

**AMENDMENT NO. 1
TO AGREEMENT NO. R1819
BETWEEN
FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION
AND
UNIVERSITY OF FLORIDA**

This Amendment to Agreement No. R1819 (Agreement) is made by and between the Department of Environmental Protection (Department), an agency of the State of Florida, and University of Florida, 207 Grinter Hall, PO Box 115500, Gainesville, FL 32611 (Grantee), on the date last signed below.

WHEREAS, the Department entered into the Agreement with the Grantee to obtain consultant and engineering services for the development of conceptual designs for living shorelines adjacent to two highly exposed coastal roads, effective December 13, 2018; and

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

NOW THEREFORE, the parties agree as follows:

- 1) The total amount of funding of the Agreement is changed to \$41,024.11.
- 2) Attachment 3, Grant Work Plan, is hereby deleted in its entirety and replaced with Attachment 3-A, 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-A, Revised Grant Work Plan.
- 3) 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.

University of Florida

By: 
Title: Sponsored Programs Admin. Manager

Date: 04/03/19

**Florida Department of
Environmental Protection**

By: 
Secretary or Designee

Date: 04/08/19

LIST OF ATTACHMENTS/EXHIBITS INCLUDED AS PART OF THIS AMENDMENT:

<u>Specify Type</u>	<u>Letter/Number</u>	<u>Description</u>
Attachment	3-A	Revised Grant Work Plan

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**STATE OF FLORIDA
DEPARTMENT OF ENVIRONMENTAL PROTECTION
REVISED GRANT WORK PLAN
DEP AGREEMENT NO.: R1819**

ATTACHMENT 3-A

Project Title: Permitting Living Shorelines for Two Exposed Coastal Roads in Cedar Key, FL

Grantee Contact Information:

Organization Name: University of Florida
Chief Elected Official or Agency Head: Stephanie Gray
Title: Associate Vice President, Division of Sponsored Programs
Address: 207 Grinter Hall, PO Box 115500
City: Gainesville, FL
Zip Code: 32611
Area Code and Telephone Number: 352-392-9267
E-mail Address: ufproposals@ufl.edu

Grant Manager Contact Information:

Organization Name: UF IFAS Nature Coast Biological Station
Chief Elected Official or Agency Head: Dr. Micheal Allen
Title: Dr. Savanna Barry, Regional Specialized Agent
Address: 552 1st Street, PO Box 878
City: Cedar Key, FL
Zip Code: 32625
Area Code and Telephone Number: 352-325-6080
E-mail Address: savanna.barry@ufl.edu

Fiscal Agent Contact Information:

Organization Name: UF Contracts and Grants
Chief Elected Official or Agency Head: Tiffany Schmidt
Title: Director
Address: 33 Tigert Hall, PO Box 113001
City: Gainesville, FL
Zip Code: 32611
Area Code and Telephone Number: 352-273-3101
E-mail Address: tcasi@ufl.edu

FEID No.: 59-6002052

DUNS No.: 969663814

PROJECT LOCATION: Cedar Key, FL

WORK PLAN

Project Abstract: Our project team (Dr. Savanna Barry, Dr. Mark Clark, and associates) recently completed an 18-month process where we worked with county, city, residential, and other stakeholder groups to develop conceptual designs for living shorelines adjacent to two highly exposed coastal roads, currently experiencing rapid and severe erosion (see: <http://bit.ly/2olliKA>). Stakeholders reached consensus on the two conceptual designs in March 2018 and our team is seeking funding to obtain consultant and engineering services that will turn our conceptual designs into projects permitted by state and federal agencies. This essential planning step will allow these living shorelines to be implemented, greatly increasing resilience of this rural coastal community. The City of Cedar Key is formally partnered with the University of Florida in this endeavor.

Attachment 3-A, DEP Agreement #: R1819

1 of 5

Project Description: The University of Florida, in partnership with the City of Cedar Key, is seeking funding to complete the necessary planning work in order to implement two nature-based coastal resilience projects, specifically living shorelines adjacent to 1,500 linear feet of critical coastal infrastructure (roads and utilities). The target shorelines, along Cedar Key's Daughtry Bayou, have experienced rapid erosion and repeated impacts from storms and rising sea levels (see Project Need and Benefit). The planning and permitting project outlined herein is a critical next step in the ongoing process to address coastal erosion and associated loss of ecological function along these two shorelines.

Task 1 – Procurement and Planning

The University of Florida (UF) will procure the services of an experienced consulting firm (hereafter referred to as "Contractor") via a competitive bid process as required by UF guidelines. After services have been procured, UF will host Contractor staff for a project kick-off meeting on site to discuss project objectives and schedule. UF will provide available information about the project site and proposed design options and constraints. The Contractor will prepare a performance schedule and minutes from the meeting and distribute copies to all participants within five (5) working days after meeting. The schedule and minutes shall reflect agenda items, action items with responsible parties, and how delays, if any, shall be addressed.

UF will compile information about the selected Contractor as well as the minutes from the project kick-off meeting in a progress report that will serve as the deliverable for this task.

Task 2 – Site Assessment and Pre-Application Meetings

The Contractor will conduct a site assessment with the assistance of UF staff to determine the approximate boundaries of wetland and aquatic resources including: seagrass beds, oyster beds and mangroves, as well as any threatened and endangered species habitats on the subject site as required for permitting. UF staff will assist with biological and hydrodynamic assessments, as well as surveys of bathymetry and topography. Site review will allow the Contractor to identify any areas of concern for permitting, as well as collect additional information required in the permits (typical cross-sections, mean high water, location of key features, etc.).

Contractor will provide a project narrative and the following exhibits for use in the pre-application meetings:

- A site map showing the footprint of the construction project in relation to the observed natural resources;
- Draft construction plans including plan view and typical cross-sections;
- Topographic surveys;
- Other pertinent figures (soils, land use, etc.).

The Contractor and UF will participate in up to two pre-application meetings with the U.S. Army Corps of Engineers (ACOE), Florida Department of Environmental Protection (FDEP), and/or consulting agencies including National Oceanic and Atmospheric Administration (NOAA) Fisheries, U.S. Fish and Wildlife Service (USFWS) and the U.S. Coast Guard (USCG); and will provide meeting minutes within five (5) working days after each meeting.

UF will compile the results of the site assessment and the details (including minutes) from the pre-application meetings into a progress report that will serve as the deliverable for this task.

Task 3 – Permit Preparation and Submittal and Public Participation

The Contractor will complete and submit state and federal permit applications. The applications will include to be submitted include an FDEP Environmental Resource Permit and ACOE Nationwide Permit 54 or Individual Permit.

Permit applications will include:

- A purpose and need statement;
- Application to use sovereign submerged lands;
- Alternatives considered;
- Biological assessments for NOAA Fisheries and USFWS;
- Signed & sealed typical construction plans and surveys;
- Erosion and sediment control plans;

- Approximate cut and fill cross-section drawings.

The Contractor will work with UF to provide responses for up to one (1) Request for Additional Information (RAI). It is anticipated that additional discussions will occur to understand benefits and impacts with the ACOE, USCG, USFWS and NOAA Fisheries. The proposal includes up to one (1) additional site visit and discussions with these agencies to finalize the permit.

UF will coordinate with property owners throughout the permitting process and obtain permission for construction activities as necessary. This will require at least two public meetings: one meeting at the outset of the project to introduce the Contractor and outline the activities they will undertake and a second meeting near the end of the project to ensure continued buy-in from stakeholders and to update them on the progress of the permitting process.

UF will compile the final progress report that will include summaries of public meetings (agendas, attendees, materials presented) and copies of permit applications (draft and final). This final report will serve as the deliverable for this task. If available before the grant deadline of June 21, 2019, UF will also provide copies of final permits. Based on a permit application submittal date of May 1, 2019, we expect final permits could be issued as early as June 1, 2019 for FDEP (typical permit review period of 30 days) and as early as June 30, 2019 for USACE (typical permit review period of 60 days). However, significantly longer permit review periods are known to occur so we could not guarantee issuance of permits will be completed by the grant deadline.

Budget Summary:

	Grant
AGREEMENT TOTAL	\$ 41,024.11

TOTAL GRANT FUNDS

Categories	Task 1	Task 2	Task 3	TOTAL BY CATEGORY
Salaries				\$ 6,627.46
PI Barry (0.05 FTE)	\$ 708.24	\$ 1,045.49	\$ 1,753.73	
OPS Staff (0.1 FTE)		\$ 3,120.00		
Fringe				\$ 1,121.73
PI Barry (27%)	\$ 191.22	\$ 282.28	\$ 473.51	
OPS Staff (5.6%)		\$ 174.72		
Contractual	\$ 1,731	\$ 15,634.50	\$ 15,134.50	\$ 32,500.00
Indirect (10% of salaries + fringe)	\$ 89.95	\$ 462.25	\$ 222.72	\$ 774.92
Unrecoverable Indirect Costs (match)	\$ 855.28	\$ 6,097.68	\$ 5,393.36	\$ 12,346.32
SUB-TOTAL BY TASK (GRANT FUNDS)	\$ 2,720.41	\$ 20,719.24	\$ 17,584.46	\$ 41,024.11
SUB-TOTAL BY TASK (MATCH)	\$ 855.28	\$ 6,097.68	\$ 5,393.36	\$ 12,346.32

Salaries Detail. All staff for whom grant funding is being used to pay salary will track the hours spent on each individual task and provide a written statement with the request for payment of the number of hours spent on that task. The number of hours estimated for each task are conservative. We anticipate that PI Barry will spend much more than the hours estimated below on this project, but we are only requesting grant funding to cover 104 hours (approximately 2.5 weeks total) of salary. In addition, Co-PI Dr. Mark Clark will spend significant time on this project but is not requesting any reimbursement for his time, equipment, or expertise.

Task Number	Position Title	Total Hours per Task	Maximum salary per hour	Fringe (%)
1	Regional Specialized Agent	21	\$33.73	27%
2	Regional Specialized Agent	31	\$33.73	27%
3	Regional Specialized Agent	52	\$33.73	27%
2	Staff Biologist	208	\$15.00	5.6%

BUDGET DETAIL

Personnel: Support is requested for a staff biologist to ensure timely completion of benthic sampling and lab workup at 0.1 FTE (approximately 5 weeks or 208 hours). Salary was calculated using a base hourly rate of \$15/hr. We are requesting minimal salary support for the project PI (Barry) based on the time she will invest in coordinating activities, attending pre-application meetings, supervising the staff biologist, and leading public meetings. Co-PI Mark Clark is not requesting any salary reimbursement, representing a significant cost savings for the project.
TOTAL SALARY AND WAGES: \$6,627.46

Fringe Benefits: The fringe rate of 5.6% covers basic retirement benefits and workers' compensation insurance for the staff biologist. The fringe rate of 27% covers retirement benefits, health insurance, basic life insurance, and workers' compensation insurance for project PI Barry.
TOTAL FRINGE BENEFITS: \$1,121.74

Contractual Services: Funding requested in this category will ensure rapid permitting by licensed professionals. Costs in this category were determined based on several site visits with professionals, quote requests over the phone, consultation with local contractors who have performed similar projects, and online price sheets. This cost estimate is very reasonable considering this project involves four total permits (state and federal permits for two shoreline projects).
TOTAL CONSULTANT SERVICES: \$32,500.00

Indirect Costs: Calculated on 10% of salary and fringe only.
TOTAL INDIRECT COSTS: \$774.92

Match:
The University will use its unrecovered IDC in the amount of \$12,346.32 as matching support. The indirect cost (IDC) rate for Extension activities at the UF IFAS Nature Coast Biological Station is 32.6%.

PROJECT TIMELINE

Task No.	Task or Deliverable Title	Task Start Date	Task End Date	Deliverable Due Date	Task Amount
1	Procurement and Planning	Upon Execution	2/15/2019	2/22/2019	\$2,720.41
2	Site Assessment and Pre-Application Meetings	2/15/2018	4/26/2019	5/3/2019	\$20,719.24
3	Permit Preparation and Submittal and Public Participation	4/27/2019	6/21/2019	6/30/2018	\$17,584.46

Tasks & Deliverables

Task 1

Title: Procurement and Planning

Description: Procure contractual services for permitting, host planning meeting/site visit

Deliverable: UF will compile information about the selected Contractor as well as the minutes from the project kick-off meeting in a progress report.

Due Date: January 4, 2019

Funding Amount: \$2,720.41

Performance Measure: The Department will review the deliverable(s) to ensure it meets the specifications provided in the Task Description, above.

Task 2

Title: Site Assessment and Pre-Application Meetings

Description: Living shoreline site assessments and permit pre-application meetings with state and federal agencies.

Deliverable: UF will compile the results of the site assessment and the details (including minutes) from the pre-application meetings into a progress report.

Due Date: April 1, 2019

Funding Amount: \$20,719.24

Performance Measure: The Department will review the deliverable(s) to ensure it meets the specifications provided in the Task Description, above.

Task 3

Title: Permit Preparation and Submittal and Public Participation

Description: Permit applications prepared and submitted to DEP and ACOE, at least 2 public meetings.

Deliverable UF will compile the final progress report that will include summaries of public meetings (agendas, attendees, materials presented) and copies of permit applications (draft and final).

Due Date: May 15, 2019

Funding Amount: \$17,584.46

Performance Measure: The Department will review the deliverable(s) to ensure it meets the specifications provided in the Task Description, above.