



**HERNANDO COUNTY
BOARD OF COUNTY COMMISSIONERS**
15470 FLIGHT PATH DR
BROOKSVILLE, FL 34604

PURCHASE ORDER-CHANGE NO. 22001066-1
CHANGE DATE: 02/23/23

PAGE NO. 1

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coastal@coastal-engineering.com

170 FAX: 352-799-8358

COASTAL ENGINEERING ASSOCIATES INC

966 CANDLELIGHT BLVD

BROOKSVILLE FL 34601

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UTILITIES - ADMINISTRATION

15365 CORTEZ BLVD

BROOKSVILLE FL 34601

ORDER DATE:09/15/22			BUYER: KTEJERA			REQ. NO.: RQ221193		REQ. DATE: 08/30/22	
TERMS: NET 30 DAYS			F.O.B.: FOB DESTINATION			DESC.: CHANGE ORDER - 1			
ITEM#	QUANTITY	UOM	DESCRIPTION				UNIT PRICE		EXTENSION
2/23/23 Change Order 1 - GML - CONTRACT #21-RG0045 DOC ID 10878 APPVD 8/23/22 WITH COASTAL ENGINEERING FOR THE SEPTIC TO SEWER CONVERSION, DISTRICT A, PHASE 1 ENGINEERING SERVICES. CHANGE ORDER 1- ADD \$2,000 TO THE OUT OF POCKET EXPENSE TOTAL DUE ADDITIONAL LANDOWNER NOTIFICATION LETTER MAILINGS AND INCREASED POSTAL COST. ADD \$2,000 TO LINE 2 33505-5626322 CIP 111961. REVISED LINE TOTAL = \$800,679.00 REVISED PO TOTAL = \$1,800,678.00									
02	2000.00	JOB	SEPTIC TO SEWER CONVERSION, DISTRICT A PHASE 1 ENGINEERING SERVICES				.0000		2,000.00

ITEM#	ACCOUNT		AMOUNT	PROJECT CODE	PAGE TOTAL \$	2,000.00
02	33505	5626322	2,000.00	111961	TOTAL \$	2,000.00

SEE TERMS AND CONDITIONS ON REVERSE SIDE

APPROVED BY:

[Signature]

CHIEF PROCUREMENT OFFICER

HERNANDO COUNTY PURCHASE ORDER TERMS AND CONDITIONS

GENERAL

The condition of this order may not be changed by Vendor/Contractor. If order is not acceptable, return to Hernando County Purchasing and Contracts Department. Failure of a Vendor/Contractor to deliver according to this purchase order awarded to him or to comply with any of the terms and conditions therein may disqualify him from receiving future orders.

QUALITY

All material or services furnished on this order must be as specified and subject to County inspection and approval within a reasonable time after delivery at destination. Variations in materials or services from those specified in this order must not be made without written authority from the Chief Procurement Officer. Materials rejected will be returned at the Vendor/Contractor's risk and expense.

QUANTITY/PRICE

The quantity of materials ordered or the prices specified must not be exceeded without written authority being first obtained from the Chief Procurement Officer.

INDEMNITY AND INSURANCE

The Vendor/Contractor agrees to indemnify and hold harmless Hernando County, including its officers, agents and employees, from all claims, damages, losses and expenses, including reasonable attorneys' fees, and costs brought or incurred on account of injuries or damages sustained by any party due to the operations of the Vendor/Contractor under this contract. The Vendor/Contractor further agrees to provide workers' compensation for all employees, and to maintain such general and auto liability insurance as is deemed necessary by the County for the particular circumstances and operations of the Vendor/Contractor. The Vendor/Contractor further agrees to provide the County with Certificates of Insurance, indicating the amount of coverage in force, upon request.

PACKING

Packages must be plainly marked with shipper's name and purchase order number; charges are not allowed for boxing or crating unless previously agreed upon in writing.

DELIVERY

All materials must be shipped F. O. B. destination. The County will pay no freight or express charges, except by previous agreement. If specific purchase is negotiated on the basis of F.O.B. shipping point, VENDOR/CONTRACTOR ARE TO PREPAY SHIPPING CHARGES AND ADD TO INVOICE. Delivery must actually be affected within the time stated on purchase made between 8:00 AM and 5:00 PM Monday to Friday inclusive unless otherwise stated. In case of default by the Vendor/Contractor, Hernando County may procure the articles or services covered by this order from other sources and hold the Vendor/Contractor responsible for any excess occasioned thereby.

PAYMENT

Partial billing will be accepted only for items received within the specified delivery period. Payments for items delivered after this specified delivery period will be made after the entire order is completed and accepted by Hernando County. Payment shall be made in accordance with Florida Statute 218, Florida Prompt Payment Act. Payment for accepted equipment/supplies/services will be accomplished by submission of an invoice, in duplicate; to the Ship To Address on the front of the purchase order unless otherwise indicated.

MATERIAL SAFETY DATA SHEET

The Vendor/Contractor agrees to furnish Hernando County with a current Material Safety Data Sheet (MSDS) on or before delivery of each and every hazardous chemical or substance purchased which is classified as toxic under Florida Statute 442. Appropriate labels and MSDSs shall be provided for all shipments. Send MSDSs and other pertinent data to: Hernando County Purchasing and Contracts Department, 20 North Main Street, Room 365, Brooksville, FL 34601-2828.

OSHA REQUIREMENT

The Vendor/Contractor or contractor hereby guarantees Hernando County that all materials, supplies and equipment as listed on the purchase order meet the requirements, specifications and standards as provided for under the Federal Occupations Safety and Health Administration Act of 1970, as from time to time amended and in force at the date thereof.

LEGALLY AUTHORIZED WORKFORCE

VENDOR/CONTRACTOR represents and warrants that VENDOR/CONTRACTOR is in compliance with all applicable federal, state and local laws, including, but not limited to, the laws related to the requirement of an employer to verify an employee's eligibility to work in the United States. VENDOR/CONTRACTOR is encouraged (but not required) to incorporate the IMAGE best practices into its business and, when practicable, incorporate verification requirements into its agreements with subcontractors. The IMAGE Best Practices can be found on the COUNTY'S website at www.hernandocounty.us/pur/.

INSURANCE

Unless otherwise specified, the Contractor shall, at its sole expense, maintain in effect at all times during the performance of the services insurance coverage with limits not less than those set forth below (unless limits have been lowered) and with insurers and under forms of policies satisfactory to COUNTY.

<u>Coverage</u>	<u>Minimum Amounts and Limits</u>
(a) Worker's Compensation Employer's Liability	Statutory requirements at location of work \$ 100,000 each accident \$ 100,000 by employee \$ 500,000 policy limit
(b) Commercial General Liability (Additional Insured & Wavier Of Subrogation)	\$ 2,000,000 General Aggregate \$ 2,000,000 Products-Comp. Ops Agg. \$ 1,000,000 Each Occurrence
(c) Automobile Liability Option of Split Limits: (1.) Bodily Injury	\$ 5,000 Medical Expense \$ 1,000,000 Combined Single Limit (owned, hired and non-owned) \$ 1,000,000 Per Person or \$1,000,000 Per Accident



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coastal@coastal-engineering.com

170 FAX: 352-799-8358

COASTAL ENGINEERING ASSOCIATES INC

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BROOKSVILLE FL 34601

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UTILITIES - ADMINISTRATION

15365 CORTEZ BLVD

BROOKSVILLE FL 34601

PDF

ORDER DATE:09/15/22			BUYER: KTEJERA			REQ. NO.: RQ221193		REQ. DATE:	
TERMS: NET 30 DAYS			F.O.B.: FOB DESTINATION			DESC.: SEPTIC TO SEWER DIST A PH			
ITEM#	QUANTITY	UOM	DESCRIPTION				UNIT PRICE	EXTENSION	
<p>This Purchase is in accordance with Hernando County Contract No.21--RG0045, BOCC Approved on: 08/23/22, Doc ID No. 10878. The Contract Terms and Conditions apply, and the Purchase Order Terms and Conditions do not apply to this purchase. A Notice to Proceed will be issued at a later date in advance of work being performed.</p> <p>The County Contact Person is: Jared Waring, Phone Number: 352-540-6773</p> <p>The Contractor Contact is: Cliff Manuel, Phone Number: 352-796-9423</p> <p>2/23/23 Change Order 1 - GML - CONTRACT #21-RG0045 DOC ID 10878 APPVD 8/23/22 WITH COASTAL ENGINEERING FOR THE SEPTIC TO SEWER CONVERSION, DISTRICT A, PHASE 1 ENGINEERING SERVICES.</p> <p>CHANGE ORDER 1- ADD \$2,000 TO THE OUT OF POCKET EXPENSE TOTAL DUE ADDITIONAL LANDOWNER NOTIFICATION LETTER MAILINGS AND INCREASED POSTAL COST.</p> <p>ADD \$2,000 TO LINE 2 33505-5626322 CIP 111961. REVISED LINE TOTAL = \$800,679.00</p> <p>REVISED PO TOTAL = \$1,800,678.00</p>									
01	999999.00	JOB	SEPTIC TO SEWER CONVERSION, DISTRICT A PHASE 1 ENGINEERING SERVICES				1.0000	999,999.00	

ITEM#	ACCOUNT		AMOUNT	PROJECT CODE	PAGE TOTAL \$	999,999.00
01	33505	5626322	999,999.00	111961	TOTAL \$	
02	33505	5626322	800,679.00	111961		

PDF Copy

SEE TERMS AND CONDITIONS ON REVERSE SIDE

APPROVED BY:

[Signature]

CHIEF PROCUREMENT OFFICER

HERNANDO COUNTY PURCHASE ORDER TERMS AND CONDITIONS

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BOARD OF COUNTY COMMISSIONERS**
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BROOKSVILLE, FL 34604

PURCHASE ORDER-CHANGE NO. 22001066-1

PAGE NO. 2

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coastal@coastal-engineering.com
170 FAX: 352-799-8258
COASTAL ENGINEERING ASSOCIATES INC
966 CANDLELIGHT BLVD
BROOKSVILLE FL 34601

Copy
TO

UTILITIES - ADMINISTRATION
15365 CORTEZ BLVD
BROOKSVILLE FL 34601

ORDER DATE: 09/15/22			BUYER: KTEJERA		REQ. NO.: RQ221193	REQ. DATE:
TERMS: NET 30 DAYS			F.O.B.: FOB DESTINATION		DESC.: SEPTIC TO SEWER DIST A PH	
ITEM#	QUANTITY	UOM	DESCRIPTION			EXTENSION
02	800679.00	JOB	SEPTIC TO SEWER CONVERSION, DISTRICT A PHASE 1 ENGINEERING SERVICES			800,679.00

ITEM#	ACCOUNT	AMOUNT	PROJECT CODE	PAGE TOTAL \$	800,679.00
				TOTAL \$	1,800,678.00

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APPROVED BY:

[Signature]

CHIEF PROCUREMENT OFFICER

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HERNANDO COUNTY

PURCHASING REVIEW FORM

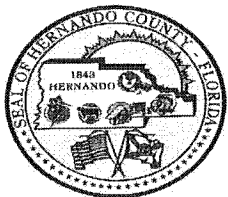
Purchasing Contact:	Georgia Lim
Contract purpose: (briefly describe)	21-RG0045/PH – Septic to Sewer Conversion PH 1-ENG SVCS PO 22001066
Vendor Name:	Coastal Engineering Associates
REQ#ITB/ RFP/Q#:	Change Order 1
Received Document	2/22/23

Purchasing Agent Review:	<i>Georgia Lim</i>	2/22/23	Georgia Lim	
	Signature	Date	Printed Name	
Comments:	Increase the purchase order by \$2,000 to the out-of-pocket expense total due additional Landowner notification letter mailings and increased postal cost.			
	Line 2: 33505-5626322 CIP 111961 \$2,000			
	Revised Line Total: \$800,679.00 and Revised PO Total: \$1,800,678.00			
	No Issues			

Grant Review:	<i>Helen Gornes</i>	2-22-2023	Helen Gornes	
	Signature	Date	Printed Name	
Comments:	Terms: 8-25-22 to 10-31-26, within terms of agreement. Increase PO to accommodate increase in postage and requirement of extra landowner mailings. Sufficient funding available. Expense increase appears to be necessary, allowable, allocable and in conformance with agreement. Grant review completed; no issues found. OK to process.			
GMS #472				
33504				

Chief of Procurement Review:	<i>Carl Rosoff - State</i>	2/23/23		
	Signature	Date	Printed Name	
Comments:	Approved.			

Recommendation:	



Hernando County Board of County Commissioners
15470 Flight Path Dr.
Brooksville, FL 34604

Rev: 0

Construction Change Order

Owner: Hernando County Board of County Commissioners

Owner's Representative:

Vendor: COASTAL ENGINEERING ASSOCIATES

Change Order No. 1
Contract No. 22001066

Change Order Date: 02/21/2023
Contract Date:

Project Description:

SEPTIC TO SEWER CONVERSION PH 1-ENG SVCS

The Project is Changed as Follows

Justification: CONTRACT #21-RG0045 DOC ID 10878 APPVD 8/23/22 WITH COASTAL ENGINEERING FOR THE SEPTIC TO SEWER CONVERSION, DISTRICT A, PHASE 1 ENGINEERING SERVICES.

CHANGE ORDER 1- ADD \$2,000 TO THE OUT OF POCKET EXPENSE TOTAL DUE ADDITIONAL LANDOWNER NOTIFICATION LETTER MAILINGS AND INCREASED POSTAL COST.

ADD \$2,000 TO LINE 2 33505-5626322 CIP 111961. REVISED LINE TOTAL = \$800,679.00

REVISED PO TOTAL = \$1,800,678.00

Total Addition/Deduction this Change Order: 2,000.00

The Original Contract Sum was	1,798,678.00
Net Change by previously authorized Change Orders:	.00
The Contract Sum prior to this Change Order was	1,798,678.00
The Net Amount of this Change Order is:	2,000.00
The new Contract Sum including this Change Order will be	1,800,678.00

The Contract Time will be changed by this Change Order (Days):

The Date of Substantial Completion as of the date of this Change Order therefore is:

Vendor Name/Address:

COASTAL ENGINEERING ASSOCIATES INC
966 CANDLELIGHT BLVD
BROOKSVILLE, FL 34601

Owner or Owner's Representative:

Hernando County Commission
20 N. Main St., Rm 266
Brooksville, FL 34601

Authorized Signature

Date: 2/22/23

Chief Procurement Office

Date: 2/23/23

Distribution:

Vendor - Original
Purchasing & Contracts
Finance
Requisitioning
Contract File

[illegible]

NOT TO EXCEED TOTAL LUMP SUM COST

Garling 2/21/23
Revised 2/21/23

Firm Name: <u>Coastal Engineering Associates, Inc.</u>		HERNANDO COUNTY	
Signature: <u>[Signature]</u>	HAW	<u>Respected</u>	_____
John Maribay, P.E., MBA	Department Name	Authorized Signature	Chief Procurement Officer
(Printed Name and Title)	<u>2/21/2023</u>	<u>John Maribay</u>	_____
Date: <u>2/26/23</u>	(Date)	(Printed Name and Title)	(Date)

1	Project Management	\$115,828.00
2	Data Collection & Field Review	\$440,404.00
3	Design, Construction Drawing, Permitting & Bid Docs	\$1,044,306.00
4	Property Easement Acquisition Assistance	\$33,100.00
5	Public Outreach	\$55,204.00
6	Engineers Opinion of Probable Costs	\$13,854.00
7	Bidding Assistance	\$14,772.00
	Subconsultants	\$77,506.00
	TOTAL:	\$1,800,674.00

From: Jared Waring <JWaring@co.hernando.fl.us>
Sent: Tuesday, February 14, 2023 4:25 PM
To: Katrina Tejera <KTejera@co.hernando.fl.us>
Cc: Ron Patel <RPatel@co.hernando.fl.us>; Grace Sheppard <GSheppard@co.hernando.fl.us>
Subject: RE: 22018 Septic to Sewer - Change Order Request

Trina,

The justification for the addition of \$2000.00 added to the Septic to Sewer contract is due to additional landowner notification letter mailings and increased postal cost.



Jared Waring, P.E.

Engineer

Hernando County Utilities Department
15365 Cortez Blvd
Brooksville, FL 34613
www.hernandocounty.us
Office Phone: (352) 540-6773

From: Jared Waring <JWaring@co.hernando.fl.us>
Sent: Tuesday, February 14, 2023 2:38 PM
To: Katrina Tejera <KTejera@co.hernando.fl.us>
Cc: Ron Patel <RPatel@co.hernando.fl.us>
Subject: FW: 22018 Septic to Sewer - Change Order Request

From: Rojean Hisson <rhisson@coastal-engineering.com>
Sent: Thursday, December 22, 2022 10:33 AM

To: Gordon Onderdonk <GOnderdonk@co.hernando.fl.us>

Cc: Brian Malmberg <bmalmberg@coastal-engineering.com>; Ron Patel
<RPatel@co.hernando.fl.us>; Richard Kirby <RKirby@co.hernando.fl.us>; Jared Waring
<JWaring@co.hernando.fl.us>

Subject: 22018 Septic to Sewer - Change Order Request

CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

HERNANDO COUNTY CONTRACT NO.21—RG0045/PH
PURCHASE ORDER NO. 22001066
SEPTIC TO SEWER, DISTRICT A PHASE 1

Attached is Coastal Engineering Change Order No. 1 Proposal requesting an additional \$2,000.00 to the Out-of-Pocket expense total. Exhibit B is based on additional landowner notification letter mailings and increased postal cost.

Coastal shall provide valid receipts for review and approval. If we do not use the estimated out of pocket expense, it will not be billed, and the final contract shall receive a change order reduction in the amount not used.

Please let me know if you require additional information.

Thank you,

Rojean Hisson

Project Manager

Coastal Engineering Associates, Inc

966 Candlelight Boulevard

Brooksville, FL 34601

352.796.9423 x1026

353.251.7103 DIRECT

353.667-3554 CELL

RHisson@coastal-engineering.com

