



7001 E Belleview Ave Suite 1000

Denver, CO 80237

February 20, 2026

Matt Wilman  
Utilities Director  
City of Key West  
1300 White Street  
Key West, FL 33040

Subject: Out-of-Scope Letter Agreement – Belt Press Rehabilitation

Dear Mr. Wilman:

Jacobs would like to propose the following out-of-scope services as further defined below. These services will comply with the requirements of the Operations, Maintenance and Management Agreement between Operations Management International, Inc. and the City of Key West, Florida dated 31 March 2014.

What is being provided: Jacobs will provide services for recurring belt press rehabilitation work as denoted in Exhibit A.

When it is being provided: Services are anticipated to be provided on a bimonthly basis, with a timeframe from January 2026 through September 2026.

Project costs: The lump price of this work is \$18,106.88 for one (1) service/trip. This scope of work is beyond the base contractual scope so henceforth offered as an additional service. If during the performance of this scope, Jacobs encounters unforeseen conditions, Jacobs shall retain the right to bill City for any additional labor and/or materials needed to complete the scope as intended, upon written approval from the Director.

Payment terms: Payment will be due and payable within thirty (30) days following receipt of Jacobs' invoice.

All other terms and conditions of the Agreement between OMI and the City of Key West remain in full force and effect.

The pricing contained in this letter is valid for thirty (30) days.

If these terms are agreeable to you, please sign this letter. A fully executed version of this Agreement will be returned for your files.

Jacobs appreciates the opportunity to provide these additional services to the City of Key West.

Sincerely,

Richard Cleaver  
Project Manager

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Both parties indicate their approval of the above described services by their signature below.

Operations Management International, Inc.:

City of Key West, Florida



Name: Andy Rouse  
Title: Vice President

Name: Matt Wilman  
Title: Utilities Director

Date: 02/20/2026

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

## **EXHIBIT A - Scope of Services – Belt Filter Press Rehabilitation Support**

### **1. Overview**

Jacobs' regional maintenance team will provide project support services for the rehabilitation of the belt filter press. The objective of this work is to ensure that this critical operation remains reliable, stable, and fully functional for FY13. The BFP capital upgrade, estimated at nearly \$10 million, will be executed by the City in a future fiscal year.

### **2. Purpose**

The temporary support provided under this scope will bridge operational gaps and maintain system performance during the interim period before the major capital investment.

### **3. Services Provided**

Jacobs' regional maintenance team will perform the following services:

- **Fabrication and Welding Services**
  - Provide custom fabrication and welding of components, parts, and assemblies necessary to support repairs, upgrades, and system improvements. Work includes, but is not limited to, modifications and repairs to the existing conveyor system that supports the operation of the belt filter presses and is critical to overall plant performance.
- **Technical Oversight and Repairs**
  - Provide experienced technical oversight, evaluations, and recommendations to sustain reliable system operations in advance of the planned capital upgrade project. Perform corrective repairs as identified to ensure continued operational integrity.
- **Operational Support**
  - Conduct inspections, troubleshooting, repairs, and performance optimization of the belt filter presses to maintain full functionality and efficiency. Services will be performed as needed to address mechanical deficiencies and minimize downtime.
- **Major Services Capabilities**
  - The Jacobs Major Services Team is equipped to perform larger, specialized repairs that fall outside the scope of routine local contractual services. These services include complex mechanical repairs, structural modifications, and system enhancements necessary to maintain critical infrastructure.

### **4. Parts and Materials**

All parts and materials required for repairs and rehabilitation of the belt filter press will be provided by the Jacobs Key West project.

## **5. Staffing and Labor**

Jacobs will deploy qualified maintenance personnel to the site on a recurring basis. These personnel will be responsible for executing all labor activities required to support the belt filter press rehabilitation.

## **6. Travel and Lodging**

Jacobs' regional maintenance team will conduct periodic trips approximately every six (6) weeks, with each trip lasting two (2) weeks, approved on a trip-by-trip basis. Project and City staff have identified the support needed will be periodic likely requiring five (5) trips between January 2026 and September 30<sup>th</sup>, 2026. Jacobs regional maintenance will manage all associated travel and lodging required to perform the work.

## **7. Schedule**

- Recurring 2-week work cycles every 6 weeks
- Service period continues until September 30<sup>th</sup>, 2026.

## **8. Deliverables**

- Maintenance activity logs documenting all work performed
- Recommendations for operational improvements or risk mitigation
- Status updates on the condition and performance of the belt filter press

## **9. Assumptions**

- The planned capital upgrade remains scheduled for a future fiscal year.
- Site access, utilities, and required safety accommodations will be provided by the Key West project.