

**WORK ORDER 20**

**Indian River County South WWTF Operating Permit Renewal (FLA010435)**

**IRC Project No. xxxx**

This Work Order Number 20 is entered into as of this \_\_\_ day of \_\_\_\_\_, 202\_, pursuant to that certain Continuing Consulting Engineering Services Agreement for Professional Services entered into as of this 17<sup>th</sup> day of April, 2018 (collectively referred to as the "Agreement"), by and between INDIAN RIVER COUNTY, a political subdivision of the State of Florida ("COUNTY") and MBV Engineering, Inc. ("Consultant").

The COUNTY has selected the Consultant to perform the professional services set forth on Exhibit A (Scope of Work), attached to this Work Order and made part hereof by this reference. The professional services will be performed by the Consultant for the fee schedule set forth in Exhibit B (Fee Schedule), attached to this Work Order and made a part hereof by this reference. The Consultant will perform the professional services within the timeframe more particularly set forth in Exhibit C (Time Schedule), attached to this Work Order and made a part hereof by this reference all in accordance with the terms and provisions set forth in the Agreement. Pursuant to paragraph 1.4 of the Agreement, nothing contained in any Work Order shall conflict with the terms of the Agreement and the terms of the Agreement shall be deemed to be incorporated in each individual Work Order as if fully set forth herein.

IN WITNESS WHEREOF, the parties hereto have executed this Work Order as of the date first written above.

**CONSULTANT:**  
**MBV Engineering, Inc.**

**BOARD OF COUNTY COMMISSIONERS  
OF INDIAN RIVER COUNTY**

**By:** 

**By:** \_\_\_\_\_  
**Joe Flescher, Chairman**

**Title:** Vice President

**BCC Approved Date:** \_\_\_\_\_

**Attest: Jeffrey R. Smith, Clerk of Court and Comptroller**

**By:** \_\_\_\_\_  
**Deputy Clerk**

**Approved:** \_\_\_\_\_  
**Jason E. Brown, County Administrator**

**Approved as to form and legal sufficiency:** \_\_\_\_\_  
**Dylan T. Reingold, County Attorney**

## EXHIBIT A - SCOPE OF WORK

It is our understanding that the COUNTY intends to renew the operating permit for the South County Wastewater Treatment Facility with the Florida Department of Environmental Protection (FDEP). The current operating permit will expire on April 23, 2022, with renewal submittals required to be submitted at least 180 days prior to the expiration of the permit (or on or before October 23, 2021). We also understand that the current FDEP operating permit state that the renewal submittal must include a detailed operation and maintenance performance report.

MBV Engineering, Inc. will provide the required inspection, application paperwork, and report as related to this project. A description for each service is provided in below in further detail.

### 1. **Site Inspection**

MBV Engineering, Inc. will conduct the required site inspections to inspect the site and meet with the plant operators. The inspections will include an evaluation of the following:

1. The general condition of the facility
2. Component, system, and process reliability standards as required by Rule 62-600.400(1)(b), F.A.C.
3. Component, system, and process operations
4. Hydraulic and organic loading
5. Safety features
6. Operator certifications
7. Facility maintenance program
8. Facility records
9. Sampling procedures
10. Laboratory analysis procedures

### 2. **Tabulation and Analysis of Plant Operating Data**

MBV Engineering, Inc. will tabulate and analyze, as required by FDEP, historical plant operating data, which documents plant operating conditions for the duration of the current operating permit. Plant operating data will be provided by Indian River County Utilities (IRCU) staff as specified in the "Information Provided by Owner" section found within this Scope of Services.

### 3. **Preparation and Submittal of FDEP Permit Renewal**

MBV Engineering, Inc will prepare and provide to IRCU, the following applications and forms necessary to obtain the facility's required operating permit. After IRCU approval MBV Engineering, Inc will then provide the applications and forms to FDEP.

1. FDEP Wastewater Facility or Activity Permit Form 1 - DEP Form 62-620.910(1)
2. FDEP Wastewater Facility or Activity Permit Form 2A - DEP Form 62-620.910(2)
3. Application to renew shall include updated Capacity Analysis Report (62-600.405)
4. Application to renew shall include detailed Operation and Maintenance Report (62-600.735)

The Consultant will be responsible for the above listed permit fee. The Consultant shall respond to up to one (1) request for additional information by the permitting agency.

4. **Preparation of FDEP Required Backup Documentation**  
 MBV Engineering, Inc. will provide to FDEP and IRCU the following backup documents, maps, and diagrams that are necessary to obtain the facility's required operating permit.
  1. Process Flow Diagram
  2. Site Plan
  3. Location and Vicinity Maps
  4. Facilities Description
  
5. **Attendance at FDEP Meeting/Site Inspection Necessary to Close-out New Permit**  
 MBV Engineering, Inc will attend the final walk-through meeting/inspection that is normally necessary in order to finalize the permitting process. This on-site meeting is usually attended by both FDEP and county personnel as well as a representative of the engineering firm in order to discuss the details of the WWTF and what, if any, plant issues need to be addressed.

DELIVERABLES

The Consultant shall provide the COUNTY with the following:

- One (1) signed & sealed hard copy of the permit renewal package, including the revised operations and maintenance performance report

**EXHIBIT B - FEE SCHEDULE**

The COUNTY agrees to pay and the Consultant agrees to accept for services rendered, pursuant to this Agreement, fees inclusive of expenses in accordance with the following:

Task	Fee
Task 1: Site Inspection	\$ 3,500
Task 2: Tabulation of Plant Operating Data (supplied by IRC)	\$ 3,000
Task 3: Preparation & Submittal of FDEP Permit Renewal	\$ 12,500
Task 4: Preparation of the FDEP required backup documentation	\$ 5,500
Task 5: Attendance at FDEP Meeting / Site Inspection	Included
<b>Work Authorization Total</b>	<b>\$ 24,500</b>

ADDITIONAL SERVICES

The following services are not included in the Scope of Services for this project, but may be required depending on circumstances that may arise during the execution of this project. Additional services include, but may not be limited to the following:

- Additional site visits that are not described in the Scope of Services
- Attendance at meetings that are not described in the Scope of Services
- Responses to agency requests for additional information beyond what is listed herein
- Research of FDEP/client files to obtain information necessary for permitting
- Preparation of updated Effluent Disposal and Reclaimed Water Use Protocol (if requested by FDEP)
- Preparation of updated Reuse Feasibility Study (if requested by FDEP)
- Preparation of updated Operation & Maintenance Manual (if requested by FDEP)

When required by the COUNTY or the Contract Documents, where circumstances exist beyond the Consultant's control, Consultant shall provide or obtain from others, as circumstances required, those additional services not listed as part of the Work Order, the Consultant shall notify the COUNTY promptly prior to commencing said Additional Services, and if agreed upon, will be paid for by County in accordance with the Master Agreement, Professionals and vendor intended to provide additional services shall first be approved by the COUNTY, in writing, by the COUNTY's Project Manager.

The COUNTY has selected the Consultant to perform the professional services set forth on this Work Order. The professional services will be performed by the Consultant for the fee schedule set forth in this Work Order. The Consultant will perform the professional services within the timeframe more particularly set forth in this Work Order in accordance with the terms and provisions set forth in the Agreement. Pursuant to paragraph 1.4 of the Agreement, nothing contained in any Work Order shall conflict with the terms of the Agreement and the terms of the Agreement shall be deemed to be incorporated in each individual Work Order as if fully set forth herein.

### **EXHIBIT C - SCHEDULE**

Upon authorization to proceed by the COUNTY, the above described services will be provided based on the following schedule:

- |  |   |
|--|---|
| <ul style="list-style-type: none"> <li>• Renewal Package to IRCDUS for review</li> </ul> | 120 days from the date of authorization<br>(no later than September 23, 2021) |
| <ul style="list-style-type: none"> <li>• Submittal to FDEP</li> </ul>                    | 180 days from the date of authorization<br>(on or before October 23, 2021)    |

**REQUIRED INFORMATION TO BE PROVIDED BY OWNER:**

The Owner shall provide the following information related to the Indian River County South County Wastewater Treatment Facility, FDEP Permit Renewal:

- Access to the facility for site inspection(s)
- Last 5 years of DMRs
- Current operating permit
- Residuals Dewatering Permit
- Current Reclaimed Water or Effluent Analysis Report
- Current Effluent Disposal and Reclaimed Water Use Protocol
- Current Reuse Feasibility Study
- RPZ certification(s)
- Flow meter calibration report(s)
- Violations / Inspections from FDEP
- List of Modifications to WWTF since the last permit renewal (2011)
- Agreements with Individual Users of Reclaimed Water
- Operation Manager's name & certification number
- Chief Plant Operator's name & certification number
- Sample Testing Laboratory – Name, Address & Certification Number
- Year facility was placed into service
- Name and title of person signing applications for renewal
- Residual Hauler Agreement – Facility information: name, address, phone, ID number, and treatment process
- Provide existing facility volumes (i.e. aeration basins, chlorine contact chamber, etc.) either from design plans or recent permit renewal plans.