

**TASK ORDER No. 5**

Dated this *19<sup>th</sup>* day of *July*, 2022

**FORT LAUDERDALE PUBLIC WORKS DEPARTMENT**

**GEORGE T. LOHMEYER WASTEWATER TREATMENT PLANT  
CAPACITY ANALYSIS REPORT UPDATE**

**PROFESSIONAL SERVICES**

This Task Order between the City of Fort Lauderdale, a Florida municipal corporation ("CITY") and CDM Smith Inc., a Massachusetts corporation authorized to transact business in State of Florida, ("CONSULTANT") is pursuant to the City Commission of the City of Fort Lauderdale, Florida at its meeting of May 18, 2021, authorized by motion the execution the Agreement between CONSULTANT and CITY authorizing the performance of CCNA - Professional Services Library, Continuing Services Contract, RFQ No. 12464-416-3-7 ("Agreement"), which expires on June 27, 2024.

**PROJECT BACKGROUND**

The CITY owns and operates the GT Lohmeyer Waste Water Facility ("GTL").

**Capacity Analysis Report**

The capacity analysis report for the GTL Regional Wastewater Treatment Plant is prepared for the Florida Department of Environmental Protection ("FDEP"). The capacity analysis report meets the requirements of Rule 62-600.405, Florida Administrative Code, which was created to ensure that permittees conduct the timely planning, design, and construction of wastewater facilities necessary to provide proper treatment and reuse or disposal of domestic wastewater and management of domestic wastewater residuals. This Rule requires permittees to routinely compare flows being treated at wastewater facilities with the permitted capacities of the treatment plant.

**GENERAL REQUIREMENTS**

**Quality Control**

The CONSULTANT is responsible for the quality control ("QC") of their work and of its subconsultants. The CITY shall only accept submittals for review and action from the CONSULTANT.

**Submittals**

The CONSULTANT shall be responsible for the professional quality, technical accuracy, and coordination of services furnished by the CONSULTANT. It is the CONSULTANT's

responsibility to independently and continually QC their electronic files, progress payment applications, schedules, and project deliverables required by this task order. The submittal shall consist of the names of the CONSULTANT's staff that performed the QC review.

### **Project Schedule**

The CONSULTANT shall prepare a preliminary project schedule as an exhibit of this task order. The schedule shall be prepared in Microsoft Project and shall utilize an estimated Notice-to-Proceed ("NTP"), based on best available information.

The CONSULTANT shall prepare a final project schedule to the CITY, for approval, within ten (10) business days after receiving the NTP and prior to beginning work. No work shall commence without an approved schedule. The final schedule shall consist of activities, submittal review timeframes, and other project activities to complete the work. The CONSULTANT shall prepare updated project schedules for the specific scope of services.

### **SPECIFIC SCOPE OF SERVICES**

The Scope of Services to be provided by CONSULTANT shall be as follows:

#### **Task 1 – Preparation of Capacity Analysis Report Update**

The CONSULTANT shall provide engineering services to update the Capacity Analysis Report based on 2020 flow data for GTL. CONSULTANT services shall include the following:

- Update the tables and charts with 2021 data to present 10-years of historical flows and biological loading data records by the CITY;
- Tabulate Appendix C with the listing major plant process components improvements from the prior year;
- Tabulate and chart future flows and biological loadings based on given population projections recorded by CITY;
- Provide recommendations for future expansion needs;
- Create the draft annual report with updated sections, figures, tables and appendices from last year's report based on January 1, 2021 through December 31, 2021 data;
- Provide internal quality technical review of the draft annual report;
- Distribute draft annual report for CITY review and comments;
- Finalize the annual report with the inclusion of the CITY comments from draft review; and

- CONSULTANT shall sign, seal, and date the final report, and the CITY will sign the final report.

**Deliverables**

The following deliverables shall be provided under Task 1:

- One (1) PDF and Microsoft word copy of the draft report for CITY staff to review and comment (sent via FTP site or email); and
- One (1) PDF copy of the final report (sent via FTP site or email).

**PROJECT ASSUMPTIONS**

1. CITY to provide twelve (12) months of wastewater plant flow data for 2021 as well as inflow and infiltration projections.
2. CITY to provide input on Appendix C of the Capacity Analysis Report with the listing of major plant process equipment and condition comments.
3. CITY to review draft deliverables and provide comments within ten (10) business days.
4. CITY to review draft deliverables and provide comments within three (3) business days.
5. CONSULTANT contemplates virtual attendance at meetings with out-of-town and local staff to expedite activity turnarounds. The CONSULTANT Project Manager shall be available for face-to-face meetings and may be assisted by CONSULTANT's staff virtually, as requested by the CITY.

**ADDITIONAL SERVICES**

If authorized in writing by the CITY, as an amendment to this Task Order, the CONSULTANT shall furnish, or obtain, Additional Services of the types listed in the MASTER AGREEMENT. The CITY, as indicated in the MASTER AGREEMENT, will pay for these services.

**PERFORMANCE SCHEDULE**

The CONSULTANT shall perform the services identified in Task 1 and Task 2 as shown on Table 1 below. A preliminary project schedule is included in Exhibit C.

<b>Task No.</b>	<b>Task Name</b>	<b>Calendar Days</b>
1	Preparation of Capacity Analysis Report	90 calendar days from NTP

### PROJECT FUNDING

Performance of this project is at the CITY's discretion and may be contingent upon the CITY receiving funding and work shall not begin until the CITY provides a Notice to Proceed to CONSULTANT.

### METHOD OF COMPENSATION

The services performed will be accomplished using the Not-to-Exceed ("NTE") method of compensation. The total hourly rates payable by the CITY for each of CONSULTANT's employee categories, and reimbursable are shown on **Exhibit A** attached hereto and made a part hereof. Pay application requests shall be prepared on the CITY's approved pay application request form. The CONSULTANT shall submit the pay application request to the CITY's Project Manager for review and approval. Once the CITY's Project Manager approves the CONSULTANT's pay application request, the CONSULTANT may submit it to the CITY's accounts payable department via email ([AcctsPayable@fortlauderdale.gov](mailto:AcctsPayable@fortlauderdale.gov)) with a copy to the Project Manager. Pay application requests shall be submitted monthly.

### TERMS OF COMPENSATION

Services will be provided for this Task Order in the NTE amount of \$34,055.00.

<b>Task No.</b>	<b>Task</b>	<b>Labor Fees</b>
1	Preparation of Capacity Analysis Report Update	\$34,055.00
	<b>Total NTE</b>	<b>\$34,055.00</b>

### CITY CONTACTS

Requests for payments should be directed to City of Fort Lauderdale Accounts Payable via e-mail to [AcctsPayable@FortLauderdale.gov](mailto:AcctsPayable@FortLauderdale.gov) after getting approval from the CITY's Project Manager. Other correspondence and submittals should be directed to the attention of Miguel Arroyo, W-WWT Manager, at the address shown below. **Please be sure that correspondence refers to the CITY project number and title as stated above.**



**Justin Murray, PE**  
GTL WWTP Manager  
Public Works  
City of Fort Lauderdale  
1765 SE 18<sup>th</sup> Street  
Fort Lauderdale, FL 33316  
(954) 828-4019  
[JMurray@fortlauderdale.gov](mailto:JMurray@fortlauderdale.gov)

**Gary Foster**  
Sr. Project Manager  
Public Works  
City of Fort Lauderdale  
100 N. Andrews Ave.  
Fort Lauderdale, FL 33301  
(954) 828-6233  
[GFoster@fortlauderdale.gov](mailto:GFoster@fortlauderdale.gov)

**CONSULTANT CONTACTS**

**Yanice Mercado, PE**  
CDM Smith Inc.  
621 NW 53rd Street, Suite 265  
Boca Raton, FL 33487  
Email: [mercadoyi@cdmsmith.com](mailto:mercadoyi@cdmsmith.com)  
Phone: (561) 212-6004  
Front Desk: (561) 571-3800

**[THIS SPACE WAS INTENTIONALLY LEFT BLANK]**

IN WITNESS OF THE FOREGOING, the Parties have set their hands and seals the day and year first written above.


CITY

CITY OF FORT LAUDERDALE, a Florida municipal corporation

By:   
GREG CHAVARRIA  
City Manager


Date: 8-4-22

ATTEST:

By:   
DAVID R. SOLOMAN  
City Clerk



Approved as to Legal Form:  
Alain E. Boileau, City Attorney

By:   
RHONDA MONTOYA HASAN  
Assistant City Attorney

WITNESSES:

Joanne Prince  
Joanne Prince  
Print Name

Jasmine Perez  
Jasmine Perez  
Print Name

CDM SMITH INC., a Massachusetts corporation authorized to transact business in the state of Florida

By: Victor J. Pujals  
Victor J. Pujals  
Vice President



(CORPORATE SEAL)

STATE OF FLORIDA :

COUNTY OF MIAMI-DADE :

The foregoing instrument was acknowledged before me by means of  physical presence or  online notarization, this 19<sup>th</sup> day of July, 2022, by Victor J. Pujals as Vice President for CDM SMITH INC., a Massachusetts corporation authorized to transact business in the state of Florida .



Lorna Arocena  
(Signature of Notary Public - State of Florida)  
Lorna Arocena  
(Print, Type, or Stamp Commissioned Name of Notary Public)

Personally Known  OR Produced Identification \_\_\_\_\_  
Type of Identification Produced: \_\_\_\_\_





COMMISSION AGENDA ITEM  
DOCUMENT ROUTING FORM

11

Today's Date: 8/2/2022

DOCUMENT TITLE: TD#5-GTL Capacity Analysis Report Update - CSM Smith Inc.

COMM. MTG. DATE: 7/5/22 CAM #: 22-0478 ITEM #: CP6 CAM attached:  YES  NO

Routing Origin: \_\_\_ Router Name/Ext: \_\_\_\_\_ Action Summary attached:  YES  NO

CIP FUNDED:  YES  NO

Capital Investment / Community Improvement Projects defined as having a life of at least 10 years and a cost of at least \$50,000 and shall mean improvements to real property (land, buildings, or fixtures) that add value and/or extend useful life, including major repairs such as roof replacement, etc. Term "Real Property" include: land, real estate, realty, or real.

1) City Attorney's Office: Documents to be signed/routed?  YES  NO # of originals attached: 1

Is attached Granicus document Final?  YES  NO Approved as to Form:  YES  NO

Date to CCO: 8/2/22  
Attorney's Name: RMH Initials: [Signature]

2) City Clerk's Office: # of originals: 1 Routed to: Donna/Aimee Date: 08/02/22

3) City Manager's Office: CMO LOG #: Aug-9 Document received from: \_\_\_\_\_

Assigned to: GREG CHAVARRIA  GREG CHAVARRIA as CRA Executive Director   
TARLESHA SMITH  ANTHONY FAJARDO  SUSAN GRANT

APPROVED FOR G. CHAVARRIA'S SIGNATURE  N/A FOR G. CHAVARRIA TO SIGN

PER ACM: T. Smith \_\_\_\_\_ (Initial/Date) PER ACM: A. Fajardo \_\_\_\_\_ (Initial/Date)  
PER ACM: S. Grant \_\_\_\_\_ (Initial/Date)

PENDING APPROVAL (See comments below)

Comments/Questions: \_\_\_\_\_

Forward \_\_\_ originals to  Mayor  CCO Date: \_\_\_\_\_

4) Mayor/CRA Chairman: Please sign as indicated. Forward \_\_\_ originals to CCO for attestation/City seal (as applicable) Date: \_\_\_\_\_

5) City Clerk: Forward \_\_\_ originals to CAO for FINAL APPROVAL Date: \_\_\_\_\_

6) CAO forwards \_\_\_ originals to CCO

7) City Clerk: Scan original and forwards 1 originals to: BETH CRENS (Name/Dept/Ext)

Attach \_\_\_ certified Reso # \_\_\_\_\_  YES  NO

Original Route form to Glynis - CAO/Dept.  
TM # 22-0601