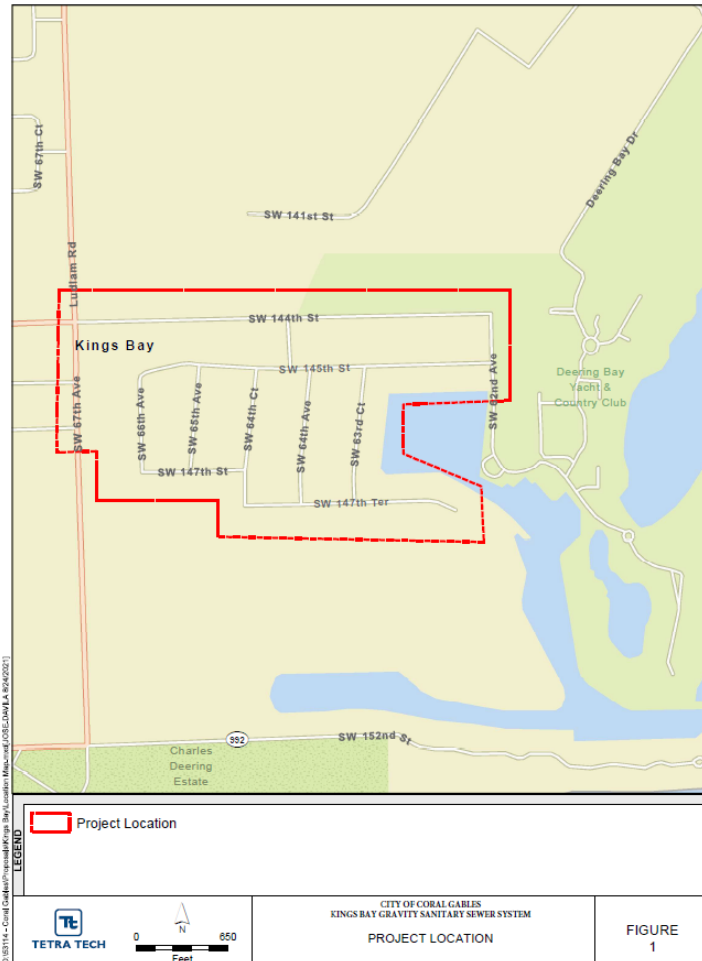


ATTACHMENT 3
CPR GRANT WORK PLAN – City of Coral Gables

- I. PROJECT TITLE: King’s Bay Gravity Sanitary Sewer System**
- II. PROJECT LOCATION(S):** The Project will be located in the City of Coral Gables within Miami-Dade County; Lat/Long (25.6359 N, 80.2969 W).
- III. PROJECT BACKGROUND:** According to multiple scientific studies, the health of Biscayne Bay is at a tipping point. Nutrient pollution is killing seagrass and coral, as well as causing fish kills. Scientists believe that septic systems are at least partly to blame for the nitrogen enriched groundwater that is causing algae blooms and oxygen depletion. The King’s Bay Community in Coral Gables, Florida, is the last coastal community within the City abutting Biscayne Bay to continue the use of septic tanks, despite having a sewer force main within a reasonable connection distance. This project will result in the elimination of approximately 149 septic systems and thus reduce the resulting pollutants from discharging into the bay.
- IV. PROJECT DESCRIPTION:** King’s Bay Septic-to-Sewer Conversion project will consist of the construction of a new gravity sewer system, pump station and forcemain that will allow for the abandonment of approximately 149 individual septic systems and divert sewage discharge to Miami-Dade County’s sewage treatment plant. See map below for project location.



This project will not include the creation of a QA Plan.

The total project cost is \$5,550,000 of which \$2,750,000 is from DEP and \$2,800,000 is from the City of Coral Gables. A summary of the local contributions will be required in the Final Quarterly Progress Report and financial supporting documentation shall be provided upon request.

- V. **TASKS:** All deliverables shall be submitted electronically unless otherwise indicated. All permit(s) must be acquired prior to work starting (if required). All raw data acquired for this project must be submitted to DEP at the end of the project. All final deliverable(s) must comply with [Section 508](#) of the U.S. Rehabilitation Act (as amended), Florida Statute [Chapter 282](#), and Florida Administrative Code (FAC) [Rule: 60-8.002](#).

The contractor must notify DEP when data from this project will be presented or published. Any maps, graphics, charts, or other deliverables intended to visually communicate information should include the following: title and/or appropriate explanation of the visual being presented, consistent scale bar, north arrow and key, and clearly labeled county lines (if applicable). When submitting photo deliverables, a consistent naming convention and organizational structure will be used that includes the date, site name, and any other relevant information. A separate folder will also be created with a smaller subset of photos (5-15 total) that highlight the overall project and can be used for communication pieces and/or messaging. DEP may take up to two weeks to review deliverables.

A Quality Assurance Project Plan (QAPP) is not required for this project.

Funding Acknowledgement: All deliverables, presentations, and social media posts will acknowledge the financial assistance provided by the Florida Department of Environmental Protection's Coral Protection and Restoration Program.

Performance Standard for All Tasks: The Department's Grant Manager will review the task deliverable to verify that the deliverable has been completed as described per task section. Upon review and written acceptance by the Department's Grant Manager, the Grantee may proceed with payment request submittal.

Task #1: Planning Phase

Description: The Grantee will develop the project's design scope and will assign the project to an engineering consulting firm from the City's Continuing Engineering services Contract pool.

Deliverable(s): The Grantee will submit a copy of the firm's Continuing Engineering Services Contract and City approved engineering proposal for Task # 2.

Payment Request Schedule: NONE.

Task #2: Design Phase and Permitting

Description: The Grantee's chosen engineering consulting firm will produce engineering design plans for the construction of a new gravity sewer system, pump station and forcemain as well as all applicable permits.

Deliverable(s): The Grantee will submit construction engineering plans and permit approvals from the City of Coral Gables Public Works Department and Miami-Dade County.

Payment Request Schedule: NONE. Design and permitting for the project will be funded from the City's contribution.

Task #3: Procurement Phase

Description: The Grantee will prepare procurement and contract documents for construction, bids will be evaluated and lowest responsive bidder will be recommended for award to the City Commission. Due to proximity to surface waters, agreement must include requirement(s) that stormwater sediment filters and barriers should be utilized to the highest extent available to prevent any sedimentary runoff into the stormwater outfalls discharging to surface waters.

Lowest bid including detailed budget will be provided to DEP for review and approval before being executed.

Deliverable(s): The Grantee will submit:

- A copy of the bid document for review and approval.
- Recommended bid for award with contract budget amount and line item costs for review and approval.
- A copy of the fully executed contract document.

Payment Request Schedule: NONE.

Task #4: Construction Phase

Description: The Grantee's chosen Contractor selected through a public competitive bid process will construct a fully functioning new gravity sewer system, including gravity sewer pipes, manholes, laterals, a pump station and a forcemain, as per approved construction plans and in accordance with applicable plans and specifications.

Deliverable(s): City will provide copies of construction inspection reports/photos and acceptance tests/reports documenting the quantity of furnished and installed gravity sewer lines, sewer laterals, sewer manholes, sewer forcemain pipe and pump station per quarter.

Payment Request Schedule: Quarterly.

Task #5: Reporting

Description: The Grantee will provide a progress and budget report quarterly per Exhibit A. The progress report will summarize the work completed within each task for the reporting period. It will also provide an update on the estimated completion date for each task and an explanation for any anticipated delays or problems encountered. The budget report will include contract expenses paid to date and remaining budget.

Deliverable(s): The Grantee will submit: 1) a progress report using Exhibit A in Word format and 2) a budget report in Excel format.

Payment Request Schedule: N/A

VI. PROJECT TASK TIMELINE:

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

Task No.	Task Title	Est. Task Start Date	Task End Date	Deliverable(s)	Task Invoice Frequency
1	Planning Phase	03/14/2022	03/31/2022	Continuing Engineering Services Contract/City Approved Engineering Proposal	N/A
2	Design Phase & Permitting	04/01/2022	11/30/2022	Approved Construction Engineering Plans	N/A
3	Procurement Phase	12/01/2022	02/28/2023	Bid Docs/Recommendation for Award/Executed Contract	N/A
4	Construction Phase	03/01/2023	03/01/2024	Construction Inspection Reports, Photos, Acceptance Tests, Report of Quantities Installed	Quarterly
5	Reporting	07/01/2022	03/31/2024	Quarterly & Final Report	N/A

VII. BUDGET DETAIL BY TASK:

Fixed cost grant funding must not exceed the budget amounts as indicated below. Match funding shall be provided at the minimum amounts in the categories indicated below.

Task No.	Task Title	Budget Category	Grant Amount	Match Amount	Task Total
1	Planning Phase	Contractual Services	\$0.00	\$0.00	\$0.00
		Miscellaneous/Other Expenses	\$0.00	\$0.00	\$0.00
		Salary	\$0.00	\$0.00	\$0.00
		Fringe Benefits	\$0.00	\$0.00	\$0.00
		Equipment	\$0.00	\$0.00	\$0.00
Total for Task:			\$0.00	\$0.00	\$0.00
2	Design Phase and Permitting	Contractual Services	\$0.00	\$330,000.00	\$330,000.00
		Miscellaneous/Other Expenses	\$0.00	\$0.00	\$0.00
		Salary	\$0.00	\$0.00	\$0.00
		Fringe Benefits	\$0.00	\$0.00	\$0.00
		Equipment	\$0.00	\$0.00	\$0.00
Total for Task:			\$0.00	\$330,000.00	\$330,000.00
3	Procurement Phase	Contractual Services	\$0.00	\$0.00	\$0.00
		Miscellaneous/Other Expenses	\$0.00	\$0.00	\$0.00

		Salary	\$0.00	\$0.00	\$0.00
		Fringe Benefits	\$0.00	\$0.00	\$0.00
		Equipment	\$0.00	\$0.00	\$0.00
Total for Task:			\$0.00	\$0.00	\$0.00
4	Construction Phase	Contractual Services	\$2,750,000	\$2,470,000	\$5,220,000
		Miscellaneous/Other Expenses	\$0.00	\$0.00	\$0.00
		Salary	\$0.00	\$0.00	\$0.00
		Fringe Benefits	\$0.00	\$0.00	\$0.00
		Equipment	\$0.00	\$0.00	\$0.00
Total for Task:			\$2,750,000	\$2,470,000	\$5,220,000.00
5	Reporting	Contractual Services	\$0.00	\$0.00	\$0.00
		Miscellaneous/Other Expenses	\$0.00	\$0.00	\$0.00
		Salary	\$0.00	\$0.00	\$0.00
		Fringe Benefits	\$0.00	\$0.00	\$0.00
		Equipment	\$0.00	\$0.00	\$0.00
Total for Task:			\$0.00	\$0.00	\$0.00
Project Total:			\$2,750,000	\$2,800,000	\$5,550,000
Percentage Match:			49.55%	50.45%	100%

Note: Authorization for continuation and completion of work and any associated payments may be rescinded, with proper notice, at the discretion of the Department if the Legislature reduces or eliminates appropriations.

SALARY AND FRINGE BENEFITS BY TASK: *ADD if salaries/fringe are grant funded or used as match*

Fixed cost funding or match hourly and fringe rate(s) by position may not exceed those indicated below. *EXAMPLE shown, revise as needed. Include all possible position titles that may be used for the task(s). May list fixed hourly rate and fringe rate.*

Task No.	Position Title	Hourly Rate	Fringe Rate (%)
4	<i>Engineer III</i>	\$	%
	<i>Environmental Specialist I</i>	\$	%
	<i>Associate Environmental Specialist</i>	\$	%
	<i>Engineering Technician I</i>	\$	%

Note: Upon submission of each payment request, the Grantee certifies that the hours and rates submitted are accurate and allowable costs for the grant agreement. Upon request by the Department's grant manager, additional documentation of hours worked will be provided.