



CITY COMMISSION STAFF REPORT

DEPARTMENT: Utilities

DATE: July 22, 2025

SUBJECT: Motion to Approve Task Order No. 2025-02 Well Rehabilitation Planning and Oversight at a Total Cost of \$154,931.00. - **Utilities**

CITY MANAGER RECOMMENDATION:

The city manager recommends approval of a task order with Hazen and Sawyer to evaluate the condition of the City's water supply wells and to develop and oversee a rehabilitation program tailored to each well.

BACKGROUND OF ITEM:

The City owns and operates six water supply wells drawing from the Biscayne Aquifer. These wells support the George A. Haughney Water Treatment Plant. Four of the wells were constructed in 1997, and two in 2002. Over time, water supply wells naturally experience clogging, reduced capacity, and general degradation, which can impact raw water availability, water quality, and treatment efficiency.

The City's Utilities Master Plan recommends a routine evaluation of wellfield performance approximately every five years, with rehabilitation as needed.

ANALYSIS:

The proposed task order with Hazen and Sawyer includes professional engineering services to conduct a comprehensive investigation of the wellfield. This includes capacity testing, video inspections, water quality sampling, and other diagnostic measures to assess the physical and hydraulic condition of each well.

Based on the findings, Hazen and Sawyer will prepare a well-specific rehabilitation program, along with bid-ready documents for the procurement of rehabilitation contractors. They will also provide oversight during the rehabilitation process to ensure that all work meets technical and operational standards. The outcome of the project will be documented in a technical memorandum, providing a baseline for future wellfield management.

PROCUREMENT:

Hazen and Sawyer are one of the three (3) consultants selected through the City's RFQ 2020-1-UTL and approved by the City Commission on June 8, 2021, after meeting the requirements of Florida Statute (FS) 287.055, commonly known as the Consultants' Competitive Negotiation Act (CCNA). Pursuant to FS 287.055(2) (g), a consultant selected through the CCNA process can be awarded a "continuing contract" for professional services where each study's amount is not to exceed \$500,000 without any additional competition.

Task	Description	Compensation Type	Estimated Fee
1	Project Initiation and Site Visit	Lump Sum	\$9,325
2	Condition of Service Testing and Evaluation	Time and Materials	\$27,063
3	Prepare Rehabilitation Bidding Documents – As Requested	Lump Sum	\$18,068
4	Procurement Assistance – As Requested	Lump Sum	\$7,078
5	Well Rehabilitation Oversight	Time and Materials	\$72,923
6	Well Rehabilitation Technical Memorandum	Lump Sum	\$14,474
Reimbursables			\$6,000
TOTAL			\$154,931

Timetable

Task	Description	Duration for task/subtask (days)	Calendar Days From Notice To Proceed
1	Project Initiation and Site Visit	45	45
2	Condition of Service Testing and Evaluation	45	90
3	Prepare Rehabilitation Bidding Documents – As Requested	60	150
4	Procurement Assistance – As Requested	120 ¹	270
5	Well Rehabilitation Oversight	180	450
6	Well Rehabilitation Technical Memorandum	45	495

FISCAL IMPACT: The Remaining amount below reflects the unencumbered balance in this line item after this transaction.

<u>General Ledger Acct. Number</u>	<u>Budgeted Amount</u>	<u>Requested Amount</u>	<u>Remaining Amount</u>
453-911-563429-533	\$644,318	-\$154,931	\$408,422

ATTACHMENT:

1. Task Order from Hazen and Sawyer