

AGENDA ITEM SUMMARY

Meeting Date:	OCTOBER 2, 2019
Agenda Category:	CONSENT BUSINESS
Agenda Item Number:	10 D
Subject:	PROFESSIONAL SERVICES AGREEMENT WITH JONES EDMUNDS FOR MECHANICAL INTEGRITY TEST FOR THE DEEP INJECTION WELL (WASTEWATER TREATMENT DEPARTMENT)
Attachments:	Memorandum; agreement
Staff Contact:	Wastewater Treatment Director Elmore
Background:	The Wastewater Treatment Department is requesting authorization to enter into a Professional Services Agreement with Jones Edmunds to conduct a Mechanical Integrity Test for the Deep Injection Well. The cost of the project is \$87,710.00.
Reference:	
Suggested Action:	Authorize staff to enter into a Professional Services Agreement with Jones Edmunds for a Mechanical Integrity Test for the Deep Injection Well

MEMORANDUM

*approved to go
to Council.
Dr. Fettrow
9/24/2019*

TO: Dr. Brenda Fettrow, City Manager

FROM: Brian R. Smith, Asst. Director WWT *BRS*

DATE: September 23, 2019

SUBJECT: Deep Injection Well MIT Testing

The Wastewater Treatment Department would like to proceed with the Mechanical Integrity Test for the Deep Injection Well by Jones Edmunds.

I am recommending that we proceed with the proposed Professional Services Agreement with Jones Edmunds for the Deep Injection Well Mechanical Integrity Test (MIT) at a cost of \$87,710.00 allocated from account No. 400-0035-535.5264.

Submitted for council approval.

September 24, 2019

Jim Elmore, Director
City of Rockledge Wastewater Treatment & Water Reclamation Facility
1700 Jack Oats Boulevard
Rockledge, Florida 32955

RE: Professional Services Agreement
Task Order for the Deep Injection Well MIT Testing
Jones Edmunds Opportunity No: 95406-361-19

Dear Mr. Elmore:

Jones Edmunds is pleased to submit this Task Order Scope of Services to the City of Rockledge for the renewal of the City's Underground Injection Control (UIC) permit to perform the Mechanical Integrity Test (MIT) for the City's WWTF injection well. The Florida Department of Environmental Protection requires MIT to be performed every 5 years on the well. The last MIT was completed July 2, 2015; therefore, it is anticipated that the new permit will require completion of the testing by July 2, 2020. We recommend testing in April or May before the rainy season.

The MIT project will be separated into two tasks—one for preparing the plan and submitting it to FDEP and the other for performing the MIT and reporting to FDEP.

The following outlines the specific tasks and fees. An allowance of \$50,000 is included for the subcontractor fees associated with the MIT. Any costs exceeding the allowance will be brought to the City for approval before the work associated with the additional cost is performed.

1 SCOPE OF SERVICES

1.1 TASK 1 – MIT PLANNING

Jones Edmunds will prepare the Mechanical Integrity Test (MIT) plan, provide a draft to the City for review, discuss, and incorporate comments or edits from the City, submit the plan to FDEP, address FDEP comments, and complete planning and notification required before implementing the MIT plan. Jones Edmunds will perform the following:

- Develop the MIT plan and submit the plan to FDEP.
- Respond to FDEP comments regarding the MIT plan.
- Select the MIT subcontractor and prepare the contract and schedule.

- Submit the notice of anticipated bypass to FDEP.

DELIVERABLE: Jones Edmunds will provide electronic (PDF) copies of the draft and final MIT plan and the notice of anticipated bypass.

1.2 TASK 2 – MIT OVERSIGHT AND REPORTING

Jones Edmunds will coordinate the effluent toxicity testing with the City, coordinate the testing with the MIT contractor, observe the MIT, and prepare and submit the final report to FDEP. An allowance of \$50,000 is included for the subcontractor fees associated with the MIT. Any costs exceeding the allowance will be brought to the City for approval before the work associated with the additional cost is performed. This task includes the following:

- Confirm bypass monitoring requirements with FDEP.
- Coordinate acute toxicity test and other bypass monitoring requirements.
- Prepare for mobilization; coordinate with FDEP, MIT contractor, and WWTF staff.
- Perform field observation of MIT.
- MIT subcontractor fees and allowance \$50,000.
- Prepare and submit MIT report to FDEP.

All subcontractor work will be bid to qualified and experienced firms. These fees are estimated based on discussions with contractors and recent bid prices for similar work. Jones Edmunds will perform and invoice this work under the two tasks described above to be billed monthly on a percent-complete basis.

DELIVERABLE: Jones Edmunds will provide electronic (PDF) copies of draft and final MIT report.

2 SCHEDULE

The table below outlines the anticipated project schedule. The testing schedule will be coordinated with the City to minimize the down time of the deep well as much as feasible. The final MIT report is due to FDEP within 90 days of testing.

Description	Completion Date
Submit Draft MIT Plan to City for Review	March 16, 2020
Submit MIT plan to FDEP	March 30, 2020
Select MIT subcontractor and submit notification to FDEP	April 28, 2020
Perform field observation of MIT	May 28, 2020
Prepare and submit MIT report to FDEP	July 30, 2020

3 COMPENSATION

Jones Edmunds will perform the Scope of Services for the lump-sum amount of \$87,710, which includes an allowance of \$50,000 for the MIT subcontractor. Our services will be billed monthly based on our estimate of each task's progress at the time of billing. A breakdown of this fee is provided below:

Task	Description	Fee Amount
Task 1	MIT Planning	\$16,015
Task 2	MIT Oversight and Reporting	\$21,695
Task 2	MIT Contractor Allowance	\$50,000
Total		\$87,710

4 PROPOSAL CLARIFICATIONS

1. The City will be responsible for the effluent toxicity testing required 30 days before the MIT testing in the event that a bypass is necessary.
2. The City of Rockledge will provide the results of the effluent toxicity testing to include in the notification of a potential bypass.
3. It is assumed the well is in good condition and no well repairs or remediation will be necessary.

We appreciate the opportunity to continue our service to the City of Rockledge. Please do not hesitate to contact Rich Koller or me at 352-377-5821 or mhays@jonesedmunds.com if you have any questions or comments.

Sincerely,



Michelle Hays, PG
Project Scientist

Xc: Richard Koller, PE, LEED AP