

STATE OF FLORIDA
DEPARTMENT OF ENVIRONMENTAL
PROTECTION DIVISION OF WATER
RESTORATION ASSISTANCE GRANT
AGREEMENT

THIS AGREEMENT is entered into pursuant to Section 215.971, Florida Statutes (F.S.), between the STATE OF FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION, whose address is 3900 Commonwealth Boulevard, Tallahassee, Florida 32399-3000 (hereinafter referred to as the "Department") and the Town of Indian River Shores, whose address is 6001 N. State Road A1A, Indian River Shores, FL 32963, (hereinafter referred to as "Grantee"), a local government, to provide financial assistance for the Indian River Shores Treatment Train. Collectively, the Department and the Grantee shall be referred to as "Parties" or individually as a "Party".

In consideration of the mutual benefits to be derived therefrom, the Department and the Grantee do hereby agree as follows:

1. TERMS OF AGREEMENT:

The Grantee does hereby agree to perform in accordance with the terms and conditions set forth in this Agreement, **Attachment A, Grant Work Plan**, and all attachments and exhibits named herein which are attached hereto and incorporated by reference. For purposes of this Agreement, the terms "Grantee" and "Recipient" are used interchangeably.

ATTACHMENT A
DRAFT GRANT WORK PLAN

PROJECT TITLE: Indian River Shores' Stormwater Treatment Train

PROJECT LOCATION: The project will be located on Old Winter Beach Road, which is located within the Town of Indian River Shores. General Project Coordinates: 27.72999059 Latitude, -80.38750210 Longitude. See Figure 1 for a location map

PROJECT BACKGROUND: In 2013, the Town of Indian River Shores created a designated budget for addressing public works and stormwater improvement projects. By constructing the Best Management Practices (BMPs) treatment train, the Town expects to reduce a major threat to seagrass health and support a healthy sustainable habitat for biota living in the Indian River Lagoon (IRL). The project will also contribute towards implementation of the nutrient Total Maximum Daily Load (TMDL) through the adopted Central Indian River Lagoon Basin Management Plan (BMAP).

PROJECT DESCRIPTION: The Grantee will control and direct urban stormwater runoff flowing untreated to the IRL, through use of several traditional and low impact design (LID) technologies. The treatment train BMPs include: 1) dry detention vegetated basins; 2) exfiltration strips with underground trenching; 3) retrofitted and new catch basins; 4) elevated gross debris baskets added to inlets; and 5) polyacrylamide (PAM) blocks to inlets. The project will also remove exotic vegetation at the project site and adjacent IRL shoreline and replace it with native species. The project is projected to remove 4.6 lbs./yr. (77.3%) of Total Phosphorus, 22.5 lbs./yr. (74.5%) of Total Nitrogen, 28 lbs./yr. (27%) of Biological Oxygen Demand, and 667.3 lbs./yr. (89.4%) of Total Suspended Solids.

TASKS and DELIVERABLES:

Task #1: Design and Permitting

Task Description: The Grantee has procured professional engineering services, architectural services, and surveying, in accordance with state law prior to execution of this Agreement. The Grantee will complete the design of the Indian River Shores' Stormwater Treatment Train and obtain all necessary permits for construction of the project. The Grantee will submit documentation of preconstruction activities, as described below.

Deliverables: Design completed to date as described in this task, as evidenced by these deliverables: 1) Signed acceptance of the completed work by the Grantee, 2) Summary of design activities to date, indicating percentage of design completion representing time period covered in the payment request. 3) The final payment request for this task must be accompanied by an electronic copy of the final design and a list of all required permits identifying issue dates and issuing authorities. Upon request, the Grantee will provide paper copies of obtained permits or permit related correspondence or documentation and the final design document.

Performance Standard: The Department's Grant Manager will review all deliverables to verify that they meet the specifications in the Grant Work Plan and this task description.

Payment Request Schedule: Grantee may submit a payment request for cost reimbursement upon completion of the task and Department approval of all associated task deliverables.

Task #2: Bidding and Contractor Selection

Task Description: The Grantee will subcontract the construction of the Indian River Shores' Stormwater Treatment Train with a qualified and licensed contractor, selected through the Grantee's procurement process. The Grantee shall prepare and solicit bids utilizing a bid package in accordance with state and federal laws and this Agreement. Included in this task are pre-bid meeting(s) in response to bid questions.

Deliverables: Completed bidding and contractor selection as evidenced by: 1) Electronic copy of public notice of advertisement for the bid; 2) electronic access to all inquiries, questions, and comments regarding the bid documents, if applicable; 3) electronic copy of bid package; and 4) written notice of selected contractor(s) provided prior to submitting any invoices for the subcontracted work.

Performance Standard: The Department's Grant Manager will review the deliverables to verify that they meet the specifications in the Grant Work Plan and this task description.

Payment Request Schedule: Grantee may submit a payment request for cost reimbursement upon completion of the task and Department approval of all associated task deliverables.

Task #3: Project Management

Task Description: The Grantee will perform project management, to include field engineering services, construction observation, site meetings with construction contractor and design professionals, and overall project coordination and supervision. The Grantee will also perform grant administrative services. If the Grantee contracts these services, the Grantee will procure such services in accordance with state law.

Deliverables: Completed project management activities to date as evidenced by: Interim progress status summaries including summary of inspection(s), representative photos, meeting minutes and field notes, as applicable. Upon request by the Department's Grant Manager, the Grantee will provide additional supporting documentation relating to project management.

Performance Standard: The Department's Grant Manager will review the deliverables to verify that they meet the specifications in the Grant Work Plan and this task description.

Payment Request Schedule: The deliverables must be submitted prior to each payment request and may be submitted no more frequently than monthly.

Task #4: Construction

Task Description: The Grantee will construct the Indian River Shores' Stormwater Treatment Train in accordance with the construction contract documents. The BMPs expected to be constructed include:

- Approximately 410 linear feet of exfiltration trench along Old Winter Beach Road;
- Approximately six (6) stormwater treatment inlets with removable top (grate) and gross debris inlet baskets that will collect excess overflow from the exfiltration trenches;
- Bioactive remediation filtration blocks, or polyacrylamide (PAM) blocks placed above the inlet baskets to bind nutrients as needed; and
- Dry retention vegetated roadside swales to further infiltrate remaining stormwater flow.

Deliverables: Construction completed to date as described in this task, as evidenced by these deliverables: 1) Dated color photographs of on-going work representing the time period covered in the payment request; 2) signed acceptance and brief description of the completed work to date by the Grantee; 3) written verification that the Grantee has received record drawings and any required final inspection report(s) for the project (as applicable); and 4) signed statement from a Florida Licensed Professional Engineer indicating construction has been completed in accordance with the construction contract documents (as applicable).

Performance Standard: The Department's Grant Manager will review the deliverables to verify that they meet the specifications in the Grant Work Plan and this task description.

Payment Request Schedule: The deliverables must be submitted and accepted prior to each payment request and may be submitted no more frequently than monthly.

Task #5: Quality Assurance Project Plan

Task Description: The Grantee will prepare, submit, and receive approval on a Quality Assurance Project Plan (QAPP) prior to commencement of any monitoring associated with the project. The QAPP must specify the sampling procedures, locations, instruments, and parameters to be sampled. The Grantee will use the format provided by the Department's Grant Manager, if applicable.

Deliverable #5a: Draft QAPP submitted electronically in Word format to the Department's Grant Manager. Upon request, the Grantee will provide a paper copy of the Draft QAPP to the Department's Grant Manager.

Performance Standard: The Department's Grant Manager will ensure review of the draft QAPP for compliance with this Agreement and the quality assurance requirements, to ensure sufficient monitoring is planned to measure project effectiveness, and provide comments to the Grantee as needed prior to Final QAPP submittal.

Deliverable #5b: Final Department-approved QAPP submitted electronically in Word format to the Department's Grant Manager. Upon request, the Grantee will provide a paper copy of the Final QAPP to the Department's Grant Manager.

Performance Standard: The Department's Grant manager will review the Final QAPP to ensure that draft comments have been taken into consideration and the Final QAPP is in compliance with this Agreement and the quality assurance requirements.

Payment Request Schedule: Grantee may submit a payment request for cost reimbursement upon completion of the task and Department approval of all associated task deliverables.

Task #6: Monitoring

Task Description: The Grantee will conduct monitoring in accordance with the Department-approved QAPP for this project (see Task #5).

Deliverables: Summary of completed monitoring activities (dates completed, sampling conducted and any not conducted and why), monitoring results along with interpretation of those results (as expected or not as expected) submitted electronically, along with the draft or final (when submitting final request) laboratory report and sampling logs (must also have field and weather data) to the Department's Grant Manager. Upon request, the Grantee will provide a paper copy or copies to the Department's Grant Manager.

Performance Standard: The Department's Grant Manager will review the monitoring results for completion and compliance with QAPP requirements.

Additional Financial Consequences: Costs for any monitoring that is not completed as outlined in the Department-approved QAPP may be discounted if included in the payment request.

Payment Request Schedule: The deliverables must be submitted and accepted prior to each payment request and may be submitted no more frequently than monthly.

Task #7: Public Education

Task Description: The Grantee will provide public education information about the project and its environmental benefits in the following formats: kiosk/sign(s) installed at the project location, website postings of project status.

Deliverable #7a: 1) Copy of draft kiosk/sign(s) text and graphics submitted to the Department's Grant Manager for review and approval prior to final printing and distribution; and 2) provide the active link for the website as designed or updated with project information to the Department's Grant Manager with expectation that draft material is provided for review prior to finalization. Deliverables should be submitted as electronic copies unless otherwise requested by the Department's Grant Manager.

Performance Standard: The Department's Grant Manager must approve draft materials prior to public distribution. The Department's Grant Manager will review the draft deliverables and provide comments to the Grantee as needed.

Deliverable #7b: Completed public education activities to date as described in this task, as evidenced by: 1) Dated photograph(s) of installed kiosk/sign(s) as approved; and 2) Incorporate any suggested changes to the website or information posted there and provide documentation to demonstrate the website's service functionality. Deliverables should be submitted as electronic copies unless otherwise requested by the Department's Grant Manager.

Performance Standard: The Department's Grant manager will review the final deliverables to ensure the draft comments have been taken into consideration.

Payment Request Schedule: The deliverables of paragraph 7b must be submitted and accepted prior to each payment request and may be submitted no more frequently than upon completion of the task.

Task #8: Final Report

Task Description: The Grantee will prepare a Final Report summarizing the results of the project, including all tasks in the Grant Work Plan. The Final Report must include at a minimum:

- Project location and background, project description and timeline, grant award amount and anticipated benefits.
- Financial summary of actual costs versus the budget, along with any changes required to the budget. Include any match or locally pledged contributions provided, along with other related project work performed outside of this Agreement to identify the overall project cost.
- Discussion of project schedule versus actual completion, including changes required to the schedule, unexpected site conditions and adjustments, significant unexpected delays and corrections, and/or other significant deviations from the original project plan.
- Summary of activities completed as well as those not completed and why, as well as a brief summary of any additional phases yet to be completed.
- Photo documentation of work performed (before, during and after), appropriate figures (site location, site plan(s), etc.), appropriate tables summarizing data/information relevant to Grant Work Plan tasks, and appropriate attachments relevant to the project.
- Discussion of whether the anticipated benefits have been/will be realized (e.g., why a Best Management Practice (BMP) approach did or did not exceed the expected removal efficiency).
- Summary of monitoring activities completed and any not completed and why, monitoring results, and an interpretation of data based on planned versus realized results.

Deliverable #8a: An electronic copy of the draft Final Report in Word format submitted to the Department’s Grant Manager for review prior to submission of the Final Report. Upon request, the Grantee will provide a paper copy of the draft Final Report.

Performance Standard: The Department’s Grant Manager will review the submitted draft Final Report to verify that it meets the specifications in the Grant Work Plan and this task description, and provide any comments to the Grantee for consideration of incorporation into the Final Report.

Deliverable #8b: An electronic copy of the Final Report, with all suggested changes incorporated, in Word or PDF format submitted to the Department’s Grant Manager for review and approval. Upon request, the Grantee will provide a paper copy of the Final Report.

Performance Standard: The Department’s Grant Manager will review the deliverables to ensure that they meet the specifications in the Grant Work Plan and this task description.

Payment Request Schedule: Grantee may submit a payment request for cost reimbursement upon completion of the task and Department approval of all associated task deliverables.

PROJECT TIMELINE: The tasks must be completed and all deliverables received by the corresponding task end date.

Task/ Deliverable No.	Task or Deliverable Title	Task Start Date	Task End Date	Deliverable Due Date
1	Design and Permitting	Prior to execution	10/1/2017	10/1/2017
2	Bidding and Contractor Selection	Upon Execution	2/28/2018	2/28/2018
3	Project Management	Upon Execution	3/30/2020	No more frequently than monthly
4	Construction	Upon Execution	6/30/2019	No more frequently than monthly
5	Quality Assurance Project Plan	Upon Execution	9/30/2019	

5a	Draft QAPP		7/31/2019	7/31/2019
5b	Final QAPP		9/30/2019	9/30/2019
6	Monitoring	Upon QAPP Approval	6/30/2020	No more frequently than monthly
7	Public Education	Upon Execution	6/30/2020	
7a	Draft Education Materials		5/31/2020	5/31/2020
7b	Final Education Materials		6/30/2020	6/30/2020
8	Final Report	Upon Execution	6/30/2020	
8a	Draft Final Report		4/30/2020	4/30/2020
8b	Final Report		6/30/2020	6/30/2020

Draft

BUDGET DETAIL BY TASK:

Task No.	Budget Category	Budget Amount	Match Amount
1	Contractual Services	\$0	\$100,000
	Total for Task:	\$0	\$100,000
2	Contractual Services	\$0	\$40,000
	Total for Task:	\$0	\$40,000
3	Total for Task:	\$90,000	\$40,000
	Contractual Services	\$90,000	\$40,000
4	Contractual Services	\$350,000	\$368,000
	Total for Task:	\$350,000	\$368,000
5	No Grant Funds or Required Grantee Match Funds Associated with this Task		
6	Contractual Services	\$85,000	\$0
	Total for Task:	\$85,000	\$0
7	Contractual Services	N/A	\$2,000
	Total for Task:	\$0	\$2,000
8	Contractual Services	\$25,000	\$0
	Total for Task:	\$25,000	\$0
Total for Project		\$550,000	\$550,000
Percentage of Total		50%	50%

Budget Narrative: A quarter of the full match, \$550,000, must come from a local source; therefore a minimum of \$137,500 must come from a local source.

PROJECT BUDGET SUMMARY: Cost reimbursable grant funding must not exceed the category totals for the project as indicated below. Match funding shall be provided in the categories indicated below.

Category Totals	Grant Funding, Not to Exceed, \$	Match Funding, Minimum, \$
Contractual Services Total	\$550,000	\$550,000
Total:	\$550,000	\$550,000
Percentage Match:	50%	50%

Figure 1. Project Location



SECTION 1, TOWNSHIP 32S., RANGE 39 E.



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