

TAB 4

POINT PAPER

Police Property Environmental Monitoring 2009

Jones Edmunds & Associates Work Assignment # 9 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 prepare the monitoring reports to submit to FDEP.

Alternatives:

1. – Take No Action
2. – Authorize execution of the Work Assignment # 9 with JEA, Inc.

Recommendation:

Staff recommends Alternative #2; authorize the execution of Work Assignment #9 with JEA, Inc. for the natural attenuation monitoring for the Palmetto Police Department.

Budget Impact:

Work Assignment #9 is not to exceed \$12,000 and will be charged to account number 440-538-3120.

CC: ART

Charlie Crist
Governor

Jeff Kottkamp
Lt. Governor

Michael W. Sole
Secretary



Florida Department of Environmental Protection

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

PROJECT FILE # 04-400

March 30, 2009

RECEIVED

APR 01 2009

**PUBLIC WORKS
DEPARTMENT**

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

**RE: Semi-Annual Natural Attenuation Monitoring Report
Palmetto Police Department
1115 10th Street West
Palmetto, Manatee County, Florida
FDEP Facility ID# 41/9102615
Discharge Date: January 30, 1998**

Dear Mr. Lukowiak:

The Southwest District has reviewed the Semi-Annual Natural Attenuation Monitoring (NAM) Report, dated March 16, 2009 (received March 18, 2009) 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.

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 458 or Paul Gruzlovic at (850) 877-1133, extension 3708.

Sincerely,

Steve Jarrett
Environmental Specialist II
Storage Tanks Program
Division of Waste Management

cc: Tammie Gardner, Jones Edmunds and Associates, Gainesville Office
Greg Fruecht, Jones Edmunds and Associates, Tampa Office
Honorable Shirley Groover Bryant, Mayor – City of Palmetto
Paul Panik, Manatee County Natural Resources Department
Paul Gruzlovic, FDEP-BPSS Cleanup Section 6

Jones Edmunds & Associates, Inc.
WORK ASSIGNMENT # 9

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 st semi-annual monitoring report	\$2,000
3. 2 nd sampling event of five wells and analyze groundwater samples for EPA Method 8260 for BTEX and MTBE	\$4,000
4. 2 nd 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: _____ Jones, Edmunds & Associates, Inc.
By:

Witness (Printed name/title) Date

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 1st NAM Sampling Event and Sample Analysis

Consultant will conduct the 1st 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 1st 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 2nd NAM Sampling Event and Sample Analysis

Consultant will conduct the 2nd 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 2nd 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 st NAM sampling event and analysis	July 2009
1 st semi-annual monitoring report	August 2009
2 nd NAM sampling event and analysis	January 2010
2 nd semi-annual monitoring report	February 2010

KEY PROJECT PERSONNEL

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

Team Member	Project Role
Jim McLellan, P.E.	Client Services Manager
John Catches, P.G.	Senior Project Geologist
Tory Hays	Project Geologist