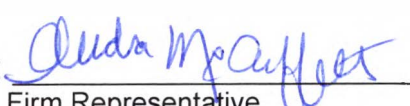
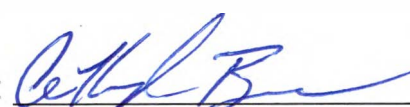




**CITY OF POMPANO BEACH**  
100 W Atlantic Blvd, Pompano Beach, FL 33060

<b>WORK AUTHORIZATION NO: 18</b>	<b>COPBFL Project Manager: Tammy Good, PMP</b> Phone: 954-786-5512 Email: Tammy.Good1@copbfl.com <b>COPBFL Contract Specialist: Antonio Pucci</b> Phone: 954-786-5504 Email: Antonio.Pucci@copbfl.com
<b>Firm Name: McCafferty Brinson Consulting, LLC</b> 633 South Andrews Avenue, Suite 402 Ft. Lauderdale, Florida 33301	<b>Firm's Contact Representative: Audra McCafferty, P.E.</b> Phone: (954) 797-7100 Email: amccafferty@mccaffertybrinson.com
In accordance with Ordinance number 2016-26, the City of Pompano Beach hereby directs the firm to perform the services for the project as detailed in Work Authorization No. 18, attached hereto and made a part of this Work Authorization for the amount specified below.	
This Work Authorization, when executed, shall authorize to services related to State Revolving Fund (SRF) Funding Assistance for Stormwater and Sewer Projects.	
<b>Description:</b>  The firm of McCafferty Brinson Consulting, LLC, proposes the following scope of work and fee schedule for the above-mentioned project. The scope of work will include the following:  Task 1.0 – Project Kick-Off Meeting Task 2.0 – Prepare and Submit Request for Inclusion Packages Task 3.0 – Prepare and Submit Facilities Plans Task 4.0 – Prepare, Submit, and Coordinate Loan Application and Agreement Packages Task 5.0 – Assistance with SRF-Compliance Components of Construction Contract Documents	
<b>Total Work Authorization Amount: \$ 88,110.00</b>	
<b>Firm/Contractor Approval:</b>  Accepted by: <u></u> Firm Representative  Name: Audra McCafferty, P.E. Title: President Date: 7/11/19	<b>City of Pompano Beach Approval:</b>  Accepted by: <u></u> Pompano Beach Representative  Name: <u>A. Randolph Brown</u> Title: <u>Utilities Director</u> Date: <u>9/9/19</u>

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed the day and year hereinabove written.

Witnesses:

**CITY OF POMPANO BEACH**

\_\_\_\_\_

By: \_\_\_\_\_  
REX HARDIN, MAYOR

\_\_\_\_\_

By: \_\_\_\_\_  
GREGORY P. HARRISON, CITY MANAGER

Attest:

\_\_\_\_\_  
ASCELETA HAMMOND, CITY CLERK

(SEAL)

APPROVED AS TO FORM:

\_\_\_\_\_  
MARK E. BERMAN, CITY ATTORNEY

STATE OF FLORIDA  
COUNTY OF BROWARD

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_ by **LAMAR FISHER** as Mayor, **GREGORY P. HARRISON** as City Manager, and **ASCELETA HAMMOND** as City Clerk of the City of Pompano Beach, Florida, a municipal corporation, on behalf of the municipal corporation, who is personally known to me.

NOTARY'S SEAL:

\_\_\_\_\_  
NOTARY PUBLIC, STATE OF FLORIDA

\_\_\_\_\_  
(Name of Acknowledger Typed, Printed or Stamped)

\_\_\_\_\_  
Commission Number

**"CONTRACTOR"**

McCafferty Brinson Consulting, LLC

(Print or type name of company here)

Witnesses:

Melissa C

MELISSA CAMPBELL

(Print or Type Name)

Mariell Soto

Mariell Soto

(Print or Type Name)

By:

Print Name: Audra McCafferty

Title: President

Business License No. CA26952

STATE OF FLORIDA

COUNTY OF BROWARD

The foregoing instrument was acknowledged before me this 28 day of August, 2019 by Audra McCafferty as President of McCafferty Brinson Consulting, LLC, a Florida limited liability company on behalf of the company. He/she is personally known to me or who has produced \_\_\_\_\_ (type of identification) as identification.

NOTARY'S SEAL:



Andrew Barba

NOTARY PUBLIC, STATE OF FLORIDA

Andrew Barba

(Name of Acknowledger Typed, Printed or Stamped)

GG086927

Commission Number

**Work Authorization No. 18**  
**Contract for Consulting/Professional Services Between the**  
**City of Pompano Beach and McCafferty Brinson Consulting, LLC**  
**State Revolving Fund (SRF) Funding Assistance for Stormwater and Sewer Projects**  
**Scope of Work**

*The services rendered pursuant to this Work Authorization No. 18 are in accordance with the terms and conditions of the Agreement for Consulting/Professional Services between the City of Pompano Beach and McCafferty Brinson Consulting, LLC, dated January 19<sup>th</sup> 2016 and approved by City Ordinance No. 2016-26.*

**I. Background and General Description of Services**

The City of Pompano Beach (City) owns and operates potable water, wastewater, and stormwater utility systems to serve customers within the City's service areas. The City intends to fund several projects planned in the City's 2019-2023 Capital Improvement Plan using State Revolving Fund (SRF) loan funding. The City seeks assistance with stormwater and sewer projects for which the City is considering SRF Funding.

The CIP projects include the following:

1. Gateway Drive (16-292) - Study Area 6,
2. Kendall Lake Neighborhood (16-291) - Study Area 7,
3. Bay Drive Neighborhood (18-328) - Study Area 11,
4. N.E. 4th Street and N.E. 3rd Street (18-326) - Study Area 9,
5. Lyons Park Neighborhood (14-251) - Study Area 3,
6. US-1 and N.E. 14th Street Causeway Area (18-325) – Study Area 8,
7. North Riverside Drive and N.E. 14th Street Causeway (19-350) – Study Area 12,
8. N.E. 27th Avenue and N.E. 16th Street (19-352) – Study Area 14,
9. Non-Sewer B (20-WS-001) - Section 3.3 of 2016 Wastewater Master Plan
10. Non-Sewer C (19-347) - Section 3.3 of 2016 Wastewater Master Plan

This scope of services provides for professional engineering assistance to prepare and submit documentation to the State of Florida to procure loan funding for the projects. Assistance in complying with SRF funding requirements during construction of the projects may be provided under a separate work authorization.

There are currently two SRF programs administered by the Florida Department of Environmental Protection (FDEP): The Clean Water State Revolving Fund created under the Clean Water Act, and the Drinking Water State Revolving Fund created under the Safe Drinking Water Act. Projects that involve wastewater collection, wastewater treatment or stormwater improvements may be submitted to the Clean Water SRF (CWSRF) program and projects that involve potable water distribution or

water treatment may be submitted to the Drinking Water SRF program. The above listed City stormwater and sewer projects are seeking construction loan funding through the CWSRF.

## **II. Scope of Work**

### **Task 1.0 – Project Kick-Off Meeting**

CONSULTANT shall meet with the City to discuss the proposed SRF-funded projects, the project schedule, and provide a written list of data needs necessary to prepare submittals to the FDEP. We anticipate two kickoff meetings, one for projects with a construction start date in 2020 and one projects with a construction start date in 2021.

### **Task 2.0 – Prepare and Submit Request for Inclusion Packages**

CONSULTANT shall prepare and submit up to ten (10) Request for Inclusion (RFI) packages and supporting documentation to the FDEP. “Request for Inclusion On The CWSRF Priority List” (RFI) (DEP Form 62-503.200(3) and supporting documentation will be submitted to the Clean Water SRF program for the construction loan(s). Should the City seek simultaneous funding for a combination of several projects, considering the same contract start/end timing, the RFI information will be compiled into one application package per combination project.

### **Task 3.0 – Prepare and Submit Water Facilities Plans**

The City has previously submitted and secured SRF funding for several stormwater projects. Through those efforts, the CWSRF section has accepted the City’s Stormwater Master Plan, dated June 23, 2013, as a planning document for the SRF application process. Therefore, a new planning document will not be prepared under this scope of work for the considered stormwater projects. The sewer projects will require the development of a planning document. The 2016 Wastewater Master Plan will be used as a basis for the planning document. The planning document may include the following documentation as required by the FDEP:

- Executive Summary
  - Project Descriptions, including identification of planning and service areas.
  - Need or Justification for Projects.
  - Project Location Map.
- Cost Comparison
  - A cost comparison of at least three alternatives, one of which can be no action.

- A cost and effectiveness analysis of the processes, materials techniques and technologies.
- An evaluation of any reuse and energy conservation measures that may be applicable, after considering the costs of construction, operation and maintenance, and replacement.
- For non-point source projects funded under Section 319 or 320 of the Clean Water Act, the cost comparison requirement shall be deemed to have been met when a “qualified” best management practice (BMP) is selected for implementation.
- Environmental Effects
  - Discussion of environmental benefits associated with the proposed projects.
  - Statement that the proposed projects will not have any significant adverse effects upon flora, fauna, threatened or endangered plant or animal species, surface water bodies, prime agricultural lands, wetlands, or undisturbed areas.
  - Provide a list of endangered/threatened plant and animal species (will be obtained from U.S. Fish and Wildlife Service) for the project areas.
  - Statement that the projects will not have any significant adverse human health or environmental effects on minority or low-income communities.
  - Provide copies of any reports or findings regarding any investigations regarding determination of environmental effects of the proposed projects.
  - Statement whether the proposed projects will be in floodplain (using the 500-year flood or using the freeboard value reached by adding 2 to 3 feet to the 100-year flood).
- Development of Alternatives and Selection of a Preferred Alternative
  - Description of existing and recommended facilities.
  - Provide a cost comparison of at least three feasible alternatives (alternatives may include the cost of a “no action” alternative).
  - Provide detailed cost estimate of preferred alternative.
- Public Participation Process
  - Attend a public meeting to explain the project, including alternatives considered and cost and impact on user charges.
  - Assist City Staff on meeting local requirements for advertising the public meeting.
  - Provide minutes of public meeting and include a copy of the advertisement to the FDEP.
- Financial Feasibility (Info Provided by Others)
  - Identify revenues to be dedicated to repaying the loan.
  - Existing/Proposed User Charge System.
  - Complete a Business Plan.
- Schedule

- Schedule for implementing the recommended facilities
- Adopting Resolution
  - Specific Authorization to implement the planning recommendations.
- State Clearinghouse (SCH) Review
  - Submit one hard copy (signed and sealed) of the planning document along with a CD (containing a compiled version in PDF format) to the Bureau of Water Facilities Funding for uploading to DEP's website ([www.dep.state.fl.us/water/wff](http://www.dep.state.fl.us/water/wff)). The SCH will then distribute the plan electronically.

#### **Task 4.0 – Prepare, Submit, and Coordinate Loan Application and Agreement Packages**

CONSULTANT shall assist the City with the preparation, submission, and coordination of the loan application and loan agreement packages for each of the SRF Clean Water Facilities Loan Application (DEP Form 62-503.430(1)(a)).

#### **Task 5.0 – Assistance with SRF-Compliance Components of Construction Contract Documents**

CONSULTANT shall assist with SRF bid and construction contract documents for the projects noted above. This may include supplementary conditions and Davis-Bacon wage requirements to be included in the contract documents, and assistance to the City in submitting bid documents to the DEP such as addenda, debarment certification, copy of advertisement, bid tabulation and recommendation of award, and certification from Appendix A, FDEP Supplementary Conditions, and Davis Bacon wage rates.

### **III. Assumptions and Assistance to be Provided by City**

Services and/or materials to be provided by the City and other related key assumptions include:

1. The project execution timing will be conducive to submitting up to ten RFI packages for potential construction loan projects.
2. Assistance with providing required data as part of the Request for Inclusions, Facilities Plans, and loan applications including, but not limited to financial, historical, and census data. The City will be responsible for any required rate studies, capital financing plan, and information required to be provided in the business plan.
3. Assistance with preparation of required exhibits and maps.

4. Prompt review of all deliverables.
5. Participation of key personnel at progress meetings.

#### **IV. Budget**

Consultant shall perform the professional services provided herein for a lump sum fee of \$ 88,110. CONSULTANT will invoice City monthly. City shall provide a written Notice to Proceed. The basis for proposed compensation is presented in Exhibit A.

#### **IV. Completion Time**

The proposed schedule is based on days from issuance of a written Notice to Proceed (NTP) from the City. Items marked with TBD are time dependent on the FDEP SRF Quarterly Meeting date that the City selects for the SRF documentation submit.

<u>Project Milestone</u>	<u>Duration (Days)</u>	
	<u>From Previous Task</u>	<u>From NTP</u>
Project Kick-off Meeting	30	30
Request for Inclusion Submittal	TBD*	TBD*
Facilities Plan Submittal	TBD*	TBD*
Loan Application Submittal	TBD*	TBD*

Note: \*

Request for Inclusion shall be submitted 90 days prior to the selected quarterly meeting.

Draft Facilities Plan Submittal shall be submitted 90 days prior to the quarterly meeting

Loan Application Submittal shall be submitted as specified in FDEP-provided loan approval documents.



**Exhibit A**  
**City of Pompano Beach**  
**Work Authorization No. 18**  
**State Revolving Fund (SRF) Project Funding Assistance for Stormwater and Sewer Projects**  
**Engineering Budget Estimate**

Task Description	<i>Principal Engineer</i> \$200 per hour		<i>Senior Engineer</i> \$160 per hour		<i>Engineer Intern</i> \$85 per hour		<i>Project Admin</i> \$50 per hour		<i>Total Labor</i>		<i>Subconsultants</i> (1)	Total Budget
	hours	budget	hours	budget	hours	budget	hours	budget	hours	budget		
1.0 Project Kick-Off Meeting	8	\$1,600	8	\$1,280	8	\$680	4	\$200	28	\$3,760	\$2,960	\$6,720
2.0 Request for Inclusion Packages (10 Projects - One for Each )	10	\$2,000	0	\$0	10	\$850	4	\$200	24	\$3,050	\$19,500	\$22,550
3.0 Water Facilities Plan	16	\$3,200	0	\$0	10	\$850	4	\$200	30	\$4,250	\$19,500	\$23,750
4.0 Loan Agreement Packages (10 Loan Agreements)	10	\$2,000	4	\$640	10	\$850	4	\$200	28	\$3,690	\$18,200	\$21,890
5.0 Assistance with Construction Contract Documents (10 Projects)	10	\$2,000	0	\$0	20	\$1,700	8	\$400	38	\$4,100	\$9,100	\$13,200
<b>Subtotals:</b>	54	\$10,800	12	\$1,920	58	\$4,930	24	\$1,200	148	\$18,850	\$69,260	<b>\$88,110</b>

**Lump Sum Fee:** **\$88,110**

Notes:

(1) Holtz Consulting Engineers, Inc.