



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

PURCHASE ORDER-CHANGE NO. 22001066-2

PAGE NO. 1

V
E
N
D
O
R

coastal@coastal-engineering.com
170 FAX: 352-799-8358
COASTAL ENGINEERING ASSOCIATES INC
966 CANDLELIGHT BLVD
BROOKSVILLE FL 34601

Copy
S
H
P
T
O

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 \$

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



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

PURCHASE ORDER-CHANGE NO. 22001066-2

PAGE NO. 2

V
E
N
D
O
R

coastal@coastal-engineering.com
170 FAX: 352-799-8858
COASTAL ENGINEERING ASSOCIATES INC
966 CANDLELIGHT BLVD
BROOKSVILLE FL 34601

Copy
S
H
P
T
O

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
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								
01	999999.00	JOB	SEPTIC TO SEWER CONVERSION, DISTRICT A PHASE 1 ENGINEERING SERVICES			1.0000	999,999.00	
02	809263.00	JOB	SEPTIC TO SEWER CONVERSION, DISTRICT A PHASE 1 ENGINEERING SERVICES			1.0000	809,263.00	
ITEM#	ACCOUNT		AMOUNT	PROJECT CODE		PAGE TOTAL \$ 1,809,262.00		
01	33505	5626322	999,999.00	111961		TOTAL \$ 1,809,262.00		
02	33505	5626322	809,263.00	111961				

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



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

PURCHASE ORDER-CHANGE NO. 22001066-2
CHANGE DATE: 08/09/23

PAGE NO. 1

V
E
N
D
O
R

coastal@coastal-engineering.com
170 FAX: 352-799-8358
COASTAL ENGINEERING ASSOCIATES INC
966 CANDLELIGHT BLVD
BROOKSVILLE FL 34601

Copy
S
H
P
T
O

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 - 2			
ITEM#	QUANTITY	UOM	DESCRIPTION		UNIT PRICE		EXTENSION
8/9/23 Change Order 2 - FH Contract #21-RG0045 Doc Id 10878 appvd 08/23/22 with 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							
02	8584.00		JOB SEPTIC TO SEWER CONVERSION, DISTRICT A PHASE 1 ENGINEERING SERVICES		.0000	8,584.00	
ITEM#	ACCOUNT		AMOUNT	PROJECT CODE	PAGE TOTAL \$ 8,584.00		
02	33505	5626322	8,584.00	111961	TOTAL \$ 8,584.00		

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

HERNANDO COUNTY

PURCHASING REVIEW FORM

Procurement Contract:	Fran Hallet
Contract purpose: (Briefly describe)	21-RG0045 – Engineering for Septic to Sewer Conversion PO 22001066
Vendor Name:	Coastal Engineering Associates Inc
REQ#ITB/ RFP/Q#:	Change Order 2
Received Document	

Procurement Agent Review:	<i>Fran Hallet</i>	8/8/23	Fran Hallet
	Signature	Date	Printed Name
Comments:	Change Order # 2 is requested to 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. No Issues		

Grant Review:	<i>Helen Gornes</i>	8-8-2023	Helen Gornes
	Signature	Date	Printed Name
Comments: GMS #472 33505	Terms 8-5-22 to 10-31-26, within terms of the agreement. Sufficient funds available. Increase in project cost for additional engineering services beyond control of contractor due force main relocation due to insufficient capacity. Additional services & cost approved by department project manager on 8-1-2023. Increase in expense appears to be necessary, reasonable, allowable, allocable and in conformance with agreement. Grant compliance review completed; no issues found. OK to process.		

Chief of Procurement Review:			
	Signature	Date	Printed Name
Comments:	APPROVED <i>By Carla Rossiter-Smith at 5:43 am, Aug 09, 2023</i>		

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. 2
Contract No. 22001066

Change Order Date: 08/04/2023
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 08/23/22 with 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

Total Addition/Deduction this Change Order:

8,584.00

The Original Contract Sum was

1,798,678.00

Net Change by previously authorized Change Orders:

2,000.00

The Contract Sum prior to this Change Order was

1,800,678.00

The Net Amount of this Change Order is:

8,584.00

The new Contract Sum including this Change Order will be

1,809,262.00

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

APPROVED

By Carla Rossiter-Smith at 5:44 am, Aug 09, 2023

Authorized Signature

Date:

8/8/2023

Chief Procurement Office

Date:

Distribution:

Vendor - Original
Purchasing & Contracts
Finance
Requisitioning
Contract File

Katrina Tejera

From: Jared Waring
Sent: Tuesday, August 1, 2023 2:57 PM
To: Katrina Tejera
Subject: Septic to sewer Change order 2

Katrina,

The justification for the Septic to sewer Change order 2 is as follows: 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.



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

EXHIBIT "B" FEE SCHEDULE

[illegible]

SUB-TOTAL HOURLY COSTS \$ 1,000.00 ✓

Out-of-Pocket Expenses (actual cost - not to exceed) \$ _____

Subconsultant (Geotechnical - T1010) 0 _____

NOT TO EXCEED TOTAL LUMP SUM COST \$ 25,400.00

Firm Name: <u>Coastal Engineering & Services, Inc.</u> Signature: <u>[Signature]</u> Name: <u>Mark Mathews, P.E., MBA</u> (Printed Name and Title) Date: <u>07-27-2023</u>	HERNANDO COUNTY <u>Wood</u> Department Name <u>8/1/2023</u> (Date)	<u>Repaired</u> Authorized Signature <u>P. BATEL</u> (Printed Name and Title)	<u>[Signature]</u> Chief Procurement Officer <u>8/9/23</u> (Date)
--	--	--	--

1	Project Management	\$6.00
2	Data Collection & Field Review	\$9,584.00
3	Design, Construction Drawing, Permitting & Bid Docs	\$21.00
4	Property Estimated Acquisition Assistance	\$2.00
5	Public Outreach	\$0.00
6	Engineers' Opinion of Probable Costs	\$0.00
7	Bedding Assistance	\$0.00
	Subtotal Items	\$6.00
	TOTAL:	\$9,584.00

EXHIBIT "A"
**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 # 2
July 27, 2023

BACKGROUND

The scope of services to be performed shall consist of conceptual design and final detailed design services for the gravity sewer system, pump station(s), forcemain and individual lot connections required to provide sanitary sewer service to District A Phase 1 of the Hernando County Septic to Sewer area. This phase is comprised of Pump Stations A-3, A-4 and A-5 from the 2016 Septic to Sewer Study and 2020 Master Wastewater Plan. This phase contains approximately 510 connections. These connections consist of approximately 413 occupied lots and 97 vacant lots with multiple commercial connections along Cortez Boulevard (SR-50). Design services will include proper abandonment of septic tanks and drain fields on the individual lots.

Key elements of District A Phase 1:

- 510 connections (413 occupied, 97 vacant).
- Assume approximately 90 sanitary manholes will be required.
- Assume approximately 22,000 LF of gravity sewer pipe will be required.
- Three (3) lift stations will be required.
- Approximately 35,000 LF of right-of-way.

SCOPE OF SERVICES

Task 1. Project Management

Develop and implement a financial and information management system for the project. Set up project financial files and prepare a project management plan that will be used throughout the project. The plan will summarize the project objectives, project schedule, project budget, communication plan, accounting/invoicing procedures, and project contact list. Monitor the project progress and manage the project in conformance with the contract.

- Prepare a project schedule.
- Project Initiation: Conduct a project initiation meeting to clarify the requirements for the project, review pertinent available data, and present a work plan and initial work schedule.
- Documentation: Prepare and distribute meeting minutes for project initiation and design review meetings.

Task 2. Data Collection & Field Review

2.1 Prepare preliminary schematic design document(s).

- Conduct surface reconnaissance field trips: Review existing road/parcel conditions, the size and quantity of trees, and other factors in the field that could be a hindrance or impact to the routing of mains and services.

- Coordinate with other Stakeholders: Coordinate with HCUD Engineering, HCUD Operations & Maintenance, as well as the Hernando County Public Works Department during the design process. As applicable, coordinate with other potentially affected utility owners if locates indicate their utilities are within the proposed construction corridors.
- 2.2** Provide Survey required for design, construction drawings, and permitting: This will include horizontal and vertical location of roadways, rights-of-way, utilities, trees, driveways, fences, signage, sidewalks, and other known improvements within the right-of-way. Monumentation in support of future construction stakeout will be required.
- Should it be required, the Consultant shall define specific locations where subsurface utility locate engineering is necessary to assist the surveyor. Examples of “subsurface utility locate engineering” include vacuum excavation, and ground penetrating radar. Data gathered at connection and conflict point locations shall conform to ASCE 38-02 Quality Level A.
 - It will also be necessary to conduct survey on existing developed lots. Prepare individual as-built surveys for each parcel depicting existing above ground improvements including houses, trees, hedges, driveways, walks, etc. as well as the location of water and sewer utility connections to the home, and the location of the existing septic tank, drainfield, and well (if any).
 - The location and mapping of septic tanks and drainfields will be reliant on marks to be placed on the surface by the property owners, probing, and above ground evidence as marked by a locating service. The scope does not include replacing missing lot corners.
 - The right-of-way and individual lot survey will include the size and location of trees that will be impacted by the construction. No tree mitigation is anticipated with this project.
 - 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.
- 2.3** Obtain information from a Geotechnical Engineering sub-consultant regarding sub-surface soils and their suitability for the proposed construction: Provide geotechnical engineering services (using a sub-consultant) including field exploratory work, laboratory and field testing, and professional guidance in tests to be made at locations based on drawings and designs. Services shall include geotechnical exploratory work such as soil borings and penetration tests, as well as any laboratory tests that may be required to provide information for design. Soil borings will generally be at intervals of 300 feet (at approximate sanitary sewer manhole locations) along the proposed pipe route and to five (5) feet below the proposed pipe invert. The design engineer shall assist in defining the required depths and locations of geotechnical services. Particular attention shall be given to borings at proposed pump station locations. The intent is to provide contractors with bid documents that are sufficiently complete to minimize the discovery of unforeseen conditions.
- The geotechnical firm will provide a geotechnical report interpreting the data obtained from the exploratory work and laboratory testing and describing the subsurface conditions that can be anticipated during construction.

Task 3. Provide Design, Construction Drawing, Permitting, and Bid Document Preparation

Design shall be in accordance with HCUD Design Guidelines as well as the HCUD Water, Reclaimed Water and Wastewater Construction Specifications Manual, latest editions, as well as FDEP requirements, Chapter 64E-6 FAC and the Florida Building Plumbing Code. Construction drawings shall include:

- Demolition plans.
- Maintenance of Traffic plans.
- Site stake-out plans.
- Water and Sewer construction plans.
- Sewer profiles.
- Sewage pumping station detail plans.
- Water and sewer details.
- Other utility conflict resolution and restoration plans.
- Roadway and right-of-way restoration plans: Roadways and rights-of way will be reconstructed or repaired in accordance Hernando County DPW requirements.

3.1 10% Preliminary Sanitary Sewer Layout and Review

- Prepare a ten percent (10%) Preliminary Sanitary Sewer Layout based on readily available LIDAR topographic data and GIS property data for the project area.
- We anticipate these documents to be presented on plan view only 24" x 36" sheet format.
- Meet with HCUD to discuss preliminary layout.

3.2 Conceptual (30%) Design of Wastewater Collection System

- Prepare a Conceptual thirty percent (30%) Design deliverable including plan-view drawings to indicate the wastewater collection plan and water distribution system plan for the area. Locations of manholes, gravity sewer, forcemain, pumping stations, valves, and pipe sizes shall be shown on the drawings. One (1) pdf format USB or digital download link are required to be submitted for the thirty percent (30%) Design deliverable.
- The documents shall be prepared for the selection of a private construction contractor by a public competitive bid. Drawings shall be prepared in 24" x 36" sheet format. Plan and profile sheets shall be developed at a plan view scale of 1" = 20' (horizontal) and 1" = 2' (vertical).
- Meet with HCUD to obtain review comments on the Conceptual thirty percent (30%) Design. Resolve questions and revise documents to address comments while preparing the design for the next submittal.
- Conduct internal quality assurance/quality control (QA/QC) and constructability reviews.
- Incorporate the conceptual plan into the Master Wastewater Model and summarize the lift station sizing in a technical memorandum.

3.3 60% Design Documents

- Prepare a sixty percent (60%) Design deliverable of the wastewater collection system including detailed drawings of the proposed wastewater pipeline construction and submit to HCUD for review and approval. One (1) pdf format USB or digital download link are required to be submitted for the sixty percent (60%) Design deliverable.
- Incorporate HCUD's comments, if any, to the previously submitted thirty percent (30%) Design deliverable.
- Submit pdf format of Sewer Service Hook-up Exhibits for a portion (dependent on available lot surveys) of existing house structures within the project area. See Section 3.4 for additional detail on Exhibits.
- Prepare 60% Maintenance of Traffic (MOT) plans and coordinate the proposed MOT plan with the Hernando County DPW for approval. Road closures shall be staged to maintain resident access to their homes during the construction process.
- Prepare 60% Storm Water Pollution Plans and coordinate with Hernando County DPW.
- Conduct internal quality assurance/quality control (QA/QC) and constructability reviews.
- Meet with HCUD to obtain review comments on the sixty percent (60%) Design. Resolve questions and revise documents to address comments while preparing the design for the next submittal.

3.4 Individual Lot Sewer Hook Up Exhibits

Provide Individual lot Sewer Service Exhibits ("Hook-Up Exhibits"): It is anticipated that each lot will require detailed design of a Hook-Up Exhibit. This task will utilize survey data (as described above) which will be used to produce a plan view depicting the proposed routing of sewer service piping (including sewer service minimum slopes) from the dwelling to the service stub-outs at the right-of-way line. This effort will include the following sub-tasks:

- Obtain existing record drawings of the project area.
- Review the detailed parcel surveys.
- Perform a field reconnaissance to generally confirm acquired data and denote any additional information needs.
- In the event that a specific sewer service connection location cannot be confirmed in the field, a worst-case service design routing shall be shown for parcel owner coordination.
- Utilizing the information gathered/reviewed above, the design engineer will produce a DRAFT copy of each Sewer Service Exhibit showing the proposed service routings for review and approval by HCUD. The size and scale of the exhibits shall be such that details are readable and clear.
- Comments received as a result of HCUD review shall be addressed and reflected in FINAL copies of the Exhibits provided to HCUD.
- The design engineer shall anticipate coordination with the surveyor during the course of their work including review of draft work products or other information to ensure appropriate survey information is obtained for completion of the Sewer Service Exhibits.

The design engineer shall anticipate two (2) meetings with HCUD during the course of Sewer Service Exhibit completion, and two (2) site visits to review initial survey data.

3.5 Permit Submittals

The Coastal Team will submit the required permit applications to construct this project.

A. We expect to submit the following permit applications:

- Hernando County Right-of-Way Letter of Approval. Note that this includes preparation of a Storm Water Pollution Prevention Plan (SWPP) that meets the minimum erosion and sedimentation control measures required by Hernando County LDC, as well as any other items necessary to obtain the Right-of-Way Letter of Approval.
- HCUD Self-Permitting (FDEP) Sewer Permits.
- Hernando Health Department Septic Tank Abandonment Permits.
- Florida Department of Transportation (FDOT) Utility Permit.

B. Permit Submittal Scope will include:

- Preparation of applications, exhibits, drawings, and specifications as necessary for execution and submittal.
- Furnishing additional information about the project design and making revisions to the application documents as required for permit approvals.
- Provision of copies of permits and related documents to HCUD.

3.6 90% Design Documents

- Prepare a ninety percent (90%) Design deliverable of the wastewater collection system including detailed drawings of the proposed wastewater pipeline construction and submit to HCUD for review and approval. An electronic pdf is required to be submitted for the ninety percent (90%) Design deliverable.
- Incorporate HCUD's comments, if any, to the previously submitted sixty percent (60%) Design deliverable.
- Submit pdf format electronic and hard copies of Sewer Service Hook-up Exhibits for remaining lots within project area.
- Prepare 90% Maintenance of Traffic (MOT) plans and coordinate the proposed MOT plan with the Hernando County DPW for approval.
- Prepare 90% Storm Water Pollution Plans and coordinate with Hernando County DPW.
- Conduct internal quality assurance/quality control (QA/QC) and constructability reviews.
- Meet with HCUD to obtain review comments on the ninety percent (90%) Design. Resolve questions and revise documents to address comments while preparing the design for the next submittal.

3.7 100% Design Documents

- Prepare a one hundred percent (100%) Design deliverable of the wastewater collection system including detailed drawings of the proposed wastewater pipeline construction and submit to HCUD for review and approval. Two (2) full size sets of drawings and an electronic pdf are required to be submitted for the one hundred percent (100%) Design deliverable.
- Incorporate HCUD's comments, if any, to the previously submitted ninety percent (90%) Design deliverable and prepare Final Detailed Drawings and a Bid Form deliverable for the proposed work, including materials and equipment required.
- Prepare 100% Maintenance of Traffic (MOT) plans and coordinate the proposed MOT plan with the Hernando County DPW for approval.

- Prepare 100% Storm Water Pollution Plans and coordinate with Hernando County DPW.
- Conduct internal quality assurance/quality control (QA/QC) and constructability reviews at each Project milestone.
- Bidding Documents to be provided to HCUD include drawings, bid form schedule with quantities, and text for inclusion into HCUD's Special Conditions, if needed. Provide one USB with electronic drawing files (pdf, Word, Excel and AutoCAD).
- Meet with HCUD to obtain review comments on the one hundred percent (100%) Design. Resolve questions and revise documents to address comments while preparing the design for the next submittal.

Task 4. Property Easement Acquisition Assistance

This task includes identifying specific tracts that may need to be acquired (a pump station site for instance), as well as any permanent easements that may need to be obtained. The scope of this work will include identification of the necessary acquisition, as well as providing a drawing and legal description in sufficient detail to support title research and acquisition. Assume 20 easement specific locations will be required for the project.

Task 5. Public Outreach

Provide assistance to the HCUD Public Outreach effort: Assistance may involve preparation of drawings and graphic presentation exhibits for use in town hall meetings with residents. Typically, this will include a general layout of the work proposed as well as a graphic representation of a sewer main installation, a new sewer service layout. The Coastal Team will not be responsible for setting up the venue time/place, meeting minutes at these Public Information Program engagements.

Task 6. Engineer's Opinion of Probable Cost

Consultant will prepare opinions of construction cost at each stage of deliverables in accordance with the Association for the Advancement of Cost Engineering International, Inc. (AACE) for the purpose of assisting HCUD in preparing budget funding requests and evaluating design options. Expected accuracy will be as follows: Class 3 estimate for thirty percent (30%) design deliverable; and Class 1 estimate for ninety percent (90%) and 100% design deliverable. The Engineer's Opinion of Probable Cost shall include all costs to complete the project, including the engineering construction oversight.

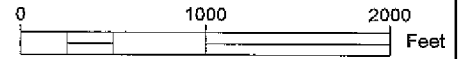
Task 7. Bidding Assistance

Hernando County Purchasing will administer the bidding process. The Consultant will provide support including assembly of proposal documents (plans, specifications, and bid forms), assistance in responding to proposers' questions (requests for clarification, requests for information), and assistance in evaluation of the proposals received.

Clarifications and Assumptions

1. The number of individual commercial and residential sites within the project area is approximately 510 parcels.
2. We have assumed 2 hours per lot to complete the individual Sewer Service Hook-up Exhibits. This assumption is based on trees and lot improvements may be impacted when connecting the individual homes to new sewer system.
3. We have assumed a construction drawing total sheet count of up to approximately 200 sheets for all non-MOT sheets.
4. HCUD will provide available as-built data of proposed project site and existing infrastructure within one month of date of notice to proceed.
5. Permitting services beyond those specifically included in the Scope of Services are excluded.
6. All permit fees, plan review fees, or other regulatory fees including but not limited to Hernando County and FDEP permits are excluded from this Scope of Services and are assumed to be paid directly by HCUD.
7. FDOT permitting will be required for commercial parcels located along Cortez Boulevard (SR-50).
8. The Consultant will provide responses to three (3) request of additional information (RAIs) to permitting agencies. The responses to RAIs will be submitted to HCUD for review and approval prior to submittal to permitting agencies.
9. Archaeological surveying and permitting are excluded from this Scope of Services.
10. The overall project schedule assumes HCUD will provide review comments within 2 weeks for the 30% submittal, and 3 weeks for the remaining 60%, 90% and 100% submittals.
11. Driveways to be replaced within the project site will be replaced with new concrete from the right-of-way line to the edge-of-pavement. The thickness of the new concrete driveway will be based on the Hernando County Facility Design Guidelines.
12. The project site is assumed to be free of soil and groundwater contamination. A contamination study or remediation planning is not included in this scope of services.
13. Hazardous materials (asbestos, metals, PCBs) investigation, testing, analysis, and abatement design are excluded.
14. The scope of services assumes that there will be a total of three (3) lift station sites for this project. HCUD standard lift station detail sheets and specifications will be utilized for this project.
15. A wildlife study will be conducted to assess the potential impact to threatened or endangered species that may exist within the project boundaries. It is anticipated that gopher tortoise burrows will be identified with the environmental review. A preliminary gopher tortoise burrow study will be provided to assist in determining mitigation costs. Environmental services (e.g., mitigation, species) are excluded from this scope and are not expected to be required.
16. The subsurface utility engineering scope as provided is based on up to 20 utility test holes (Quality Level A).
17. The geotechnical exploration as provided is based on an approximate number of 90 borings. Shallow borings (20' to 25') will be conducted at manholes while deeper borings will be required for the lift stations (30' or to limerock).
18. HCUD representatives will obtain temporary construction easements from property owners as needed to access private property for survey, design, permitting and construction.

EXHIBIT F
Change Order No 2
Revise 18-Jul-2023



MSBU MAP OVERLAY

CHANGE ORDER
NO 2

PROPOSED
PUMP
STATION A-5

PROPOSED
PUMP
STATION A-6

PROPOSED
PUMP
STATION A-2

SEWERSHED BOUNDARY

- A-2 LIFT STATION
- A-5 LIFT STATION
- A-6 LIFT STATION

DISTRICT A

Coastal
engineering associates, inc.

Engineering
Planning
Surveying
Environmental
Traffic
Transportation
Construction Management

966 Candlelight Boulevard - Brooksville - Florida 34601
(952) 796-9423 - Fax (352) 799-6356
EB-0000142

APPROVED MSBU MAP - Ordinance No 2022-20
24-Aug-2022

DISTRICT A PHASE 1
SEPTIC TO SEWER