

TAB 2



City of Palmetto Agenda Item

Meeting Date

12/21/09

Presenter: Allen R. Tusing, Director

Department: Public Works

Title:
Spill Prevention, Control and Countermeasures Plan
COP Job # 09-610
Jones Edmunds & Associates- Work Assignment # 10

Background:

There are currently two fuel tanks utilized by City staff, a 1,500 gallon aboveground storage tank located at the WWTP and a 15,000 gallon aboveground storage tank at Public Works. The Environmental Protection Agency (EPA) 40 Code of Federal Regulation (CFR) Part 112 requires a Spill Prevention, Control and Countermeasures Plan (SPCC) for storage tanks of 1,320 gallons or greater. Per EPA the plan must be certified by a professional engineer and the must follow the sequence outlined in 40 CFR 112.7.

Budgeted Amount: \$6,400.00
Budget Page No(s):
Available Amount: \$0.00
Expenditure Amount: \$0.00

Additional Budgetary Information: 432-537-5200: \$4,400
 001-542-3116: \$2,000

Funding Source(s): 432-537-5200
 001-542-3116
Sufficient Funds Available: Yes No
Budget Amendment Required: Yes No
Source:

City Attorney Reviewed: Yes No N/A
Advisory Board Recommendation: For Against N/A
Consistent With: Yes No N/A

Potential Motion/Direction Requested: Authorize the Mayor to execute Work Assignment #10 with JEA to prepare a SPCC plan.

Staff Contact: Allen R. Tusing, Director

Attachments: Work Assignment # 10

Jones Edmunds & Associates, Inc.

WORK ASSIGNMENT # 10

Pursuant to the 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: Spill Prevention, Control, and Countermeasures Plan for the WWTP and Public Works Fuel Storage Tanks
COP Job #09-610

DESCRIPTION OF AUTHORIZED SERVICES:

The following scope of services represents the engineering services associated with developing a Spill Prevention and Countermeasures Control (SPCC) Plan:

<u>Task</u>	<u>Estimated Cost</u>
1. Site Visit	\$ 900
2. SPCC Plan for WWTP & Public Works	\$4,500
3. Plan certification by Florida Licensed P.E.	\$1,000

METHOD OF COMPENSATION:

Compensation to the Consultant for the performance of these services shall be pursuant to the Rate Schedule as defined in said Agreement to the extent set forth as follows:

Lump Sum Fee: \$ 6,400

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.

JONES EDMUNDS & ASSOCIATES, INC.

Attest:

Andrew S. Freese 11/18/09
Witness Date

By:

Stanley F. Ferreira, Jr. 11/18/09
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:

Shirley Groover Bryant, Mayor Date

BACKGROUND

During a meeting at the Palmetto Wastewater Treatment Plant (WWTP) with Ray D'Aiuto on December 10, 2008, Consultant was requested to provide a quotation to prepare a Spill Prevention, Control, and Countermeasures (SPCC) Plan for a 1,500 gallon above-ground diesel storage tank at the WTF. Subsequently, the City requested that the SPCC plan include coverage for the 15,000 gallon above ground storage tank at Public Works. This proposal has been prepared based on those discussions.

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 Site Visit

Consultant will conduct site visits to assess the facility drainage patterns, storage tank locations, and spill preparations utilized by the operations personnel at the WWTP and the Public Works facilities.

TASK 2 Prepare a written SPCC Plan in accordance with 40 CFR Part 112.

Consultant will prepare a written SPCC Plan in accordance with 40 CFR Part 112. The plan will address the SPCC requirements related to the 1,500-gallon aboveground diesel storage tank at the WWTP, as well as the 15,000-gallon fuel aboveground storage tank at Public Works. A draft plan will be provided to the City for review and comment.

TASK 3 Plan Certification

Upon receipt of any review comments from the City on the draft SPCC Plan, Consultant will finalize the report and a Florida registered professional engineer will sign and seal the plan to certify its compliance with 40 CFR Part 112.

EXCLUSIONS AND CONDITIONS

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

- 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 immediately upon receipt of a written notice to proceed (NTP). The following is our anticipated schedule for completion of various design submittals for this project:

- Site Visit..... 1 week from NTP
- Draft SPPC Plan..... 3 weeks from NTP
- Final Certified Plan 1 week from receipt of City comments

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
Chuck Spitzner, C.G	Project Scientist