

## Consultant Project Status Report

Reporting Month/Day/Year August 22, 2022

**Project Name: MS4 (Municipal Separate Storm Sewer System) GIS Inventory For Non-mapped Phase I and Phase II Outfalls and Stormwater Facilities**

**Consulting Firm: Atkins**

**Consultant's Project Manager: Frank Salmon**

**PM's Telephone Number: (407) 806-4575**

**Contract Total Fee: \$259,061.35**

**Invoiced to Date: \$259,061.35**

**FDEP Project Manager: Michelle Bull**

**FDEP Contract # / TO #: 2018008 / BS136-07**

## *Work Completed This Period:*

- Task 1a – Data Review – 100% (\$10,386.89)
  - o Reviewed all data sets, maps, and documents provided by FDEP and identified additional requirements necessary for FDEP follow-up;
  - o Quantified number of outfalls and stormwater structures provided by each entity;
  - o Reviewed FDEP existing schema and identified any updates as needed
- Task 1b – Workplan Development – 100% (\$2,460.85)
  - o Developed work and communication plan for project;
  - o Specified each sub-task with consultant and FDEP responsibilities detailed;
  - o Identified deliverables for Task 2 and Task 3;
  - o Developed complete project schedule for life of task.
- Task 1c – Project Management Plan/Coordination – 100% (\$13,796.49)
  - o Developed communication plan for project.
  - o Developed project schedule for task.
  - o Held status meetings with client.
  - o Performed project administration as needed.
- Task 1d – Quality Control Plan – 100% (\$1,986.27)
  - o Documentation of QC processes performed on project
  - o Documentation of quality procedures for data maintenance
  - o Documentation of metadata standards used on project
- Task 2a – Limited Data Transfer for Outfalls and Ponds – 100% (\$120,538.36)
  - o Transferred digital Phase II Outfalls from entity GIS data to FDEP MS4 geodatabase.
  - o Transferred digital Phase I & II Ponds from entity GIS data to FDEP MS4 geodatabase.
  - o Developed detailed field map documentation to provide FDEP with all field names that were transferred from each entity into the FDEP outfall layer. Field map was used for reconciliation and can provide a template for field transformation automation. QC documentation included to provide specific update as needed on every field value that was transferred.
  - o Performed 3 step QC on each entity, verified data transfer on features and data values using multiple GIS QC techniques (identified in QC report).
- Task 3a – Data Input – 100% (\$56,557.22)
  - o Transferred non-mapped Phase I & II Outfalls from entity GIS data to FDEP MS4 geodatabase.
  - o Transferred non-mapped Phase I & II Ponds from entity GIS data to FDEP MS4 geodatabase.
  - o Performed 3 step QC on each entity, verified data transfer on features and data values using multiple GIS QC techniques (identified in QC report).
- Task 3b – Database Maintenance Memo – 100% (\$1,813.78)
  - o Developed detailed data maintenance and quality procedures for FDEP to follow in the development/maintenance of MS4 feature classes.
- Task 4a – Quality Control – 100% (\$18,816.14)
  - o Performed QA/QC following procedures detailed in Quality Control Plan (Task 1d) on entire deliverable.
- Task 4b – Quality Assurance / Entity Coordination – 100% (\$12,717.93)
  - o Contacted over 200 entities to coordinate updates and better define data set for quality assurance and database updates.
- Task 5 – Misc Services As needed – 100% (\$19,987.42)
  - o Follow up with over 100 entities to coordinate updates and better define data set for deliverables.
  - o Transferred updated data sets from entities into FDEP Phase I & II outfall and pond geodatabases.

*Additional Comments Not Reflected Above (e.g., Major Issues, Scope Changes, Regulatory Concerns, etc.)*

***Michelle Bull to approve tasks listed and provide email authorization for invoicing. Invoice will include the amounts identified above.***