

**DEP AGREEMENT NO. LPA0260
CHANGE ORDER NO. 1**

GRANTEE: Cedar Key Special Water and Sewer District

PROJECT TITLE: Cedar Key Lift Station Rehabilitation

DEP Agreement No. LPA0260 (Agreement) entered into on December 20, 2022, and previously amended, is hereby revised as follows:

WHEREAS, the Grantee has requested an update to the Grant Work Plan; and,

WHEREAS, the Grantee has requested a reallocation of the project budget; and,

WHEREAS, the Grantee has requested a change in task timelines within the Agreement period.

NOW THEREFORE, the parties agree as follows:

1. Section 6. of the Standard Grant Agreement is hereby revised to the following:

Grantee's Grant Manager
Name: John Rittenhouse
Address: Cedar Key Water and Sewer District
510 3 rd Street
Cedar Key, Florida 32625
Phone: (352) 543-5285
Email: jrittenhouse@ckwater.org

2. Attachment 3-1, Revised Grant Work Plan, is hereby deleted in its entirety and replaced with Attachment 3-2, Revised Grant Work Plan, as attached to this Amendment and hereby incorporated into the Agreement. All references in the Agreement to Attachment 3-1 shall hereinafter refer to Attachment 3-2, Revised Grant Work Plan.
3. All other terms and conditions of the Agreement shall remain unchanged.

The parties agree to the terms and conditions of this Change Order and have duly authorized their respective representatives to sign it on the dates indicated below.

CEDAR KEY SPECIAL WATER AND SEWER DISTRICT

By: 
Michael Borelli, Chairman

Date: Sept 17, 2024

STATE OF FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION

By:  Digitally signed by Mitch Holmes
Date: 2024.09.17 13:54:57 -04'00'
Mitch Holmes, Program Administrator

Date: 9/17/2024
Gabe Higginbotham Digitally signed by Gabe Higginbotham
Date: 2024.09.17 11:40:37 -04'00'
Gabe Higginbotham, DEP Grant Manager

ATTACHMENT 3-2 REVISED GRANT WORK PLAN

PROJECT TITLE: Cedar Key Lift Station Rehabilitation

PROJECT LOCATION: The Project will be located in the City of Cedar Key within Levy County; Lat/Long (29.1386, -83.0351).

PROJECT BACKGROUND: The City of Cedar Key (Grantee) has 17 Lift Stations that were put into service in 1984, but 5 of these lift stations are considered in a critical state due to their locations and elevations. During heavy rainfall, these lift stations become submerged and are at risk for direct discharge into surrounding coastal waterways. The surrounding waters that could be impacted are critical due to the shellfish habitat.

PROJECT DESCRIPTION: The purpose of this project is to rehabilitate approximately 5 lift stations by replacing the pumps, providing watertight seals, raising the control panels to an elevation that will not be flooded during heavy rainfall or storm surge and performing any other work deemed necessary to rehabilitate the 5 lift stations. The rehabilitation of the 5 lift stations will provide protection to the surrounding coastal waterways.

TASKS: All documentation should be submitted electronically unless otherwise indicated.

Task 1: Preconstruction Activities

Deliverables: The Grantee will complete the design of the Cedar Key Lift Station Rehabilitation project and obtain all necessary permits for construction of the project. Activities necessary for design, such as surveys, geotechnical evaluations, and environmental assessments, are eligible under this task.

Documentation: The Grantee will submit a signed summary of activities completed for the period of work covered in the payment request, including the percentage of design complete and permitting status, using the format provided by the Department's Grant Manager. For the final documentation, the Grantee will also submit a copy of the design completed with the funding provided for this task, a list of all required permits identifying issue dates and issuing authorities, and copies of any surveys, assessments, or other documents funded under this task. Upon request by the Department's Grant Manager, the Grantee will provide additional supporting documentation relating to this task.

Performance Standard: The Department's Grant Manager will review the documentation to verify that the deliverables have been completed as described above. Upon review and written acceptance by the Department's Grant Manager, the Grantee may proceed with payment request submittal.

Payment Request Schedule: The Grantee may submit a payment request for cost reimbursement no more frequently than monthly.

Task 2: Bidding and Contractor Selection

Deliverables: The Grantee will prepare a bid package, publish a public notice, solicit bids, conduct pre-bid meetings, and respond to bid questions in accordance with the Grantee's procurement process, to select one or more qualified and licensed contractors to complete construction of the lift stations.

Documentation: The Grantee will submit: 1) the public notice of advertisement for the bid; 2) the bid package; and 3) a written notice of selected contractor(s).

Performance Standard: The Department's Grant Manager will review the documentation to verify that the deliverables have been completed as described above. Upon review and written acceptance by the Department's Grant Manager, the Grantee may proceed with payment request submittal.

Payment Request Schedule: The Grantee may submit a payment request for cost reimbursement following the conclusion of the task.

Task 3: Construction

Deliverables: The Grantee will construct the Cedar Key Lift Station Rehabilitation project in accordance with the construction contract documents. The Grantee will submit through the Department's GIS web-interface data collection tool, parcel-level data identifying collection system extensions; lift stations and other infrastructure associated with the grant; and both the parcels connected to sewer and the parcels where sewer has been made available for connection but not yet connected along with associated grant information.

Documentation: The Grantee will submit: 1) a copy of the final design; 2) a signed summary of activities completed for the period of work covered in the payment request, using the format provided by the Department's Grant Manager. For the final documentation, the Grantee will also submit: 3) an email from the Department's GIS web-interface data collection tool, confirming that data for the project has been submitted.

Performance Standard: The Department's Grant Manager will review the documentation to verify that the deliverables have been completed as described above. Upon review and written acceptance by the Department's Grant Manager, the Grantee may proceed with payment request submittal.

Payment Request Schedule: The Grantee may submit a payment request for cost reimbursement no more frequently than monthly.

Task 4: Project Management

Deliverables: The Grantee will provide project management services related to the Cedar Key Lift Station Rehabilitation project, to include review of documents and forms, budget oversight, preparation and submittal of quarterly progress reports, processing of payment requests and related documentation, field engineering services, construction observation, site meetings with construction contractor(s) and design professionals, and overall project coordination and supervision.

Documentation: The Grantee will submit a signed summary of activities completed for the period of work covered in the payment request, using the format provided by the Department's Grant Manager. Upon request by the Department's Grant Manager, the Grantee will provide additional supporting documentation relating to this task.

Performance Standard: The Department's Grant Manager will review the documentation to verify that the deliverables have been completed as described above. Upon review and written acceptance by the Department's Grant Manager, the Grantee may proceed with payment request submittal.

Payment Request Schedule: The Grantee may submit a payment request for cost reimbursement no more frequently than monthly.

PROJECT TIMELINE & BUDGET DETAIL:

The tasks must be completed by, and all documentation received by, the corresponding task end date. Cost reimbursable grant funding must not exceed the budget amounts as indicated below. Match funding shall be provided at minimum in the categories indicated below.

Task No.	Task Title	Budget Category	Grant Amount	Task Start Date	Task End Date
1	Preconstruction Activities	Contractual Services	\$377,158.10	07/01/2022	06/30/2025
2	Bidding and Contractor Selection	Contractual Services	\$20,000	07/01/2022	06/30/2025
3	Construction	Contractual Services	\$1,852,841.90	07/01/2022	06/30/2026
4	Project Management	Contractual Services	\$250,000	07/01/2022	06/30/2026
Total:			\$2,500,000		

Note that, per Section 8 of Attachment 1 in the Agreement, authorization for continuation and completion of work and any associated payments may be rescinded, with proper notice, at the discretion of the Department if the Legislature reduces or eliminates appropriations. Extending the contract end date carries the risk that funds for this project may become unavailable in the future. This should be a consideration for the Grantee with this and future requests for extension