



DEPARTMENT OF PURCHASING AND CONTRACTS

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**AMENDMENT NO. ONE (1)**  
TO  
**CONTRACT No. 22-RG0013/PH**  
FOR  
**ENGINEERING SERVICES FOR WATER, WASTEWATER AND RECLAIMED WATER – GRANT RELATED PROJECTS**

The following changes, additions and/or deletions are hereby made a part of the Contract Documents for the **CONTRACT No. 22-RG0013/PH – ENGINEERING SERVICES FOR WATER, WASTEWATER AND RECLAIMED WATER – GRANT RELATED PROJECTS**, as fully and completely as if the same were fully set forth therein:

- 1. Construction Administration Services as per the attached Scope of Service and Fee Schedules.
- 2. All other terms and conditions shall remain the same.

**ADD: ADDITIONAL SERVICES**

ITEM NO.	DESCRIPTION	TOTAL
1	Professional Engineering Services for the South Brooksville Stormwater Master Drainage Plan Update	\$117,496.00

MCKIM & CREED, INC.

BOARD OF COUNTY COMMISSIONERS  
HERNANDO COUNTY

Authorized Signature

John Aiocco, Chairman  
Hernando County Board of County Commissioners  
Hernando County, Florida

12/7/22  
Date

1/10/2023

**CONTRACT No. 22-RG0013/PH - ENGINEERING SERVICES FOR WATER, WASTEWATER AND RECLAIMED WATER - GRANT RELATED PROJECTS**  
**EXHIBIT "B" TASK FEE QUOTATION PROPOSAL**  
 Doc. ID: 10982 BOCC Approved 9/13/22

**PROJECT NAME: South Brooksville Stormwater Master Drainage Plan AMENDMENT NO. 1**

PROJECT ACTIVITY	Glenn Halstead Regional Manager		Tracey Webb Senior Project Manager		Colin Miller Senior Engineer IV		Regina Viviano Staff Engineer/Eng II		Carl Feldmeyer Designer I/Sr Designer		Luis Aguilar Engineer Intern		Diane Allen Sr Project Admin		Basic Activity \$ AMOUNT	Man Hrs by Activity	Avg Hrly Rate
	Man Hrs	Cost	Man Hrs	Cost	Man Hrs	Cost	Man Hrs	Cost	Man Hrs	Cost	Man Hrs	Cost	Man Hrs	Cost			
<b>TASK 1 - Project Management and Administration</b>	1	\$281	23	\$6,497	7	\$1,540	3	\$480	0	\$0	3	\$321	11	\$1,133	\$9,252	48	\$192.75
1.1 Project Set-up	1	\$281	16	\$3,824	0	\$0	0	\$0	0	\$0	0	\$0	3	\$309	\$4,414	20	\$220.70
1.2 Monthly invoicing and status reports	0	\$0	6	\$1,434	4	\$880	0	\$0	0	\$0	0	\$0	8	\$818	\$2,932	16	\$183.25
1.3 Project kickoff meeting	0	\$0	1	\$239	3	\$660	3	\$480	0	\$0	3	\$321	2	\$206	\$1,906	12	\$158.83
<b>TASK 2 - Project Research and Data Review</b>	0	\$0	2	\$478	12	\$2,640	16	\$2,560	0	\$0	24	\$2,568	0	\$0	\$8,246	54	\$152.70
2.1 Available Information	0	\$0	0	\$0	4	\$880	8	\$1,280	0	\$0	8	\$856		\$0	\$3,016	20	\$150.80
2.2 Agency Pre-Application Meetings	0	\$0	2	\$478	8	\$1,760	8	\$1,280	0	\$0	16	\$1,712		\$0	\$5,230	34	\$153.82
<b>TASK 3 - Master Plan Updates</b>	36	\$10,116	11	\$2,629	131	\$28,820	235	\$37,600	80	\$9,680	99	\$10,593	0	\$0	\$99,438	592	\$167.97
3.1 Stormwater Master Plan Update	24	\$6,744	2	\$478	60	\$13,200	120	\$19,200	0	\$0	40	\$4,280		\$0	\$43,902	246	\$178.46
3.2 Conceptual Plans	12	\$3,372	0	\$0	40	\$8,800	80	\$12,800	60	\$7,260	40	\$4,280		\$0	\$36,512	232	\$157.38
3.3 Coordination Meetings <sup>1</sup>	0	\$0	3	\$717	19	\$4,180	18	\$3,040	0	\$0	3	\$321		\$0	\$8,258	44	\$187.68
3.4 RFQ Development Assistance	0	\$0	2	\$478	4	\$880	0	\$0	0	\$0	0	\$0		\$0	\$1,358	6	\$226.33
3.5 Public Meetings ( 2 max)	0	\$0	4	\$956	8	\$1,760	16	\$2,560	20	\$2,420	16	\$1,712		\$0	\$9,408	64	\$147.00
<b>TOTAL</b>	<b>37</b>	<b>\$10,397</b>	<b>36</b>	<b>\$8,604</b>	<b>150</b>	<b>\$33,000</b>	<b>254</b>	<b>\$40,640</b>	<b>80</b>	<b>\$9,680</b>	<b>126</b>	<b>\$13,482</b>	<b>11</b>	<b>\$1,133</b>	<b>\$116,936</b>	<b>694</b>	<b>\$168.60</b>

**Notes:**

1. Coordination Meetings: Virtual (3 max) - Assume 3 hr/mtg for prep, attend and minutes, In-person (2 max) - Assume 5 hr/mtg for prep, travel, attend and minutes

SUB-TOTAL HOURLY COSTS	\$	116,936.0000
Out-of-Pocket Expenses (actual cost - not to exceed)	\$	560.00
Miscellaneous Expenses (Subconsultant)	\$	0.00
<b>NOT TO EXCEED TOTAL LUMP SUM COST</b>	<b>\$</b>	<b>117,496.00</b>

Firm Na McKim & Creed, Inc.	<b>HERNANDO COUNTY</b>	
Signature: 	DAW Department Name	 Authorized Signature
<u>Mitch Chemical Test</u> (Printed Name and Title) Secretary	12/15/22 (Date)	John Allgood Chairman
Date: 12/7/22		1/10/2023 (Date)

TASK ORDERS ARE TO INCLUDE: SCOPE OF SERVICE, PROJECT TIME FRAME, FEE QUOTATION PROPOSAL, AND ANY OTHER RELATIVE ATTACHMENTS. TASK ORDERS ARE TO BE SUBMITTED IN ONE (1) SIGNED ORIGINAL COPY WITH A PURCHASE REQUISITION TO THE PURCHASING AND CONTRACTS DEPARTMENT.

**Exhibit A**  
**Hernando County**  
**Contract #22-RG0013/PH - Amendment No. 1**  
**South Brooksville Stormwater Master Drainage Plan Update**  
**Scope of Services**  
**McKim & Creed, Inc.**  
**November 29, 2022**

Hernando County (County) has requested McKim & Creed, Inc. (M&C) to provide professional services to review the impacts of previously constructed Best Management Practices (BMPs), review benefits of remaining BMPs as identified in the previously developed master plan and re-evaluate the model to identify any modifications or additions to the South Brooksville Stormwater Master Drainage Plan (SBSMDP).

The Project will consist of updating the 2011 SBSMDP with available as-built/record information; review performance (reduction of peak flood stages) of constructed BMPs 5, 6, and part of 7; evaluate potential improvements to existing constructed BMPs (5, 6, and part of 7); review of regional stormwater treatment/attenuation system (BMP 2); and recommendations for potential new BMPs. M&C will provide professional services to complete an updated Stormwater Master Drainage Plan with conceptual plans and opinions of probable construction costs in accordance with agency guidelines.

Based on the County's provided and other publicly available information, M&C will provide the County with consulting services comprised of the following tasks:

**SCOPE OF SERVICES**

Task 1 – Project Management and Administration

Task 2 – Project Research and Data Review

Task 3 – Master Plan Updates

The Scope of Services is further defined and described in the following tasks:

**Task 1 – Project Management and Administration**

Task includes project management, kickoff meeting, County coordination meetings, quality control coordination and administration that will be performed. Work associated with this task includes the following:

1. Project set-up
2. Monthly invoicing and status reports
3. Project kickoff meeting: Schedule and attend a kickoff meeting with the County



### **Task 2 – Project Research and Data Review**

1. **Available Information:** Review information provided by Others, Authorities Having Jurisdiction (AHJs), and information publicly available. This task is anticipated to include the following data (to be provided by County):
  - a. South Brooksville Stormwater Master Drainage Plan (SBSMDP)
  - b. South Brooksville Watershed Model
  - c. Publicly available Environmental Resource Permits (ERPs)
  - d. Available as-built/record information for implemented BMPs
  - e. GIS mapping for land-use changes which have occurred since 2009.
  
2. **Agency Pre-Application Meetings:** Schedule, attend and prepare minutes for one (1) Pre-Application or Pre-Submittal Meetings with each the following agencies:
  - a. Southwest Florida Water Management District (SWFWMD)
  - b. Florida Department of Environmental Protection (FDEP)

### **Task 3 – Master Plan Updates**

The M&C will provide professional services for the following aspects of the Project:

- Stormwater Management Plan Update
- Conceptual Plans for BMPs
- Coordination Meetings
- RFQ Development Assistance
- Public Meetings

McKim & Creed maintains a QA/QC program on all projects. A senior technical review will be performed for each deliverable under this task. Deliverables will be reviewed prior to submittals for general conformance with communicated design requirements, requirements of Authorities Having Jurisdiction (AHJs), and the Standard of Care.

#### **1. Stormwater Management Plan Update**

- a. Recreate, to the extent possible, the model used in the South Brooksville Stormwater Master Drainage Plan
- b. Update watershed model based on changes which have occurred since 2009, including developments and previously implemented BMP as-built information.
- c. Review effectiveness of implemented BMPs as compared to previously published Watershed Model.
- d. Identify proposed modifications to BMPs

- e. Identify additional BMP recommendations
- f. Prepare Benefit-Cost Analysis for proposed BMPs (including proposed modifications to existing BMPs).
- g. Update nutrient loading (Phosphorus and Nitrogen) for existing constructed BMPs and proposed improvements.
- h. Provide Updated Watershed Master Plan

**2. Conceptual Plans.** Develop Conceptual Plans for BMP Modifications or new BMPs

- a. Review modifications of existing and previously proposed BMPs
- b. Identify potential new BMPs, maximum of three (3)
- c. Prepare conceptual plan of proposed BMPs or existing BMP modifications. These plans will be based on existing publicly available GIS and LiDAR data.
- d. Provide the following deliverables:
  - i. Conceptual Plans
  - ii. Engineer's Opinion of Probable Construction Cost (Level 4)

**3. Coordination Meetings.** Conduct stakeholder meeting with County staff.

- a. M&C will meet virtually with the County or the County's other consultants as necessary up to three (3) times.
- b. M&C will meet with County and City of Brooksville up to two (2) times to present findings and recommendations.

**4. Request for Qualifications (RFQ) Development Assistance.**

- a. Provide preliminary design information for incorporation into RFQ.
- b. Assist County staff with RFQ scope language.

**5. Public Meetings.** Attend meeting with the County, Public, and County Administration up to two (2) times. Prepare exhibits and meeting materials.

**Other Information**

Any services not reflected in the Scope of Services section of this Agreement, including but not limited to the following, are not included in this Work Order. M&C may elect to provide or coordinate these services, if requested, but they will be considered additional services. These additional services can be performed as mutually agreed upon by the County and M&C and documented by a written addendum to this Work Order. They are as follows:

- Survey Services (boundary, topo, tree, construction staking etc.) other than those specified above
- Easement Exhibits/Plants, etc. other than those specified above
- Subsurface utility locating services

- Geotechnical Investigations (of any kind)
- Environmental Services (of any kind, for example wetland delineation and wildlife surveys)
- FEMA Letters of Map Revision

**STAFFING – KEY PROJECT TEAM MEMBERS**

Senior Project Manager	Tracey Webb, PE
Lead Engineer	Colin Miller, PE
Project Engineer	Regina Viviano
Principal QAQC Officer	Glenn Halstead, PE

**SCHEDULE**

This schedule is based on several tasks being performed concurrently. A MS Project Schedule will be submitted to the County following written authorization.

<u>Description</u>	<u>Time Following Authorization</u>
Notice to Proceed (NTP)	0 days
Kick-Off Meeting	14 days
Receive Data from County	14 days
Review Available Information and Master Plan	30 days
Model Update Meeting	30 days
Attend Pre-Application	45 days
BMP Update Meeting	60 days
Draft Management Plan Update	90 days
Draft Conceptual Plans	90 days
Final Management Plan Update	120 days
Final Conceptual Plans	120 days

**FEES**

The Work described herein will be performed on a Lump Sum basis. Monthly invoicing will be based on percent complete to date for each task. Scope of Work for the Tasks described herein will be performed for the Lump Sum Fee Amounts as shown below and as identified in **Exhibit B**:

<b>TASK</b>	<b>TASK DESCRIPTION</b>	<b>TOTAL</b>
1	Project Management and Administration	\$9,402
2	Project Research and Data Review	\$8,246
3	Stormwater Management Plan Update	\$99,848
	<b>TOTAL FEES</b>	<b>\$117,496</b>