



Meeting Date: July 6, 2016

From (Dept): Sewer

Signature: [Handwritten Signature]
Department Director

Approved for
Agenda: [Handwritten Signature]
City Manager

Official Use Only

Reviewed by
City Attorney: _____

Council Action: _____

Date: _____

SUBJECT:

Request For Approval: AGR#2016-22 Kimley Horn IPO#53 – Juliette Falls WWTF Permit Renewal

SUMMARY EXPLANATION & BACKGROUND: The Juliette Falls Wastewater Treatment Facility (WWTF) operates under the FDEP Domestic Wastewater Facility Permit number FLA490415. The current operating permit was issued on April 4, 2012 and expires on April 3, 2017. Chapter 62-620 of the FL Administrative Code requires submittal of the operating permit renewal application no later than 180 days before the expiration date.

FISCAL INFORMATION: Not Budgeted in FY15-16. \$9,500 Funding from sewer operating reserve. Budget amendment will be presented to Council if required at yearend.

PROCUREMENT METHOD:

PURCHASE REQUISITION NUMBER:

RECOMMENDED ACTION: Authorize Mayor to sign agreement AGR#2016-22

Initiated by: DB/js



INDIVIDUAL PROJECT ORDER NUMBER 53

Describing a specific agreement between Kimley-Horn and Associates, Inc. (the "Engineer" or "Kimley-Horn"), and The City of Dunnellon (the "City") in accordance with the terms of the Master Agreement for Continuing Professional Services dated November 9, 2009, which is incorporated herein by reference.

Identification of Project:

Project: Juliette Falls WWTF Permit Renewal
Client: City of Dunnellon
Project Manager: Lewis Bryant

Background Information:

The Juliette Falls Wastewater Treatment Facility (WWTF) operates under the Florida Department of Environmental Protection (FDEP) Domestic Wastewater Facility Permit number FLA490415. The current operating permit was issued on April 4, 2012 and expires on April 3, 2017. Chapter 62-620 of the Florida Administrative Code requires submittal of the operating permit renewal application no later than 180 days before the expiration date.

The City is planning to construct a forcemain interconnect between the Juliette Falls WWTF and the City of Dunnellon WWTF. The forcemain will allow the Satake Village, FDEP State Park, and Marion County School Board to decommission the existing packaged wastewater treatment facilities and pump directly to either the Juliette Falls WWTF or the City of Dunnellon WWTF. Kimley-Horn will discuss this project with the FDEP and include any required modifications to the Juliette Falls WWTF operating permit and/or operating protocol. Additionally, Kimley-Horn will conduct an operability analysis of the Juliette Falls WWTF to determine repairs or modifications required to receive the additional off-site flows and provide adequate treatment.

The detailed scope of services for Kimley-Horn to prepare the required FDEP operating permit renewal package is described below.

Specific Scope of Basic Services:

Task 1 – FDEP Domestic Wastewater Facility Permit Renewal Application

- A. Kimley-Horn will attend a pre-application meeting with FDEP to ensure all required information is included in the application package.
- B. Kimley-Horn will prepare and submit a FDEP WWTF Domestic Wastewater Facility Permit Renewal Application. The following information is anticipated to be required with the submittal package:
 - 1. Form 62-620.910 (1) "Wastewater Facility or Activity Permit Application – General Information – Form 1"
 - 2. Form 62-620.910 (2) "Wastewater Permit Application Form 2A for Domestic Wastewater Facilities"
 - 3. A "Capacity Analysis Report" update
 - 4. An "Operation and Maintenance Performance Report"
 - 5. Form 62-610.300(4)(a)1 "Annual Reuse Report"
 - 6. Form 62-610.300(4)(a)4 "Pathogen Monitoring"
 - 7. Form 62-620.910(15) "Reclaimed Water or Effluent Analysis Report"
 - 8. A current flow meter calibration certification
 - 9. Current Residuals Management Facilities (RMF) agreement
 - 10. Current Reuse agreements (for each reuse site)
 - 11. Current flow diagram depicting sample and metering locations
 - 12. Current site plan

13. Current Operating Protocol
 14. Permit Application Fee (provided by the City)
- C. Kimley-Horn will make up to two site visits to conduct inspections, review plant information and interview plant operators.
- D. Kimley-Horn will prepare the following information:
1. Form 62-620.910 (1) "Wastewater Facility or Activity Permit Application – General Information – Form 1"
 2. Form 62-620.910 (2) "Wastewater Permit Application Form 2A for Domestic Wastewater Facilities"
 3. A Capacity Analysis Report Update
 4. An Operation and Maintenance Performance Report
- E. The City will provide the following information:
1. Form 62-610.300(4)(a)1 "Annual Reuse Report"
 2. Form 62-610.300(4)(a)4 "Pathogen Monitoring"
 3. Form 62-620.910(15) "Reclaimed Water or Effluent Analysis Report"
 4. A current flow meter calibration certification
 5. Current Residuals Management Facilities (RMF) agreement
 6. Current Reuse agreements (for each reuse site)
 7. Current flow diagram depicting sample and metering locations
 8. Current site plan
 9. Ground water monitoring reports for the last 5 years
 10. FDEP Permit Application Fee
 11. Dates and descriptions of all facility modifications within the last 5 years
 12. Any FDEP consent orders
 13. Discharge Monitoring Reports (DMR's) for the last 5 years
 14. A copy of the WWTF Preliminary Design Report
 15. Up to date record drawings
 16. Up to date Operation and Maintenance Manuals
 17. Up to date Operating Protocol
 18. Cross-connection control and inspection program
 19. Industrial pre-treatment program
- F. Kimley-Horn will provide two draft permit application packages for review prior to submittal. Kimley-Horn will provide the City with two final versions of the application package and all RAI submittals.
- G. After the initial permit renewal application submittal, Kimley-Horn will respond no more than two reasonable requests for additional information (RAI). Additional RAI responses will be performed on an hourly labor fee plus expense basis in accordance with the approved rate schedule.

Task 2 – Juliette Falls WWTF Operability Analysis

- A. Kimley-Horn will conduct field evaluations of the Juliette Falls WWTF and interview operations staff to identify any needed repairs, upgrades, or improvements needed for the Juliette Falls WWTF to adequately treat additional off-site wastewater contributions.
- B. Kimley-Horn will review raw influent characteristics and flow rates from the Satake Village, FDEP State Park, and School Board WWTF as documented in FDEP DMR reports and/or as provided by operations staff.

Kimley»Horn

- C. Kimley-Horn will prepare a biological model of the Juliette Falls WWTF using BioWin Modeling software. The model will be used to evaluate the ability of the Juliette Falls WWTF to treat the planned off-site influent to the current permitted effluent limitations.
- D. Kimley-Horn will prepare a letter memorandum documenting the analysis and identifying any necessary modifications to the Juliette Falls WWTF.

Additional Services if Required:

This proposal does not include performing any specialized studies outside those listed above. On specific projects in the past, FDEP has requested additional hydro-geological studies, attendance of multiple meetings at FDEP offices, performing reuse feasibility studies, preparing or updating reclaimed water operating protocols, preparing or updating Operation and Maintenance manuals, preparing construction or modification plans, and certifying the completion of FDEP required repairs or sampling the WWTP effluent and existing groundwater monitoring wells. These types of activities are not anticipated and are not included.

Services requested that are not specifically included will be provided under an amendment of this scope of services or as a new and separate agreement upon written authorization.

Schedule:

The Engineer will provide the above Scope of Services as expeditiously as possible to meet a mutually agreed upon schedule.

Method of Compensation:

Kimley-Horn will complete the above scope of services for a lump sum fee of \$9,500 inclusive of expenses.

Task	Description	Lump Sum Fee
Task 1	FDEP Domestic Wastewater Facility Permit Renewal Application	\$4,500
Task 2	Juliette Falls WWTF Operability Analysis	\$5,000
Total Lump Sum Fee:		\$9,500

ACCEPTED BY:

THE CITY OF DUNNELLON, FLORIDA

KIMLEY-HORN AND ASSOCIATES, INC.

BY: _____

BY: 
M. Lewis Bryant, PE

TITLE: _____

TITLE: Associate

DATE: _____

DATE: June 27, 2016

Jan Smith

From: Lewis.Bryant@kimley-horn.com
Sent: Monday, June 27, 2016 4:26 PM
To: Dawn Bowne
Cc: Jan Smith; Loretta Barton; Mandy Roberts; Lynn Wyland
Subject: RE: Juliette Falls WWTF Permit Renewal

Dawn,

Yes, the additional information was requested by the UAB Chair. He wanted a more detailed breakdown of costs. We also added some clarification language addressing some scope language that was missing from the original proposal. Please ask the UAB chair to give me a call if he needs additional information. However, I think this proposal provides the information he was looking for.

Thank you,

M. Lewis Bryant, P.E.

Kimley-Horn | 1823 SE Fort King Street, Suite 200, Ocala, FL 34471
Main: 352 438 3000 | Mobile: 352 572 5493

lewis.bryant@kimley-horn.com

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From: Dawn Bowne [mailto:dbowne@dunnellon.org]
Sent: Monday, June 27, 2016 4:20 PM
To: Bryant, Lewis <Lewis.Bryant@kimley-horn.com>
Cc: Jan Smith <jsmith@dunnellon.org>; Loretta Barton <LBarton@dunnellon.org>; Mandy Roberts <mroberts@dunnellon.org>; Lynn Wyland <lwylan@dunnellon.org>
Subject: RE: Juliette Falls WWTF Permit Renewal

Hi Lewis. Thanks. I reviewed and identified the changes in this amended IPO #53. Is this the additional information requested by the UAB Chair for clarification on some things?

Dawn M. Bowne

Dawn M. Bowne, MMC
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