

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: February 2, 2010

Consent

Regular

Ordinance

Public Hearing

Department: Parks and Recreation

Submitted By: Parks and Recreation Department

Submitted For: Parks and Recreation Department

I. EXECUTIVE BRIEF

**Motion and Title:** Staff recommends motion to receive and file: fully executed Amendment No. 1 to Agreement No. 4600001897 (R2009-1804) for the South Florida Water Management District (SFWMD) Water Savings Incentive Program grant to provide additional clarification/information.

**Summary:** SFWMD issued Amendment No. 1 to Agreement No. 4600001897 to provide for revisions to the Statement of Work (Exhibit A) to include more detailed information, not to change the intent or tasks associated with the Agreement. The Amendment also provides for revisions to the Summary Schedule of Tasks and Deliverables (Exhibit B), Quarterly Progress Report Form (Exhibit C), and Project Summary Report (Exhibit D). The revisions to these exhibits provide additional clarification/information, are insignificant in nature, and do not alter the intent of the Agreement. This Amendment was executed by the Director of Parks and Recreation as the County Administrator's designee in accordance with the authority granted to the Administrator at the time of Agreement approval.

The SFWMD has developed a cost-sharing program to assist public entities with innovative technology-based water conservation projects that reduce water use. This grant funding is being used to reduce water consumption on athletic fields and other large irrigated areas at South County Regional Park. The estimated cost of irrigation system improvements at South County Regional Park is \$74,240. The SFWMD Agreement provides fifty percent of the project cost. The County's fifty percent match is being funded from the current Parks Maintenance operating budget. District 5 (AH)

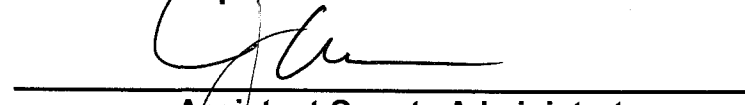
**Background and Justification:** South County Regional Park is approximately 850 acres and located in Boca Raton. The target area of this grant is approximately 130 acres which supports 13 athletic fields, a waterpark, nature center, amphitheater and additional common areas. Benefits of this conservation project are anticipated to be immediate through an estimated 51% reduction of water consumption at South County Regional Park. Long term, the surrounding wetland habitats, including the Loxahatchee Wildlife Refuge, will greatly benefit from the water savings achieved through this project.

Funding for this project allows for the replacement of the current manual irrigation clocks with eleven Sentinel Field Satellites and three Sentinel Satellite Pump Monitors. In doing so, this park will also be capable of communicating with the highly successful Sentinel Control System software located at John Prince Regional Park. The system automatically responds to pipeline breaks, malfunctioning valves and missing heads, preventing water waste.

**Attachment:** Amendment No. 1 to Agreement No. 4600001897

Recommended by:   
Department Director

1/8/10  
Date

Approved by:   
Assistant County Administrator

1/25/10  
Date

**II. FISCAL IMPACT ANALYSIS**

**A. Five Year Summary of Fiscal Impact:**

Fiscal Years	2010	2011	2012	2013	2014
Capital Expenditures	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
Operating Costs	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
External Revenues	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
Program Income (County)	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
In-Kind Match (County)	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
<b>NET FISCAL IMPACT</b>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
<b># ADDITIONAL FTE POSITIONS (Cumulative)</b>	<u>0</u>				

Is Item Included in Current Budget? Yes \_\_\_\_\_ No \_\_\_\_\_  
 Budget Account No.: Fund \_\_\_\_\_ Department \_\_\_\_\_ Unit \_\_\_\_\_  
 Object \_\_\_/Revenue Source \_\_\_\_\_ Program N/A

**B. Recommended Sources of Funds/Summary of Fiscal Impact:**

There is no fiscal impact associated with this item.

C. Departmental Fiscal Review: Chopelakis

**III. REVIEW COMMENTS**

**A. OFMB Fiscal and/or Contract Development and Control Comments:**

Funding for 50% match will come from 0001|580|5224|4611

Jim [Signature] 1/19/10  
 OFMB

Jim J. [Signature] 1/20/10  
 Contract Development and Control

B. Legal Sufficiency: 1/14/10  
9/15/10 MM  
1-13-10

Anne Delgent 1/22/10  
 Assistant County Attorney

**C. Other Department Review:**

\_\_\_\_\_  
 Department Director

REVISED 10/95  
 ADM FORM 01

This summary is not to be used as a basis for payment



**SOUTH FLORIDA WATER MANAGEMENT DISTRICT  
AMENDMENT**

PO Number 4500003738  
Reference on all Invoices

4600001897-A01

**AMENDMENT NO. 1**

**TO AGREEMENT NO. 4600001897**

**BETWEEN THE**

**SOUTH FLORIDA WATER MANAGEMENT DISTRICT**

**AND**

**PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS**

This **AMENDMENT NO. 01**, entered into on DEC 21 2009, to that **AGREEMENT** dated October 1, 2009, between "the Parties," the South Florida Water Management District (**DISTRICT**), and Palm Beach County Board of County Commissioners (**COUNTY**).

**WITNESSETH THAT:**

WHEREAS, the **AGREEMENT** may be amended with the prior written approval of the Parties; and

WHEREAS, the Parties wish to amend the **AGREEMENT** in order to revise the Statement of Work, and the Payment and Deliverable Schedule of the **AGREEMENT**;

NOW THEREFORE, the **DISTRICT** and the **COUNTY**, in consideration of the mutual benefits flowing from each to the other, do hereby agree as follows:

1. This **AMENDMENT NO. 01** shall be effective upon the date of execution by the Parties.
2. This **AMENDMENT NO. 01** shall be at no additional cost to the **DISTRICT**.
3. The Statement of Work, attached as Exhibit "A" to the **AGREEMENT**, is hereby deleted and replaced with Exhibit "A1", attached hereto and made a part of this **AMENDMENT NO.01**.
4. The Payment and Deliverable Schedule is also hereby revised in accordance with Exhibit "B1", attached hereto and made a part of this **AMENDMENT NO. 01**.



# SOUTH FLORIDA WATER MANAGEMENT DISTRICT AMENDMENT

- 5. The Quarterly Progress Report is also hereby revised in accordance with Exhibit "C1", attached hereto and made a part of this **AMENDMENT NO. 01**.
- 6. The Project Summary Report is also hereby revised in accordance with Exhibit "D1", attached hereto and made a part of this **AMENDMENT NO. 01**.
- 7. All other terms and conditions of the **AGREEMENT**, remain unchanged.

IN WITNESS WHEREOF, the Parties or their duly authorized representatives hereby execute this **AMENDMENT NO. 01** on the date first written above.

### SOUTH FLORIDA WATER MANAGEMENT DISTRICT

By: *Frank Hayden*  
Frank Hayden, Procurement Director *zm*

SFWMD PROCUREMENT APPROVED  
BY: *[Signature]*  
DATE: 11/18/09 *an*

### PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS

APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY  
*Anne Delgado*  
COUNTY ATTORNEY

By: *Dennis Eshleman*  
DENNIS ESHLEMAN  
Title: PARKS AND RECREATION DIRECTOR

**EXHIBIT "A1"**  
**STATEMENT OF WORK**

Irrigation System Improvement Project  
Palm Beach County Parks & Recreation Department

**A. Introduction/Background**

The Palm Beach County Parks & Recreation Department has taken a proactive approach to demonstrate leadership in water conservation efforts. In September of 2008, the Department installed the Sentinel Central Control System (SCCS) to manage the irrigation system in West Boynton District Park and has already seen a significant reduction in water consumption. Based on those results, the Department has decided to replace older less efficient manual irrigation clocks with a computerized irrigation management system. This is consistent with the Palm Beach County Comprehensive Plan.

**B. Objectives**

The objective is to reduce the amount of water used for irrigation at the South County Regional Park. It is estimated this project will save approximately 21.44 million gallons of water per year.

**C. Scope of Work**

The project targets athletic fields and large irrigated areas of approximately 130 acres in South County Regional Park. A central control system such as the SCCS allows irrigation control actions to be carried out easily onsite or from a satellite location.

Purchase and install a computerized irrigation system including eleven (11) Sentinel Field Satellites, three (3) Sentinel Satellite Pump Monitors, one (1) Vantage Pro 2 Weather Station and associated supporting hardware in the South County Regional Park to replace existing irrigation clocks. This system is compatible with a variety of weather-sensing devices (rain sensors) which will allow staff to control watering more precisely.

**D. Work Breakdown Structure**

The work breakdown structure associated with this project is described below. Note that if the project is complete prior to the due date of a Status Report (Tasks 1-3), then the Final Report shall replace the Status Report and subsequent Status Reports shall not be required.

**Task 1 - Status Report:** Recipient shall submit to the project manager a status report summarizing progress made to date, issues of concern potentially affecting project performance, and any other information pertinent to the project.

**Due Date:** December 31, 2009

**Task 2 - Status Report:** Recipient shall submit to the project manager a status report summarizing progress made to date, issues of concern potentially affecting project performance, and any other information pertinent to the project.

**Due Date:** March 31, 2010

**Task 3 - Status Report:** Recipient shall submit to the project manager a status report summarizing progress made to date, issues of concern potentially affecting project performance, and any other information pertinent to the project.

**Due Date:** June 30, 2010

**Task 4:** Recipient shall purchase and install a computerized irrigation system including eleven (11) Sentinel Field Satellites, three (3) Sentinel Satellite Pump Monitors, one (1) Vantage Pro 2 Weather Station and all supporting hardware in the South County Regional Park.

**Due Date:** August 31, 2010

**Task 5 – Reimbursement Package & Project Summary Sheet (Exhibit D1):** Recipient shall submit to the project manager the reimbursement request package, to include but not limited to, signed certification letter that the project is complete per the contract, vendor invoices, man-hours, and any other in-kind contributions.

**Due Date:** August 31, 2010

**Task 6 – Final Report:** Recipient shall submit to the project manager a Final Project Report summarizing all work performed during the course of the project as well as actual water savings to date versus original estimated water savings.

**Due Date:** September 30, 2010

**Task 7 – Assessment of Actual versus Estimated Water Savings Report:** Recipient shall submit to the project manager a post-project performance report highlighting the project's actual water savings compared to the estimated water savings as presented in the Recipient's project proposal.

**Due Date:** September 29, 2011

**EXHIBIT "B1"**  
**SUMMARY SCHEDULE OF TASKS AND DELIVERABLES**

Irrigation System Improvement Project  
Palm Beach County Parks & Recreation Department

- A summary deliverable schedule associated with this project is set forth below.
- The **Recipient** shall submit all deliverables to the **District's** project manager. All deliverables submitted hereunder are subject to review by the **District**. The **Recipient** hereby agrees to provide the **District** all deliverables, data and information described in the Statement of Work.
- The **Recipient** shall provide quarterly progress reports summarizing a brief description of the current status of the project and the extent of project completion. Progress reports are due by December 31, 2009; March 31, 2010; and June 30, 2010. The final report is due no later than September 30, 2010. Reports will provide detail on the progress of the project and outline any potential issues affecting project completion. Progress reports shall be submitted on the Quarterly Progress Report, attached hereto as Exhibit "C1".
- The **Recipient** shall provide a post-project performance report highlighting the project's actual water savings compared to the estimated water savings as presented in the project proposal. This Project Performance Tracking Report is due no later than September 29, 2011.
- Reimbursement Request Packages shall include but not limited to, a copy of **Recipient's** invoice, signed certification letter that task(s) are complete per the contract, Exhibit "D1" Project Summary Report, copies of vendor invoices, documented man-hours, and any other in-kind documentation supporting payment. Timely payment of invoices shall be contingent upon the **District's** review and acceptance of all invoice(s). Final payment is subject to the final project cost. All invoices shall be submitted no later than August 31, 2010 for reimbursement.
- Total payment by the **District** for all work completed herein *shall not exceed* the amount of \$37,119.92. All payments are subject to **District** fiscal year appropriations. The **Recipient** shall contribute funding in the amount of \$37,119.93 or 50 percent of actual costs. If the total consideration for this **Agreement** is subject to multi-year funding allocations, funding for each applicable fiscal year of this **Agreement** will be subject to Governing Board budgetary appropriation. In the event the **District** does not approve funding for any subsequent fiscal year, this **Agreement** shall terminate upon expenditure of the current funding, notwithstanding other provisions in this **Agreement** to the contrary.

Item No.	Deliverables	Invoice Date	Report Due Date	Disbursements/Project Payment
1	Exhibit "C1" – Quarterly Progress Report	N/A	December 31, 2009	N/A
2	Exhibit "C1" – Quarterly Progress Report	N/A	March 31, 2010	N/A
3	Exhibit "C1" – Quarterly Progress Report	N/A	June 30, 2010	N/A
4	Purchase and installation of a computerized irrigation system including eleven (11) Sentinel Field Satellites, three (3) Sentinel Satellite Pump Monitors, one (1) Vantage Pro 2 Weather Station and all associated supporting hardware, in the South County Regional Park	August 31, 2010	N/A	\$37,119.92
5	Reimbursement Request Package & Project Summary Report (Exhibit "D1")	N/A	August 31, 2010	N/A
6	Final Project Report	N/A	September 30, 2010	N/A
7	Project Performance Tracking Report	N/A	September 29, 2011	N/A
<b>Total Funding</b>				<b>\$37,119.92</b>
<b>Total Project Cost</b>				<b>\$74,239.85</b>

<sup>1</sup> The deadline for the final invoice submittal is August 31, 2010. However, this invoice could be submitted before August 31, 2010.





**EXHIBIT "C1"**  
**FY 2010**  
**SOUTH FLORIDA WATER MANAGEMENT DISTRICT**  
**WATER SAVINGS INCENTIVE PROGRAM**  
**COOPERATIVE FUNDING**  
**QUARTERLY PROGRESS REPORT FORM**

<b>Contract #:</b>	<b>Purchase Order #:</b>	<b>Reporting Quarter:</b> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/>
<b>Project Title:</b>		<b>Funding Recipient:</b>
<b>Installations per contract:</b> _____		<b>Installations to date:</b> _____
<b>Other requirements per contract:</b> _____		<b>Percent Complete to date:</b> _____
<b>Overall status of project (check one):</b> ____ On Schedule ____ Behind Schedule (Explain why and if the scope will be completed by 8/28/10)		
<b>Project summary (to date):</b>		
<b>Recommended Actions:</b>		
<b>Submitted by:</b>		<b>Title:</b>
<b>E-mail:</b>		<b>Date:</b>
Report Submittal and/or Questions: Please e-mail Robert Wanvestraut at <a href="mailto:rwanvest@sfwmd.gov">rwanvest@sfwmd.gov</a>		
SFWMD Staff Only:	Date Received:	by:
Project Status: <input type="checkbox"/> Commenced <input type="checkbox"/> On Schedule <input type="checkbox"/> Behind Schedule <input type="checkbox"/> Completed <input type="checkbox"/> Closed		



**SOUTH FLORIDA WATER MANAGEMENT DISTRICT  
2009 – 2010 WATER SAVINGS INCENTIVE PROGRAM  
FUNDING PROGRAM**

**EXHIBIT "D1"  
Project Summary Report – FY 2010**

Project Title \_\_\_\_\_

Entity Project Manager \_\_\_\_\_

SFWMD Contract Number \_\_\_\_\_

Entity Name (Project Owner) \_\_\_\_\_

Type of Water Savings Incentive Project	Project Start Date	Project End Date	Proposed Water Savings
Was the original project scope fulfilled per the contract? <input type="checkbox"/> Yes <input type="checkbox"/> No      If no, provide an explanation below.			

COST FOR THIS PROJECT		
	Contract Amounts	Actual Costs
Total Project Cost	\$	\$
FUNDING BREAKDOWN FOR THIS PROJECT		
District funding	\$	\$
Local funds	\$	\$
Other funding source / in-kind services		
From:	\$	\$
<b>TOTAL PROJECT COST</b>		

To the best of my knowledge, the above information is correct

\_\_\_\_\_  
Entity Project Manager

*- All supporting documentation is to be included to support Actual Costs and Actual Water Savings for this project as specified in the deliverables table. Supporting documentation is to include but not limited to, copy of Entity invoice, Entity signed completion letter, copies of vendor invoices, documented man-hours, and any other in-kind services.*