

Agreement Initiation Form

Agreement Info

Agreement Number:	LPA 0418
Project Title:	LS #12 and LS #13 Rehabilitation and Repairs
Grantee:	Town of Century
Award Amount:	\$830,339
Match Amount (if applicable):	N/A
Funding Source:	

Project Info

Answer the questions below and enter N/A for questions that do not apply to this project.

1) What is the estimated start date for grant-funded work under this agreement?		October - 2026	
2) If applicable, what is the projected start date for construction?		January - 2027	
3) What is the estimated completion date for this project?		August - 2027	
4) What type of project delivery method will be used for this project?		Design-Bid-Build	
5) Is this project a continuation of a project for which there is already an agreement in place with DEP?		Yes	
6) If yes, please provide DEP Agreement Number(s).		SRF CW170301	
7) Is this project expected to receive State Revolving Fund (SRF) funding?		Yes	
8) Is the project geographically located within a DEP-approved Restoration Plan (i.e., Basin Management Action Plan or Reasonable Assurance Plan) area? See Map		No	
9) If yes, what is the name of the Restoration Plan?			
10) If located within a Restoration Plan area, is the project identified with a project number on the Statewide Annual Report? Link to Report		[Select Option]	
11) If yes, enter the Project Name and Unique ID from the Statewide Annual Report below.			
Project Name:		Unique ID:	
12) Will the funding provided in this agreement result in a fully completed project?		[Select Option]	

Project Location

Indicate the municipal area (e.g., city of ____, town of ____, etc.), county, project coordinates (i.e. decimal degrees), and if the work will be performed on State-owned land.

Municipal Area:	Town of Century
County:	Escambia
Project Coordinates (decimal degrees):	Lat/Long (30.987683, -87.256378)
Will work be performed on State-owned land? (Includes submerged aquatic land)	Yes
Is the project located within a Rural Area of Opportunity ?	No
Land ownership status for work activities for this project.	N/A

Project Background

The project background can be a brief summary that provides relevant information on the history or context for understanding the project. If applicable, please include information on other phases of the project not funded with this agreement.

Rehabilitation of two existing sanitary sewer lift stations located within the Town of Century collection system. Both lift stations were installed more than 30 years ago and are in need of rehabilitation to ensure they continue to serve their intended purpose into the future.

These two lift stations were designed and bid as part of an ongoing FDEP CWSRF funded project. They were bid in May of 2024 and funding was not available at the time to complete the rehabilitation work.

Additionally, rehabilitation of these two lift stations is a requirement of an existing FDEP issued Consent Order.

Project Description

Provide a brief summary that only details the work that will be completed and reimbursed with the grant funding provided under this Agreement. Indicate if this funding will result in a completed project.

Rehabilitation of two sewage pumping stations located within the Town’s sewer service area.

Rehabilitation of one of the pump stations includes replacement of all pumps, electrical, station plumbing. The existing concrete wetwell will also be epoxy coated as part of this project. The second station will include repairs to an existing wetwell liner and repair/replacement of a damaged access hatch and vent.

Project Benefits

Identify the estimated benefits for the project. Enter N/A for the benefits that do not apply to this project.

Total Nitrogen Reduction (lb/yr):	N/A
% Reduction Total Nitrogen (lb/yr):	N/A
Total Phosphorus Reduction (lb/yr):	N/A
% Reduction Total Phosphorus (lb/yr):	N/A
Other Measurable Benefits (Please Specify):	Lift station improvements will improve the collection system operations and reduce inflow and infiltration into the system.
Septic Tanks Eliminated:	N/A
Septic Systems Upgraded/Enhanced:	N/A

Tasks

Indicate the tasks below that apply to this project. This should only include project activities applied for in your DEP grant proposal or legislative funding request. **Only fill out tasks that you are requesting to be funded with the grant award or required local match provided under this Agreement.** For tasks that will not be funded under this agreement, select “No” and leave the corresponding questions blank.

Note: DEP encourages as few tasks as necessary to spend grant funding. For example, exclude the Bidding and Contractor Selection and Project Management tasks if full grant budget can be spent on Construction.

Preconstruction Activities	Include this task in the Grant Work Plan?	
	No	
This task includes activities within the design phase that are necessary for the completion of the design. Design, permitting, and other preconstruction activities can be covered under this task. <u>Examples:</u> design, permits, geotechnical or topographic surveys, hydro-analysis, water modeling, etc.		
1) Provide a brief summary below of what will be designed under this task.		
2) What is the current estimated design % complete?	[Select Option]	
3) Will project management activities be included in this task?	[Select Option]	
4) Will other preconstruction activities, such as surveys (i.e., not design/permitting), be included within this task?	[Select Option]	
5) If yes, provide a brief summary below of the other preconstruction activities.		
6) Will the work under this task be completed by a contractor/consultant?	[Select Option]	
7) If yes, please describe the procurement method (e.g. RFQ, piggy backing) and indicate if the procurement will be subject to CCNA. If no, provide a brief summary below of how the work will be completed.		

Bidding and Contractor Selection	Include this task in the Grant Work Plan?
	Yes
This task includes activities within the bid phase of the project. <u>Examples:</u> bidding services, public notices, pre-bid meetings, bid packages, etc.	
1) Will the contractor(s) for this project be selected through a competitive bidding process?	Yes
2) If no, provide a brief summary below of how the contractor(s) will be selected.	
3) Will the work under this task be completed by a contractor/consultant?	Yes
4) If yes, please describe the procurement method (e.g. RFQ, piggy backing) and indicate if the procurement will be subject to CCNA. If no, provide a brief summary below of how the work will be completed.	
The work will be added to and existing ongoing FDEP CWSRF project that was competitively bid in May of 2024.	

Construction	Include this task in the Grant Work Plan?
	Yes
This task includes the construction or installation of water related infrastructure. <u>Examples:</u> replacement and/or installation of piping, extensions to water systems, improvements and/or upgrades to water treatment facilities, construction of lift stations, etc.	
1) Provide a brief summary below of what will be constructed under this task.	
Rehabilitation of two existing sanitary sewer pump stations.	
2) Will materials or supplies for this task be directly purchased by the Grantee?	No
3) If yes, what is the total estimated cost of the materials or supplies?	\$
4) If yes, provide a brief summary below of the materials or supplies that will be purchased and the estimated cost of each item.	
5) Will a Florida Licensed Professional Engineer be able to certify the work?	Yes
6) Will you be able to provide design plans for the work?	Yes
7) Will project management (engineering and inspection, construction observation, etc) be included in this task?	Yes
8) What is the estimated start date for construction?	October 2026
9) What is the estimated total cost for construction? <i>This may differ from the grant amount you request in the budget table at the end of this document.</i>	\$763,822
10) Will the work under this task be completed by a contractor/consultant?	Yes
11) If yes, please describe the procurement method (e.g. invitation to bid, RFQ, piggy backing) and indicate if the procurement will be subject to CCNA. This should also include the procurement for project management, if applicable. If no, provide a brief summary below of how the work will be completed.	
The work will be added to and existing ongoing FDEP CWSRF project that was competitively bid in May of 2024.	

Land Acquisition	Include this task in the Grant Work Plan?	
	No	
This task includes the purchase of land for acquiring interest and/or rights for real property (e.g., including access rights through ingress/egress easements, leases, license agreements or other site access agreements; and/or obtaining record title ownership of real property through purchase).		
1) Provide a brief summary below of the land that will be acquired/purchased under this task.		
2) Will this be a fee simple or less than fee simple (easement) acquisition?		[Select Option]

Equipment Purchase	Include this task in the Grant Work Plan?	
	No	
This task includes capital outlay costing \$5,000 or more per item that will be directly purchased by the Grantee and will not be permanently installed or constructed. <u>Examples</u> : portable generators, vacuum trucks, pumps etc.		
1) Provide a brief summary below of the equipment that will be purchased under this task and the estimated cost of each item.		
2) Will the Grantee directly purchase the equipment from a vendor?		[Select Option]
3) If no, provide a brief summary below of how the equipment will be purchased.		
4) Will installation and start-up be included in the equipment purchase?		[Select Option]
5) If no, will there be construction or installation costs?		[Select Option]
6) If yes, what will the estimated cost be for the construction or installation?		\$

Connection to Central Sewer	Include this task in the Grant Work Plan?
	No
This task includes ONLY: laying laterals, connections, and septic abandonments (work typically done on private property by a plumbing contractor). This task DOES NOT include construction of a sewer system extension , which would be included in a “Construction” task. Proper abandonment of the septic systems will be required under this task.	
1) How many residential properties will be connected?	
2) How many commercial properties will be connected?	
3) Will any materials or supplies for this task be directly purchased by the Grantee?	[Select Option]
4) If yes, what is the estimated cost of the materials or supplies?	\$
5) Will the work under this task be completed by a contractor/consultant?	[Select Option]
6) If yes, please describe the procurement method (e.g. RFQ, piggy backing) and indicate if the procurement will be subject to CCNA. If no, provide a brief summary below of how the work will be completed.	

Study	Include this task in the Grant Work Plan?
	No
This task includes studies that are not connected to the design of a project or will be performed after the completion of a project. <u>Examples:</u> feasibility studies, environmental assessments, master plans, project evaluation study etc.	
1) Provide a brief summary below of the study/ies and list all activities that will be completed under this task, including any sampling or monitoring that includes field or laboratory analysis, if applicable.	
2) Provide a brief summary below of what type of final report/documentation will be submitted upon completion of this task and include the name of the report, if applicable.	
3) Will the work under this task be completed by a contractor/consultant?	[Select Option]
4) If yes, please describe the procurement method (e.g. RFQ, piggy backing) and indicate if the procurement will be subject to CCNA. If no, provide a brief summary below of how the work will be completed.	

Project Management	Include this task in the Grant Work Plan?	
	Yes	
Only use this task if you are seeking reimbursement for activities not related to the Preconstruction or Construction tasks above. This task includes project management activities for this project. This may also include grant administration. Grant Administration examples: Review of documents and forms, budget oversight, preparation and submittal of quarterly progress reports, processing of payment requests and related documentation, and overall project coordination and supervision.		
1) Please provide a detailed list of all the project management activities for which you will be requesting reimbursement or submitting as match.		
Construction Administration and Monitoring, and Grant Administration.		
2) What documentation will you be able to provide as deliverables for this work?		
FDEP Wastewater Permit, Released for Construction Plans, Contract Change Order to existing CWSRF project to include these two lift stations, As-Built, Permit Certification.		
3) Will the work under this task be completed by a consultant/contractor?		Yes
4) If yes, please describe the procurement method (e.g. RFQ, piggy backing) and indicate if the procurement will be subject to CCNA. If no, provide a brief summary below of how the task will be completed.		
RFQ		

Other	Include this task in the Grant Work Plan?	
	No	
This task includes activities that are not related to the previously listed tasks. These other activities may require a customized task to be included in the Grant Work Plan. <u>Examples:</u> site cleanup, site leases, muck dredging and spoil management, water conservation, seagrass restoration, etc.		
1) Provide a summary below of the other activities.		
2) What documentation will you be able to provide as deliverables for this work?		
3) Will the work under this task be completed by a contractor/consultant?		[Select Option]
4) If yes, please describe the procurement method (e.g. RFQ, piggy backing) and indicate if the procurement will be subject to CCNA. If no, provide a brief summary below of how the work will be completed.		

Project Timeline and Budget

Complete this table to summarize the timeline and budget for the tasks identified in the previous section. Use the dropdowns to select the task titles and enter the grant amounts that will be allocated to each task. All task start dates will reflect the grant reimbursement eligibility date of July 1, 2026 and the task end dates should reflect an estimated completion date for each task. Add or delete tasks as needed. Please add a column for a ‘Match Amount’ if there is required match for this award.

Task No.	Task Title	Grant Amount	Task Start Date	Task End Date
1	Bidding and Contractor Selection	\$15,000	07/01/2026	10/31/2026
2	Construction	\$763,822	07/01/2026	01/31/2027
3	Project Management	\$51,517	07/01/2026	01/31/2027
4	Select Title	\$	07/01/2026	mm/dd/yyyy
5	Select Title	\$	07/01/2026	mm/dd/yyyy
Total:		\$		

Location Map/Site Plan

Add a location map and/or site plan below if you would like them to be included in the Grant Work Plan.

