



Town of \_\_\_\_\_

# Micanopy

Florida

## AGENDA ITEM SUMMARY

**Meeting Date:** March 10, 2026

**Agenda Item:** Approval of DWSRF Planning & Design Phase Extension

**Presented By:** Sara Samario, Town Administrator

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## Background

The Town of Micanopy was awarded funding through the Florida Department of Environmental Protection (FDEP) under the **Drinking Water State Revolving Fund (DWSRF)** Loan Program to support planning and design activities for critical water system improvements.

Under the terms of the DWSRF loan agreement, planning and design activities are required to be completed within a specified timeframe. Due to project coordination and alignment with the State's construction funding cycle, the Town formally requested an extension of the planning and design phase through **February 15, 2027**.

Planning and design activities are currently expected to be completed by **August 15, 2026**.

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## Current Status

- Engineering design remains on schedule.
- The Town anticipates completing the design phase in time to apply for construction funding at the **August 2026 DWSRF hearing cycle**.
- The requested extension provides administrative flexibility and ensures continued compliance with FDEP program requirements.

The extension does not modify the project scope, loan amount, or overall funding commitment. It is an administrative adjustment to maintain eligibility and alignment with State timelines.

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## Fiscal Impact

There is no additional fiscal impact associated with the requested extension. The project remains within the approved DWSRF planning and design loan structure.

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## **Recommended Motion**

**Motion to approve the extension of the DWSRF planning and design phase through February 15, 2027, and authorize the Mayor and Town Administrator to execute the necessary agreement documents.**

**STATE REVOLVING FUND  
AMENDMENT 2 TO LOAN AGREEMENT DW010600  
TOWN OF MICANOPY**

This amendment is executed by the STATE OF FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION (Department) and the TOWN OF MICANOPY, FLORIDA, (Project Sponsor) existing as a local governmental entity under the laws of the State of Florida. Collectively, the Department and the Project Sponsor shall be referred to as “Parties” or individually as “Party”.

The Department and the Project Sponsor entered into a State Revolving Fund Loan Agreement, Number DW010600, as amended; and

Loan repayment activities need rescheduling to give the Project Sponsor additional time to complete planning and design; and

Certain provisions of the Agreement need revision.

The Parties hereto agree as follows:

1. Section 8.08 of the Agreement is deleted and replaced as follows:

**8.08. SIGNAGE.**

The Project Sponsor agrees to comply with signage guidance in order to enhance public awareness of EPA assistance agreements nationwide. A copy of this guidance is listed on the Department’s webpage at <https://floridadep.gov/wra/srf/content/state-revolving-fund-resources-and-documents> as “Guidance for Meeting EPA’s Signage Requirements”.

2. Section 8.12 is added to the Agreement as follows:

**8.12. CIVIL RIGHTS.**

The Project Sponsor shall comply with all Title VI requirements of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973 and the Age Discrimination Act of 1975, which prohibit activities that are intentionally discriminatory and/or have a discriminatory effect based on race, color, national origin (including limited English proficiency), age, disability, or sex.

3. Article IX of the Agreement is deleted and replaced as follows:

**ARTICLE IX – CONTRACTS AND INSURANCE**

**9.01. CONTRACTS.**

(1) The following documentation is required to receive the Department's authorization to award construction contracts:

- (a) Proof of advertising.
- (b) Award recommendation, bid proposal, and bid tabulation (certified by the responsible engineer).
- (c) Certification of compliance with the conditions of the Department's approval of competitively or non-competitively negotiated procurement, if applicable.
- (d) Certification Regarding Disbarment, Suspension, Ineligibility and Voluntary Exclusion.
- (e) Certification by the Authorized Representative that affirmative steps were taken to encourage Disadvantaged Business Enterprises participation in Project construction.
- (f) Current certifications for Disadvantaged Business Enterprises participating in the contract. If the goals as stated in the plans and specifications are not met, documentation of actions taken shall be submitted.
- (g) Certification that the Project Sponsor and contractors are in compliance with labor standards, including prevailing wage rates established for its locality by the DOL under the Davis-Bacon Act for Project construction.

(2) The following must be provided to the Department for professional services contract(s):

- (a) Certification by the Authorized Representative that affirmative steps were taken to encourage Disadvantaged Business Enterprises participation.
- (b) Current certifications for Disadvantaged Business Enterprises participating in the contract.

#### 9.02. SUBMITTAL OF CONTRACT DOCUMENTS.

(1) After the Department's authorization to award construction contracts has been received, the Project Sponsor shall submit the following documents:

- (a) Contractor insurance certifications.
- (b) Executed Contract(s).
- (c) Notices to proceed with construction.

(2) After the Project Sponsor has awarded the professional services contract(s), the Project Sponsor shall submit the following documents:

- (a) Executed Contract(s).
- (b) Professional Services Procurement Certification.

9.03. RESERVED.

4. Unless repayment is further deferred by amendment of the Agreement, the Loan Payment as set forth in Section 10.05 shall be received by the Department on February 15, 2027.

5. The items scheduled under Section 10.07 of the Agreement are rescheduled as follows:

(2) Completion of Planning and Design Activities is scheduled for August 15, 2026.

(4) The Loan Payment in the amount of \$264,500 shall be due February 15, 2027.

6. All other terms and provisions of the Loan Agreement shall remain in effect.

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This Amendment 2 to Loan Agreement DW010600 may be executed in two or more counterparts, any of which shall be regarded as an original and all of which constitute but one and the same instrument.

IN WITNESS WHEREOF, the Department has caused this amendment to the Loan Agreement to be executed on its behalf by the Secretary or Designee and the Project Sponsor has caused this amendment to be executed on its behalf by its Authorized Representative and by its affixed seal. The effective date of this amendment shall be as set forth below by the Department.

for  
**TOWN OF MICANOPY**

\_\_\_\_\_

Mayor

Attest:

Approved as to form and legal sufficiency:

\_\_\_\_\_

Town Clerk

\_\_\_\_\_

Town Attorney

SEAL

for  
**STATE OF FLORIDA**  
**DEPARTMENT OF ENVIRONMENTAL PROTECTION**

\_\_\_\_\_

Secretary or Designee

\_\_\_\_\_

Date