**Alternative Water Supply Funding for Fiscal Year 2011** **(FY11)**

**Instructions for Providing Information**

Complete the attached forms with responsive statements. This information request is a Microsoft® Word file. **Type responses below the appropriate question**.Please include all requested documents and provide complete answers to all questions. The application is organized into four parts: Part 1: Project & Funding Criteria; Part 2: Project Summary; Part 3: Project Details; and Part 4: Project Background and Supporting Information. A Response Checklist is provided to facilitate a final review of proposal format and content.

The items requested must appear in the order that they are requested. The Acknowledgement Form must be signed by a responsible party representing one entity that is applying for funds. The District cannot contract with consultants. The applicant refers to the entity applying for funds and executing the contract.

Failure to properly complete the forms or answer questions may result in a project not being considered for funding. If a question is not applicable to your facility or project, please indicate this rather than skipping the question.

While complete responses are important, please be brief and concise. **Each proposal should be limited in size to materials that can fit in a 1-inch binder or less**.

Please provide an electronic copy in Microsoft® Office Word format of the responses to this information request and a PDF (Adobe Acrobat©) copy of the signed application, as well as five (5) paper copies and two (2) CD or DVD copies. Clearly mark the original copy as “**Original Copy**.” Statements of work and deliverables schedules must be included with this application.

**The deadline for submittal is 2:30 p.m., September 23, 2010. Submit to:**

 **South Florida Water Management District**

 **Alternative Water Supply Program**

 **Water Supply Development Division**

 **3301 Gun Club Road**

 **West Palm Beach, Florida 33406**

 **Inquires to: Patrick Martin, Program Coordinator**

 **(561) 682-2176**

 **Email:** **pmartin@sfwmd.gov**

 **Website:** [**http://www.sfwmd.gov/AWS**](http://www.sfwmd.gov/portal/page/portal/xweb%20-%20release%203%20water%20supply/alternative%20water%20supply)

**For hand delivery, proposals must be received in the B-2 Building Lobby no later than 2:30 p.m., September 23. Any applications received after 2:30 p.m., September 23 will not be considered.**

**Alternative Water Supply Funding Program**

**Application Checklist**

The following checklist will assist the applicant when filling out the application. It should not be relied upon in lieu of the instructions otherwise provided within the document. The applicant should read the entire application thoroughly.

|  |  |
| --- | --- |
|  | Application submitted by **September 23, 2010 at 2:30 p.m.**. |
|  | **Part 1: Project & Funding Criteria**  |
|  | **Part 2: Project Summary** is complete; **Table 1** has been completely filled out. |
|  | **Part 3: Project Details** is complete; **Figures 1**, **2**, and **3** have been attached where requested in the document. **Table 2** has been completely filled out, **Table 3**, the deliverables schedule, is complete. |
|  | **Part 4: Project Background and Supporting Information** is complete, including **Tables** **4** and **5**, the **Water Supply plan** page and **Rate Information.** |
|  | Responses have been typed below the appropriate questions or in the space indicated. No question has been left blank without indicating that it does not apply. |
|  | The **FY 2011 Alternative Water Supply Funding Program ACKNOWLEDGEMENT** has been completed, signed, and notarized. |
|  | **Appendices A**, **B**,and **C** have been attached. |
|  | An electronic copy of the proposal in Microsoft® Office Word format and PDF has been provided. |
|  | Five paper and two CD copies of the proposal, including a clearly marked original, have been submitted. |
|  | Each proposal fits in a 1” or less binder. |

**Part 1 – Project & Funding CRITERIA**

**Project Criteria**

Projects must support development of an alternative water supply. Only construction costs are eligible for reimbursement.

**Funding Criteria**

The Alternative Water Supply Program is a reimbursement funding program. The Applicant is expected to execute the full scope of the contract without District funds. Any construction expenses incurred or obligated before or after the funding period, October 1, 2010 – August 31, 2011, are not eligible. The funding may only be used for the project identified in the Application.

The District will ensure the proper use of funding by requiring partners to comply with the terms and conditions of the Agreement. Additionally, the District will ensure compliance by conducting on-site visits, review of quarterly status reports, all supporting documentation, and the Final Project Summary Report (Exhibit D). *All project deliverables must be completed and the Final Reimbursement Request Package (including invoice) received by Tuesday August 23, 2011 to allow for timely processing of payments.*The contract expiration is August 31, 2011.

**Part 2 – Project Summary**

**Project Naming Convention**

Since different projects from the same entity may be submitted for funding in the same funding year, please follow this naming convention to help the SFWMD reviewers to properly identify projects, and phases of projects.

The project name should show the entity applying and a specific title of the construction project for which funds are being sought (see example below). Water made available and geographic identifiers are recommended if several similar projects will be applying this year.

**Correct:**Palm Beach County 3 MGD Century Village Reclaimed Water Facility, Phase 1

**Incorrect:**Palm Beach County Reclaimed Project

|  |
| --- |
|  **Project Name -** If this is a multi-year project, please use the multi-year project name followed by the phase name or number for which funding is being sought. The example above is the first year of a 3-year project. |
|  **Applicant –** Thisis the entity that would enter into an agreement with District (not consultant). If the land is leased, attach (in **Appendix A**)a copy of the lease agreement and a letter from the landowner authorizing the construction of the project. |
|  **Project Owner Representative** **Address**  |  **Telephone** **Fax** **E-mail** |
| **County where project is located\*** **Project Latitude/Longitude\*** | **Applicant Federal ID Number** **Water Supply Planning Region** |
| *\* If the project is located outside the District boundaries, please describe below how the project will benefit this District (i.e. percent of the total water made available that will be used within this District’s boundaries, show service area boundaries both inside and outside the District).* |
|  **Entity Project Manager** **Telephone** **E-mail** |  **Consultant/Contractor Representative** **Company Name** **Telephone** **E-mail** |

**Short Description**

In the box below, write atwo to three sentence description of the project phase for which funding is being requested.

|  |
| --- |
|  |

**Alternative Water Source**

(Check the applicable boxes.)

* Seawater
* Brackish water from \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ aquifer
* Sources made available through new storage capacity:
* Aquifer Storage & Recovery (ASR)
* Above ground impoundment
* Reclaimed water
* Other source designated as non-traditional in a water supply plan

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (List source, page number, and water supply plan title where source is identified.)

**Project Summary**

Please complete **Tables 1**, **2**, and **3** by showing cost, funding, and the amount of alternative water this project will provide. The spreadsheet version of **Table 2** is available at: [http://www.sfwmd.gov/AWS](http://www.sfwmd.gov/portal/page/portal/xweb%20-%20release%203%20water%20supply/alternative%20water%20supply) (scroll down and click documents in the right-hand corner of the related multimedia box).

**Table 1. Project Summary**

|  |
| --- |
| **Quantity of Water Made Available (mgd)** |
| **This Phase (by August 31, 2011)** | **Total Project** |
|  |  |
| **Project Completion Dates** |
| **This Phase (by August 31, 2011)** | **Total Project** |
|  |  |
| **Total Previous SFWMD Project Funding** |
| **Year Awarded** | **Amount Awarded** | **Amount Spent** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**Part 3 – Project Details**

**Statement of Work**

Provide a Statement of Work (SOW) for this project that specifically describes which tasks will be completed in FY2011 with these funds. Please use the format provided below. Examples of SOWs are available at [http://www.sfwmd.gov/AWS](http://www.sfwmd.gov/portal/page/portal/xweb%20-%20release%203%20water%20supply/alternative%20water%20supply) (scroll down and click documents in the right-hand corner of the related multimedia box). It is recommended that SOWs be concise and to the point: one to two pages are recommended.

1. **Introduction/Background (4 – 6 paragraphs)**
2. **Objectives (1 – 2 paragraphs)**
3. **Scope of Work (1 – 4 paragraphs)**

**Project Maps**

Insert the following figures below. Each figure should fit on a sheet of 8.5” x 11" paper and, if applicable, should have a North arrow.

**Figure 1: Project Location.** City or town map clearly showing the project location in relation to the nearest major street or road intersection.

**Figure 2: Project Details.** Project-level map showing sufficient general details and information to help the reviewer understand the proposed project (e.g., show the proposed pipeline between the two intersections bounding the project; show the plant layout with the proposed project phase components highlighted, such as storage/chlorination tank, etc.).

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Fiscal Year (October 1st through September 30th)** | Pre-FY06 | FY06-FY09 | **FY10** | FY11 | FY12 | FY13 and beyond | Project Total  |
| **Project Phase (e.g., Phase 1, 2, etc.)** |   |   |   |   |   |   |   |
| **Major AWS construction deliverables (brief description of major construction tasks to be completed in FY)** |   |   |   |   |   |   | Not applicable (N/A) |
| **Yearly Total Cost ($)** |   |   |   |   |   |   |  $  |
| **Percentage (%) of Project Total** |   |   |   |   |   |   |   |
| **Planning/design/engineering ($)** |   |   |   |   |   |   |   |
| **SFWMD Funding Received \*\*** | **$** |   |   |  | N/A | N/A | N/A |  $  |
| **Contract Numbers** |   |   |  | N/A | N/A | N/A |   |
| **Water Made Available (mgd) \*\*\*** |   |   |   |   |   |  |   |

**Table 2 - Multi-Year Project Breakdown \***

|  |
| --- |
| \* An example of Table 2 has been posted on the AWS webpage referenced on the cover page of the application.  |
| \*\* Include funding received from Service Centers and Big Cypress Basin Board |
| \*\*\* Count water made available ONLY in the year that the project becomes operational |

**Table 3. Deliverables Schedule for FY11 Phase**
*(Please provide a list of tasks to be completed in FY2011.)*

|  |  |  |  |
| --- | --- | --- | --- |
| **Task No.**  | **Deliverable(s)** | **Expected Completion Date** | **Construction Cost ($)** |
| 1 | Electronic submittal of final project bid amount and/or vendor estimates for all tasks to be completed. |  |  |
| 2 | Exhibit C – Status Report | December 31, 2010  | N/A |
| 3 | Exhibit C – Status Report  | March 31, 2011  | N/A |
| 4 | Exhibit C – Status Report  | June 30, 2011 | N/A |
| 5 |  |  |  |
| 6 |  |  |  |
| 7 |  |  |  |
| 8 |  |  |  |
| 9 |  |  |  |
| 10 |  |  |  |
| 11 | Exhibit D – Final Project Summary Report / Final Reimbursement Package | August 23, 2011 |  |
|  |  | Total \* |  |
|  |

\*Deliverable/task descriptions and total cost should match the information in **Table 2** for FY11. Deliverables should be descriptive (e.g., number and size of pumps, length, diameter, and location of pipelines, etc.) to help the reviewer understand what is being funded. Examples of deliverables schedules are available at [http://www.sfwmd.gov/AWS](http://www.sfwmd.gov/portal/page/portal/xweb%20-%20release%203%20water%20supply/alternative%20water%20supply) (scroll down and click documents in the right-hand corner of the related multimedia box). Status Reports are due within ten (10) business days of due date.

***Correct***: Installation of Floridan Well F-3, 16-inch diameter to an approximate total depth of 950 feet.

***Incorrect***: Floridan well installation

***Correct:*** Installation of approximately 1,300 linear feet of 20-inch reclaimed water main from XYZ Farms to ABC Road.

***Incorrect:*** 1,300’ reuse main

***Correct:*** Construction of Floridan Well Head for well F-11; to include two (2) 750 hp pumps, well discharge head, electrical equipment, control panel, and well house.

***Incorrect:*** Well head construction

***Correct:*** Purchase and installation of two (2) RO skids RO 1 & 2, each 1 MGD.

***Incorrect:*** Installation of RO skid

**Part 4 – Project Background and Supporting Information**

Please clearly and briefly answer the following questions and provide supporting information. All information concerning a statement of work and deliverables schedule must appear on this application on the pages and in the order requested. Do not reference other documents or exhibits elsewhere in the application.

1. Readiness to Construct

FY11 funding is for construction that will take place between October 1, 2010 and August 31, 2011. All deliverables for this project/phase are to be completed by *August 23, 2011* in order to fulfill the District’s contract requirements. Therefore, provide sufficient information clearly demonstrating that this project can be completed by this date, taking into account reasonable delays. Please answer the following questions. If the answer to any question is no, please explain. Inability to clearly show that the project can be completed within the timeframe will result in a project not being considered for funding.

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Y** | **N** | **N/A** |
| * Have the project design and bid drawings been completed?
 |  |  |  |
| * Has a contractor been selected?
 |  |  |  |
| * Have all agreements, right-of-ways, etc. been executed?
 |  |  |  |

If applicable, list all relevant permits needed to start construction in **Table 4** below. See **Appendix B** for required information from permit(s).

**Table 4. Permits**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Agency** | **Permit No.** | **Permit Type (Water/WW, ERP, CUP, Building)** | **Permit Obtained?** | **Permit****Date (expected date if not obtained yet)** |
| **Yes** | **No** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

1. Have all necessary items to begin construction (e.g., bidding, contractor selection) been completed? \_\_\_\_\_ Yes \_\_\_\_\_ No (If no, complete table below.)

|  |  |
| --- | --- |
| **Other items required before construction can begin (e.g., bidding, contractor selection). Attach additional sheet if necessary.**  | **Completion Date** |
|  |  |

1. Provide the name of the related 2006 Water Supply Plan (WSP) project associated with the proposed work. In **Appendix C**, attach the page from the WSP listing the referenced project and **highlight** the specific project identified in the WSP. The list of projects can be found in **Appendix A** of the LEC, LWC, and KB plans, and in **Appendix F** of the UEC plan. (Water Supply Plans can be accessed at [www.sfwmd.gov](http://www.sfwmd.gov) under Topics, Water Supply, then Water Supply Planning). Projects are listed by county. If the project is not included in the WSP, please indicate if it is included in a 10 year Water Supply Facility Work Plan or local government comprehensive plan and, if so, include the appropriate portion of the plan in **Appendix C**.

|  |
| --- |
|  |
| Name of 2006 Water Supply Plan Project or Capital Improvement Element |

**4.** If the project involves alternative water from a groundwater source (e.g., Floridan aquifer) the District requires electronic submission of all hydrogeologic data collected during the project. This will provide the District with a scientific understanding of the alternative groundwater resource. The District has provided a well data template for your reference at [http://www.sfwmd.gov/AWS](http://www.sfwmd.gov/portal/page/portal/xweb%20-%20release%203%20water%20supply/alternative%20water%20supply) (scroll down and click documents in the right-hand corner of the related multimedia box). If the project involves development of alternative groundwater resources, describe your data collection plan for determining the capabilities and limitations of that resource at your locality.

**5.** Please address each of the following factors:

* 1. Show how the project provides substantial environmental benefits by preventing or limiting adverse water resource impacts.
	2. Show how the project reduces competition for water supplies.
	3. Identify the traditional source being replaced and/or any minimum flow, level, or reservation the alternative source utilized that this project is helping to implement. Explain.
	4. If the project is going to be implemented by a consumptive use permittee that has achieved the targets contained in a goal-based water conservation program approved pursuant to Section [373.227](http://www.flsenate.gov/statutes/index.cfm?App_Mode=Display_Statute&Search_String=&URL=Ch0373/Sec227.htm&StatuteYear=2004), F.S., please provide details. If not, briefly describe your conservation program.
	5. Describe the quantity of water supplied by the project as compared to its construction cost. Provide a calculation showing the average annual daily quantity of water supplied by the project (expressed in millions of gallons of water), divided by the annualized capital cost of the project. If the project will not be used continuously, please provide the annual amount of water that will be supplied by the project.
	6. Indicate the percentage of the total water-producing capacity of the system that this project will provide.
	7. Is the construction and delivery to end users of reclaimed water a major component of the project? What portion of the reclaimed water will replace direct potable use?
	8. Does the project implement reuse that assists in the elimination of domestic wastewater ocean outfalls, as provided in s. 403.086(9)?
	9. Has the county or municipality, or the multiple counties or municipalities, in which the project is located, implemented a high-water recharge protection tax assessment program, as provided in s. 193.625?
	10. Is the project going to be implemented by a multi-jurisdictional water supply entity or regional water supply authority? Show documentation creating the entity.
	11. If the project is part of a plan to implement two or more alternative water supply projects, all of which will be operated to produce water at a uniform rate for the participants in a multi-jurisdictional water supply entity or regional water supply authority describe the plan and its goals.
	12. Identify the source(s) and percentage of project costs to be funded by the water supplier or water user. Is the entity a Rural Economic Development Initiative (REDI) community? List any other funds being sought and the expected date of approval.
	13. For local government utilities: Describe whether and in what percentage the utility is transferring water supply system revenues to the local government general fund **in excess** of reimbursements for services received from the general fund, including direct and indirect costs and legitimate payments in lieu of taxes. Provide a copy of the utility’s annual report or other document and indicate where in the report or document it shows the disposition of utility water system revenues.

 **FOR REUSE PROJECTS**:

**6.** Pursuant to subsection 373.1961(4) of the Florida Statutes, please show that reclaimed water made available through your project is metered for all uses, and that rate structures are implemented based on actual use of reclaimed water. Also, verify that education programs are in place to inform the public about water issues, water conservation, and the importance and proper use of reclaimed water.

**7.** Please provide the following information in electronic format, such as shape files or AutoCAD®.

 **a.** Existing and future wastewater service area boundary. These files must be editable.

 **b.** Existing and proposed reclaimed water distribution lines with size and distribution areas.

 **c.** Existing and proposed reclaimed water end users.

**8.** In the table below, list the reclaimed water users that will connect to the proposed reclaimed water project.

**Table 5. Reclaimed Water Users**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name**  | **User Demand (MGD)** | **Has an agreement been executed? (Y/N)** | **Estimated Connection Date** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| **Total user demand** |  | N/A | N/A |
| **Proposed project capacity** |  | N/A | N/A |

**South Florida Water Management District**

**FY 2011 Alternative Water Supply Funding Program**

**ACKNOWLEDGEMENT**

Before me, the undersigned authority, personally appeared, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, (Authorized Representative of the project owner) this \_\_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_, 2010 who, first being duly sworn, as required by law, hereby acknowledges:

1) The statements contained in this project information package are true, correct and complete to the best of his/her knowledge and that the undersigned has the authority from the project owner to make the representations contained herein.

2) The undersigned represents that the described deliverables for this phase of the project will be completed and invoiced no later than August 23, 2011.

3) The undersigned represents that the project owner intends to begin construction of the alternative water supply project by this \_\_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_, in the year \_\_\_\_\_\_\_.

4) The undersigned represents that the project owner understands the alternative water supply project contract expiration is August 31, 2011, and further understands that if construction is not completed by that date, the South Florida Water Management District reserves the right to rescind alternative water supply funding for Fiscal Year 2011.

**STATE OF \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**COUNTY OF \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Project Owner’s Representative** **Print Name**

SWORN TO and subscribed before me \_\_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_, 2010.

Such person(s) (Notary Public must check applicable box):

[ ] is/are personally known to me.

[ ] produced a current driver license(s).

[ ] produced as identification: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(NOTARY PUBLIC SEAL)

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **Notary Public**

**APPENDICES**

**Appendix A: Contract Documents and Agreements Supporting Documentation**

(Attach copy of first five pages and the signature page of each document referenced in the Introduction/Background Section of the application).

Bid Documents

Contractor Selection

Right-of-way or other agreements

**Appendix B: Permit Supporting Documentation**

(Attach copies of first five pages and the signature page of the permits referenced in **Table 4**, Introduction/Background Section of the application. SFWMD Permit information should include Limiting Conditions and the GIS Serviced Area section of the Permit.)

**Appendix C: Water Supply Plan Project Supporting Documentation**

(Attach a copy of the appropriate page in the Water Supply Plan showing the project that the proposed project is helping implement and **highlight** the project. A list of projects can be found in **Appendix A** (or **Appendix F-1** in the case of the Upper East Coast Region) of the 2006 WSP).

Additional appendices, if needed, should be added following **Appendix C**, referenced within the document, and listed on a table of contents.