



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

PURCHASE ORDER-CHANGE NO. 22001066-4

PAGE NO. 1

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coastal@coastal-engineering.com

170 FAX: 352-799-8258

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:	
TERMS: NET 30 DAYS			F.O.B.: FOB DESTINATION			DESC.: SEPTIC TO SEWER DIST A PH			
ITEM#	QUANTITY	UOM	DESCRIPTION				UNIT PRICE		EXTENSION
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. The County Contact Person is: Jared Waring, Phone Number: 352-540-6773 The Contractor Contact is: Cliff Manuel, Phone Number: 352-796-9423 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 8/9/23 Change Order 2 - FH Contract #21-RG0045 Doc Id 10878 appvd 08/23/22 with									

ITEM#	ACCOUNT	AMOUNT	PROJECT CODE	PAGE TOTAL \$
				TOTAL \$

PDF Copy

Carl Rouse - Jmt

****SEE TERMS AND CONDITIONS ON REVERSE SIDE****

APPROVED BY:

CHIEF PROCUREMENT OFFICER

HERNANDO COUNTY PURCHASE ORDER TERMS AND CONDITIONS

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<u>Coverage</u>	<u>Minimum Amounts and Limits</u>
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ITEM#	QUANTITY	UOM	DESCRIPTION				UNIT PRICE		EXTENSION
Coastal Engineering for the Septic to Sewer Conversion, District A, Phase 1 Engineering services. Change Order 2- Add \$8,584.00 due to : the Force Main connection point at the Winn-Dixie site has been relocated to the existing 16° force main across US 19 based on insufficient capacity. The new connection point requires additional surveying not included in original scope Add \$8,584.00 to line 2 33505-5626322 CIP 111961. Revised line total = \$809,679.00 Revised PO total = \$1,809,262.00 33505-5626322 1 8584.00 111961 4/15/2024 - CHANGE ORDER NO. 3 - LB CO #3 is needed to add \$28,310.00 to line #2 to make modifications to the plans that will allow for a less intrusive construction method previously agreed upon. 33505-5626322 CIP 111961 Revised line total = \$837,573.00									

ITEM#	ACCOUNT	AMOUNT	PROJECT CODE	PAGE TOTAL \$
				TOTAL \$

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APPROVED BY:

Carl Rouseff - Jnt

CHIEF PROCUREMENT OFFICER

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ITEM#	QUANTITY	UOM	DESCRIPTION				UNIT PRICE	EXTENSION	
Revised PO total = \$1,837,572.00									
1/7/2025 Change Order No 4 - MP									
21-RG0045/PH Contract Name: SEPTIC TO SEWER CONVERSION,									
DISTRICT A, PHASE 1 ENGINEERING SERVICES									
Grant: 472									
CO #4 is to add line 3 in the amount of \$539,175.00 to									
allow for construction engineering services to be									
completed by the engineer of record during the									
duration of the construction project.									
Add Line 3 \$539,175.00; New Line Total \$539,175.00									
PO will remain open for Construction Engineering									
Services during the duration of the construction									
project.									
New PO Total \$2,376,747.00									
Dept 33505 Account 5626322 line #3 \$539,175.00									
33505-5626322 3 539175.00 111961									
02	837573.00	JOB	SEPTIC TO SEWER CONVERSION, DISTRICT A					1.0000	837,573.00
			PHASE 1 ENGINEERING SERVICES						
03	539175.00	JOB	TO ALLOW FOR CONSTRUCTION ENGINEERING					1.0000	539,175.00

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APPROVED BY:

Carl Rouse - Jantz
CHIEF PROCUREMENT OFFICER

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APPROVED BY:

Carl Rosend - Jnr

CHIEF PROCUREMENT OFFICER

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03	.00		JOB TO ALLOW FOR CONSTRUCTION ENGINEERING				.0000	.00	

ITEM#	ACCOUNT		AMOUNT	PROJECT CODE	PAGE TOTAL \$	.00
03	33505	5626322	.00	111961	TOTAL \$	.00

SEE TERMS AND CONDITIONS ON REVERSE SIDE

APPROVED BY:

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

The Contractor shall maintain in effect at all times during the performance of the services insurance coverage according to the Contract between Contractor and COUNTY. All waiver of subrogation provisions of the Contract apply. In the absence of a current Contract, 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 the County agrees in writing to lower limits) and with insurers and under forms of policies satisfactory to COUNTY; Contractor shall endorse Hernando County as an additional insured on the commercial general liability (additional insured shall read "Hernando County Board of County Commissioners"); Contractor waives subrogation as to the General Liability policy unless a policy condition prohibits pre-loss waiver of subrogation, in which case Contractor shall request of the insurer that the policy be endorsed with a Waiver of Transfer of Rights of Recovery Against Others unless such policy prohibits such an endorsement or voids coverage should VENDOR/CONTRACTOR enter into such an agreement on a pre-loss basis.

<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 \$ 5,000 Medical Expense
(c) Automobile Liability Option of Split Limits: (1.) Bodily Injury	\$ 1,000,000 Combined Single Limit (owned, hired and non-owned) \$ 1,000,000 Per Person or \$1,000,000 Per Accident



PURCHASE ORDER-CHANGE NO. 22001066-4
CHANGE DATE: 01/07/25

PAGE NO. 2

coastal@coastal-engineering.com
170 FAX: 352-799-8359
COASTAL ENGINEERING ASSOCIATES INC
966 CANDLELIGHT BLVD
BROOKSVILLE FL 34601

UTILITIES - ADMINISTRATION
15365 CORTEZ BLVD
BROOKSVILLE FL 34601

CHIEF PROCUREMENT OFFICER

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HERNANDO COUNTY

PROCUREMENT REVIEW FORM

Procurement Contact:	Julie Crull
Contract No. and Project Description (Task Order, Quote, & GSM #)	21-RG0045/PH – Septic to Sewer Conversion District A, Phase 1 Engineering Services
Vendor Name:	Coastal Engineering Associates
Purchase Order No.:	22001066
Change Order No.:	Change Order 4

Procurement Agent Review:	<i>Julie Crull</i>	01/02/2025	Julie Crull
	Signature	Date	Printed Name
Comments:	Change Order # 4 is requested to add a line for construction engineering services, in the amount of \$539,175.00, to be completed by the Engineer of Record during the duration of the project. Approved by BOCC on 11/19/2024 as Legistar #14874. No Issues		

Grant Review:	<i>Mindy Tillis</i>	01/03/2025	Mindy Tillis
	Signature	Date	Printed Name
Comments: GMS 472	CO to increase PO by \$539,175.00 for a new PO total of \$2,376,747. Allowable expense and within the grant performance period 08/25/2022 – 10/31/2026 Account 33505-5626322 Sub Project 111961 has \$11,034,574.54 available. No Issues		

Chief of Procurement Review:	<i>Carl Rosset - State</i>	1/06/2025	
	Signature	Date	Printed Name
Comments:	Approved.		

Recommendation:	

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

Rev: 4

Construction Change Order

Owner: Hernando County Board of County Commissioners**Owner's Representative:****Vendor:** COASTAL ENGINEERING ASSOCIATES

Change Order No. 4
Contract No. 22001066

Change Order Date: 10-25-2024
Contract Date:

Project Description:

SEPTIC TO SEWER CONVERSION PH 1-ENG SVCS

The Project is Changed as Follows

Justification: 21-RG0045/PH Contract Name: SEPTIC TO SEWER CONVERSION, DISTRICT A,
PHASE 1 ENGINEERING SERVICES

Grant: 472

CO #4 is to add line 3 in the amount of \$539,175.00 to allow for construction
engineering services to be completed by the engineer of record during the duration
of the construction project.

Add Line 3 \$539,175.00; New Line Total \$539,175.00

PO will remain open for Construction Engineering Services during the duration of
the construction project.

New PO Total \$2,376,747.00

Dept 33505 Account 5626322 line #3 \$539,175.00

33505-5626322 3 539175.00 111961

Total Addition/Deduction this Change Order: 539,175.00

The Original Contract Sum was 1,798,678.00
Net Change by previously authorized Change Orders: 38,894.00

The Contract Sum prior to this Change Order was 1,837,572.00

The Net Amount of this Change Order is: 539,175.00

The new Contract Sum including this Change Order will be 2,376,747.00

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

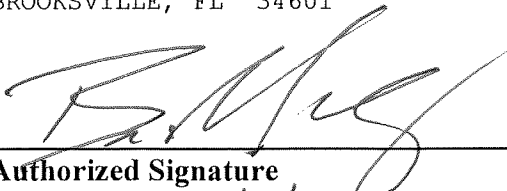
The Date of Substantial Completion as of the date of this Change Order therefore is:

Vendor Name/Address:

COASTAL ENGINEERING ASSOCIATES INC
966 CANDLELIGHT BLVD
BROOKSVILLE, FL 34601

Owner or Owner's Representative:

Hernando County Commission
15470 Flight Path Dr.
Brooksville, FL 34601



Authorized Signature

Date: 12/30/2024



Chief Procurement Office

Date: 1/06/2025

Distribution:

Vendor - Original
Purchasing & Contracts
Finance
Requisitioning
Contract File



EXHIBIT A – Scope of Services

Engineering Services for Septic to Sewer, District A and Septic Upgrade Incentive Program

Septic to Sewer District A Phase 1 Contract No. 21-RG0045/PH – Change Order #4 October 28, 2024

INTRODUCTION

The design and permitting of the Hernando County District A Phase 1 Septic-to-Sewer project is complete and the project is being advertised by the County to secure a Contractor to construct the new sewer system. The new sewer system consists of three sewersheds with 174 manholes conveying wastewater through 31,620 LF of 8-inch PVC gravity mains.

The project includes three new lift stations—one in each sewershed—and 2,740 LF of 4-inch PVC Force Main. In addition to the gravity sewer system, four grinder pump stations will be installed with 1,240 LF of 1.25-inch PVC Force Main discharging to the gravity sewer system.

This Scope of Services is for Coastal to perform the Construction Contract Administration portion of the Engineering Services During Construction.

This scope has been modified to reflect Alternate 1, constructing sewershed 6 and sewershed 2. The **bolded values** have changed to reflect the reduction in contractor scope.

Hernando County will provide onsite inspection services and daily contractor coordination throughout the project to include obtaining daily milestones from the contractor, coordinate required material and installation testing, communication with the Engineering team, communicating HCUD standard specifications and requirements to the contractor, etc. The Hernando County inspector shall provide daily inspection reports to the Engineering team to track progress and document construction activities.

SCOPE OF SERVICES

TASK 1 CONTRACT ADMINISTRATION

Coastal will provide Contract Administration services during construction, documenting that the construction is completed in general conformance with the Drawings, Technical Specifications, and Permit Requirements. This task includes the office support required to review the Contractor's submittals, address questions, and maintain the paperwork for the Final Completion Certificate Forms. We have also included time for project meetings, Engineer of Record site visits, and field coordination.

Construction Contract Administration services are based on a construction schedule of **455** calendar days to substantial completion and **510** calendar days to final completion. Coastal will provide the following Construction Contract Administration services:

PROJECT DOCUMENTATION:

- Submittals: Coastal will receive, log, review, and issue comments on project construction submittals. Project submittals include administrative submittals (i.e., construction schedules and work plans), shop drawings and product data for the materials to be incorporated into the project, warranties, samples, and operations and maintenance manuals. Coastal estimates approximately **70** submittals for this project. This Scope of Services includes an initial review and one re-submittal review for each submittal. Submittals will be immediately returned to the Contractor if all deviations are not listed as requested on the project forms.
- Requests for Information (RFIs): Coastal will review and respond to up to **40** RFIs submitted by the Contractor. RFIs are submitted by the Contractor when questions regarding the Construction Documents arise that need clarification from the Engineer. RFIs generated by the Contractor based on unclear or incorrect design information will be the responsibility of the design team and will not be counted against the review total listed above.
- Change Orders: Coastal will notify the County immediately when an issue arises that may affect the cost or time of the project and will process up to **6** minor Change Orders. Change Orders will be submitted to the County for approval before being issued to the Contractor.
- Construction Field Orders (CFOs): Coastal will prepare up to **30** CFOs. CFOs are used for minor adjustments to the Contract Documents that can be completed in the field and have no effect on the project cost or time.
- Proposed Contract Modifications (PCMs): Coastal will review up to **10** PCMs for conformance with the Contract Documents and process the PCMs as requested by the County. PCMs may be submitted by the Contractor when deviations to the Contract Drawings or Specifications occur that they believe affect the cost of the project. PCMs will be submitted to the County for approval before being issued to the Contractor.
- Notices of Non-Compliance: Coastal will assist with up to **4** Notices of Non-Compliance as coordinated with the County. Coastal will prepare, log, and issue the Notices of Non-Compliance.
- Pay Applications: Coastal will process up to **20** Pay Applications. We will receive the Pay Applications from the Contractor, log and review them with the Resident Observer (RO) and the County's representative and make payment recommendations to the County.

MEETINGS AND SITE VISITS:

- Coastal will conduct one pre-construction conference at a location selected by the County. At the pre-construction conference, the fully executed Contract Documents will be distributed and the Notice to Proceed date will be agreed upon by all stakeholders on the project. County representatives, FDEP, and the Contractor will be invited to the preconstruction conference.
- Coastal will hold up to **18** progress meetings (approximately one meeting per month) during the project. The progress meetings are to review the construction progress up to that point, review the monthly pay application, and discuss any issues that have occurred on the project. Meeting agenda and minutes will be prepared by Coastal.
- The Coastal Contract Administrator, Project Manager, or Engineer of Record will also make bi-weekly site visits during construction progress to verify work is progressing in general conformance with the Contract Documents. One bi-weekly site visit each month will occur on the same day as the progress meeting.

TASK 2 LIMITED CONSTRUCTION OBSERVATION

Coastal will provide limited Construction Observation services throughout the contract duration period to observe construction progress and provide coordination with citizens. The services managed by the Inspector are listed below:

- Review progress and installation at select intervals for conformance with the Contract Documents.
- Review Daily Reports provided by the HCUD inspector.
- Attend weekly progress meetings and be available on an "as needed" inspection basis throughout the project duration up to an estimated eight (8) hours per week.
- Create file for maintaining project photographs.
- Interact and communicate with residents on an as needed basis. Coordinate with the HCUD inspector on resident communication.
- Pay application review for verification of work progress.
- Document and account for all material when delivered and compare with pay applications.
- Track and maintain field files.
- Assist with punch-list walkthroughs with the County and project completion items.
- Maintain communication and coordination efforts with the Construction Administrator throughout the project duration including any construction documents, field issues, and FDEP Certification of Construction Completion permitting requirements.

The Resident Observer will manage on average, a ten (10) hour work week for the project duration of 510 calendar days. Overtime hours have not been included with this proposal and in the event the contractor requests overtime work, Coastal will coordinate with the County on how to proceed.

TASK 3 CONTRACT CLOSEOUT

Contract Closeout services include substantial and final completion walkdowns, punch list preparation, and final certification of construction completion.

- Substantial Completion Walkdown: Coastal will conduct 2 Substantial Completion Walkdowns with the Contractor and County. It is assumed that each sewershed will have its own walkdown at substantial completion so that it can be placed into operation. The walkdown will be performed by project team members such as the Project Manager, the Engineer of Record, and the Contract Administrator to observe that the system is operating as designed. We will prepare a punch list of items to complete during each Substantial Completion walkdown and verify that everything is complete at the Final Completion walkdown.
- Final Completion Walkdown: Coastal will conduct one Final Completion walkdown once all sewersheds have achieved Substantial Completion. The Final Completion Walkdown will be performed by project team members such as the Project Manager, the Engineer of Record, and the Contract Administrator accompanied by the County. This will be to observe that all punch list items are complete and that the Contractor has completed demobilization.
- FDEP Certification: Coastal will prepare the FDEP *Request for Approval to Place a Domestic Wastewater Collection/Transmission System into Operation* (DEP Form 62-604.300(8)(b)) for the new sewer connections. It is assumed that there will be 2 partial certification submittals required for this project to allow the individual sewersheds to come online as they are constructed with a final completion certification documenting the final completion of the project.
- The Contractor's as-built drawings will be used for each partial certification submitted to FDEP. The final Record Drawings for the project will be compiled and prepared at final certification of the entire project's completion.
- Record Drawings: Coastal will review the Contractor's CADD-based as-built drawings. After the as-built drawings are completed by the Contractor, we will incorporate them into Record Drawings and provide the County with electronic copies (.pdf format and original file format) of the Record Drawings. The final CADD as-built drawings will also be provided to the County.

SCHEDULE

Coastal will complete this Scope of Services in accordance with the Contractor's scheduled times included in the Construction Contract. The time frames included in the Construction Contract are **455** calendar days to substantial completion and **510** calendar days to final completion.

COMPENSATION

The compensation for Professional Services described in this Scope of Services will be on a lump sum basis for **\$539,175.00**. The Fee Schedule in Exhibit B includes the level of effort and the corresponding costs for this authorization.

PROPOSAL CLARIFICATIONS

The following proposal clarifications govern this Scope of Services. Excluded items may be provided by Coastal as an Additional Service upon written agreement.

1. Total construction duration from Notice to Proceed to Substantial Completion is **455** calendar days and **510** calendar days to final completion. If the construction period is extended additional fees may be required.
2. Installed quantities included on the pay applications will be verified and approved by the Construction Resident Observer who is onsite daily logging the installed materials before Coastal will certify the pay application as Engineer of Record.
3. As-built survey preparation (including topographic surveying of as-built site conditions) is excluded from this Scope of Services and is required to be performed by the Contractor under the Construction Contract.
4. Obtaining a County building permit will be handled by the Contractor using signed-and-sealed drawings provided by Coastal.
5. The quantities, labor hours, and reimbursable expenses listed in this fee schedule are intended as documentation and justification for the total cost of the project. Deviations or changes in the quantities, labor hours, and reimbursable expenses within a task is not justification for nonpayment provided the total project fee has not been exceeded.

**Contract 21-RG0045/PH Change Order #4
Hernando County Septic Sewer District A Phase 1
EXHIBIT "B" FEE SCHEDULE**

TASK	PROJECT ACTIVITY	Coastal Brian Meinberg, PE Principal Engineer		Coastal Christina Meinberg, PE Project Manager		Coastal Rogers Hixon Project Engineer		Coastal Curtis Henry DEI Sr. Const. Inspector		JEA Brian Isomman Project Officer		JEA Crosley Senior Project Manager		JEA Francis/Barak/Phuoc Senior Engineer		JEA Construction Admin.		JEA Engineer		JEA Senior CAD	
		Man Hrs	Cost	Man Hrs	Cost	Man Hrs	Cost	Man Hrs	Cost	Man Hrs	Cost	Man Hrs	Cost	Man Hrs	Cost	Man Hrs	Cost	Man Hrs	Cost	Man Hrs	Cost
1	Contract Administration																				
	Contract Administration	80	\$ 235.00	140	\$ 195.00		\$ 124.00		\$ 125.00		\$ 250.00		\$ 180.00		\$ 195.00		\$ 50.00		\$ 125.00		\$
	Submittals (70)		\$ 235.00		\$ 195.00		\$ 124.00		\$ 125.00	2	\$ 250.00	24	\$ 180.00	24	\$ 195.00	140	\$ 160.00	80	\$ 125.00		\$
	Request for Information (40)		\$ 235.00		\$ 195.00		\$ 124.00		\$ 125.00	2	\$ 250.00	12	\$ 180.00	8	\$ 195.00	80	\$ 50.00	40	\$ 125.00	12	\$
	Change Orders (8)		\$ 235.00		\$ 195.00		\$ 124.00		\$ 125.00	2	\$ 250.00	8	\$ 180.00	8	\$ 195.00	36	\$ 50.00	24	\$ 125.00	8	\$
	Construction Field Orders (30)		\$ 235.00		\$ 195.00		\$ 124.00		\$ 125.00	2	\$ 250.00	12	\$ 180.00	8	\$ 195.00	40	\$ 50.00	20	\$ 125.00	4	\$
	Proposed Contract Modifications (10)		\$ 235.00		\$ 195.00		\$ 124.00		\$ 125.00	1	\$ 250.00	6	\$ 180.00	8	\$ 195.00	32	\$ 150.00		\$ 125.00	8	\$
	Notice of Non-compliance (5)		\$ 235.00		\$ 195.00		\$ 124.00		\$ 125.00	2	\$ 250.00	6	\$ 180.00		\$ 195.00	12	\$ 150.00		\$ 125.00		\$
	Pay Applications (20)		\$ 235.00		\$ 195.00		\$ 124.00		\$ 125.00	2	\$ 250.00		\$ 180.00		\$ 195.00	40	\$ 150.00		\$ 125.00		\$
	Meetings and Site Visits																				
	Pre-Construction Meeting	8	\$ 235.00	8	\$ 195.00	8	\$ 124.00	8	\$ 125.00		\$ 250.00	8	\$ 180.00	8	\$ 195.00	16	\$ 150.00		\$ 125.00		\$
	Monthly Meetings (18)	4	\$ 235.00	18	\$ 195.00	36	\$ 124.00	200	\$ 125.00	4	\$ 250.00	36	\$ 180.00	24	\$ 195.00	200	\$ 150.00	24	\$ 125.00		\$
	Bi-Weekly Meetings (18)	4	\$ 235.00	18	\$ 195.00	36	\$ 124.00	200	\$ 125.00	4	\$ 250.00	24	\$ 180.00	24	\$ 195.00	200	\$ 150.00	24	\$ 125.00		\$
2	Contract Close-out																				
	Substantial & Final Completion Walkthroughs		\$ 235.00	16	\$ 195.00	32	\$ 124.00		\$ 125.00		\$ 250.00	8	\$ 180.00	0	\$ 195.00	24	\$ 150.00		\$ 125.00		\$
	Record Drawings		\$ 235.00		\$ 195.00	8	\$ 124.00	8	\$ 125.00	1	\$ 250.00	1	\$ 180.00	4	\$ 195.00	20	\$ 150.00		\$ 125.00	40	\$
	FDEP Certifications of Completion (4)		\$ 235.00		\$ 195.00		\$ 124.00		\$ 125.00		\$ 250.00	2	\$ 180.00	20	\$ 195.00	32	\$ 150.00	8	\$ 125.00	32	\$
3	Limited Construction Observation																				
	Limited Construction Observation		\$ 235.00		\$ 195.00	270	\$ 124.00	730	\$ 125.00		\$ 250.00		\$ 180.00		\$ 195.00		\$ 150.00		\$ 125.00		\$

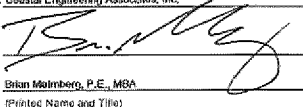
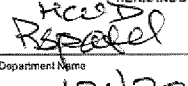
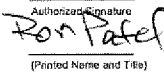
SUB-TOTAL HOURLY COSTS: \$ 527,175.00

Out-of-Pocket Expenses (actual cost - not to exceed): \$ 12,000.00

Subconsultant: \$ -

Subconsultant: \$ -

NOT TO EXCEED TOTAL LUMP SUM COST \$ 639,175.00

Firm Name: Coastal Engineering Associates, Inc. Signature:  Brian Meinberg, P.E., MBA (Printed Name and Title) Date: October 28, 2024	HERNANDO COUNTY RECEIVED Department Name:  10/31/2024 (Date) Authorized Signature:  Ron Tafel (Printed Name and Title)
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Board of County Commissioners

AGENDA ITEM

Meeting: 11/19/2024
Department: Procurement Department
Prepared By: Fran Hallet
Initiator: Gordon Onderdonk
DOC ID: 14874
Legal Request Number:
Bid/Contract Number: 21-RG0045/PH

TITLE

Change Order No. 4 to Purchase Order With Coastal Engineering Associates, Inc., for Engineering Services for Septic to Sewer Conversion, District A for Utilities Department (Contract No. 21-RG0045/PH; Amount: \$539,175.00)

Change Order No. 4 to Purchase Order With Coastal Engineering Associates, Inc., for Engineering Services for Septic to Sewer Conversion, District A for Utilities Department (Contract No. 21-RG0045/PH; Amount: \$539,175.00)

BRIEF OVERVIEW

On August 23, 2022, the BOCC approved award of Contract No. 21-RG0045/PH to Coastal Engineering Associates, Inc., for an estimated amount of \$1,798,678 for Septic to Sewer, District A and \$298,540.00 for Septic Upgrade Incentive Program and authorized the Chief Procurement Officer (CPO) to approve change orders up to annual budgeted amounts.

Purchase Order No. 22001066 was originally issued for \$1,798,678.00.

Change order No. 1 was requested to increase purchase order in the amount of \$2,000.00 to cover out of pocket expenses due for landowner notification letter mailings and increased postal cost. CPO approved. The purchase order increased from \$1,798,678.00 to \$1,800,678.00.

Change order No. 2 was requested to increase purchase order in the amount of \$8,584.00 due to the Force Main connection point at the Winn-Dixie site being relocated to existing 16" force main across US 19. New connection required additional survey not in original scope. CPO approved. Purchase order increased from \$1,800,678.00 to \$1,809,262.00.

Change order No. 3 was requested to increase purchase order in the amount of \$28,310.00 to make modifications to the plans. CPO approved. Purchase order increased from \$1,809,262.00 to \$1,837,572.00.

Hernando County Utilities Department has requested change order No. 4 in the amount of \$539,175.00 to allow for construction engineering services to be completed by engineer for the duration of the construction project which is being extended 474 days. Change order No. 4, in the amount of \$539,175.00, would increase the Purchase Order to \$2,376,747.00.

FINANCIAL IMPACT

Funding, in the amount of \$539,175.00, is available in Hernando County Utilities Department: **Fund: 4111** - Hernando County Utilities, **Department: 33505** - HCUD Septic to Sewer PH1, **Account: 5626322** - Improv-Sewer Line Upgrade

LEGAL NOTE

The Board has the authority to act on this item pursuant to Chapter 2, Article V of the

Hernando County Code of Ordinances, and Chapter 125, Fla. Statute.

RECOMMENDATION

It is recommended the Board approve Change Order No. 4 in the amount of \$539,175.00 for Purchase Order No. 22001066 bringing the total purchase order amount to \$2,376,747.00.

REVIEW PROCESS

Katrina Tejera	Approved	10/31/2024	3:49 AM
Grace Sheppard	Approved	10/31/2024	4:46 AM
Gordon Onderdonk	Approved	10/31/2024	7:02 AM
Tameka Thompson	Approved	11/04/2024	12:48 PM
Erin Briggs	Approved	11/06/2024	9:43 AM
Mindy Tillis	Approved	11/06/2024	9:54 AM
Carla Rossiter-Smith	Approved	11/08/2024	4:57 AM
Albert Bertram	Approved	11/08/2024	11:58 AM
Pamela Hare	Approved	11/08/2024	2:28 PM
Melissa Tartaglia	Approved	11/10/2024	9:58 AM
Heidi Kurppe	Approved	11/12/2024	9:33 AM
Jeffrey Rogers	Approved	11/13/2024	4:34 PM
Colleen Conko	Approved	11/14/2024	9:46 AM



PROCUREMENT DEPARTMENT

15470 FLIGHT PATH DRIVE ♦ BROOKSVILLE, FLORIDA 34604
P 352.754.4020 ♦ F 352.754.4199 ♦ W www.HernandoCounty.us

November 19, 2024

MEMORANDUM

TO: Financial Services, Hernando County Clerk of Circuit Court & Comptroller

FROM: Carla Rossiter-Smith, MSM PMP, Chief Procurement Officer

SUBJECT: BOCC Agenda Item Approval

Please accept this memorandum as notification of the Board of County Commissioners approval of the Agenda Items list below at the **11/19/2024** BOCC meeting.

Further evidence of the approval of these items can be found in any relevant executed agreements with the BOCC Chairman's signature on the date of approval, as appropriate and as supplied in relevant requisitions. The BOCC meeting details for the aforementioned date provides additional evidence of approval.

This memorandum is to be used interchangeably with the BOCC Agenda Item stamped with BOCC adopted as proof of BOCC approval required in the County approval process for requisition, budget resolution or grant related items.

**Revised to add Utilities Department's three items*

Approved Items:

PROCUREMENT ITEMS

1. **14659** Amendment No. 2 to Contract With Jones, Edmunds and Associates, Inc., for Engineering Services for Glen Water Reclamation Facility Denitrification and Plant Upgrade Project (Contract No. 21-RG0055/PH; Amount: \$2,372,200.00)
2. **14661** Award of Construction Agreement to Highway Safety Devices, Inc., for New Traffic Signal Construction for Wilfong Citizens Center for Success on Spring Hill Drive and Traffic Signal Improvements at Intersection of Mariner Boulevard and Landover Boulevard South for Department of Public Works (Contract No. 24-CG00864/JC; Amount: \$1,706,180.30)
3. **14695** Award of Contract to Lawn Spa, LLC, for Mowing and Landscaping Services for Hernando County Fire and Emergency Services (Contract No. 24-T00821/JC; Amount: \$88,200.00)
4. **14723** Construction Agreement With DB Civil Construction, LLC, for Force Main and Water Main Project Located on U.S. Highway 41 From Ayers Road to Runway

Drive and Associated Budget Resolution (Contract No. 24-CG00784/JG; Amount: \$1,459,950.00)

5. **14757** Construction Contract With Property Services GC for Veterans Memorial Monument Project for Parks and Recreation Department and Associated Budget Resolution (Contract No. 24/CG00852/EK; Amount: \$848,982.50)
6. **14160** Continuing Engineering Services Agreements With Burgess & Niple, Inc.; HDR Engineering, Inc.; Gresham Smith; Infrastructure Consulting & Engineering PLLC, LLC; Stantec Consulting Services, Inc; and VIBEngineering, Inc., for Traffic Engineering Services for Department of Public Works (Contract No. 23-RFQ00414/CR)
7. **14421** Continuing Engineering Services Agreements With Michael Baker International, Inc., and Mohsen Design Group, Inc., for Continuing Professional Engineering Services at Brooksville-Tampa Bay Regional Airport (24-RFQG00714/EK)
8. **14620** Final Close-Out of Contract With New Vista Builders Group, LLC, for Construction of Fire Station No.5 (Contract No. 21-C00008/DK; Amount: \$293,044.87)
9. **14677** Master Interlocal Agreement With 791 Purchasing Cooperative a/k/a 791 COOP for Contracts and Agreements With Various Vendors for Purchase of Services and Supplies by Various County Departments
10. **14935** Memorandum of Understanding With Hernando County Fire and Emergency Services for Obligation of American Rescue Plan Act (ARPA) Funds to Provide Emergency Relief From Natural Disasters
11. **15001** Memorandum of Understanding With Utilities Department for Obligation of American Rescue Plan Act (ARPA) Funds to Provide Necessary Investments for Water and Sewer Infrastructure Projects
12. **14153** Professional Services Agreement With Quorum Services, LLC, for Residential and Commercial Services for Building Department (Contract No. 23-RFP00448/AP; Amount: \$675,000.00)
13. **14829** Utilization of 791 Purchasing Cooperative a/k/a 791 COOP Contract and Master Agreement With Ecolane USA, Inc., for Purchase of Software, Hardware and Licenses for Core Systems for Transit Department (Amount: \$567,561.00)
14. **14732** Utilization of State of Georgia Contract With Model 1 Commercial Vehicles, Inc., d/b/a Creative Bus Sales, Inc., for Purchase of Transit Vehicles for Transit Department (Amount: \$1,575,096.00)

15. **14625** Utilization of State of Georgia Cooperative Contracts With Various Vendors for Purchase of Various Supplies and Services
16. **14420** Work Authorization Agreement With Deeb Construction & Development Co., for Weeki Wachee Woodlands Water Main Interconnect Project for Utilities Department (Contract No. 23-T00040/AP Q15; Amount: \$156,684.30)
17. **14754** Work Authorization Agreement With Seggie Custom Builders, LLC, for Dr. Dennis Wilfong Center for Success Monument Sign Project (24-TFG00704/AP Q1; Amount: \$120,766.00)

UTILITIES ITEMS

1. **14673** Amendment No. 1 to Grant Agreement With State Department of Environmental Protection for Septic to Sewer Conversion District A, Phase 1 Project
2. **14511** Award of Construction Contract to Midsouth, Inc., for Septic to Sewer Conversion District A Phase 1 and Associated Budget Resolution (Contract No. 24-CG00768/JG; Amount: \$15,553,016.11)
3. **14874** Change Order No. 4 to Purchase Order With Coastal Engineering Associates, Inc., for Engineering Services for Septic to Sewer Conversion, District A for Utilities Department (Contract No. 21-RG0045/PH; Amount: \$539,175.00)

