

**STATE OF FLORIDA
DEPARTMENT OF ENVIRONMENTAL PROTECTION
GRANT WORK PLAN
DEP AGREEMENT NO.: R2211**

ATTACHMENT 3

1. PROJECT TITLE: Tidal Flooding Mitigation and Shoreline Protection Projects, Phase II- Holland Park Tidal Barrier and Living Shoreline

2. GRANTEE Contact Information:

Organization Name: The City of Hollywood

Name of Authorized Signer: Juan Jose Figueroa

Title: Senior Project Manager

Address: 2207 Raleigh Street

City: Hollywood

Zip Code: 33020

Area Code and Telephone Number: 954-921-3410

E-mail Address: jfigueroa@hollywoodfl.org

3. GRANT MANAGER Contact Information:

Organization Name: The City of Hollywood

Name: Juan Jose Figueroa

Title: Senior Project Manager

Address: 2207 Raleigh Street

City: Hollywood

Zip Code: 33020

Area Code and Telephone Number: 954-921-3410

E-mail Address: jfigueroa@hollywoodfl.org

4. FISCAL AGENT Contact Information:

Organization Name: The City of Hollywood

Name: Melissa Cruz

Title: Director of Financial Services

Area Code and Telephone Number: 954-921-3231

E-mail Address: mcruz@hollywoodfl.org

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5. FEID No. (a.k.a. Tax ID#): 59-6000338 Seq No. 42

DUNS No. 76022136

6. WORK PERFORMED BY: Sub-Contractor Only

7. SUBCONTRACTORS CONTACT INFORMATION: *(if applicable & known)*

Organization Name: Cummins Cederberg, Inc.

Name: Jason Cummins

Title: Principal

Address: 7550 Red Rd #217

City: South Miami

Zip Code: 33143

Area Code and Telephone Number: 305-741-6155

E-mail Address: jcummins@CumminsCederberg.com

8. PROJECT LOCATION:

A. List of County(ies): Broward

B. List of City(ies)/Town(s)/Village(s): The City of Hollywood

C. State Lands Lease Agreement Number(s): N/A

Provide lease agreement number(s) for any work that will be performed on State Lands. If work will not be on any state lands, please indicate N/A.

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II. WORK PLAN

9. **PROJECT SUMMARY:** Holland Park is a municipal park on the south banks of a natural inlet known as West Lake and on the west bank of the Intercoastal Waterway. The park currently experiences flooding during high tides, and this flooding is becoming more severe with the effects of sea level rise. The City of Hollywood has begun a Tidal Flooding Mitigation and Shoreline Protection Program; Holland Park is an ideal site to be elevated using a living shoreline, which will enhance the usability of the park and protect the adjacent neighborhood from projected sea level rise. The result of this project will be a fully designed seawall improvement and living shoreline for the entire perimeter of Holland Park, placing the City in a position to be able to construct the shoreline in the near future.
10. **PROJECT SCOPE OF WORK:** The tidal barrier improvements that will be designed for Holland Park will consist of seawall improvement to be constructed along the Intercoastal Waterway east side of the property, and a living shoreline along the entire length of the park's shoreline. The design for these improvements along the shoreline of the property are currently unfunded, however, conceptual plans will be finalized before the start of this project so that the conceptual plans can be developed into construction design documents, inclusive of permit packages and construction cost estimates.

The City of Hollywood has already funded the conceptual design for this project. The scope of work for this grant will allow the City to fund the completion of the design to be ready of construction. The intended construction design development activities and scope of work is as shown in the following table. Additional description and breakdown of activities are provided under section III, Tasks and Deliverables.

DESIGN DEVELOPMENT SCOPE OF WORK PLAN

Design Development Phase	Comments	Activity
30% Design Construction Documents	Grant Request	<ul style="list-style-type: none">• Complete 30% Design documents• Incorporate existing stakeholder input• Develop project budget and schedule
60% Design Construction Documents	Grant Request	<ul style="list-style-type: none">• Complete Schematic Design documents• Community Input Workshop 2• Update project budget and schedule
90% Construction Documents	Grant Request	<ul style="list-style-type: none">• Development of 90% Construction Documents Design & Permit Set• Permit package of all agencies• Cost Estimate
100% Construction Documents	Grant Request	<ul style="list-style-type: none">• Completion of 100% construction bid documents• Engineering plans and specifications

11. PROJECT NEED AND BENEFIT:

- A. **Explain the demonstrated need, which the project addresses.** Holland park experiences flooding during high tides, making its north side and eastside unusable. The projected sea level rise will amplify the existing inundation problem. The City will build a tidal barrier along the North and East sides of the property by the year 2024, using a living shoreline as much as

conditions allow. The Holland Park Tidal Barrier and Living Shoreline Project, once constructed, will tie into other tidal barriers adjacent to the property; together, these improvements will offer the park tidal flooding protection for the tide elevations projected by the year 2050. Designing the construction plans within this project will allow the City to continue moving towards this overarching goal to increase the Park's resiliency to flooding and sea level rise.

- B. Explain how the proposed project meets the purpose of one or more of the Goals and Priorities for FRCP.** The proposed improvements for Holland Park will be designed to fit into the Type 1 RIG category by utilizing nature-based options for erosion and flood control and include the necessary work towards the implementation of hybrid green and gray infrastructure for sea level rise mitigation. Environmentally friendly solutions such as living shorelines, rock revetments, bioretention areas, permeable pavements and soil berms will be prioritized over hardened structures (e.g., seawalls) and planned where possible. The higher elevations of the proposed shoreline stabilization measures will help eliminate current upland flooding seen during higher tides, as well as future sea level rise. All engineering design and planning and all relevant permitting, which this project will work on, will be complete before construction of the improvements begins. The engineering team will develop a monitoring plan to observe potential impacts during construction and post-construction to document potential impacts and confirm the constructed project includes mitigation measures that do not disturb environmental resources and are appropriately resisting inundation.
- C. Discuss how the project is feasible and can be completed by the grant period deadline.** In November 2020, the City of Hollywood executed an agreement with the coastal engineering firm Cummins Cederberg, Inc. to provide conceptual design services for the Tidal Flooding Mitigation and Shoreline Protection Projects. During this project, the conceptual plans for Holland Park currently underway will be developed into construction drawings and documents, and the project will become part of Phase I of the City of Hollywood Tidal Flooding Mitigation and Shoreline Protection Projects. The work described herein will be initiated on upon fully executed date and completed by April 30, 2022. The existing Cummins Cederberg, Inc. conceptual contract will be extended to develop the construction documents for Holland Park. With the company's extensive experience of similar work, including projects within close proximity to Holland Park, and the knowledge of the site conditions gathered during the development of the conceptual design of the Holland Park tidal barrier improvements, Cummins Cederberg, Inc. will be able to complete the design and oversee construction in an efficient manner.
- D. Explain how this project is addressing social vulnerability or vulnerability of historic resources or stormwater management systems.** The Park is utilized by the greater Hollywood community which includes socially vulnerable demographics. The higher water levels currently overtopping the northern and eastern shorelines of Holland Park cause upland inundation that cannot be drained by the existing stormwater management systems. This results in greater volumes of ponding around stormwater inlet grates where lower elevations are common to drain standing water. When compounded with heavy rain events, this combination can restrict vehicular access in the lower upland locations due to flooded stormwater systems. As sea levels rise, the severity and frequency of these flood events are expected to increase. In order for the stormwater systems to effectively operate during rain events, shoreline stabilization measures and associated stormwater improvements within the park (e.g., retention ponds, bio retention swales, and storm grate replacement) are needed to prevent overtopping of the shorelines along West Lake and the Intracoastal Waterway.

12. DESCRIPTION OF PROJECT OUTCOMES:

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The Holland Park Tidal Barrier and Living Shoreline Project will provide environmental permit packages and engineering design documents suitable for construction of shoreline stabilization measures in the Park to reduce tidal flooding caused by elevated surface water levels within the surrounding water bodies during higher tides. This will provide additional recreational value by recovering frequently flooded areas within Holland Park and preventing potential damage to infrastructure. Upon completion of construction of the proposed flood mitigation concepts, the City of Hollywood can consider upgrading existing facilities in the park, as the infrastructure would no longer be vulnerable to flooding including elevation of buildings and roads. All improvements will be designed to meet the projected sea levels for the year 2050. Additionally, the Holland Park tidal barrier improvements are part of a larger tidal barrier program that the City of Hollywood is developing to protect the City against current and future tidal flooding related to sea level rise.

- 13. BUDGET SUMMARY:** Allowable budget categories and form of payment with the costs for this project are listed in the table below.

ALLOWABLE BUDGET SUMMARY

Budget Categories	Payment	Task 1	Task 2	Task 3	Task 4	Grant Amount Awarded
Contractual Services	Reimbursement	\$124,102.45	\$106,560.50	\$15,602.75	\$48,732.10	\$294,997.80
GRANT AGREEMENT TOTAL		\$124,102.45	\$106,560.50	\$15,602.75	\$48,732.10	\$294,997.80

A. Describe how the project costs were determined:

The City of Hollywood previously awarded a contract to the consultant Cummins Cederberg, Inc. to develop construction documents. Unfortunately due to budgetary constraints, the design was scaled back to a conceptual design. However, the City has since developed a clear idea of the cost of developing the conceptual design to construction documents. The work considered for the budget included putting together a permit package for submittal and various design stages including 30%, 60%, 90%, and 100% complete design plans.

B. CONTRACTUAL SERVICES:

CONTRACTUAL SERVICES BREAKDOWN

Company Name*	Task 1	Task 2	Task 3	Task 4	Total
Cummins Cederberg, Inc.	\$124,102.45	\$106,560.50	\$15,602.75	\$48,732.10	\$294,997.80
Contractual Total by Tasks	\$124,102.45	\$106,560.50	\$15,602.75	\$48,732.10	\$294,997.80

*Upon a selected Sub-Contractor(s), the Grantee will provide a signed certification statement giving a description of the procurement process that was utilized for the selection of the sub-contractors. The description must include:

- a. What procurement process was utilized
- b. Justification as to how & why you made your final selection.
- c. For competitively obtained Sub-Contractor also include:
 - i. A list of all entities that you received bids/quotes from,
 - ii. Names and addresses of those entities that provided bids/quotes,
 - iii. Actual amounts of the bids/quotes that were submitted.

- 14. PROJECT TIMELINE:** All tasks are to be completed and submitted no later than the task/deliverable due date listed in the table below. Requests for any change must be submitted prior to the current task/deliverable due date listed in the project timeline. Requests are to be sent via separate email to the Department's Grant Manager, with the details of the request being made and the reason for the request.

PROJECT TIMELINE

Task No.	Task Title	Deliverable Due Date	Task Amount
1	30% Design – Construction Documents	12/15/2021	\$124,102.45
2	60% Design – Construction Documents	2/15/2022	\$106,560.50
3	90% Design Construction Documents and Permit Packages	3/15/2022	\$15,602.75
4	100% Complete Design Construction Documents	4/15/2022	\$48,732.10
Total			\$294,997.80

- 15. PERFORMANCE MEASURES:** The Grantee will submit all deliverables for each task via **one pdf document** to the Department's Grant Manager on or before the Task/Deliverable Due Date listed in the Project Timeline. The Department's Grant Manager will review the task/deliverables to verify that they meet the specifications in the Grant Work Plan and this task description, to include any work being performed by any sub-contractor(s). Upon review and written acceptance by the Department's Grant Manager of all deliverables under this task, the Grantee may proceed with payment request submittal.
- 16. CONSEQUENCES FOR NON-PERFORMANCE:** The Department will reduce each Task Funding Amount by 5% for every day that the task/deliverable(s) is not received on the specified due date in the most recent Project Timeline, for the Agreement. Should a Change Order or Amendment be requested on the date of or after the most current task/deliverable due date, the 5% reduction of that Task Funding Amount will be imposed until the date of the requested change is received, via email by the Department.
- 17. PAYMENT REQUEST SCHEDULE:** Grantee may submit a request for the Task Funding Amount to be paid using the Exhibit C, after all deliverables for that task have been approved by the Department. Request(s) for payment must include the Exhibit A showing 100% completion of that task and must be submitted within 45 days of the task/deliverable due date. Please refer to the [website Grants page](#) for "How to Request Payment", and "Checklist for Requesting Payment".

Or

Grantee may submit one request for the Grant Amount Awarded, by using the Exhibit C, after the project is 100% completed. The request for the Grant Amount Awarded, must include an Exhibit A showing 100% completion for all tasks, and must be submitted within 45 days of the last task/deliverable due date.

- 18. FUNDING SOURCE:** Grantee agrees to include on all publications, printed reports, audiovisuals (including videos, slides, and websites except that unless required under special terms of this Agreement, this requirement does not apply to audiovisuals produced as research instruments or for documenting experimentation or findings and which are not intended for presentation to the general public) or similar materials must include the DEP logo (which can be found on the Department's

website at <https://floridadep.gov/resilience> or by contacting the Grant Manager for a copy) and the following statement on, the following language.

“This work was funded in part through a grant agreement from the Florida Department of Environmental Protection, Florida Resilient Coastlines Program, by a grant provided by the Office of Resilience and Coastal Protection. The views, statements, findings, conclusions and recommendations expressed herein are those of the author(s) and do not necessarily reflect the views of the State of Florida or any of its sub agencies.”

The next printed line shall identify the month and year of the publication.

III. TASKS & DELIVERABLES

Task #1

- A. Title:** 30% Design – Construction Documents
- B. Goal:** To develop Holland Park’s conceptual plans (i.e. 10% plans) into 30% engineering plans with consideration of existing stakeholder input
- C. Description:** Task #1 will lay out the major design elements of the project and establish a cost estimate and timeline.
 - a. Incorporate stakeholder’s expectations and objectives of the project based on existing community input gathered during the previously completed conceptual design phase..
 - b. Determine any potential flaws.
 - c. Develop a construction cost estimate to be used as the baseline budget for the construction of the project. (Baseline project budget).
 - d. Develop a construction project schedule (Baseline schedule).
 - e. Determine land acquisition needs
- D. Deliverable(s):** The Grantee will submit all task/deliverables for each task via **one pdf document** to the Department’s Grant Manager on or before the task/deliverable due date listed in the Project Timeline Deliverables will include:
 - 1) 30% Engineering plans and designs
 - 2) Brief summary report describing stakeholder input and how it was incorporated into Task 1
 - 3) Updated baseline project schedule and budget

Task #2

- A. Title:** 60% Design – Construction Documents
- B. Goal:** Upon review by permitting agencies, and the projects stakeholders, the City and its consultant will continue to develop Holland Park’s 30% plans into 60% plans, accomplishing the following goals:
 - a. Finalize stakeholder’s expectations and objectives of the project through public outreach.
 - b. Confirm the constructability of the project.
 - c. Determine construction permit requirements.
 - d. Implement acceptable value engineering options, if applicable.
 - e. Identify preferred equipment and materials.
 - f. Update baseline project construction schedule and budget.

- C. Description:** Task #2 will consider permit requirements, constructability and value engineering options before permitting applications begin. Value engineering is the process of evaluating alternate design options to preserve project design intent while reducing project costs. This process will help enhance project outcome regarding cost, schedule, safety and quality of the work.

This phase is also a good time for value engineering because the impact on schedule and overall design is lowest – meaning less costly and more efficient. While value engineering can happen after this stage, changes in later stages can be more costly and time-consuming once the wheels are in motion.

- D. Deliverable(s):** The Grantee will submit all task/deliverables for each task via **one pdf document** to the Department's Grant Manager on or before the task/deliverable due date listed in the Project Timeline.

- 1) 60% Engineering plans and designs
- 2) Updated construction schedule
- 3) Phasing plan including permitting strategy and approach
- 4) Prepare construction logistics plan to reflect project approach and phasing plan
- 5) Provide detailed construction cost estimate & compare to construction baseline budget
- 6) Provide constructability review and value engineering options to maintain project on budget
- 7) Community Input Workshop
 - a. Copies of all workshop/meeting announcements/advertisements
 - b. Agendas and sign-in sheets from each workshop/meeting indicating location, date, and time of the meeting
 - c. Presentations and other meeting materials/handouts
 - d. Brief summary report from each workshop/meeting including attendee feedback and workshop outcomes
 - e. Any materials created at each workshop/meeting (as applicable)

Task #3

- A. Title:** 90% Design Construction Documents and Permit Packages

- B. Goal:** To develop Holland Park's 90% plans i.e. 60% into 90% plans

- C. Description:** Task #3 involves revising the 60% design stage plans to address input from the permitting agencies and stakeholders. Incorporate value engineering options into the design for completion of the 90% design documents. These will include all the plans and specifications for the project.

- a. Prepare engineer's construction cost estimate for bidding.
- b. Finalize all of the permitting agencies permit packages.
- c. Update baseline project construction schedule and budget

Once completed, these are submitted for permitting review.

- D. Deliverable(s):** The Grantee will submit all task/deliverables for each task via **one pdf document** to the Department's Grant Manager on or before the task/deliverable due date listed in the Project Timeline.

- 1) 90% Engineering plans and designs
- 2) Project specifications

- 3) Permit Packages for all relevant agencies
- 4) Updated baseline construction schedule and budget.

Task #4

A. Title: 100% Complete Design Construction Documents

B. Goal: To produce 100% Bid Documents, Specifications and Plans

C. Description: Prepare the Bid Documents including i.e. drawings, project specifications, construction cost estimates, and contractual requirements needed to advertise the project.

D. Deliverable(s): The Grantee will submit all task/deliverables for each task via **one pdf document** to the Department's Grant Manager on or before the task/deliverable due date listed in the Project Timeline.

- 1) 100% Complete Bid Documents
- 2) 100% Engineering plans and specifications