

**TASK ORDER NUMBER 23
TO AGREEMENT FOR PROFESSIONAL SERVICES
ON A CONTINUING BASIS**

TASK ORDER 23 is made as of the 8th day of April in the year 2013, between **THE CITY OF LEESBURG, FLORIDA**, a Florida Municipal Corporation, whose address is 501 West Meadow Street, Post Office Box 490630, Leesburg, Florida 34749-0630 (hereinafter referred to as the "CITY"), and **JONES EDMUNDS & ASSOCIATES, INC.** whose address is 320 East South Street, Orlando, FL 32801 (hereinafter referred to as the "PROFESSIONAL").

WITNESSTH:

WHEREAS, on October 26, 2008, the CITY and PROFESSIONAL entered into an Agreement for professional engineering services under a Continuing Services Agreement (hereinafter referred to as the "Master Agreement"). The Master Agreement is referenced herein as though set forth in full text.

WHEREAS, the CITY and the PROFESSIONAL desire to enter into Task Order 23.

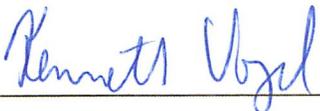
NOW THEREFORE, for and in consideration of the mutual covenants and promises contained in this Task Order, the CITY and the PROFESSIONAL do hereby agree as set forth below:

1. The above recitals are true and correct and are incorporated herein.
2. The Parties agree to the scope of work and Lump Sum Fee pursuant to the terms and conditions set forth in **ATTACHMENT "A"**.
3. The not to exceed costs for the Scope of Services covered by this Amendment as detailed in **ATTACHMENT "A"** Task Order 23 totaling \$33,150.00 for the Renewal of the Domestic Wastewater Facility Permit for the Leesburg Turnpike Wastewater Treatment Facility (WWTF).

IN WITNESS WHEREOF, the parties hereto have executed this Amendment on the respective dates under each signature.

JONES EDMUNDS & ASSOCIATES, INC.

THE CITY OF LEESBURG, FLORIDA

By: 

By: _____
Mayor/Commissioner

Printed: Kenneth S. Vogel, PE

Attest: _____
City Clerk

Its: Senior Vice President
(Title)

Date: March 12, 2013

Date: _____



Task Order 23

The following is Jones Edmunds' Scope of Services to renew the Domestic Wastewater Facility Permit for the Leesburg Turnpike Wastewater Treatment Facility (WWTF).

BACKGROUND

The City of Leesburg has invited Jones Edmunds to submit a proposal to renew the Domestic Wastewater Facility Permit for the Leesburg/Turnpike WWTF. The operating permit for the Leesburg/Turnpike WWTF was issued on March 30, 2009 and will expire on March 29, 2014. In accordance with FAC 62-620.410(5), the City must submit an application for renewal to the Florida Department of Environmental Protection (FDEP) no later than 180 days before the permit-expiration date. Therefore, the permit-renewal application must be submitted on or before September 30, 2013.

Based on our understanding of the project, review of available data provided to us, and our experience preparing other permit-renewal applications, we propose the following detailed Scope of Services to comply with FDEP requirements for permit renewal.

SCOPE OF SERVICES

- Collect and review background data, permits, applications, reports, manuals, analytical data, and other available information relative to the construction, operation, and maintenance of the WWTF.
- Complete the FDEP permit-application forms—Form 62-620.910(1) and Form 62-620.910(2).
- Prepare a summary of areas currently used for reclaimed-water reuse and the rates of application for each area.
- Update the Operating Protocol (OP) for reclaimed-water production for Class III public-access reuse. This effort will include a site visit to the WWTF to review and obtain information on the reclaimed-water-production facilities' locations, sizes, and capacities; operation and control equipment and procedures; and monitoring and alarm equipment, frequencies, and procedures.
- Summarize modifications made to the WWTF and/or reuse system since FDEP issued the latest permit revision.
- Prepare a summary description of any permit violations within the last 6 months.
- Prepare a location map, site plan, and flow diagram for the WWTF.
- Prepare a listing of results of toxicity tests, annual reclaimed water or effluent tests, and any additional testing performed for the WWTF effluent.

- Incorporate the existing Reuse Master Plan information into the permit renewal package.
- Prepare an Operation and Maintenance Performance Report, as required by FAC 62-600.735, to evaluate the capability of the treatment, reuse, and disposal facilities to function as intended through the 5-year permit period.
- Meet with FDEP before completing the renewal application to discuss any issues or questions concerning the information required to complete the application, and meet with the City to review the completed application and discuss any concerns.
- Prepare responses to FDEP Requests for Additional Information (RAI) during its review of the permit-renewal application. Our fee is based on a maximum of two (2) RAI responses.

ASSUMPTIONS

- The City will pay FDEP the permit-application fee of \$5,000.
- City wastewater staff will assist in collecting data and answering questions during onsite visits to prepare the OP and Operation and Maintenance Performance Report.
- Location map, site plan, and flow diagram for the WWTF are available from the City in AutoCAD or editable electronic format. Creating these figures in electronic format is not part of this scope of work. We assume that the City will provide drawings which will be adequate for this purpose with only minor modifications.
- City will provide any of the requested documents in editable, electronic format.
- Based on Turnpike WWTF flow data documentation (from November 2012 to January 2013 received via email on February 19, 2013) a Capacity Analysis Report will not be required.

PROJECT DELIVERABLES

- Five copies of the completed application forms and attachments, provided in three-ring binders, and a suggested transmittal letter to FDEP. The City will submit three copies to FDEP, retain one copy for Public Works, and retain one copy for the WWTF.
- Five copies of responses to each FDEP RAI.
- One on-site meeting at the WWTF.
- One meeting with the FDEP in Orlando.

PROPOSED SCHEDULE

- We will deliver to the City the completed application forms and attachments within 4 months of receiving Notice to Proceed but no later than August 30, 2013.
- We will deliver to the City responses to RAIs within 3 weeks of receiving the RAI.

COMPENSATION

In accordance with our Contract for Consulting Engineering Services, Jones Edmunds proposes to complete the project on a Lump sum basis for a fee of \$33,150.00.

ATTACHMENT A

COST SUMMARY

**ATTACHMENT A
COST SUMMARY
LEESBURG/TURNPIKE WWTF FDEP PERMIT RENEWAL
CITY OF LEESBURG
JONES EDMUNDS PROJECT NO. 95403-071-13**

11-Mar-13

RATES:

| | |
|-------------------------------|------------------|
| Project Manager = | \$ 165.00 |
| Chief Engineer = | \$ 205.00 |
| Senior Cadd Operator = | \$ 121.00 |
| Engineer Intern= | \$ 100.00 |
| Sr. Admin = | \$ 80.00 |

| <u>PROJECT TASK</u> | | <u>PROJECT MANAGER</u> | <u>CHIEF ENGINEER</u> | <u>ENGINEER INTERN</u> | <u>CADD OPERATOR</u> | <u>SR. ADMIN</u> | <u>TOTALS</u> | <u>LABOR COSTS</u> | <u>REIMBURSABLE EXPENSES</u> | <u>TOTAL COSTS</u> |
|---------------------|---|----------------------------|---------------------------|----------------------------|--------------------------|------------------|---------------|------------------------|----------------------------------|------------------------|
| 1 | PROJECT MANAGEMENT | 12 | | | | 2 | 14 | \$ 2,140.00 | \$ 20.00 | \$ 2,160.00 |
| 2 | DATA REVIEW | | 4 | 8 | | | 12 | \$ 1,788.00 | \$ 25.00 | \$ 1,813.00 |
| 3 | PERMIT FORM PREPARATION | 4 | 8 | 12 | | 4 | 28 | \$ 4,072.00 | \$ 50.00 | \$ 4,122.00 |
| 4 | SUMMARY OF REUSE AREAS AND RATES | | 2 | 4 | | | 6 | \$ 894.00 | \$ 10.00 | \$ 904.00 |
| 5 | UPDATE OPERATING PROTOCOL (REUSE ONLY) | 1 | 2 | 10 | | 1 | 14 | \$ 1,865.00 | \$ 20.00 | \$ 1,885.00 |
| 6 | SUMMARY OF REUSE SYSTEM EXPANSION | 1 | | 2 | | | 3 | \$ 407.00 | \$ 20.00 | \$ 427.00 |
| 7 | DESCRIPTION OF VIOLATIONS | | | 4 | | | 4 | \$ 484.00 | | \$ 484.00 |
| 8 | FLOW DIAGRAM, SITE PLAN, LOCATION MAP UPDATE | 4 | | 4 | 4 | | 12 | \$ 1,544.00 | | \$ 1,544.00 |
| 9 | CAPACITY ANALYSIS REPORT (NOT NEEDED) | | | | | | | \$ - | | \$ - |
| 10 | TESTING RESULTS - TOXICITY, ANNUAL EFFLUENT, ADDITIONAL TESTING | | 2 | 6 | | 2 | 10 | \$ 1,296.00 | \$ 20.00 | \$ 1,316.00 |
| 11 | REUSE MASTER PLAN | 2 | 2 | 4 | | | 8 | \$ 1,224.00 | \$ 20.00 | \$ 1,244.00 |
| 12 | OPERATION AND MAINTENANCE PERFORMANCE REPORT | 4 | 12 | 28 | 4 | 2 | 50 | \$ 7,068.00 | \$ 400.00 | \$ 7,468.00 |
| 13 | MEETINGS - 1 WITH CITY AND 1 WITH FDEP | 16 | 16 | | | 3 | 35 | \$ 6,160.00 | \$ 400.00 | \$ 6,560.00 |
| 14 | RAI's - MAXIMUM OF 2 | 4 | 4 | 12 | 1 | 2 | 23 | \$ 3,192.00 | \$ 31.00 | \$ 3,223.00 |
| | TOTAL | 48 | 52 | 94 | 9 | 16 | 219 | \$ 32,134.00 | \$ 1,016.00 | \$ 33,150.00 |