

**AMENDMENT NO. 1  
TO AGREEMENT NO. LPR0020  
BETWEEN  
FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION  
AND  
POLK COUNTY**

This Amendment to Agreement No. LPR0020 (Agreement) is made by and between the Department of Environmental Protection (Department), an agency of the State of Florida, and the Polk County (Grantee), on the date last signed below.

WHEREAS, the Department entered into the Agreement with the Grantee for Polk County Septage Receiving Stations (Land Application Reduction Program), effective July 19, 2022; and,

WHEREAS, the Grantee has requested an extension of the Agreement due to delays; and,

WHEREAS, other changes to the Agreement are necessary; and,

WHEREAS, the parties have agreed to amend the Agreement as set forth herein.

NOW THEREFORE, the parties agree as follows:

1. Section 3. of the Standard Grant Agreement is hereby revised to change the Date of Expiration to September 30, 2026. The Department and the Grantee shall continue to perform their respective duties during this extension period pursuant to the same terms and conditions provided in the Agreement.
2. The following is hereby added to Attachment 1 in Section 8:  
State Funds Documentation. Pursuant to section 216.1366, F.S., if Contractor meets the definition of a non-profit organization under section 215.97(2)(m), F.S., Contractor must provide the Department with documentation that indicates the amount of state funds:
  - i. Allocated to be used during the full term of the contract or agreement for remuneration to any member of the board of directors or an officer of Contractor.
  - ii. Allocated under each payment by the public agency to be used for remuneration of any member of the board of directors or an officer of the Contractor.

The documentation must indicate the amounts and recipients of the remuneration. Such information must be posted on the State's contract tracking system and maintained pursuant to section 215.985, F.S., and must be posted on the Contractor's website, if Contractor maintains a website.

3. Attachment 3, Grant Work Plan, is hereby deleted in its entirety and replaced with Attachment 3-1, Revised Grant Work Plan, as attached to this Amendment and hereby incorporated into the Agreement. All references in the Agreement to Attachment 3 shall hereinafter refer to Attachment 3-1, Revised Grant Work Plan.
4. Exhibit A, Progress Report Form, is hereby deleted in its entirety and replaced with Exhibit A-1, attached hereto and made a part of the Agreement. All references in the Agreement to Exhibit A shall hereinafter refer to Exhibit A-1.
5. All other terms and conditions of the Agreement remain in effect. If and to the extent that any inconsistency may appear between the Agreement and this Amendment, the provisions of this Amendment shall control.

The parties agree to the terms and conditions of this Amendment and have duly authorized their respective representatives to sign it on the dates indicated below.

POLK COUNTY

STATE OF FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION

By: \_\_\_\_\_  
Authorized Signature

By: \_\_\_\_\_  
Secretary or Designee

Bill Braswell, Board of County Commissioners  
Chair  
\_\_\_\_\_  
Print Name and Title

Angela Knecht, Division Director  
\_\_\_\_\_  
Print Name and Title

Date: \_\_\_\_\_

Date: \_\_\_\_\_

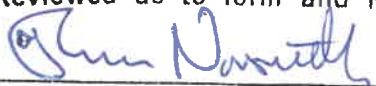
\_\_\_\_\_  
Milica Jovanov, DEP Grant Manager

\_\_\_\_\_  
Mitch Holmes, DEP QC Reviewer

List of attachments/exhibits included as part of this Amendment:

<u>Specify Type</u>	<u>Letter/ Number</u>	<u>Description</u>
Attachment	3-1	Revised Grant Work Plan
Exhibit	A-1	Progress Report Form

Reviewed as to form and legal sufficiency

  
\_\_\_\_\_  
County Attorney's Office                      Date \_\_\_\_\_

**ATTACHMENT 3-1  
REVISED GRANT WORK PLAN**

**PROJECT TITLE:** Polk County Septage Receiving Stations (Land Application Reduction Program)

**PROJECT LOCATION:** The Project will be located in various wastewater treatment facilities (WWTF) within Polk County; Southwest Regional Wastewater Treatment Facility (SWRWWTF): Lat/Long (27.9106, 81.9929); Northwest Regional Wastewater Treatment Facility (NWRWWTF) (28.1627, 82.0136).

**PROJECT BACKGROUND:** Polk County (Grantee) is proposing to install septage receiving stations to reduce the land application of septage in the county, and to create a public solution for disposal of septic waste. This project will allow local hauling firms to remain in business, serving the owners of septic systems within Polk County. Polk County Utilities (PCU) has determined that it is feasible and economically advisable to construct and operate septage receiving stations at existing PCU wastewater treatment facilities (WWTFs) as an alternate means of disposal for private septage hauling companies. The project will reduce the overall nitrogen loading to the Peace River Basin and help minimize the amount of stabilized septage that is land applied in Polk County.

**PROJECT DESCRIPTION:** In Polk County, septage is currently spread on open fields, potentially leaching nutrient-rich product into groundwater and nearby water bodies. The Polk County Septage Receiving Stations Project will result in the Grantee's WWTFs receiving up to 45 million gallons of septage per year, preventing that septage from being land applied. The project includes the following components: installing new septage receiving stations at existing WWTFs with design objectives including maximizing distance to surrounding neighbors to minimize odor complaints, providing access to haulers with minimal travel through the plant to reduce interference with plant operations, providing turn around areas to ease the traffic pattern, minimizing piping and electrical distance for interface to the stations, and other ancillary improvements. The project benefit is estimated to be up to 50,562 lb./yr. TN, which will help meet nutrient reduction goals for the Peace River Basin. The project is estimated to take place over three fiscal years; design would be completed in the first fiscal year and construction would take place in the second and third fiscal years.

The Grantee does not anticipate that the funding under this Agreement will result in a fully completed project, so this Agreement will cover a portion of the work.

**TASKS:** All documentation should be submitted electronically unless otherwise indicated, and should be submitted prior to the expiration of the grant agreement

**Task 1: Preconstruction Activities**

**Deliverables:** The Grantee will complete the design of install septage receiving stations and obtain all necessary permits for construction of the project. Activities necessary for design, such as surveys, geotechnical evaluations, and environmental assessments, are eligible under this task.

**Documentation:** The Grantee will submit a signed summary of activities completed for the period of work covered in the payment request, including the percentage of design complete and permitting status, using the format provided by the Department's Grant Manager. For the final documentation, the Grantee will also submit a copy of the design completed with the funding provided for this task, a list of all required permits identifying issue dates and issuing authorities, and copies of any surveys, assessments, or other documents funded under this task. Upon request by the Department's Grant Manager, the Grantee will provide additional supporting documentation relating to this task.

**Performance Standard:** The Department's Grant Manager will review the documentation to verify that the deliverables have been completed as described above. Upon review and written acceptance by the Department's Grant Manager, the Grantee may proceed with payment request submittal.

**Payment Request Schedule:** The Grantee may submit a payment request for cost reimbursement no more frequently than monthly.

### **Task 2: Bidding and Contractor Selection**

**Deliverables:** The Grantee will prepare a bid package, publish a public notice, solicit bids, conduct pre-bid meetings, and respond to bid questions in accordance with the Grantee's procurement process, to select one or more qualified and licensed contractors to complete construction of the install septage receiving stations.

**Documentation:** The Grantee will submit: 1) the public notice of advertisement for the bid; 2) the bid package; and 3) a written notice of selected contractor(s).

**Performance Standard:** The Department's Grant Manager will review the documentation to verify that the deliverables have been completed as described above. Upon review and written acceptance by the Department's Grant Manager, the Grantee may proceed with payment request submittal.

**Payment Request Schedule:** The Grantee may submit a payment request for cost reimbursement following the conclusion of the task.

### **Task 3: Construction**

**Deliverables:** The Grantee will construct install septage receiving stations in accordance with the construction contract documents.

**Documentation:** The Grantee will submit a signed summary of activities completed for the period of work covered in the payment request, using the format provided by the Department's Grant Manager. Upon request by the Department's Grant Manager, the Grantee will provide additional supporting documentation relating to this task.

**Performance Standard:** The Department's Grant Manager will review the documentation to verify that the deliverables have been completed as described above. Upon review and written acceptance by the Department's Grant Manager, the Grantee may proceed with payment request submittal.

**Payment Request Schedule:** The Grantee may submit a payment request for cost reimbursement no more frequently than monthly.

### **Task 4: Project Management**

**Deliverables:** The Grantee will perform project management related to *Polk County Septage Receiving Stations (Land Application Reduction Program)*, to include field engineering services, construction observation and inspections, site meetings with construction contractor(s) and design professionals, and overall construction coordination and supervision.

**Documentation:** The Grantee will submit a signed summary of activities completed for the period of work covered in the payment request, using the format provided by the Department's Grant Manager. Upon request by the Department's Grant Manager, the Grantee will provide additional supporting documentation relating to this task.

**Performance Standard:** The Department’s Grant Manager will review the documentation to verify that the deliverables have been completed as described above. Upon review and written acceptance by the Department’s Grant Manager, the Grantee may proceed with payment request submittal.

**Payment Request Schedule:** The Grantee may submit a payment request for cost reimbursement no more frequently than monthly.

**PROJECT TIMELINE & BUDGET DETAIL:** The tasks must be completed by the corresponding task end date. Cost reimbursable grant funding must not exceed the budget amounts as indicated below.

For any Task with a Budget Category of Contractual Services, the Grantee shall submit a copy of the executed subcontract to the Department prior to submitting any invoices for subcontracted work.

<b>Task No.</b>	<b>Task Title</b>	<b>Budget Category</b>	<b>Grant Amount</b>	<b>Task Start Date</b>	<b>Task End Date</b>
1	Preconstruction Activities	Contractual Services	\$300,000	07/01/2021	01/31/2025
2	Bidding and Contractor Selection	Contractual Services	\$20,000	07/01/2021	03/31/2025
3	Construction	Contractual Services	\$2,518,125	07/01/2021	03/31/2026
4	Project Management	Contractual Services	\$100,000	07/01/2021	03/31/2026
<b>Total:</b>			<b>\$2,938,125</b>		

Note that, per Section 8.h. of Attachment 1 of the Agreement, 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. Extending the contract end date carries the risk that funds for this project may become unavailable in the future. This should be a consideration for the Grantee with this and future requests for extension.

**STATE OF FLORIDA  
DEPARTMENT OF ENVIRONMENTAL PROTECTION**

**Exhibit A-1  
Progress Report Form**

The current **Exhibit A-1, Progress Report Form** for this grant can be found on the Department's website at this link:

<https://floridadep.gov/wra/wra/documents/progress-report-form>

Please use the most current form found on the website, linked above, for each progress report submitted for this project.

STATE OF FLORIDA  
DEPARTMENT OF ENVIRONMENTAL PROTECTION

## Deliverables Report

DEP Agreement No.	
Project Title	
Grantee Name	
Payment Request No.	
Payment Performance Period	MM/DD/YYYY - MM/DD/YYYY

Summarize the activities completed for the period of work covered in the payment request for each applicable task. Please attach any supporting documents (inspections, field notes, meeting minutes). Upon request by the Department's Grant Manager, the Grantee will provide additional supporting documentation relating to the task(s).

### Task #: Preconstruction Activities

**Deliverables:** Copy Deliverables from work plan

**Design % Complete:** Choose an item.

**Permitting Status:** Click or tap here to enter text.

**Summary of Work:** Click or tap here to enter text.

### Task #: Construction

**Deliverables:** Copy Deliverables from work plan

**Summary of Work:** Click or tap here to enter text.

### Task #: Project Management

**Deliverables:** Copy Deliverables from work plan

**Summary of Work:** Click or tap here to enter text.

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Signature of Grantee's Grant Manager or Designee  
(Original Ink or Digital Timestamp)

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Date