

**STATE OF FLORIDA
DEPARTMENT OF ENVIRONMENTAL PROTECTION
GRANT WORK PLAN
AGREEMENT NO. 22FRP79**

ATTACHMENT 3

PROJECT TITLE: Hills of Santa Fe Drainage Improvements

PROJECT LOCATION: The Project is located in the City of Gainesville within Alachua County, Florida; Latitude: 29.808317, Longitude: -82.530327.

PROJECT DESCRIPTION:

The Hills of Santa Fe drainage improvements project (Project) will improve the stormwater drainage infrastructure in the entrance to the Hills of Santa Fe subdivision, by constructing a new stormwater retention basin. The project requires the purchase and demolition of two residential properties located at 10002 NW 25th Place and 10012 NW 25th Place in Gainesville, FL 32606. The project includes adjusting underground utility appurtenances, restoring any landscaping affected by construction and tree loss mitigation in accordance with Alachua County land development code requirements.

TASKS AND DELIVERABLES:

Task 1: Land Acquisition

Description: The Grantee will acquire fee simple or less-than-fee simple interest on properties at 10002 NW 25th Place, Gainesville, FL 32606 and 10012 NW 25th Place, Gainesville, FL 32606. Costs related to pre-acquisition and acquisition activities will be reimbursable. These property interests will be held by the Grantee.

Deliverables: The Grantee will submit copies of: 1) all appraisals; 2) either the closing statement or all closing documents; 3) title exam/insurance; 4) a property survey; 5) a boundary map; and 6) the deed, recorded easement, or property interest.

Task 2: Design and Permitting

Description: The Grantee will complete the design of the stormwater retention basin and will obtain all necessary permits for construction of the Project. Design and permitting activities may include coastal or civil engineering analyses, preparation of plans and specifications, physical and environmental surveys, cultural resource surveys, design-level geotechnical services, environmental analyses, orthophotography, plan formulations and other necessary studies for obtaining environmental permits, and other Project-related authorizations. The Grantee will submit its work products to the appropriate state or federal regulatory agencies.

Deliverables: The Grantee will submit all final design documents as signed by Florida-registered Professional Engineer. If applicable, the Grantee will also submit final permit documents from all appropriate state and federal regulatory agencies.

Task 3: Construction

Description: The Grantee will **complete demolition activities** and construct the stormwater retention basin in place of the two homes by using in-house Public Works Road and bridge crew and in-house equipment

in accordance with the construction contract documents. Project costs associated with the Construction task include work approved through construction bids and/or construction-phase engineering and monitoring services contracts. Eligible activities may include mobilization, demobilization, construction observation or inspection services, physical and environmental surveys, and mitigation projects. Construction shall be conducted in accordance with all state or federal permits.

Deliverables: The Grantee will submit: 1) a copy of the as-built drawings; 2) a signed acceptance of the completed work to date, as provided in the Grantee’s Certification of Payment Request; 3) a signed Engineer’s Certification of Payment Request; and 4) when construction is complete, a Certificate of Occupancy (if applicable) and a Certificate of Completion signed by a Florida-registered Professional Engineer.

PERFORMANCE MEASURES: The Grantee will submit all deliverables for each task to the Department’s Grant Manager on or before the Task Due Date listed in the Project Timeline. The Grantee must also submit Exhibit A, Progress Report Form, to the Department’s Grant Manager, with every deliverable and payment request. For interim payment requests, Exhibit A may serve as the deliverable for a task. The Department’s Grant Manager will review the deliverable(s) to verify that they meet the specifications in the Grant Work Plan and the task description, to include any work being performed by any subcontractor(s). Upon review and written acceptance by the Department’s Grant Manager of deliverables under the task, the Grantee may proceed with payment request submittal.

CONSEQUENCES FOR NON-PERFORMANCE: For each task deliverable not received by the Department at one hundred percent (100%) completion and by the specified due date listed in the Agreement’s most recent Project Timeline, the Department will reduce the relevant Task Funding Amount(s) paid to Grantee in proportion to the percentage of the deliverable(s) not fully completed and/or submitted to the Department in a timely manner.

PAYMENT REQUEST SCHEDULE: Following the Grantee’s full completion of a task, the Grantee may submit a payment request for cost reimbursement using both Exhibit A, Progress Report Form, and Exhibit C, Payment Request Summary Form. Interim payment requests cannot be made more frequently than monthly and must be made using Exhibit A, detailing all work progress made during that payment request period, and Exhibit C. Upon the Department’s receipt of Exhibit A and C, along with all supporting fiscal documentation and deliverables, the Department’s Grant Manager will have ten (10) working days to review and approve or deny the payment request.

PROJECT TIMELINE AND BUDGET DETAIL: The tasks must be completed by, and all deliverables received by, the corresponding task due date listed in the table below. Cost-reimbursable grant funding must not exceed the budget amounts indicated below. Requests for any change(s) must be submitted prior to the current task due date listed in the Project Timeline. Requests are to be sent via email to the Department’s Grant Manager, with the details of the request and the reason for the request made clear.

Task No.	Task Title	Budget Category	DEP Amount	Local Amount	Total Amount	Task Start Date	Task Due Date
1	Land Acquisition	Contractual Services	\$ 378,650	\$ 378,650	\$ 757,300	Upon Execution	06/30/2026
		Land Acquisition					
		Salary					
		Fringe Benefits					
		Rental/Lease of Equipment					

2	Design and Permitting	Salary	\$ 15,000	\$ 15,000	\$ 30,000	Upon Execution	06/30/2026
		Fringe Benefits					
3	Construction and Demolition	Salary	\$ 113,965.06	\$ 113,965.07	\$ 227,930.13	Upon Execution	06/30/2026
		Fringe Benefits					
		Rental/Lease of Equipment					
Total:			\$ 507,615.06	\$ 507,615.07	\$ 1,015,230.13		

PROJECT TIMELINE: The tasks must be completed by, and all deliverables received by, the corresponding task due date listed in the table below. Cost-reimbursable grant funding must not exceed the budget amounts indicated below. Requests for any change(s) must be submitted prior to the current task due date listed in the Project Timeline. Requests are to be sent via email to the Department’s Grant Manager, with the details of the request and the reason for the request made clear.

Task No.	Task Title	Task Start Date	Task Due Date
1	Land Acquisition	Upon Execution	06/30/2026
2	Design and Permitting	Upon Execution	06/30/2026
3	Construction and Demolition	Upon Execution	06/30/2026

BUDGET DETAIL:

Task No.	Task Title	Budget Category	DEP Amount	Local Amount
1	Land Acquisition	Contractual Services	\$ 26,000	\$ 26,000
		Salary	\$ 7,000	\$ 7,000
		Fringe Benefits	\$ 3,000	\$ 3,000
		Rental/Lease of Equipment	\$ 3,500	\$3,500
		Land Acquisition	\$ 339,150	\$ 339,150
Total for Task:			\$ 378,650	\$ 378,650
2	Design and Permitting	Salary	\$ 10,800	\$ 10,800
		Fringe Benefits	\$ 4,200	\$ 4,200
Total for Task:			\$ 15,000	\$ 15,000
3	Construction and Demolition	Contractual Services	\$25000	\$25000
		Salary	\$ 46,054.85	\$ 46,054.85
		Fringe Benefits	\$ 17,910.21	\$ 17,910.22
		Rental/Lease of Equipment	\$ 25,000	\$ 25,000
Total for Task:			\$ 113,965.06	\$ 113,965.07
Project Total:			\$ 507,615.06	\$ 507,615.07
Percentage Match:			% 50	% 50

SALARY AND FRINGE BENEFITS BY TASK: Cost-reimbursable funding or hourly match and fringe rate(s) by position may not exceed those indicated below. Upon submission of each payment request, the

Grantee certifies that the hours and fringe 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.

Cost-reimbursable funding or hourly match rate(s) by position may not exceed those indicated below. Fringe benefits will be reimbursed based on actual costs, with the total not to exceed the budgeted amounts shown in the Budget Detail by task table.

Task No.	Position Title	Hourly Rate	Fringe Rate (%)
1	County Surveyor	\$37.56	27.8
	Real Property Coordinator	\$28.45	18.5
	Right of Way Specialist	\$22.11	34.4
	Senior Survey Tech	\$24.90	32.4
	Civil Engineer III	\$41.30	26.7
	Civil Engineer II	\$42.01	41.7
	County Engineer	\$69.20	15.0
	Senior Engineering Technician	\$23.95	18.5
2	County Surveyor	\$37.56	27.8
	Real Property Coordinator	\$28.45	18.5
	Right of Way Specialist	\$22.11	34.4
	Senior Survey Tech	\$24.90	32.4
	Civil Engineer III	\$41.30	26.7
	Civil Engineer II	\$42.01	41.7
	County Engineer	\$69.20	15.0
	Senior Engineering Technician	\$23.95	18.5
3	Civil Engineer III	\$41.30	26.7
	Civil Engineer II	\$42.01	41.7
	County Engineer	\$69.20	15.0
	Senior Engineering Technician	\$23.95	18.5
	Road and Bridge Superintendent	\$35.42	45.8
	Equipment Operator 1	\$18.52	19.14
	Equipment Operator 2	\$20.48	18.55
	Equipment Operator 3	\$21.06	70.0
	Maintenance Supervisor 1	\$19.11	69.0
	Maintenance Supervisor 2	\$21.21	35.0
	Maintenance Supervisor 3	\$22.88	49.0
	Labor 1	\$15.48	40.0
	Labor 2	\$16.94	62.0
	Construction Inspector Superintendent	\$39.97	32.0
Construction Inspector	\$25.06	32.0	