

**SEMINOLE COUNTY GOVERNMENT
AGENDA MEMORANDUM**

SUBJECT: Work Order #7 for the Agreement between Seminole County and the University of South Florida for Work on the Seminole County Watershed Atlas Project

DEPARTMENT: Public Works **DIVISION:** Road Operations and Stormwater

AUTHORIZED BY: W. Gary Johnson, P.E. **CONTACT:** Mark E. Flomerfelt, P.E., Manager **EXT.** 5709
Director, Public Works Dept. Road Operations and Stormwater

Agenda Date 3/23/04 **Regular** **Consent** **Work Session** **Briefing**
Public Hearing – 1:30 **Public Hearing – 7:00**

MOTION/RECOMMENDATION:

Approve and authorize Chairman to execute Work Order #7 for the Agreement between Seminole County and the University of South Florida for Work on the Seminole County Watershed Atlas Project.

BACKGROUND:

The Seminole County Watershed Atlas is available on the World Wide Web at <http://www.seminole.wateratlas.usf.edu> and is regarded as the pre-eminent water resource Web site in the state. It has earned praise from citizens, businesses (real estate, engineering firms, etc.), environmental groups (Friends of Lake Jesup, Friends of Wekiva) and regulatory agencies (FDEP, SJRWMD, EPA, etc.) alike. Work Order #7 in the amount of \$94,059, includes the required annual maintenance, updates, upgrades, and the completion of additional lake assessments. These tasks are needed for the Atlas to continue to function properly, as well as to improve its efficiency and usefulness. Partial funding for this work comes from cost shares provided by the 7 cities and the Florida Department of Transportation (\$45,000).

Attachment: Work Order #7 Document

Reviewed by:
Co Atty: SA
DFS: _____
Other: _____
DCM: MS
CM: CB

File No. CPWS01

**WORK ORDER FOR
AGREEMENT FOR WORK ON THE SEMINOLE COUNTY
WATERSHED ATLAS PROJECT**

WORK ORDER NO.: 7

PURCHASE ORDER NO.: _____ (For billing purposes only, to be assigned by COUNTY after execution.)

PROJECT: Watershed Atlas Project

COUNTY: SEMINOLE COUNTY, A POLITICAL SUBDIVISION
OF THE STATE OF FLORIDA

CONTRACTOR: UNIVERSITY OF SOUTH FLORIDA

Execution of the Work Order by COUNTY shall serve as authorization for the CONTRACTOR to provide for the above project, professional services as set out in the Scope of Services attached as Exhibit "A", to that certain Agreement of _____, 20____ between the COUNTY and the CONTRACTOR and further delineated in the specifications, conditions and requirements stated in the following listed documents which are attached hereto and made a part hereof.

ATTACHMENTS:

- drawings/plans/specifications
- scope of services
- special conditions
- _____

The CONTRACTOR shall provide said services pursuant to this Work Order, its attachments and the above-referenced

Agreement, which is incorporated herein by reference as if it had been set out in its entirety. Whenever the Work Order conflicts with said Agreement, the Agreement shall prevail.

TIME FOR COMPLETION: The work authorized by this Work Order shall be commenced upon issuance of a Notice To Proceed by COUNTY. This Work Order shall terminate upon completion of the work authorized herein, or five (5) years from the issuance of the Notice to Proceed, whichever comes first.

METHOD OF COMPENSATION:

(a) This Work Order is issued on a:

- fixed fee basis
- time basis method with a not-to-exceed amount
- time basis method with a limitation of funds amount

(b) If the compensation is based on a "Fixed Fee Basis", then the CONTRACTOR shall perform all work required by this Work Order for the sum of NINETY FOUR THOUSAND FIFTY NINE DOLLARS NO/100 (\$94,059.00). In no event shall the CONTRACTOR be paid more than the Fixed Fee Amount.

Payment to the CONTRACTOR shall be made by the COUNTY in strict accordance with the payment terms of the above-referenced Agreement.

It is expressly understood by the CONTRACTOR that this Work Order, until executed by the COUNTY, does not authorize the performance of any services by the CONTRACTOR and that the COUNTY, prior to its execution of the Work Order, reserves the right to authorize a party other than the CONTRACTOR to perform the services called for under this Work Order if it is determined that to do so is in the best interest of the COUNTY.

IN WITNESS WHEREOF, the parties hereto have made and executed this Work Order on this ___ day of _____, 20__, for the purposes stated herein.

ATTEST:

UNIVERSITY OF SOUTH FLORIDA

_____ By: _____

(CORPORATE SEAL) Date: _____

Work Order #7, Agreement between Seminole County and USF,
watershed Atlas Project

ATTEST:

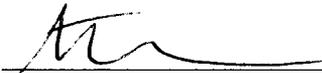
BOARD OF COUNTY COMMISSIONERS
SEMINOLE COUNTY, FLORIDA

MARYANNE MORSE
Clerk to the Board of
County Commissioners of Date: _____
Seminole County, Florida.

By: _____
Daryl G. McLain, Chairman

For use and reliance
of Seminole County only.
Approved as to form and
legal sufficiency.

As authorized for execution by
the Board of County Commis-
sioners at their _____,
____, regular meeting.



County Attorney

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SEMINOLE COUNTY WATERSHED ATLAS PROJECT

Work Order # 7

Exhibit A

Scope of Work

INTRODUCTION

The primary focus of this project is to maintain and upgrade the Seminole County Watershed Atlas (www.seminole.wateratlas.org) between April 1, 2004 and March 31, 2005.

TASK 1: DATA UPDATES

Wherever possible, the Watershed Atlas application is designed to update water quality, hydrology, and other data using automated database tools. So long as each data provider continues to support the automated data update protocols developed for the Atlas, the University will ensure that these tools continue to provide updated data for the duration of this contract. Many data providers do not have the ability to configure their data management systems in such a way as to allow automated data updates. Therefore, it is always necessary to manually update/import some of the data included on the Atlas. The University will work with Seminole County staff and data providers to update data for non-automated data sources once per month, quarterly, bi-annually or annually, depending upon the data provider. On a quarterly basis, the Watershed Atlas GIS sample site dataset, hydrography GIS dataset, and the Atlas database will be updated to include new sampling locations added to the sampling programs of existing data providers to allow new data to be accessible via the web interface. Reference layer GIS datasets, such as watershed boundaries and roads, will also be updated on a biannual basis when necessary as a result of updated data provided by the GIS data source.

The data sources that are currently on the Seminole Watershed Atlas are:

- Seminole County Water Quality
- SJRWMD hydrology layer and water quality
- LAKEWATCH water quality and supplemental data
- STORET water quality
- USGS National Water Information System (NWIS)
- Watershed Action Volunteer (WAV) Water Quality Data
- Orange County Water Quality

As part of Task 1 the University will upload Seminole County water quality data into STORET. This upload will occur twice during the contracted period.

The University will also update photos and documents on the website as they are submitted.

Since many of the datasets that are a part of the Seminole Watershed Atlas come from data providers other than Seminole County, the University will develop and implement a series of quality assurance filters that will identify any data that might be incorrect. The University will work closely with Seminole County to ensure that these filters meet their standards. As a part of this task, the University will provide the County with a CD update quarterly for the County's demonstration laptop.

Cost: \$33,478

TASK 2: WEBSITE AND SERVER MANAGEMENT

The University will function as web manager for the Atlas. The University will provide password protected access to the Water Resource Atlas Database (WRAD), where the County can:

- Add/Edit Metadata
- Add/Edit Documents
- Add/Edit Organizations
- Edit Learn More Sections
- Approve/Edit Photos
- Add/Edit Announcements
- Add/Edit Bathymetric Maps
- QA SWADE Data
- Add/View/Edit/Delete Water Levels Data

The University will provide the County with three quarterly reports that provide web usage statistics, including the number of users, number of web page requests, and other standard web statistic metric, as well as statistics related to number of data records or sample locations added, number of email comments received, and number of photos or documents entered. The University will maintain all software and hardware necessary to ensure that the web interface is online and accessible to the public. Software licenses to be maintained as part of this task includes: Microsoft SQL 2000 or higher, GreenPoint Webcharts 3D or another graphing software package, and a web statistics software package. The University will also provide hardware necessary to complete this task. Hardware requirements necessary to ensure that the Atlas will be available to all users with reasonable access times and minimal downtime have been planned according to projected demands. However, these demands may change due to increased or decreased user demand and will be evaluated on a yearly basis. Currently, this task is accomplished by serving the Atlas web interface from servers located at the University. However, if necessary, the University reserves the right to serve the Atlas from servers not located at the University.

Cost: \$22,051

TASK 3: APPLICATION MAINTENANCE AND UPGRADES

The Atlas is an application that has been developed over several years as part of separate contracts and grants with multiple local governments and agencies. The web interface and database applications have been programmed to use available server software such as ESRI Server (IIS) 5 for web components, and Microsoft SQL Server 2000 as the database platform. The University will provide these upgrades to the County on a yearly basis. If the County maintains the Website and Server Management task of its maintenance contract, the University will also install and configure these upgrades.

One upgrade planned for the application includes programming maps of river reach segments that will be a part of the Water Quality Index presentation for rivers and creeks. A second upgrade to the application will be the revision of five specific "Learn More" data explanation sections. One of these revisions will be the Trophic State Index (TSI) Learn More. A third upgrade to the component will be the development of a tool to transfer lake level data from a handheld PDA to the Water Resource Atlas Database (WRAD).

Cost: \$30,960

TASK 4: LAKE ASSESSMENTS

The University will provide GIS support to Seminole County's lake assessment program. The University will post-process data from the County's lake assessment program. As a part of these assessments, the University will: (1) incorporate all data collected into the W-RAD; (2) produce Geographic Information System (GIS) maps and attribute layers (including bathymetry) from assessment data; and (3) provide quarterly reports on lakes in the management program from the W-RAD for County Staff upon request. The County will be responsible for all field work. In addition, the University will produce lake assessment reports with the plant data.

Cost: \$7,570

PROJECT DELIVERABLES

- o Maintenance of established automated data-update tools and manual updates to non-automated data sources for a period of one year.
- o Quarterly CD for laptop update
- o Two STORET Uploads
- o New Quality Assurance Filters
- o Maintenance of software and hardware necessary to host the Atlas with reasonable access time and minimal downtime for a period of one year.
- o Quarterly reports that include statistics on web usage and data uploads.
- o Atlas application upgrades for a period of one year.
- o Maps of river reach segments on the Water Quality Index presentation
- o Revised "Learn More" sections
- o A tool that allows lake level data collected with a PDA to be transferred to the WRAD
- o Assessment and assessment products on lakes that can be scheduled during the summer semester with a goal of completing 10 lakes

The University will provide the web address (URL) www.Seminole.wateratlas.org for use while the University hosts the Atlas

TOTAL PROJECT COST: \$ 94,059

PROJECT FACULTY:

Kyle Campbell

Christi Schumann

Naomi Oliver

Shawn Landry