

ATTACHMENT "A" TASK AUTHORIZATION FORM

In accordance with the Continuing Services Agreement between the City of Deltona, Florida, hereinafter referred to as "City", and BESH Halff, Inc. ("Consultant") for Continuing On-Call Water and Wastewater Utility Line Engineering Services per RFQ# PW 2020-09 dated September 30, 2020. The City hereby authorizes Consultant to proceed with the services as set forth in the attached task order proposal as follows:

Consultant Project Number: 044667.003

Consultant: BESH-Halff, Inc.

Scope of Work: Saxon Boulevard and Deltona Boulevard Wastewater Feasibility Study:

Introduction: The City of Deltona currently offers wastewater service to a limited number of the overall population. This lack of central wastewater service has hindered commercial development, skewing the existing development to primarily residential, over commercial. The City has a desire to accommodate additional commercial development, particularly along busier thoroughfares, but such commercial is not feasible without the installation of central sewer. As requested by the City, this study shall look at the feasibility of the City purchasing existing residential homes and converting said to commercial lots, thereby bolstering ad valorem tax rates in the City, removing residential homes from busier thoroughfares, and adding much-needed commercial opportunities to the City. The roadways to be included in this study are Deltona Boulevard and Saxon Boulevard. Also included in this study is a Real Estate Market Analysis and Commercial Viability component, provided by a local, licensed commercial real estate broker.

Task 001 Wastewater Feasibility Analysis

BESH Halff shall conduct a Wastewater Feasibility Analysis of the areas adjacent to Saxon Boulevard and Deltona Boulevard as shown on Figures 1 and 2. The analysis shall assume that existing residential homes shall be purchased by the City and converted to commercial parcels. It is assumed that between 4 and 6 residential parcels shall be needed to create one viable commercial parcel. The analysis shall include a conceptual plan for each area illustrating proposed locations for lift stations, force main routes from said lift stations to existing points of connection, and needed gravity sewer line locations. The analysis shall include preliminary cost estimates for providing sewer service to the subject areas, including costs of new construction, as well as upgrades to existing facilities needed to serve the subject areas. A final report shall be provided outlining the findings and anticipated costs of the improvements. Also included are three meetings with staff, and one meeting to present the findings to the City Commission.

Task 002 Project Administration

BESH Halff will provide administrative services necessary to coordinate all aspects of the project.

Task 003 Real Estate Market Analysis and Commercial Viability Report

BESH Halff shall subcontract with John Wannamaker of Coldwell Banker Commercial AI Group to conduct a market analysis of the proposed project.

Project Objectives

- Determine the acquisition cost of the properties along the study area
- Determine the total cost for getting the properties prepared for a commercial user
- Determine the feasibility if the City should acquire the properties and resell them to an end user.
- What will be the return on investment be for the city?

Project Scope and Description:

The following area's will be included in the report:

- Saxon Blvd from Wendy's to Normandy Blvd
- Saxon Blvd just west of Falmouth Ave to Fruitland drive
- Deltona Blvd from Enterprise Road to east of Cloverleaf

The report will include the following information:

- Meet with development services to determine the setbacks and other development requirements so we can determine the proper acreage required for a commercial site by use.
- Run development cash flow models to determine the cost to convert the current residential properties to commercial use.
- Market: information on competition, traffic counts, drive time analysis, highest and best uses
- Recommendation: Based on findings potential next steps or action items

Estimated Fees:

Tasks	Total Cost
1- Wastewater Feasibility Analysis	\$ 20,440.00
2- Project Administration	3,000.00
3- Real Estate Market Analysis & Commercial Viability Report	5,500.00
<u>Reimbursable Expenses and Other Direct Costs</u>	<u>\$ 1,000.00</u>
	\$ 29,940.00

Consultant's Project Manager: Robert A. Ern, Jr., P.E.

City's Designated Project Leader: _____

CONSULTANT

Accepted By: _____ Date _____
Robert A. Ern, Jr., P.E., Vice-President

CITY

Reviewed and Accepted By: _____ Date _____
Public Works Director

If more than \$5,000:

Reviewed and Accepted By: _____

City Manager
Date

Deputy City Manager
Date

cc: As applicable,