

**ATTACHMENT 3-D
SECOND REVISED GRANT WORK PLAN
AGREEMENT No. MN024**

Fourth Service Period: July 1, 2025 through June 30, 2026

**ALACHUA COUNTY SAMPLING SUPPORT FOR DEP GROUND WATER TEMPORAL VARIABILITY
NETWORK (GWTV)**

The Florida Department of Environmental Protection (Department) has requested the assistance of the Alachua County Environmental Protection Department (Grantee) in collecting and interpreting water quality data from confined and unconfined aquifers within the boundaries of Alachua County and Marion County, as part of the statewide Integrated Water Resources Monitoring (IWRM) Network. A description of the work to be performed is outlined below:

QUALITY ASSURANCE

The Grantee and approved subcontracting agencies and entities who will be conducting water quality sampling under this Agreement shall follow procedures and methods specified in the DEP *Status and Trend Monitoring Networks Sampling Manual*, listed as the Watershed Monitoring Sampling Manual under the Standard Operating Procedures (SOPs) at <http://www.dep.state.fl.us/water/monitoring/pubs.htm>.

For purposes of this Agreement, the DEP Laboratory will perform all sample analysis under separate agreement with the Department's Watershed Monitoring Section (WMS).

STORET

The Grantee shall submit all water quality data collected under this Agreement to the Department in an approved standardized electronic format, available through the Survey 123 tablets that the county staff use. This format will assist the Department in the preparation of data, collected under this Agreement, for entry into the Watershed Information Network (WIN) database. The Department will be responsible for assuring that data collected under this Agreement is entered into WIN and for verification of the data before final storage. In addition to the above, a printed copy of the project field data, along with supporting Quality Assurance (QA) data, shall be kept and maintained by the Grantee for the duration of this Agreement, and provided to the Department upon request. This includes results from any blanks, duplicates, spikes, blind samples and standards.

QUALIFIED SAMPLER

The Grantee shall ensure that at least one (two if possible) qualified sampler is present during all sample collection. For the purposes of this Agreement, a qualified sampler shall be one who has taken the Department Sampling Techniques Workshop within the past five (5) years. This workshop is offered by the Quality Assurance Officer of the Monitoring Section once a year.

AGREEMENT TASKS FOR SERVICE PERIOD

The Grantee shall collect ground water and surface water quality samples for the Watershed Monitoring Networks within the boundaries of Alachua County and Marion County. Each activity to be performed has been identified and described as a separate task.

TASK I

**TV NETWORK SAMPLE COLLECTION / PARTICIPATION IN WATERSHED MONITORING TREND
MONITORING PROGRAM**

SAMPLE COLLECTION

Grantee staff shall collect an estimated thirty-two (32) ground water quality samples for GWTV Network and forward the 16 water samples collected quarterly and sent to the Department's Central Laboratory for analysis. This estimate includes:

- Approximately sixteen (16) monthly unconfined aquifer GWTV field samples from wells within Alachua County and Marion Counties (collected at 25-35 day intervals) from July 1, 2025 – June 30, 2026;
- Approximately sixteen (16) quarterly confined and unconfined aquifer GWTV field and lab samples from wells within Alachua and Marion Counties (collected at 25-35 day intervals) from July 1, 2025 – June 30, 2026;

- Approximately four (4) QA lab samples (20% of total samples); and
- Additional water level measurements for historic monthly wells are also accepted.

Ground water sample collection:

The Grantee shall also:

- Complete microlanduse sheets annually, and monthly field and quarterly custody sheets (*Sampling Manual*, Section 17);
- Attach well identification tags;
- Conduct on-site analysis for field analytes and field reference samples (*Sampling Manual*, Section 17, Table 4); and
- Ship all samples in accordance with Instructions for Sample Shipment in Section 13 of the *Sampling Manual*.

The Grantee shall perform field audits using the forms and guidance in the *Sampling Manual* Section 14. An annual internal and external audit for ground water sampling is required.

Grantee's Ground Water Trend Network Station List:

<u>Florida Unique Well ID</u>	<u>Alachua County ID</u>	<u>Owner Name</u>
AAE1422	R18T11SEC3101	Godfrey
AAE1404	R19T07SEC230101	Burns
AAN3400	R22T14SEC2001	Whitaker
AAE1423	R22T10SEC2001	Westover

Florida Department of Environmental Protection Status and Trend Monitoring Networks
From Field Sample Database Data Dictionary

The Grantee shall collect samples for the following field measurements using the file transfer format identified below for the network station locations listed in the station list above:

Required Field Measurements - Ground Water

<u>MEASUREMENT</u>	<u>UNITS</u>	<u>PARAMETER CODE</u>
pH, field	Std. units	00406
Specific Conductance @ 25 C, field	µmho/cm @ 25°C	00094
Water Temperature, field	°C	00010
Dissolved Oxygen, field	milligrams/L	00299
Dissolved Oxygen Percent Saturation, field	% saturation	00301
Turbidity, field	NTU	82078
Depth to Water from Measuring Pt.	Feet	72109
Elevation of Measuring Pt.	Feet above or below NGVD	82514
Microlanduse ⁵	NA	84147

⁵ = Once per year at Trend sites.

All Trend Network field sample data, collected by the Grantee using the Survey 123 handheld units will be transferred to the Department.

The minimum required data elements for station data are listed in the Generalized Water Information System (GWIS) Database Utilities User's Manual (updated October 2017), available at: <http://publicfiles.dep.state.fl.us/dear/watershed%20monitoring/Info%20Center/>. These data elements are defined in the GWIS Database Data Dictionary version 1.5 (updated December 2018), available at: <http://publicfiles.dep.state.fl.us/dear/watershed%20monitoring/documents/WMS-GWISManual.pdf>.

DELIVERABLES

The Grantee shall collect an estimated thirty-two (32) groundwater samples from four (4) wells. Sixteen (16) samples will be collected monthly for field parameters and sixteen (16) samples will be collected quarterly for field and laboratory parameters, four (4) quality assurance samples (blanks) will be collected, once during each quarterly sampling event. Parameter coverage and well identifiers are listed beginning on page two (2). Samples for laboratory analyses will be shipped to DEP Central Laboratory after collection.

PAYMENT REQUEST SCHEDULE

The Grantee may submit a Request for Payment no more frequently than once a quarter, listing the number of samples completed and recon performed, in conjunction with progress reports as required herein. A final request must be submitted no later than July 30, 2026 to ensure the availability of funding for final payment. The outlined quarterly Deliverable(s) must have been submitted and accepted in writing by the Department's Grant Manager prior to payment request submittal.

PERFORMANCE STANDARDS

The Department's Grant Manager will review the deliverables to verify that they meet the specifications in the Grant Work Plan and the description under each task listed above. The Department shall have fourteen (14) calendar days from receipt of a deliverable to determine satisfactory performance. Upon review and written acceptance by the Department's Grant Manager of the quarterly deliverables the Grantee may proceed with payment request submittal.

BUDGET

Allowable costs not to exceed \$13,884.76 for salaries and fringe.

TASK II**NETWORK REFINEMENT**

Grantee staff will assist the Department in refinement and design of surface water and ground water sampling networks. Grantee staff will acquire sampling easements and agency approvals as needed. Changes to the network will be mutually agreed upon in writing prior to implementation. Grantee staff will provide updates to well/station information to the Department quarterly as necessary and will assist the Department's staff in detecting and correcting errors or omissions in the well/station databases. In order to maintain an up-to-date database on ground water wells that are potential candidates to be added to the Department database (list-frame), the Grantee is encouraged to submit a list of new confined and unconfined wells that have been permitted by the St. Johns River Water Management District (SJRWMD) (or other responsible authority) on an annual basis. For groundwater trend sites, the Grantee shall re-develop an estimated one (1) well, if necessary.

DELIVERABLES

The Grantee is constantly working to improve the spatial coverage of the Background wells in each aquifer. Wells are proposed for addition to the network as new wells are drilled or as existing wells become available. Wells that have been sampled in the past but are no longer available for sampling will be identified and documented in the quarterly report. Any well development activities will be described and documented in the quarterly report.

PAYMENT REQUEST SCHEDULE

The Grantee may submit a Request for Payment no more frequently than once a quarter, listing the number of samples completed and recon performed, in conjunction with progress reports as required herein. A final request must be submitted no later than July 15, 2026 to ensure the availability of funding for final payment. The outlined quarterly Deliverable(s) must have been submitted and accepted in writing by the Department's Grant Manager prior to payment request submittal.

PERFORMANCE STANDARDS

The Department's Grant Manager will review the deliverables to verify that they meet the specifications in the Grant Work Plan and the description under each task listed above. The Department shall have fourteen (14) calendar days from receipt of a deliverable to determine satisfactory performance. Upon review and written acceptance by the Department's Grant Manager of the quarterly deliverables the Grantee may proceed with payment request submittal.

BUDGET

Allowable costs included in costs for Task 1.

TASK III**DATA MANAGEMENT AND DATA INTERPRETATION**

Grantee staff will edit data supplied to the Grantee and approve distribution to the public via the Oracle Generalized Water Information System (OGWIS) database. The Grantee must follow written data management standard operating procedures

and timetables for data entry and review. The Grantee must submit field data to the Department in a Department approved electronic format within 15-30 days of the end of the sampling event. GWTV field data sheets, calibration logs, etc., are provided when field data is entered electronically and should be submitted with the quarterly progress reports, unless transmitted earlier following data entry or submittal. The Department reserves the right to require the use of Department-supplied field data entry software if data is not submitted in a Department-approved format. The Grantee staff must also review and edit data and interpretations regarding Watershed Monitoring Program data.

DELIVERABLES

The Grantee continually transmits Watershed Monitoring Program data to the Department following each sampling event as it is collected. Scanned copies of the groundwater field sheets, custody sheets, field meter calibration logs, and microlanduse sheets are transmitted to the department by project after the data are submitted electronically. Equipment cleaning logs, buffers and standards logs, and turbidimeter laboratory calibrations are submitted with as part of field audits.

PAYMENT REQUEST SCHEDULE

The Grantee may submit a Request for Payment no more frequently than once a quarter, listing the number of samples completed and recon performed, in conjunction with progress reports as required herein. A final request must be submitted no later than July 15, 2026 to ensure the availability of funding for final payment. The outlined quarterly Deliverable(s) must have been submitted and accepted in writing by the Department's Grant Manager prior to payment request submittal.

PERFORMANCE STANDARDS

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BUDGET

Allowable costs included in costs for Task 1.

TASK IV

ATTEND PROGRAM MEETINGS AND TRAINING

One (1) or more Grantee staff will participate in Watershed Monitoring Program meetings. Appropriate Grantee staff will participate in conference calls, and attend other meetings scheduled by the Department, such as sampling courses, training workshops, or other meetings as required.

DELIVERABLES

Grantee staff members will document attendance at all Watershed Monitoring Program conference calls, meetings, and training. At a minimum, one (1) staff member will attend the sampler training and meetings and document attendance.

PAYMENT REQUEST SCHEDULE

The Grantee may submit a Request for Payment no more frequently than once a quarter, listing the number of samples completed and recon performed, in conjunction with progress reports as required herein. A final request must be submitted no later than July 15, 2026 to ensure the availability of funding for final payment. The outlined quarterly Deliverable(s) must have been submitted and accepted in writing by the Department's Grant Manager prior to payment request submittal.

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BUDGET

Allowable costs included in costs for Task 1.

TASK V

REPORTS

Quarterly Progress Reports and payment requests must be submitted every three (3) months by the Grantee to the Department Grant Manager. Quarterly Quality Assurance Reports, field data and other appropriate documentation shall be attached to

the Quarterly Progress Reports. The Grantee shall provide the Department with a Final Comprehensive Report that summarizes all tasks associated with this Agreement, including sampling site updates, no later than June 30, 2026.

DELIVERABLES

Each quarterly progress report shall indicate work performed during the reporting period, number of samples collected, work scheduled for the next reporting period, and include quarterly quality assurance reports, problems encountered, and planned corrective actions to address problems encountered.

PAYMENT REQUEST SCHEDULE

The Grantee may submit a Request for Payment no more frequently than once a quarter, listing the number of samples completed and recon performed, in conjunction with progress reports as required herein. A final request must be submitted no later than July 15, 2026 to ensure the availability of funding for final payment. The outlined quarterly Deliverable(s) must have been submitted and accepted in writing by the Department's Grant Manager prior to payment request submittal.

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BUDGET

Allowable costs included in costs for Task 1.

PROJECT TIMELINE: The tasks must be completed by the corresponding task end date and all deliverables must be received by the designated due date. Quarterly Deliverables shall be submitted to the Department within fifteen (15) calendar days after the end of each quarter.

Task/	Task Title	Task Start Date	Task End Date	Deliverable Due Date/ Frequency
I	Sample Collection	July 1, 2025	June 30, 2026	Quarterly
II	Network Refinement	July 1, 2025	June 30, 2026	Quarterly
III	Data Management and Data Interpretation	July 1, 2025	June 30, 2026	Quarterly
IV	Attend Program Meetings and Training	July 1, 202	June 30, 2026	Quarterly
V	Reports	July 1, 2025	June 30, 2026	Quarterly

PROJECT BUDGET SUMMARY: Cost reimbursable grant funding must not exceed the category totals for the project as indicated below.

Category Totals	Grant Funding, Not to Exceed, \$
Salaries Total	\$9,330.58
Fringe Total	\$4,554.18
Travel Total	\$432.00
Miscellaneous/Other Expenses Total	\$0.00
Total:	\$14,316.76

SALARIES AND FRINGE BENEFITS BY TASK: Cost reimbursable hourly and fringe rate(s) by position may not exceed those indicated below. Fringe benefits include: FICA, retirement, health, dental and life insurance.

Task/Deliverable Number	Position Title	Hourly Rate	Fringe Rate (per hour)
I	Senior Environmental Specialist/ Lead Ground Water Sampler	\$35.37	\$20.49
	Environmental Specialist/ Ground Water Sampler	\$25.70	\$7.50
II	Senior Environmental Specialist/ Lead Ground Water Sampler	\$35.37	\$20.49
III	Senior Environmental Specialist/ Lead Ground Water Sampler	\$35.37	\$20.49
IV	Senior Environmental Specialist/ Lead Ground Water Sampler	\$35.37	\$20.49
	Environmental Specialist/ Ground Water Sampler	\$25.70	\$7.50
V	Senior Environmental Specialist/ Lead Ground Water Sampler	\$35.37	\$20.49
	Senior Planner	\$40.89	\$20.49

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