



September 9, 2024

P-9865

Ms. Phyllis A. Wallace
Deputy Public Works Director
City of Deltona
201 Howland Boulevard
Deltona, Florida 32738

**Re: Continuing On-Call Stormwater Engineering Services
RFQ No. PW-2020-08**

**Subj: Proposal for Reviewing and Updating the Land Development Code
Chapter 98 – Natural Resources Protection
Article IV – Stormwater Management**

Dear Ms. Wallace:

In follow-up to your previous request, we are pleased to submit our proposal for reviewing and updating the Land Development Code, and specifically the regulations and criteria presented within Chapter 98 of Article IV that pertain to Stormwater Management.¹

For many years, Pegasus Engineering has provided site plan review services for several municipalities located throughout Central Florida, some of which include the City of Ocoee, the City of Maitland, the City of DeBary, Orange City, the City of Winter Springs and currently the City of Longwood and the City of Deltona. In addition to our length experience with performing site plan review services, Pegasus Engineering also has extensive experience with stormwater master plans, drainage basin studies, and more importantly, drainage retrofit improvements.

Our site plan review strategy generally focuses on identifying both typical and atypical stormwater issues that are critical for a successful design, and we have also assisted our clients with the implementation of diverse retrofit improvements for poorly designed development projects, including:

- Adverse impacts to roads, stormwater facilities and other infrastructure caused by seasonal high groundwater that was estimated incorrectly.
- Stormwater pond deficiencies related to overall performance or volume recovery.
- Adverse impacts to offsite drainage areas or overlooking offsite runoff contributions.
- Localized road flooding caused by improper design of pavement drainage or storm sewer systems.

¹ https://library.municode.com/fl/deltona/codes/code_of_ordinances?nodeid=ptiicor_ch98narepr_artivstma

That said, we anticipate a general scope of work with task assignments for reviewing and updating the Land Development Code as summarized below.

1. Review the existing Stormwater Management criteria to identify deficiencies, inconsistencies, contradictions, outdated criteria, etc. Examples would include expanding the design criteria for retention ponds in land-locked (closed) drainage basins and modernizing the design criteria for stormwater collection and conveyance systems.
2. Collect and review Stormwater Management criteria enforced by other municipalities (e.g., Alachua County, City of Orlando, Hillsborough County).
3. A draft Memorandum will be prepared to document the recommended revisions, deletions, and additions to the Land Development Code.
4. In-person review sessions and/or virtual video conferences will be conducted with representatives of the Public Works Department and the Department of Planning & Development Services to discuss and finalize the recommended changes to the Land Development Code.
5. A draft version of Article IV with the recommended changes will be provided to City staff for review and comment.
6. A revised version of Article IV will be presented to the City Commission during the 1st and 2nd readings.
7. Changes or modifications recommended by the City Commission will be incorporated into a final version of Article IV.

It should be noted that updating Resolution No. 2003-16 (Residential Lot Grading Guidelines) is also recommended to require compensating storage for Single-Family Residential development that results in floodplain encroachment within the Theresa Watershed (land-locked basin).

The scope of work and task assignments discussed above will be performed for an hourly not-to-exceed fee amount of **\$30,000** (refer to the attachment Manhour and Fee Estimate). If selected, we look forward to serving the City of Deltona on this important assignment. If you have any questions or need any additional information, please contact me directly at 407-992-9160, extension 309, or by e-mail at david@pegasusengineering.net.

Sincerely, *

PEGASUS ENGINEERING, LLC

David W. Hamstra, P.E., CFM
Stormwater Department Manager

**Continuing On-Call Stormwater Engineering Services
RFQ No. PW-2020-08**

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Chapter 98 – Natural Resources Protection
Article IV – Stormwater Management**

Approved for Pegasus Engineering, LLC



Fursan Munjed, P.E.

Principal
Officer's Title

September 9, 2024
Date

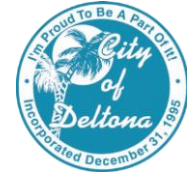
This proposal is hereby accepted and authorization to proceed is hereby given.
(Please return one executed copy of this proposal for our Pegasus Engineering records).


Authorized Signature

Officer's Title

Date

MANHOUR and FEE ESTIMATE
for the
PROPOSAL for REVIEWING and UPDATING the LAND DEVELOPMENT CODE
ARTICLE IV - STORMWATER MANAGEMENT



Task Description (Effective Date: September 9, 2024)	Sr. Project Manager (Hamstra, P.E.)	Project Manager (Teague, P.E.)	Administrative Assistant (Staff)	Task Hours	Task Fees
Standard Hourly Rates	\$195.00	\$185.00	\$80.00		
Review Article IV and Identify Deficiencies, Inconsistencies, etc.	2	12		14	\$2,610.00
Collect and Review Other Stormwater Management Criteria	2	24		26	\$4,830.00
Prepare Draft Project Memorandum to Documents the Changes	2	16		18	\$3,350.00
Conduct Coordination Meetings to discuss the Proposed Changes (assume 3)	8	8		16	\$3,040.00
Prepare a Draft Version of Article IV		24		24	\$4,440.00
Revise the Draft Version of Article IV		12		12	\$2,220.00
Prepare for and Present to the City Commission (1st and 2nd Readings)	16	12		28	\$5,340.00
Prepare the Final Version of Article IV		16		16	\$2,960.00
Project Administration	4		4	8	\$1,100.00
TOTAL HOURS	34	124	4	162	
TOTAL LABOR COSTS	\$6,630.00	\$22,940.00	\$320.00		\$29,890.00
<div>  <div> Breakdown in Fees </div> <div> (1) Total Labor Costs (Pegasus Engineering) = \$29,890.00 (2) Reimbursable Expenses = \$110.00 </div> </div>					
TOTAL LUMP SUM FEE				=	\$30,000.00