

**TASK ORDER**  
**to the Master Continuing Professional Consulting Agreement**  
**for Engineering Services**  
**Between the Town of Dundee, Florida and Chastain-Skillman, Inc.**  
**Dated February 18, 2009 ("Agreement") (CSI File No. 9323.00)**  
**Related to**  
**EMP Annual Report for Water Use Permit 20 005893.012**  
**CSI File No. 9323.XX**

**I. INTRODUCTION**

Upon binding execution by both parties, this Task Order becomes an attachment to and a permanent part of the Master Continuing Professional Consulting Agreement for Engineering Services between the Town of Dundee, Florida (Town) and Chastain-Skillman, Inc. (Consultant) dated February 18, 2009. The purpose of this Task Order is to define the specific services required of the Consultant regarding the project listed above. It further defines the amount and method(s) of compensation for such services.

As requested by the Town of Dundee, this proposal provides the scope of services to prepare and submit an Annual Report for reporting year 2022 (reporting period November 1, 2021 to October 31, 2022) required by Special Condition 17 of the Town's Water Use Permit (WUP) No. 20005893.012 with the Southwest Florida Water Management District (SWFWMD).

The Consultant will perform field investigations, tabulate the data collected by the Town, provide data interpretation, and prepare a report with the documentation and conclusions for the SWFWMD annual monitoring period.

**II. SCOPE OF SERVICES**

Upon authorization by the Town, the Consultant shall be responsible to provide the following services associated with the Annual Report for the Water Use Permit:

**Task 1 – Field Investigations**

1. Vegetative and Photographic Monitoring of Wetland ZIWL:
  - a. Collection of vegetation in accordance with the SWFWMD's Wetland Assessment Procedure (WAP) to report on current condition of existing vegetative communities.
  - b. Photographs will be taken along the transect within the monitoring site.
  - c. General soil descriptions and wildlife observations will also be conducted along the transect.
  - d. Monitoring event is anticipated to occur in August or September 2023.



2. The Consultant will prepare the WAP documentation forms and photographic documentation for submittal with the Annual Report.

#### Task 2 – Data Evaluation and Final Report

##### 1. Data Collection and Synthesis

- a. Water Levels:
  - i. The Town will provide biweekly water level data for water levels in wetland ZIWL.  
Locations:
    - SG-1 (wetland exterior) and SG-2 (wetland interior)
    - Monitoring wells PZ-1 (exterior) and PZ-2 (interior)
- b. Pumping: The Town will provide daily groundwater pumping data from the Riner and Hickory Walk Water Treatment Plants (WTPs).
- c. Rainfall: The Consultant will download data from the SWFWMD WMIS website for the Lake Hamilton rain gauge (District ID# 25151), located 2 miles northwest of the wetland.
- d. The Consultant will summarize the data and provide historical graphs.

##### 2. Data Interpretation

- a. The Consultant will analyze the data for the annual reporting period. The purpose is to analyze the interactions of rainfall and pumpage on changes in the potentiometric surface within and adjacent to the withdrawal facilities, water levels, or wetlands.
- b. A brief summary of the findings and any recommended changes to the monitoring requirements, if any, will be developed for the report.

##### 3. SWFWMD Annual Report

The Consultant will prepare a comprehensive and concise annual report describing the operation the withdrawal facilities and an assessment of the water resources and environmental systems based on the subject areas listed above with emphasis on the interactions between these elements, where appropriate. The five-year vegetation monitoring report, per WUP special condition 17, will also be included. Data sources will be referenced and included in the appendix.

#### Task 3 – Submittal to SWFWMD

The Consultant will prepare one response to the SWFWMD review questions or comments.

#### III. EXAMPLES OF SERVICES NOT INCLUDED:

1. Responses to more than one (1) SWFWMD review of the document.
2. Administrative hearings or Town Council meetings, if required.
3. Purchase or installation of permanently mounted level monitoring instruments.



4. Surveying of staff gauges or any data generation.
5. Modification of the Water Use Permit.
6. A more extensive examination of the wetland soils should the annual monitoring event indicate moderate or substantial changes to soils along transects.
7. Negotiations with SWFWMD over District determinations of adverse impacts.
8. Payment of submittal fees, if any.
9. Data collection for related services/information requiring any efforts beyond email requests from Town staff.
10. Any other services not expressly stated in the Scope of Services herein.

#### **IV. ASSUMPTIONS**

The Scope of Services and Compensation arrangement outlined in this Agreement are based on the following assumptions:

1. The Town will furnish biweekly water level data for water levels in wetland ZIWL and daily groundwater pumping data in electronic format and whenever applicable in MS Excel format.
2. It is assumed that the information provided by the Town and any third parties is accurate and can be relied upon by the Consultant.

#### **V. PERIOD OF SERVICE**

The services outlined in this Task Order will begin upon authorization from the Town and shall be completed through submittal to SWFWMD in approximately six (6) weeks.

#### **VI. COMPENSATION**

The services outlined in this Task Order shall be performed on a fixed fee arrangement of \$13,400.00.

The Consultant shall submit monthly invoices for services rendered during the preceding month(s) with payment being due in accordance with the terms of the Continuing Master Agreement.



IN WITNESS WHEREOF, the parties hereto have made and executed this Task Order to their Agreement, this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

TOWN OF DUNDEE, FLORIDA

\_\_\_\_\_

Title: \_\_\_\_\_

Attest: \_\_\_\_\_  
Town Clerk

APPROVED AS TO FORM AND CORRECTNESS:

\_\_\_\_\_

CHASTAIN-SKILLMAN, INC.

By:

Bryan M. Martin

Bryan M. Martin, PE, ENV SP  
Assistant Director of Water-Wastewater Engineering

Date:

8/25/23

Attest:

Sandra L. Hager