

**TAB 9**

# **POINT PAPER**

## **Police Property Environmental Monitoring 2008**

### **Work Assignment # 8**

#### **Jones Edmunds & Associates**

#### **COP Job # 04- 400**

#### **Problem:**

For several years the City of Palmetto has been conducting environmental assessments of the property at the Police Department. Certain environmental issues have been identified.

#### **Background:**

The City of Palmetto submits semi-annual monitoring reports for the above referenced property to the FDEP. The City is required to continue this approved natural attenuation monitoring (NAM) at the Palmetto Police Department.

The groundwater monitoring network (GMN) includes shallow monitoring wells MW-1, MW-5, MW-12 and DMW-1, DMW-2 and DMW- 3. Groundwater samples will be analyzed for benzene, toluene, ethyl benzene, total xylenes (BTEX) and MTBE by EPA Method 8012B.

A work assignment for the continuation of this monitoring is attached. The Department of Public Works is proposing that Jones Edmunds & Associates (JEA) continue to provide these specific engineering services and prepared the monitoring reports to submit to FDEP.

#### **Alternatives:**

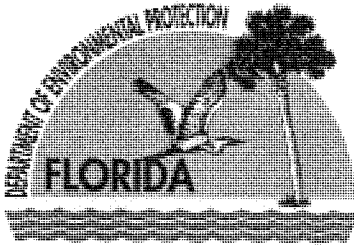
1. – Take No Action
2. – Authorize execution of the Work Assignment # 8 with JEA, Inc..

#### **Recommendation:**

Staff recommends Alternative #2; authorize the execution of Work Assignment #8 with JEA, Inc. for the natural attenuation monitoring for the Palmetto Police Department.

#### **Budget Impact:**

Within the 2008 budget, \$12,500 is approved for these services. The total cost for this project is not to exceed \$12,000 and will be charged to account umber 440-538-3116.



# Florida Department of Environmental Protection

Southwest District Office  
13051 North Telecom Parkway  
Temple Terrace, Florida 33637-0926

Charlie Crist  
Governor

Jeff Kottkamp  
Lt. Governor

Michael W. Sole  
Secretary

# COPY

February 29, 2008

Mr. Chris Lukowiak  
City of Palmetto Public Works  
600 17<sup>th</sup> Street West  
Palmetto, Florida 34221

**RE: Semi-Annual Natural Attenuation Monitoring Report  
Palmetto Police Department  
1115 10<sup>th</sup> Street  
Palmetto, Manatee County, Florida  
FDEP Facility ID# 419102615  
Discharge Date: January 30, 1998**

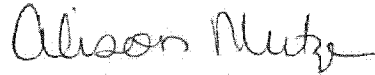
Dear Mr. Lukowiak:

The Southwest District has reviewed the Semi-Annual Natural Attenuation Monitoring (NAM) Report, dated February 26, 2008 (received February 28, 2008) prepared and submitted by Jones Edmunds and Associates, Inc. (JEA). The monitoring program should be continued as outlined in the Department's June 5, 2006 Modified Natural Attenuation Monitoring Plan Approval Order.

**Please note:** Future groundwater sampling events must conform to the Department's Groundwater Sampling SOP, revised February 1, 2004. According to the Department's memorandum, dated April 3, 2002, the use of bailers is not recommended. Fully completed groundwater sampling logs (FS 2200/FD 9000-24) and instrument calibration forms should be presented for each sampling event. As of May 2, 2005, FDEP-BPSS SOP PCS-005, Groundwater Sampling SOP Variances and Clarifications for BPSS Sites became effective. As of May 2, 2005, FDEP-BPSS SOP PCS-006, Design, Installation, and Placement of Monitoring Wells became effective. Future copies of new Soil Boring Logs and Well Construction and Development Logs should be provided.

The Department requests that written notification be provided at least three days prior to performing all future sampling events. If you have any questions, please contact me at (813) 632-7600, extension 493 or Paul Gruzlovic at (850) 877-1133, extension 17.

Sincerely,



Alison Meetze  
Environmental Specialist II  
Storage Tanks Program  
Division of Waste Management

AMM

cc: Tammie Gardner, Jones Edmunds and Associates, Gainesville Office  
Greg Fruecht, Jones Edmunds and Associates, Tampa Office  
Honorable Larry Bustle, Mayor – City of Palmetto  
Paul Panik, Manatee County EMD  
Paul Gruzlovic, FDEP-BPSS Cleanup Section 6

Jones Edmunds & Associates, Inc.  
**WORK ASSIGNMENT # 8**

Pursuant to the City of Palmetto Agreement for Professional Engineering Services, entered into by and between the CITY OF PALMETTO (City) and Jones, Edmunds & Associates, Inc. (Consultant), the City hereby authorizes the following professional services under said Agreement:

TITLE OF PROJECT: Natural Attenuation Monitoring for the Palmetto Police Department  
COP Job #04- 400

DESCRIPTION OF AUTHORIZED SERVICES:

The following scope of services represents the engineering services associated with the natural attenuation monitoring at the Palmetto Police Department:

<u>Tasks</u>	<u>Estimated Cost</u>
1. 1st NAM sampling event of five wells and analyze groundwater samples for EPA Method 8260 for BTEX and MTBE	\$4,000
2. 1 <sup>st</sup> semi-annual monitoring report	\$1,800
3. 2 <sup>nd</sup> sampling event of five wells and analyze groundwater samples for EPA Method 8260 for BTEX and MTBE	\$4,200
4. 2 <sup>nd</sup> semi-annual monitoring report	\$2,000

METHOD OF COMPENSATION:

The compensation to the Consultant for the performance of the above identified services shall be pursuant to the Rate Schedule as defined in said Agreement, to the extent set forth as follows:

Lump Sum fee: \$ 12,000

The Consultant agrees to perform the professional services outlined above at the method of compensation set forth above, upon receipt of authorization from the City of Palmetto.

Attest: \_\_\_\_\_  
Witness Date

Jones, Edmunds & Associates, Inc.  
By: Stanley F. Ferreira, Jr. 5/21/08  
Stanley F. Ferreira, Jr., P.E. Date  
Chief Operating Officer

The City of Palmetto hereby authorizes the professional services outlined above at the method of compensation set forth above.

CITY OF PALMETTO, FLORIDA  
By:

\_\_\_\_\_  
(Printed name/title) Date

**CITY OF PALMETTO**  
**Natural Attenuation Monitoring for the Palmetto Police Department**

**SCOPE OF SERVICES**

**BACKGROUND**

Consultant proposes to provide services required to continue to implement the Florida Department of Environmental Protection (FDEP) approved natural attenuation monitoring (NAM) at the Palmetto Police Department. The groundwater monitoring network (GMN) includes shallow monitoring wells MW-1, MW-5, and deep monitoring wells DMW-1, DMW-2 and DMW-3. The GMN frequency is semiannual for one year. Groundwater samples will be analyzed for benzene, toluene, ethyl benzene, total xylenes (BTEX) and MTBE by EPA Method 8260B.

**PROPOSED SCOPE OF WORK**

Based on Consultant's understanding of the goals for this project, Consultant has prepared a scope of services specific for this project. The Basic Services proposed to be conducted under this workscope are outlined below:

**TASK 1      1<sup>st</sup> NAM Sampling Event and Sample Analysis**

Consultant will conduct the 1<sup>st</sup> NAM sampling of all five wells in the GMN. The GMN wells will be sampled in accordance with the Florida DEP Standard Operating Procedures (SOPs). The samples will be shipped to an analytical laboratory for analysis by EPA Method 8260 for BTEX and MTBE.

**TASK 2      1<sup>st</sup> Semi-Annual Monitoring Report**

Consultant will receive and review the laboratory reports from the sample analysis, review the data for accuracy and compare to historical monitoring data. The Consultant will then incorporate the information into a semi-annual monitoring report that will be submitted to the City and FDEP.

**TASK 3      2<sup>nd</sup> NAM Sampling Event and Sample Analysis**

Consultant will conduct the 2<sup>nd</sup> semi-annual NAM sampling of all five wells in the GMN. Again, the GMN wells will be sampled in accordance with the Florida DEP Standard Operating Procedures (SOPs). The samples will be shipped to an analytical laboratory for analysis by EPA Method 8260 for BTEX and MTBE.

**TASK 4      2<sup>nd</sup> Semi-Annual Monitoring Report**

Consultant will receive and review the laboratory reports from the sample analysis, review the data for accuracy and compare to historical monitoring data. The Consultant will then incorporate the information into a semi-annual monitoring report that will be submitted to the City and FDEP.

## **EXCLUSIONS AND CONDITIONS**

The following exclusions and conditions apply to the Scope of Work, cost estimate, and schedule:

- No meetings with FDEP are required.
- Services that are not specifically listed are not included in this workscope or cost proposal.
- The proposed fee assumes a specific number of hours to accomplish each work element. Should circumstances beyond our control occur which might impact the level of effort required to complete the tasks, Consultant will contact the City concerning how to proceed.

## **PROJECT SCHEDULE**

Consultant is prepared to commence work on this project within seven days of a written receipt of notice to proceed. The following is our anticipated schedule for completion of various design submittals for this project:

1 <sup>st</sup> NAM sampling event and analysis	July 2008
1 <sup>st</sup> semi-annual monitoring report	August 2008
2 <sup>nd</sup> NAM sampling event and analysis	January 2009
2 <sup>nd</sup> semi-annual monitoring report	February 2009

## **KEY PROJECT PERSONNEL**

Consultant is proposing to utilize the following key project personnel for this effort:

<b>Team Member</b>	<b>Project Role</b>
Jim McLellan, P.E.	Client Services Manager
Tammie Gardner, P.G.	Project Geologist
Gregg Fruecht	Field Services