



July 10, 2025
(Revised August 15, 2025)

DEL-22001

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: Fiscal Year 2025 General Stormwater Engineering Services | Change Order

Dear Ms. Wallace:

The purpose of this letter is to respectfully request a supplementary authorization to continue providing general stormwater engineering services as requested by Public Works staff during the Fiscal Year 2025. Based on our current invoice associated with services rendered through 05/31/25, the current budget associated with Purchase Order No. 250342 for General Stormwater Engineering services has been exhausted (refer to **Attachment "A"**).

It is our understanding that Pegasus Engineering will continue providing the following services, as requested through 09/30/25 under the supplementary authorization:

1. Continue performing technical reviews associated with the Single Family Residential (SFR) Applications and issue engineering review comments associated with the Plot Plans to the Building Department.
2. Continue performing technical reviews associated with the Site Plan Applications and issue engineering and stormwater review comments to Planning and Development Services.
3. Continue providing Peer Review Services associated with existing developments with existing drainage problems encompassing technical reviews of construction plans and drainage calculations, preparing review comments, performing site inspections, and conducting meetings (e.g., Courtland Park, Osprey Estates, Hampton Oaks, Vineland Reserve – Phases 1, 2, and 3, and Lake Gleason Reserve).

4. Assist City staff with the NPDES program, including but not limited to the preparation of Annual Reports and FDEP audits, as needed.
5. Assist City Staff with the Community Rating System (CRS), including but not limited to the preparation of the Annual recertifications and review of Elevation Certificates.
6. Assist City staff with coordination related to the Basin Management Action Plan (BMAP) Statewide Annual Report (STAR) projects and the preparation of the annual submittal to the Florida Department of Environmental Protection (FDEP).
7. Prepare and submit Emergency Field Authorizations (EFAs) to the St. Johns River Water Management District (SJRWMD) for flood mitigation efforts such as temporary pumping and operating flood gates, as needed (e.g., Lake Doyle Emergency Overflow Structure).
8. Review Letters of Map Amendments (LOMAs) associated with single-family lots and Letters of Map Revisions (LOMRs) associated with development projects.
9. Prepare technical memorandums and figures documenting identified drainage problem areas, flooding causes, and recommended improvements.
10. Perform site inspections and evaluations of drainage problem areas with City staff and/or homeowners, as needed.
11. Prepare drainage figures and exhibits for meetings, presentations, and field reviews.
12. Prepare for and attend the Volusia County Local Mitigation Strategy (LMS) meetings, on behalf of the City of Deltona.
13. Perform miscellaneous coordination efforts with the St. Johns River Water Management District (SJRWMD), the Florida Department of Transportation (FDOT), Volusia County, and the Florida Division of Emergency Management (FDEM), as needed.
14. Coordinate with various subconsultants to provide the City with requested services (e.g., survey, geotechnical, ecological, etc.), as needed.
15. Prepare for and conduct presentations and stormwater updates to the City Commission.

With that said, we respectfully request a not-to-exceed amount of **\$300,000** to continue providing the City of Deltona with general stormwater engineering services, on a continuous basis for the months of June, July, August, and September, through September 30, 2025. The requested not-to-exceed amount will include the current amount over budget (\$174,444.54) and the estimated fees to cover the remaining four (4) months. Pegasus Engineering will continue to invoice the City for these services on a time and expense basis in accordance with the current Schedule of Hourly Rates and Reimbursable Costs.

We appreciate your consideration and approval of this Change Order to continue providing Public Works miscellaneous stormwater support services, as requested. If you have any questions or need any additional information, please do not hesitate to contact me at 407-992-9160, Extension 309, or by e-mail at david@pegasusengineering.net.

Very truly yours,

PEGASUS ENGINEERING, LLC



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

cc: Glenn Whitcomb, City of Deltona

**Fiscal Year 2025
General Stormwater Engineering Services
Change Order
City of Deltona, Florida**

Approved for Pegasus Engineering, LLC


Fursan Munjed, P.E.

Principal
Officer's Title

August 15, 2025
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