

TASK ORDER FOR THE CITY OF LAKE WORTH BEACH GENERAL HYDROGEOLOGIC SERVICES

TASK ORDER NO. 1

THIS TASK ORDER FOR PROFESSIONAL CONSULTING SERVICES (“Task Order” hereafter) is made on the 13 day of January 2025, between the **City of Lake Worth Beach**, a Florida municipal corporation located at 7 North Dixie Highway, Lake Worth Beach, Florida 33460 (“City” hereafter) and **Stantec Consulting Services, Inc.**, a corporation authorized to do business in the State of Florida, whose local business address is **2056 Vista Parkway, Suite 100, West Palm Beach, FL 33411** (“CONSULTANT” hereafter).

1.0 Project Description:

The City desires the Consultant to provide those services as identified herein for the (“Project”). The Project is described in the Consultant’s Proposal, dated December 10, 2024, and attached hereto as Exhibit “A” and incorporated herein.

2.0 Scope

Under this Task Order, the Consultant will provide the City of Lake Worth Beach those services identified in Exhibit “A”.

3.0 Schedule

The services to be provided under this Task Order shall be completed by end of fiscal year 2025 or until the Not-to-Exceed (NTE) amount is reached.

4.0 Compensation

This Task Order is issued for a fixed fee amount of \$110,100.00. The attached proposal identifies all costs and expenses included in the not to exceed amount.

5.0 Project Manager

The Project Manager for the Consultant is Neil A. Johnson, phone: 561-229-1852; email: neil.johnson@stantec.com; and, the Project Manager for the City is Vaughn Baker, phone: 561-586-1798; email: vbaker@lakeworthbeachfl.gov.

6.0 Progress Meetings

The Consultant shall schedule periodic progress review meetings with the City Project Manager as necessary but every 30 days as a minimum.

7.0 Authorization

This Task Order is issued in compliance with the Consultants’ Competition Negotiation Act, section 287.055, Florida Statutes, and pursuant to the Agreement for Professional

Services between the City of Lake Worth Beach and the Consultant, dated March 28, 2023 ("Agreement" hereafter). If there are any conflicts between the terms and conditions of this Task Order and the Agreement, the terms and conditions of the Agreement shall prevail; however, the specific scope of services set forth in this Task Order shall take precedence over any other more general description of services.

IN WITNESS WHEREOF, the parties hereto have made and executed this Task Order as of the day and year set forth above.

CITY OF LAKE WORTH BEACH, FLORIDA

By: _____
Betty Resch, Mayor

ATTEST:

By: _____
Melissa Ann Coyne, City Clerk

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:

APPROVED FOR FINANCIAL
SUFFICIENCY

By: _____
Glen J. Torcivia, City Attorney

By: _____
Yannick Ngendahayo, Financial Services Director

CONTRACTOR: **Stantec Consulting Services, Inc.**

By: _____
Print Name: Neil A. Johnson
Title: Senior Principal

STATE OF Florida)
COUNTY OF Palm Beach)

THE FOREGOING instrument was acknowledged before me by means of physical presence or online notarization on this 13 day of January 2025, by Neil A. Johnson, as the Senior Principal [title] of **Stantec Consulting Services, Inc.**, a company authorized to do business in the State of Florida, who is **personally known** to me or who has produced ___ as identification, and who did take an oath under penalty of perjury that the facts stated with regard to section 787.06, Florida Statutes, are true and correct, and that he or she is duly authorized to execute the foregoing instrument and bind _____ to the same.

Notary Public

Print Name: Jessica Thompson
My commission expires: 10/6/2025



EXHIBIT “A”

TASK ORDER NO. 1

**DUAL ZONE MONITORING WELL (DZMW-1R) REPLACEMENT
DESIGN, PERMITTING, AND BIDDING SUPPORT**

DECEMBER 10, 2024

INTRODUCTION

The City of Lake Worth Beach (CITY) entered into a Professional Services Agreement with Stantec Consulting Services, Inc., (CONSULTANT) on March 28, 2023, under RFQ No. 23-300. This agreement is for CONSULTANT to provide CITY with professional hydrogeological services.

SCOPE

Currently the CITY has one Class I Deep Injection Well (IW-1), which is used for disposal of non-hazardous membrane softening concentrate, a potable water treatment by-product, from the CITY’s Reverse Osmosis Water Treatment Plant (WTP) and one associated dual-zone monitor well (DZMW-1) currently under Florida Department of Environmental Protection (FDEP) Permit 297969-005-UO/1X. The well was constructed with a 12-inch nominal outside diameter (OD), 0.5-inch wall thickness fiberglass reinforced plastic (FRP) tubing that is fully cemented inside a 20-inch OD, 0.5-wall thickness final steel casing. The disposal capacity of Well IW-1 was permitted at 4.176 million gallons per day (MGD) at an injection rate of 10 feet per second.

Well DZMW-1 was completed with 16-inch OD steel casing for the upper zone to 1,688 feet bls with an open monitoring interval to 1,717 feet bls. The lower zone was completed with 6-inch FRP casing to 1,909 feet bls with an open monitoring interval to 1,942 feet bls. This well has shown continued signs of communication between the upper and lower monitor zones and has attempted to correct the trends through modifications to the sampling protocol and performed mechanical integrity testing to ensure that the lower monitoring zone casing is not leaking.

In accordance with Specific Condition III.C.1 of the above-referenced permit, the City must replace DZMW-1. The first milestone for permit compliance is to submit a major modification to the Class I UIC permit including plans, maps, and technical specifications for the construction of the replacement well.

The purpose of this scope of services is to provide the CITY with professional engineering and hydrogeological services for the design, permitting, and assistance with bidding of a replacement dual-zone monitoring well (DZMW-1R).

Additionally, the CITY is in need of an annual summary report in accordance with Specific Conditions III.A.3. of the above-referenced operating permit. The annual summary report is to be submitted to the Florida Department of Environmental Protection (FDEP) Southeast District and the Tallahassee UIC Program.



SCOPE OF WORK

The CONSULTANT will provide professional engineering and hydrogeological services to develop a well maintenance program and solicitation documents.

1. Project Management, Meetings and QA/QC
2. Detailed Design
3. Permitting
4. Bidding Support Services
5. 2024 UIC Annual Report

Task 1 – Project Management, Meetings and QA/QC

Stantec will provide overall coordination, management, and QA/QC for the tasks to be performed under this work authorization. The coordination shall consist of tracking of budget and deliverables, and monitoring project progress.

The Project Manager is involved with the everyday operations of the project and has routine interaction with the CITY Project Manager. Project management activities include management and staffing, budget management, schedule management, quality management, project correspondence, and coordination with the CITY permitting project as necessary during the estimated duration of the project. The Project Manager shall provide the following:

- Provide monthly status reports that include work completed during current period, work planned for next period, completed meetings and status of meeting minutes, planned meetings for next period, and a summary milestone schedule of next three months of activities including deliverables and meetings involving the CITY or regulatory agencies. Key decisions will be tracked in a decision log and incorporated into the monthly status report documenting key decisions from the current month;
- Provide a project schedule and monthly updates of schedule changes;
- Prepare monthly progress reports with updated schedule and milestones and submit to the CITY Project Manager.
- One (1) local FDEP Southeast District pre-application meeting with Tallahassee by conference call

Deliverables:

- Monthly progress reports with updated schedule and milestones will be prepared and provided by the CONSULTANT.
- Agenda and meeting minutes for the meetings will be prepared for any meetings conducted by the CONSULTANT. Meeting minutes will be submitted within one week after the meeting and distributed to the meeting attendees.



Task 2 – Detailed Design

The CONSULTANT will provide a detailed design and engineering for the Deep Injection Well. The CONSULTANT will conduct reconnaissance to evaluate, based on visual inspection in the field, the suitability of the potential well sites at the WTP in the vicinity of Well IW-1.

The design will include site survey, utility locates, and soft digs, well casing, well head, piping, and instrumentation. It is assumed that the existing power and instrumentation conduits will be modified and routed from the area of Well IW-1 to Well IW-1R.

Task 2.1 - Design Development Documents

The CONSULTANT will develop the design to the Design Development (approximately 60% completion) level. The CONSULTANT's standard technical specifications, CAD standards, and design software will be used to create drawings. These drawings will consist of the following:

- Conceptual site layout of equipment, piping, and electrical/controls conduits
- Location of connections to disposal piping
- Topographic survey to locate above ground improvements (allowance)
- SU services to designate and locate force main and raw water main (allowance)
- Mechanical Well Casing
- Mechanical Wellhead completion plan and section
- Layout of structural slab on grade
- Discipline general notes and standard detail sheets, but standard detail callouts may not be present on drawings during this level of design development
- Technical specifications for major components of work

The CONSULTANT will utilize the CITY's standard front-end specifications (Division 0) and, where/when appropriate, the CITY's standard details.

The CONSULTANT will submit the Design Development Documents to the CITY for review to verify that consistency with the desired design intent is being achieved. The CONSULTANT will schedule and attend one meeting with the CITY to review consolidated review comments. The CONSULTANT will provide meeting minutes to document the review discussions.

Task 2.2 - Construction Document

Using the approved Design Development documents developed as outlined in Task 2.1, the CONSULTANT will develop the design to Construction Development (approximately 90% completion) level. These documents will be submitted for the preliminary permitting review as outlined in Task 3 Permitting Services.

- Final site layout of equipment, piping, and electrical/controls conduits
- Final connections to disposal piping
- Final Mechanical Well Casing
- Final Mechanical Wellhead completion plan, section, and details



- Details of structural slab on grade
- Discipline general notes and standard detail sheets
- Technical specifications for major components of work

The CONSULTANT will prepare an Engineer's Opinion of Probable Construction Cost (AAE Class 5) and submit the Construction Documents to the CITY for review and comment. The CONSULTANT will schedule and attend one meeting with the CITY to review consolidated review comments. The CONSULTANT will provide meeting minutes to document the review discussions and decisions.

Task 2.3 - Final Design Documents

The CONSULTANT will address the agreed upon consolidated review comments received from the CITY's review of the Construction Documents and from the preliminary permitting review outlined in Task 3 Permitting Services.

Using the Construction Documents, the CONSULTANT will submit formally for a detailed review by the CITY's Construction Services Department in reference to the Building Department permit. Final Design and Construction Documents will be developed based on the review comments by, and responses to, the CITY's Construction Services Department. Final Design and Construction Documents will be finalized based on these review comments.

Deliverables: The following deliverables will be prepared for this task-

- Design Development (60%) drawings and specifications
- Construction Documents (90%) drawings and specifications
- Construction Documents Class 5 OPCC
- Final Design Documents (100%) drawings and specifications
- Final Design Documents Class 5 OPCC

Task 3 - Permitting Services

The CONSULTANT will prepare an FDEP application for major modification to a Class I injection facility to construct a replacement dual-zone monitoring well at the City of Lake Worth Beach WTP.

Task 3.1 - FDEP Major Modification to a Class I Injection Facility

The CONSULTANT will schedule and attend one pre-application conference call with FDEP and CITY representatives to ensure specific questions or concerns are addressed in the Application Package. The CONSULTANT will prepare a Draft application for major modification to a Class I injection facility (*Form No. 62-528.900(1)*) and submit to the CITY, including supporting information for review in electronic (PDF) format.

The CONSULTANT will incorporate responses to comments as necessary and submit the Permit application to FDEP. The CONSULTANT will prepare and submit up to one request for additional information (RAI) to FDEP. The CONSULTANT will incorporate responses to RFI as necessary and submit the Final permit application package to FDEP. The CONSULTANT will attend one (1) local FDEP Public Meeting after permit advertisement.



Review of the FDEP Draft Permit: The CONSULTANT will coordinate with FDEP and the CITY for review of the FDEP draft permit and its Public Notice. The CONSULTANT will engage with the CITY and FDEP on the publishing coordination and scheduling of the meeting, review the FDEP Notice of Intent to Issue, and obtain the Final Construction Permit for DZMW-1R.

Deliverables: The following deliverables will be prepared for this task

- Draft FDEP Draft application for major modification to a Class I injection facility
- Responses to Requests for Information
- Final FDEP Draft application for major modification to a Class I injection facility
- Response to FDEP RAI
- Comments on Draft Permit and Notice of Intent to Issue

Task 3.2 - Building Department

During final design, the CONSULTANT will prepare an application and submit the detailed design drawings to the City Building Services Department. It is assumed that the design will be submitted in electronic format to via the CITY's E-Permit review system. Comments requiring response will be addressed during preparation of the ISSUED FOR BID set of construction drawings. It is assumed that one round of review will be necessary for the Building Department Permit. Fees associated with the review of the design will be paid by the CITY Utilities Department. The construction CONTRACTOR will be responsible for obtaining the permit and paying the balance of any fees associated with the construction.

Deliverables: The following deliverables will be prepared for this task

- Building Department Permit Application
- Responses to Requests for Information

Task 4 – Bidding Support Services

The Consultant will complete the following activities related to Bidding:

- Attend one pre-bid meeting, assist in responding to questions and provide a summary of the questions asked and CONTRACTORS in attendance.
- Assist the CITY in responding to prospective bidder and vendor questions and respond to requests for information (RFIs) during bidding. Prepare the CITY in responding to all RFIs during the bidding of the project. Written responses will be given to the CITY for each RFI reviewed. The CITY will be responsible for providing the formal responses to the prospective bidders. Assist CITY with preparation and up to two addenda. CITY will be responsible for issuing the Addenda.
- Attend the bid opening, assist in the review of the bids and provide a summary bid tabulation based on the bids received. References for the three low bidders will be reviewed and a recommendation of award letter will be prepared and sent to the CITY.



Task 5 – 2024 UIC Annual Report

Specific Condition III.3 of the CITY's FDEP Operation Permit No. 0297969-005-UO/1X to operate the injection well system (IW-1 and DZMW-1) associated with the CITY's WTP for the disposal of non-hazardous leachate requires an annual report be prepared and submitted to summarize the operation of the injection well system.

The CONSULTANT will review CITY provided operating flows and pressures and monitoring zone pressures and water quality over the past year (January to December 2024). The CONSULTANT will tabulate and graph the data received and will provide a written summary and professional opinion based on discernable trends by May 1, 2025.

ASSUMPTIONS

Please note that this Scope of Work is based on the following assumptions:

- The CONSULTANT reserves the right to use available, qualified personnel to complete the tasks under this scope of work.
- Should additional survey or subsurface utility locates be required beyond the \$7,000 budgeted, the CONSULTANT will submit a proposal to the CITY to utilize the Allowance budget prior to performing the work.
- The CITY will pay the application for major modification to a Class I injection facility fee (\$1,000) and public notification costs.

OBLIGATIONS OF THE CITY

This scope of services, level of effort, and fee development is based on the timely provision of the following:

- Make available to CONSULTANT any pertinent documentation concerning this project.
- Provide a CITY Project Manager as a point of contact for coordination.
- Review CONSULTANT submittals and provide consolidated comments within two (2) weeks of receipt.
- CITY comments and input on submittals will be provided to the CONSULTANT's Project Manager. Any differences between the City's staff will be addressed by the CITY Project Manager.



DELIVERABLE/TASK SCHEDULE

The work should be completed over a 9-month period contingent on the requirements stated in the FDEP's UIC Class I Rule 62-528.900, F.A.C. The CONSULTANT will deliver or complete the below deliverables/ tasks by the duration indicated:

Task	Task Description	Months following NTP
1	Project Management	9 months
1.1	Monthly progress reports with updated schedule	On-going
1.2	Agenda and meeting minutes conducted by CONSULTANT	On-going
2.1	Design drawings, specifications and OPCC (60%)	2 months
2.2	Construction Documents-design drawings, specifications and OPCC (90%)	3 months
2.3	Final Design and Construction Documents-design drawings, specifications and OPCC (100%)	4 months
3.1	Submit Draft application for major modification to a Class I injection facility to City for review	2 months
3.1	Submit application for major modification to a Class I injection facility to FDEP	3 months
3.1	Responses to FDEP RAIs	4 months
3.1	Review Draft Permit and Notice of Intent	5 months
3.2	Submit Building Department Permit Application	3 months
3.2	Responses to Building Department RAIs	4 months
4.0	Bidding Support Services	6 months
5.0	2024 UIC Annual Report	Before May 1, 2025



Compensation

The work shall be completed and compensated in accordance with the table below as fixed fee. Invoices will be submitted monthly based on a percentage of completion of services per task.

Task Description	Fee
Task 1- Project Management, Meetings and QA/QC	\$17,500
Task 2 - Detailed Design	\$60,500
Task 3- Permitting	\$21,500
Task 4- Bidding Support Services	\$3,600
Task 5- 2024 UIC Annual Report	\$7,000
TOTAL	\$110,100



EXHIBIT "B"
FEE SCHEDULE

Position/Title	Hourly Rate
Company Officer / Technical Expert	\$240.00
Principal	\$205.00
Supervising Engineer	\$185.00
Senior Engineer	\$175.00
Sr. Landscape Architect/Sr. Planner	\$175.00
Sr. Project Manager	\$164.00
Sr. Environmental Scientist/Sr. Hydrogeologist	\$164.00
Project Controls Specialist	\$150.00
Environmental Scientist/Biologist/Hydrogeologist	\$132.00
Landscape Architect	\$132.00
Senior Field Inspector	\$132.00
Engineer	\$122.00
Planner	\$118.00
Senior Technician	\$113.00
Field Inspector	\$105.00
Technician	\$98.00
Drafter/GIS	\$95.00
Administrative Support	\$72.00
Staff Assistant	\$70.00

