

Task Order for the City of Lake Worth Beach General Hydrogeologic Services

TASK ORDER NO. 06

THIS TASK ORDER is made on the 29 day of June, 2020, 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 as “Mechanical Integrity Testing (MIT) and Underground Injection Control (UIC) permit renewal of Water Plant Injection Well System” in the Consultant’s Proposal, dated June 5, 2020, 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 is on an as-needed basis and shall be completed by end of fiscal year 2021 from the City’s approval of this Task Order or until Not-to-Exceed (NTE) amount is reached.

4.0 Compensation

This Task Order is issued for a lump sum and hourly rate amount of \$ 63,712.00. Exhibit “B” identifies costs and expenses included as both lump sum and hourly rate. Consultant shall be solely responsible for any and all amounts which exceed those stated in Exhibit “B” unless approved in writing by the City.

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 Tim Sloan, phone: 561-586-1636; email: tsloan@lakeworthbeachfl.gov.

6.0 Progress Meetings

The Consultant shall schedule periodic progress review meetings with the City Project Manager as necessary based on the work being performed.

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 First Amendment to Agreement for Professional Services between the City of Lake Worth Beach and the Consultant, dated March 27, 2020 ("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 on the day and year first above written.

CITY OF LAKE WORTH BEACH, FLORIDA

By: _____
Pam Triolo, Mayor

ATTEST:

By: _____
Deborah M. Andrea, City Clerk

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:

APPROVED FOR FINANCIAL
SUFFICIENCY

By: _____
Glen J. Torcivia, City Attorney

By: _____
Bruce T. Miller, 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 this 29 day of June, 2020, by Neil Johnson, who was physically present, as Senior Principal (title), of **Stantec Consulting Services, Inc.**, which is authorized to do business in the State of Florida, and who is personally known to me or who has produced the following Personally Known as identification.

Notary Public

Print Name: Jessica Thompson
My commission expires: 10/6/2021



EXHIBIT “A”

TASK ORDER NO. 6

Mechanical Integrity Testing (MIT) and Underground Injection Control (UIC) Permit Renewal for Water Plant Injection Well System

June 5, 2020

INTRODUCTION

The City of Lake Worth Beach (CITY) entered into a Professional Services Agreement with Stantec Consulting Services, Inc., (CONSULTANT) on March 20, 2018, under RFQ No. 18-303, and extended the terms one year effective March 27, 2020. This agreement is for CONSULTANT to provide CITY with professional hydrogeological services.

BACKGROUND

The CITY is required by Florida Department of Environmental Protection (FDEP) to perform a Mechanical Integrity Test (MIT) by January 5, 2021 and submit an Operation Permit Renewal Application by August 9, 2023. The CITY has one, Class I Industrial Deep Injection Well (IW-1) with a cement-filled annular space for disposal of non-hazardous concentrate reject water from the membrane softening drinking water facility and settled lime-softening backwash supernate and one associated dual-zone monitor well (DZMW-1) currently under FDEP UIC Permit 0297969-004-UO/1X. The disposal capacity of IW-1 is permitted at 4.176 million gallons per day (MGD). The injection well is constructed with a 10.62-inch nominal inside diameter (ID) fiberglass reinforced pipe (FRP) that is fully cemented inside a 20-inch outside diameter (OD), 0.5-wall thickness final steel casing set to a depth of 2,858 feet bls with an open-hole interval to a depth of 3,303 feet bls. The CITY will submit their renewal application in parallel with the MIT report to establish both permit compliance items on the same 5-year cycle.

SCOPE

In accordance with Standard Agreement for Professional Services between the CITY and Stantec, the CONSULTANT will provide the CITY miscellaneous professional services for the following activities related to the following:

1.0 PROJECT MANAGEMENT AND COORDINATION

The CONSULTANT's Project Manager (PM) will manage the project staff, for the project in accordance with CONSULTANT's standard of practice. The CONSULTANT will also provide administrative services to support project staff. The PM services and responsibilities are listed below.

Project Coordination includes:

- Provide and coordinate monthly invoicing, inclusive of a monthly status report.
- Facilitate project meetings throughout the duration of the project.

- Record notes of formal meetings and, as appropriate, telephone conversations conducted by the CONSULTANT in executing this project. Meeting notes will document discussions during the meeting and resultant action item(s). These and other written correspondence will be transmitted to the CITY's Project Manager via e-mail, with copies to project team members participating in the activity.
- Facilitate the project "kickoff" meeting. The purpose of this meeting will be to identify and introduce key project personnel, confirm the objectives of this Work Assignment, review the schedule, and discuss planned execution of the project.

2.0 MECHANICAL INTEGRITY TESTING

MIT Plan/Final Report

STANTEC will prepare an MIT Plan (Plan) for submittal to and approval by the FDEP. The Plan will be submitted to the FDEP at least 90 days prior to January 5, 2021 (by October 8, 2020). The Plan will describe the performance of a video survey, hydrostatic pressure test, static temperature survey, and radioactive tracer survey on the CITY's Injection Well IW-1. A draft Plan will be provided to the CITY electronically for review and comment within 30 days issuance of the Notice to Proceed. Following CITY approval, a final Plan will be forwarded to FDEP Southeast District and Tallahassee offices electronically.

Within 30 days following completion of the MIT work, STANTEC will prepare a draft MIT Report summarizing the testing procedures and results for the CITY's review and comment. The report will contain a log summary and viewable DVD copy of the video survey and a summary of the completed pressure test with a testing form signed by the FDEP observer. As part of the MIT report preparation, STANTEC will review the injection system operation data, to include:

- Well IW-1 flows and pressures,
- Well DZMW-1 upper and lower zone pressure,
- Well DZMW-1 upper and lower zone water quality results, and
- Well IW-1 excess reclaimed water and treatment reject water not suitable for reuse water quality results.

This data review is for the CITY's benefit to graphically present an assessment of Well IW-1's condition, Well DZMW-1's condition and track potential changes in upper and lower zone water quality information over time.

Following STANTEC's receipt of CITY comments, a final report for the MIT will be completed and electronically transmitted to the CITY and FDEP Southeast District and Tallahassee offices within 90 days of completion of the MIT.

Prepare Specifications for Contractor Quotes

STANTEC will prepare outline specifications for the performance of the required MIT and will solicit quotes from three (3) licensed and qualified Florida Well Drilling CONTRACTORS. Alternatively, STANTEC will also research possible Contract Piggy-Back opportunities for the

CITY. Basic tasks in the MIT outline specifications will include: mobilization and set up of equipment and personnel, flushing with clean water, video survey of Well IW-1, suppression of Well IW-1 flow, installation of a packer, conducting a casing pressure test, geophysical logging (including gamma ray, casing collar locator and fluid temperature), radioactive tracer survey, flushing Well IW-1, demobilization of equipment, and return of Well IW-1 to active service. The outline specifications will also include CONTRACTOR experience requirements, rig and tool minimum standards, required certifications and testing equipment, radioactive tracer tool requirements, and construction drawings of Well IW-1 and above ground piping.

STANTEC will include the most current FDEP guidance (available at the time of initiation of the Work) with respect to performance of the MIT and provide an efficient guideline for the proposed work program that minimizes Well IW-1 downtime. STANTEC will assist the CITY in obtaining a minimum of three quotes for the specified work from qualified Florida Well Drilling CONTRACTORS licensed by the State of Florida and acceptable to the FDEP that are in the business of performing MIT services. STANTEC will evaluate the quotes received, along with contractor references and will submit a draft recommendation of award letter to the CITY for review and issue

MIT Services

Following selection of a Contractor, STANTEC will coordinate the MIT work with the selected contractor and CITY staff to minimize the downtime of Well IW-1. The CONTRACTOR will perform and STANTEC will observe and record the following activities in Well IW-1:

- Video Survey through the entire length of Well IW-1 from the surface to the base of the injection zone in compliance with the FDEP-approved MIT Plan.
- A final pressure test in Well IW-1 that will be observed by an FDEP representative.
- Static temperature survey that will be observed by an FDEP representative.
- Radioactive tracer survey that will be observed by an FDEP representative

3.0 FDEP OPERATION RENEWAL PERMIT

The CITY's FDEP Operation Permit No. 0297969-002-UO to operate the injection well system (IW-1 and DZMW-1) associated with the CITY's WTP for the disposal of non-hazardous leachate expires on October 8, 2023. Specific Condition 1.a. of the permit states that the CITY must submit an application to renew the operation permit at least 60 days prior to the permit expiration date (by August 9, 2023) to remain in compliance with the existing permit.

An operation permit consists of an updated area-of-review (AOR) study, analysis and interpretation of operational and water quality data for the injection well system, updates to the existing Operations and Maintenance (O&M) Manual, updates to the CITY's Plugging and Abandonment Plan, and certification of financial responsibility. Following timely submittal of an application to renew an operation permit, close coordination with the FDEP reviewer will be needed to address FDEP reviewer comments, coordinate with the CITY and FDEP public notices and public meetings, and provide the CITY and FDEP review of the draft permit documents for the new permit.

Preparation of Operation Permit Application

The CONSULTANT will prepare, assemble and submit the CITY's Application for Operation Permit Renewal to FDEP. The application package will consist of updates to the following items, the description of which is provided below.

- AOR Study
- Operation and Water Quality Data Evaluation
- O&M Manual
- Financial Responsibility Package

AOR Study Update: The CONSULTANT will prepare an updated AOR study by reviewing and updating the geologic and hydrogeologic characterization of the injection well area, calculating the projected area of influence surrounding the injection well based on available historical and projected flow information, and identifying the existing wells located within the calculated AOR.

Operation and Water Quality Data Review: The CONSULTANT will review CITY provided operating flows and pressures and monitoring zone pressures and water quality since the last 5-year Mechanical Integrity Test (MIT) event in 2016. The CONSULTANT will tabulate and graph the data received and will provide a written summary and professional opinion based on discernable trends.

O&M Manual Update: The CONSULTANT will review the existing O&M Manual, relevant to the injection well, with the CITY staff to identify changes that need to be made to the injection well system portion of the existing document. If necessary, the CONSULTANT will prepare an updated O&M Manual section for the Injection Well system for submittal with the operation permit application.

Financial Responsibility Package Update: The CONSULTANT will review and update the existing Plugging and Abandonment Plan by updating unit costs with area contractors. The CONSULTANT will assemble the Financial Responsibility package, as necessary, inclusive of an electronic copy of the CITY's most current financial statement. The CONSULTANT will coordinate the CITY's approval of the financial package materials and submittal of the financial package to FDEP.

4.0 POST-APPLICATION SUBMITTAL SUPPORT

The CONSULTANT will support the CITY by providing FDEP requested information, review of the draft permit document, and coordination and support with scheduling and advertisement of Public Notices and attendance at a Public Meeting.

Requests for Additional Information (RAI): The CONSULTANT has anticipated one (1) clarification of the submitted material. Clarification will be provided via email to the FDEP reviewer in anticipation that no official RAIs will be issued from FDEP to the CITY.

Review of the FDEP Draft Operating Permit: The CONSULTANT will coordinate with FDEP and the CITY the 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 Operation Permit for the Lake Worth Injection Well System.

ASSUMPTIONS

- The CITY will authorize in writing any activities to be performed under this Task Order prior to CONSULTANT performing the work.
- The City will provide review comments on draft documents submitted within one (1) week.
- All deliverables and submittals will be electronic. No hard copy documents will be prepared as part of this scope.

DELIVERABLE SCHEDULE

- Task 1.0 deliverables will consist of the following:
 - Meeting Minutes – electronic delivery
 - Project schedule – electronic delivery
 - Monthly invoices and Progress Reports – electronic
- Task 2.0 deliverables will consist of the following:
 - MIT Testing Plan – electronic delivery by October 8, 2020
 - MIT Final Report – electronic delivery within 90 days of MIT Completion
 - MIT Bid specifications for CONTRACTORS and draft Recommendation of Award letter to CITY based on CONTRACTOR bids, qualifications, and availability – electronic by October 8, 2020
- Task 3.0 deliverables will consist of the following:
 - Draft Permit Application – electronic delivery within 60 days of MIT Completion
 - Final Permit Application – electronic delivery within 90 days of MIT Completion
- Task 4.0 deliverables will consist of the following:
 - RAI Response – electronic delivery
 - Draft Permit Review – electronic delivery

COMPENSATION

Compensation for Tasks 1, 2, and 3 will be performed on a lump sum basis and will be invoiced monthly based on percent complete for individual tasks. Task 4 will be performed on an hourly-rate basis following written approval from the City and will be invoiced monthly, as required. The following table shows the fee by task. A detailed fee schedule is provided as Exhibit B.

Task	Description	Task Amount
1	Project Management, Coordination, and QA/QC	\$8,572.00
2	Mechanical Integrity Testing	\$21,936.00
3	FDEP Operation Renewal Permit	\$28,580.00
	Subtotal	\$59,088.00
4	Post-Application Submittal Support	\$4,624.00
	Total	\$63,712.00

EXHIBIT B - FEE SCHEDULE

City of Lake Worth
 Task Order No. 6
 June 5, 2020

	Principal Professional	Sr. Project Manager	Sr. Engineer	Hydrogeologist	Administrative Support	Direct Labor Labor Hours	Total Dollars
Class 1 Injection Well IW-1 FDEP/MIT and UIC Permit Renewal							
	\$ 205.00	\$ 164.00	\$ 175.00	\$ 132.00	\$ 72.00		
Task 1 Project Management and Coordination							
Project Management	8	12			12	32	\$4,472.00
QA/QC	20					20	\$4,100.00
Task 1 Subtotals	28	12	0	0	12	52	\$8,572.00
Task 2 Mechanical Integrity Testing							
MIT Plan/Final Report	8		8	24	2	42	\$6,352.00
Prepare Specifications for Contractor Quotes	16		4	44	2	66	\$9,932.00
MIT Services	8		4	24	2	38	\$5,652.00
Task 2 Subtotals	32	0	16	92	6	146	\$21,936.00
Task 3 Permit Renewal Application							
Permit Application and AOR Study	16		8	48	2	74	\$11,160.00
Operations and Water Quality Data Review	12		8	44	2	66	\$9,812.00
O&M Manual Update	8		8	16	2	34	\$5,296.00
Financial Responsibility Update	8			4	2	14	\$2,312.00
Task 3 Subtotals	44	0	24	112	8	188	\$28,580.00
Tasks 1-3 Subtotals							\$59,088.00
Task 4 Post-Application Submittal Support (Hourly Rate)							
Request for Additional Information (1)	8			4	2	14	\$2,312.00
Review of DRAFT Permit and FDEP Coordination	8			4	2	14	\$2,312.00
Task 4 Subtotals	16	0	0	8	4	28	\$4,624.00
Owner's Allowance							\$0.00
TOTAL HOURS	88	12	24	120	24	268	
TOTAL FEE	\$18,040.00	\$1,968.00	\$4,200.00	\$15,840.00	\$1,728.00		\$63,712.00