show my supervisor tomorrow for her approval.

If you could reply to this email stating that the units have been installed and are operational? I know that the contractor sent their own conformation, but I would like to have it coming directly from the Grantee.

After that, I will send this to my supervisor for her review and let you know if she thinks we are missing anything else.

Thank you for your diligence,  
Jessica Chui, FCCM  
Clean Vessel Act Grant Program



# Invoice

**From:** Florida Floats, Inc.  
 dba Bellingham Marine  
 P.O. Box 8  
 Bellingham, WA 98227-0008  
 (904) 358-3362



**Bill to:** Ocean Reef Club Inc  
 Attn: Mic O'Keeffe  
 35 Ocean Reef Dr Ste 200  
 Key Largo FL 33037

**Ship to:** Key Largo, FL

Cust #	Job #	Invoice #	Invoice Date	Terms
141075	5726-	403734	11/30/2016	net 10 days

Line	Description	Unit Price	Quantity	Amount
1	Supply & Install KECO Pumps <i>Total Invoice amount of contract            Contract: \$286,285.00            ORC Marina Pump-Out System            BMI Agrmt Dtd: 03/16/16</i>	0.00	0.00	286,285.00

286,285.00

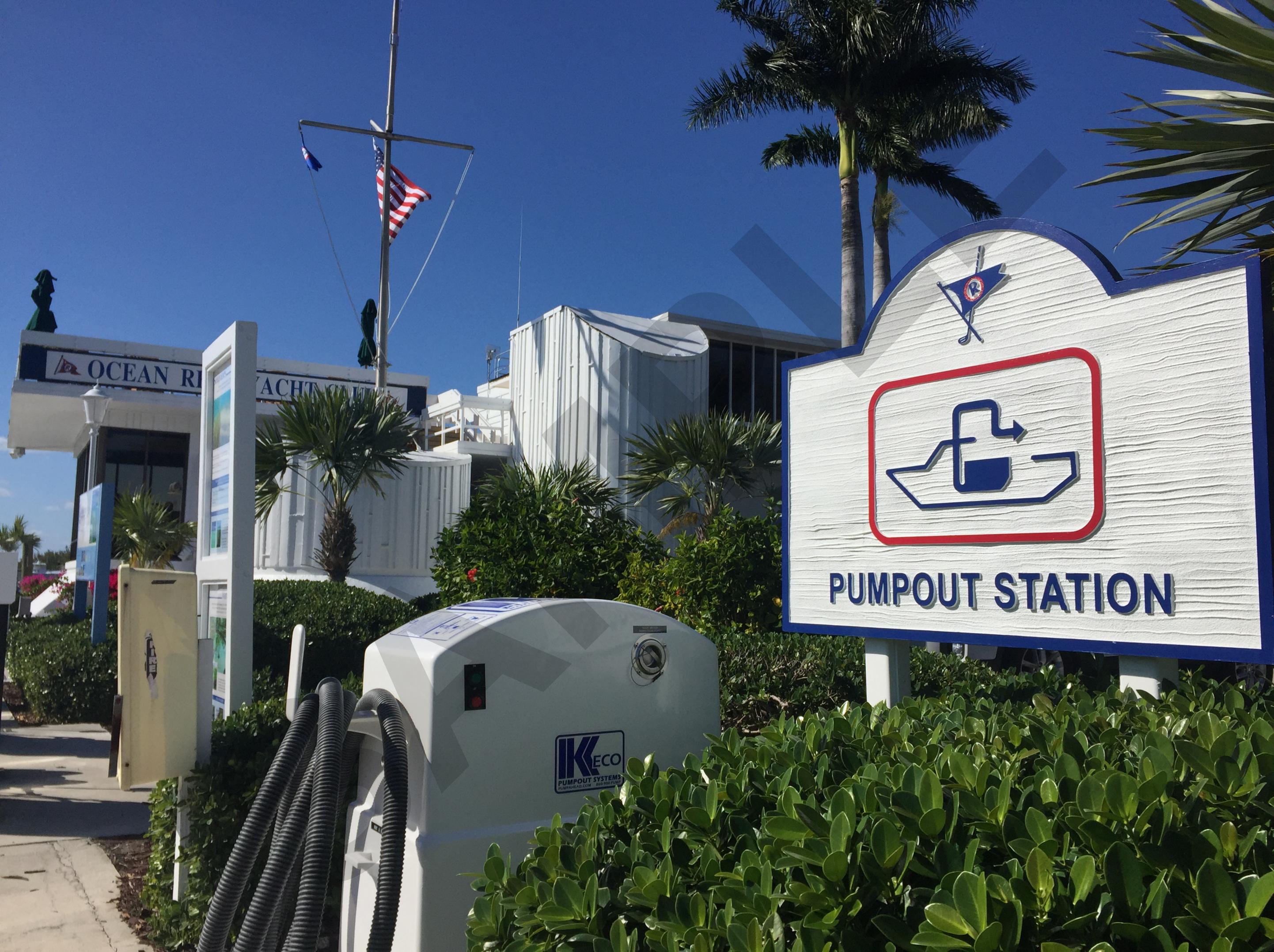
**Notes:**  
 Interest will be charged on past due accounts at the highest rate allowable by law. If Bellingham Marine Industries, Inc. is required to collect the account under adverse conditions the customer shall pay the cost of collection including reasonable attorneys fees.

Total	\$286,285.00
Sales Tax	
Less Retainage	
<b>Total Due</b>	<b>\$286,285.00</b>



**PUMPOUT STATION**





OCEAN R...

YACHT CLUB



PUMPOUT STATION

IK ECO  
PUMPOUT SYSTEMS  
PUMPHEAD.COM 800-950-FLUSH





COMPLIMENTARY PUMP OUTS AVAILABLE

PLEASE CONTACT THE DOCK OFFICE AT  
(305) 367-5908  
FOR SERVICE.

DOCK OFFICE HOUSE OF OPERATION:  
7AM TO 7PM DAILY

OPERATOR:  
DOCK MASTER, TONY RODRIGUEZ

PLEASE CALL THE CLUB AT  
(305) 367-2611  
FOR EMERGENCY SERVICE.

FUNDED IN PART BY THE U.S. FISH AND WILDLIFE SERVICE CLEAN  
VESSEL ACT THROUGH THE FLORIDA  
DEPARTMENT OF ENVIRONMENTAL PROTECTION





1. Check for leaks at all connections.  
2. Check for proper operation of pump.  
3. Check for proper operation of vent.  
4. Check for proper operation of float valve.  
5. Check for proper operation of check valve.  
6. Check for proper operation of solenoid valve.  
7. Check for proper operation of pressure switch.  
8. Check for proper operation of pressure relief valve.  
9. Check for proper operation of pressure limiting valve.  
10. Check for proper operation of pressure reducing valve.

1/2 (16) EMT



**KECO**  
PUMP-OUT STATION

SAMPLE





*[Faint, illegible text on the lower front panel, likely technical specifications or safety instructions.]*

**SAMPLE**



COMPLIMENTARY PUMP OUTS AVAILABLE  
PLEASE CONTACT THE TUCKER SERVICE AT  
800-900-PUMP FOR SERVICE.

CALL OFFICE HOURS OF OPERATION  
FOR THE TANK.

OPERATION  
PLEASE CALL THE CLUB AT  
800-900-PUMP FOR ASSISTANCE.

MEMBERS PLEASE BE SURE TO KEEP THE SERVICE CLEAN  
AND MAINTAIN THE PROPER COLLECTION



# **PUMPOUT STATION OPERATIONAL PLAN**

## **Ocean Reef Club**

**Hours of Operation: 7:00am-7:00pm**

**VHF Channels monitored: 16**

**Phone Number: 305.367.2611 Ext. 7740**

**Emergency Phone Number: 305.224.2129**

### **OPERATION & MAINTENANCE**

Before each use:

- Check all valves and hoses to ensure proper working condition

- Check that the nozzle is clean and rinsed before inserting into the boat

After each use:

- Place nozzle end of pumpout hose in five gallon bucket containing disinfectant solution

At the end of each day use:

- Pump at least 5 gallons of fresh water through the suction hose

- Wash and wipe down the exterior stainless steel cover

- Shut off the electrical power

At the end of the first 50 hours of use:

- Drain gear reducer oil and fill with 90W gear oil to the bottom of the oil level inspection plug

At the end of the first 250 hours and thereafter every 200 hours of use:

- Drain gear reducer oil and fill with 90W gear oil to the bottom of oil level inspection plug

- Grease the rod bearing and the pivot pin

- Replace the two intake and the two discharge duck-bill valves

- Inspect pump diaphragm for wear or damage

- Inspect pump out hose for wear or damage

- Tighten all nuts and bolts

At end of every 2000 hours of use

- Replace the pump diaphragm