

**WORK ASSIGNMENT NO. 2016-11 PURSUANT TO THE
JUNE 28, 2016 AGREEMENT BETWEEN THE CITY OF
VENICE, FLORIDA AND HAZEN AND SAWYER**

WHEREAS, on June 28, 2016, the City of Venice, Florida ("OWNER") and Hazen and Sawyer ("CONSULTANT"), entered into an Agreement whereby the CONSULTANT would perform professional services for the OWNER pursuant to an executed Work Assignment; and

WHEREAS, on June 25, 2019, the OWNER exercised its option under the Agreement to renew and extend the term of the Agreement with the CONSULTANT to June 27, 2020; and

WHEREAS, the OWNER wishes to authorize the CONSULTANT to perform certain professional services providing *permitting assistance* as more particularly described in the Scope of Services herein; and

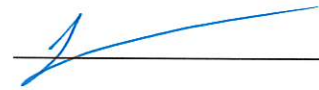
WHEREAS, the CONSULTANT wishes to perform such professional services,

NOW THEREFORE, in consideration of the premises and mutual covenants contained in the June 28, 2016, Agreement and this Work Assignment, the parties agree as follows:

1. General description of the project: Provide permitting assistance associated with Permit FL0035335 and associated Administrative Order with respect to evaluation of nutrient credits and preliminary evaluation of deep injection well at WTP site for future disposal of concentrate.
2. Scope of services to be performed: CONSULTANT shall perform the services described in the Scope of Services attached hereto as Attachment "A".
3. Compensation to be paid: OWNER shall pay the CONSULTANT on a Time and Material Basis and in accordance with the Rate Sheet attached hereto as Attachment "B" for performance of the professional services specified in this work assignment. Compensation under this Work Assignment will have a maximum cap of one hundred-eighty thousand dollars and 00/100s dollars (\$180,000.00).
4. Time for completion. CONSULTANT shall complete each review in accordance with schedule identified in Attachment "A".
5. The terms and conditions of the June 28, 2016 Agreement shall remain in full force and effect until the completion of this Work Assignment; and

IN WITNESS WHEREOF, the parties have executed this Work Assignment on the ____ day of ____, 20 .

HAZEN AND SAWYER



Andre Dieffenthaller, PE

CITY OF VENICE, FLORIDA

ATTEST:

CITY CLERK

Ron Feinsod, Mayor

ATTACHMENT “A”

City of Venice Utilities Department
Scope of Services
**Professional Services for Permitting Assistance and Deep
Injection Well Evaluation**

I. INTRODUCTION AND PROJECT DESCRIPTION

The City of Venice (OWNER) recently received the draft permit for the renewal of the Industrial Wastewater Facility Permit No. FL0035335 associated with the concentrate discharge of the Reverse Osmosis Water Treatment Plant (ROWTP) to the Intercoastal Waterway (ICWW). The draft permit includes nutrient limitations for phosphorus and nitrogen based on the receiving water body being impaired for nutrients (chlorophyll a) which are based on current loads and do not accommodate any future growth to the system. The previous permit did not include limitations for these parameters. The permit is accompanied by an administrative order which provides interim nutrient limits until the OWNER is able to obtain nutrient credits for all future nutrient loads or develop an alternative discharge for the concentrate. As such, the OWNER has requested Hazen and Sawyer (CONSULTANT) to provide assistance associated with compliance of the administrative order and the evaluation of options for meeting the proposed permit limits based on future growth expected by the water system. Options will include the potential for nutrient credits in addition to the feasibility of constructing a deep injection well to meet future water demands and maintain compliance with the FDEP permit.

Specific tasks CONSULTANT will perform are detailed below in Section II.

II. SCOPE OF SERVICES

TASK 1: Project Management

This task will include overall project management, preparation of monthly status reports to OWNER, coordination with subconsultant, attendance at kickoff meeting and summary meeting minutes.

Deliverables: *Meeting agenda and minutes of kick off meeting*
Monthly status reports submitted with Owner invoices

TASK 2: Permit Review and Future Load Evaluation

This task will include review of final WTP Industrial Wastewater permit issued by FDEP, development of future load projections based on current development plans and recent water supply planning data which will be provided by OWNER.

Deliverables: *Spreadsheet showing projected flows with associated nutrient increases and required credits to meet future demands.*

TASK 3: Quarterly Reports

This task will include assisting OWNER with compliance of Administrative Order requirements including preparation of quarterly reports to FDEP that provides bullet points which of actions taken to bring the facility into compliance with the permit limitations after the Administrative Order expires on December 2021 by obtaining nutrient loading credits or development of an alternative discharge for the concentrate.

Deliverables: *Draft quarterly report for review by OWNER and submittal to FDEP upon OWNER approval.*

TASK 4: Evaluation of Nutrient Offsets

This task will include review of potential nutrient sources into waterway based on all current permits in Oculus with permitted nutrient values including the OWNER's Eastside WRF facility and up to four (4) other measurable known nutrient sources that could be utilized as offsets. This will be based on EPA Water Quality Trading Toolkit and FDEP requirements for water quality trading. This information will be summarized in a memorandum which will include list of potential offsets to meet future loads based on anticipated demands noted in the Master Water Supply Plan and future development plans provided by City. This information will be summarized by CONSULTANT in a memorandum provided to OWNER. As part of this task, CONSULTANT will also attend two meetings with FDEP to discuss viability and pre-approval of proposed offsets.

Deliverables: *Memorandum summarizing permitted nutrient sources and other measurable nutrient sources that can be treated or controlled to reduce nutrient loadings into the intercoastal waterway and calculation of proposed offsets that may be achieved with the proposed offsets.*

Meeting minutes summarizing FDEP meetings discussing loading credits

TASK 5: Evaluation of Deep Injection Well

In addition to evaluating nutrient offsets to meet future demands, CONSULTANT will retain Subconsultant to assist them in determining the feasibility, capacity, environmental impacts, construction and operational cost of installing a deep injection well near the existing Water Treatment Plant for future planning. CONSULTANT will review draft report prior to submitting to OWNER. In addition, if necessary, CONSULTANT and Sub Consultant will meet with FDEP to verify DIW requirements and siting recommendations.

Deliverables: *Memorandum prepared by Sub Consultant and reviewed by CONSULTANT evaluating feasibility of Deep Injection Well including recommended capacity, siting, potential environmental impacts, construction and operational cost projections.*

Meeting minutes summarizing FDEP meeting.

TASK 6: Technical Memorandum

Upon completion of the evaluation of various options, CONSULTANT will prepare Technical Memorandum summarizing the recommended options for meeting the permitted nutrient loads and time line for planning of deep injection well which is anticipated to be required once sufficient credits cannot be permitted to meet increasing loads based on future demands. The memorandum will provide a description of the proposed options with estimated nutrient offset, environmental benefit, and estimated cost based on materials, land and operations. The options will then be ranked based on the factors discussed above and timeline provided for maintain compliance with permit and associated nutrient limitations. As part of this task, it is anticipated that CONSULTANT will also attend two meetings with OWNER and FDEP to discuss implementation of proposed options and permit requirements to incorporate proposed options.

Deliverables: *Draft and Final Memorandum summarizing available options with estimated cost, estimated nutrient credit and environmental benefits with ranking of options.*

Meeting Minutes summarizing FDEP meeting

TASK 7: Request for Pre-Approval of Nutrient Offsets and Permit Modification

This task will include request for pre-approval of nutrient credits, based on meeting with FDEP and technical evaluation. Following, approval of nutrient offsets, CONSULTANT will prepare permit application for minor modification associated with approved nutrient credits. This task does not include any permitting associated with the construction of a deep well.

Deliverables: *Draft letter for OWNER requesting pre-approval of nutrient credits.*

Draft and Final Permit Modification with supporting documentation and permit fee for revised nitrogen and phosphorus limits.

TASK 8: Additional Work

An OWNER's allowance of \$15,000 is included in this work assignment for unforeseen tasks that may be required for the permit modification or as requested by the OWNER. If additional work is required, CONSULTANT will provide breakdown to the OWNER for approval and will only be utilized upon receipt of written approval by the OWNER

III. SCHEDULE

The CONSULTANT shall complete the services pursuant to this Work Assignment which is being completed by December 31, 2021 as stipulated by the Administrative Order. Estimated completion dates are shown in Table 2, however, periods may be extended based upon mutual agreement of both parties provided budget is available and/or OWNER authorizes use of allowance.

Table 1: Proposed Schedule

Task	Description	Estimated Completion Date
1	Project Management	December 31, 2021
2	Permit Review	April 30, 2020
3	Quarterly Reports	December 30, 2021
4	Nutrient Offsets Evaluation	September 30, 2020
5	Evaluation of Deep Injection Well	July 31, 2020
6	Technical Memorandum	April 30, 2021
7	Permit Modification	October 31, 2021
8	Additional Work	TBD

IV. COMPENSATION

This work will be performed on a "Standard Hourly Rate" basis as shown in Attachment A-1. The total compensation for the specific tasks outlined herein will be billed hourly, with a not to exceed value of \$180,000 based on the fee schedule provided. The fees schedule shown in Table 2 includes a \$15,000 Owner's Allowance as described above and a \$1,350 permit allowance.

Table 2: Permitting Assistance Fee Schedule

Task	Description	Estimated Fee
1	Project Management	\$25,500
2	Permit Review	\$4,900
3	Quarterly Reports	\$7,860
4	Nutrient Offsets Evaluation	\$24,120
5	Evaluation of Deep Injection Well	\$58,360
6	Technical Memorandum	\$25,840
7	Permit Modification	\$17,060
8	Additional Work Allowance	\$15,000
	Permit Allowance	\$1,350
Total “NTE” Fee		\$180,000

ATTACHMENT “B”

CONSULTANT HOURLY RATES

Title	Hourly Rate
Secretary/Clerical	\$ 80.00
CADD/Computer Technician	\$ 95.00
Senior CADD	\$ 120.00
Engineering Technician	\$ 70.00
Senior Field Coordinator	\$ 135.00
Assistant Engineer	\$ 105.00
Engineer	\$ 130.00
Principal Engineer	\$ 140.00
Senior Principal Engineer	\$ 160.00
Associate	\$ 165.00
Senior Associate	\$ 225.00
Principal	\$ 240.00
Project Manager	\$ 190.00

All rates include travel expenses