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Assistant Director, Public Utilities/Engineering
City of Hollywood – Department of Public Utilities
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Date: August 25, 2023
Subject: Work Order Proposal
City of Hollywood – On-Call Professional Engineering Support Services Related
to Water Projects – As-Needed Basis

FL Engineering License #7917
FL Geology License #GB564
FL Surveying License #LB7062

Dear Mr. Jiang,

Arcadis U.S. Inc. (Arcadis) is pleased to present the City of Hollywood (City) with our work order proposal to provide as-needed professional engineering support services related to water projects (On-Call) to respond to emerging needs at the Department of Public Utilities. This work order shall be executed per the terms and conditions of the Professional Services Agreement for General Engineering Consultant Services: Water Treatment Plant and Wastewater Treatment Plant Projects No. 23-_____ (Agreement) executed on _____, 2023, by and between the City and Arcadis.

Background

Arcadis is presently serving as the City's general engineering consultant for services related to the above-referenced Agreement. In the process of supporting the City's general consulting needs, on occasion, it is necessary to promptly respond to emergent needs where engineering/consulting support may be required. The proposed engineering and administrative services are primarily related to process, operational, regulatory, performance, and permitting services, in addition to continued implementation of the capital improvements projects included in the Water System Master Plan developed by Arcadis for the City, and any subsequent updates.

While some of the tasks and emerging needs can be anticipated, the detailed scopes, levels of effort, and schedules cannot be established until the final scope and supporting information is known. The general types of services anticipated for this task are the following:

Modeling Analysis Services:

- Perform modeling analysis of the water distribution system.

Regulatory and Permitting Services:

- Respond to City's requests for information.
- Assistance with regulatory requirements updates, modifications, and permitting efforts.

Engineering Services:

- Provide technical assistance related to on-going operation and maintenance projects.
- Perform water treatment process, operational, or capacity evaluations.
- Perform water quality evaluations and troubleshooting operations for Biscayne and Floridan wells.

- Perform water loss reduction, water conservation, and meter accuracy evaluations.
- Perform water system disinfection residuals, hydraulics, and corrosion control evaluations.
- Perform water reuse and permitting reviews and evaluations.
- Provide general Consulting Engineer Bond Report development or update.
- Perform regional/inter-municipal interconnects, agreements, and planning reviews.
- Attendance at meetings, workshops, and outreach with the City, regulators, and other stakeholders.
- Review of documents, reports, and studies.
- Assistance with capital improvements planning and needs assessments.
- Assistance with water system financial planning, rates, and funding support.

Scope of Work

Arcadis shall furnish professional services to support the City with on-call assignments which may be requested in order to address time-sensitive and emerging issues at the Department of Public Utilities, which may include, but is not limited to, the following tasks listed below:

Task 1: Modeling Analysis Services

Task 1.1 Hydraulic modeling and optimization

- Design and modeling services of the existing City potable and wastewater infrastructure to align with future needs and provide redundancy to operations. These hydraulic models will evaluate scenarios to determine if impacts will result in the system based on proposed improvements.

Task 2: Regulatory Compliance and Permitting Services

Task 2.1 FDEP Regulatory Compliance and Permitting Services

- Review proposed and new regulatory requirements to assist the City with assessing the impact of these requirements.
- Meet with FDEP to assist permitting and related issues as they develop.
- Assist with preparation of permit applications.
- Respond to regulatory requests for additional information.
- Provide technical support for negotiations with FDEP.

Task 2.2 SFWMD Regulatory Compliance and Permitting Services

- Review proposed and new regulatory requirements to assist the City with assessing the impact of these requirements.
- Meet with SFWMD to assist permitting and related issues as they develop.
- Assist with preparation of permit applications.
- Respond to regulatory requests for additional information.
- Provide technical support for negotiations with SFWMD.

Task 2.3 General Regulatory Compliance and Permitting Services

- Review proposed and new regulatory requirements to assist the City with assessing the impact of these requirements.
- Meet with Regulatory Agencies to assist permitting and related issues as they develop.

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- Assist with preparation of permit applications.
- Respond to regulatory requests for additional information.
- Provide technical support for negotiations with Regulatory Agencies

Task 3: Engineering Services

Task 3.1 Miscellaneous Evaluations of the Existing Facilities

- Provide technical assistance related to on-going operation and maintenance projects.
- Perform water treatment process, operational, or capacity evaluations.
- Perform water quality evaluations and troubleshooting operations for Biscayne and Floridan wells.
- Perform water loss reduction, water conservation, and meter accuracy evaluations.
- Perform water system disinfection residuals, hydraulics, and corrosion control evaluations.
- Perform water reuse and permitting reviews and evaluations.

Task 3.2 CIP Planning and Funding Support

- Provide general Consulting Engineer Bond Report development or update.
- Assistance with capital improvements planning and needs assessments.
- Assistance with water system financial planning, rates, and funding support.

Task 3.3 General Engineering Support

- Perform regional/inter-municipal interconnects, agreements, and planning reviews.
- Attendance at meetings, workshops, and outreach with the City, regulators, and other stakeholders.
- Review of documents, reports, and studies.

Professional services shall be provided on an as-needed basis and as requested by the City. Arcadis shall work with the City's designated project manager(s) to provide a detailed scope, budget, and schedule as each individual assignment is requested. Appropriate team members shall be identified based upon the expertise required for each specific assignment.

Schedule

Arcadis' services shall commence upon written authorization from the City, which shall constitute Authorization to Proceed (ATP) and will expire once the not-to-exceed limit is reached.

Budget

The full extent and allocation of effort that will be required for individual assignments is uncertain and will be developed for each assignment. Arcadis shall perform the services for a total fee not-to-exceed **\$100,000.00** based on the approved hourly rate schedule and final negotiated proposals. The terms of compensation shall be in conformance with the Agreement dated [REDACTED], 2023 between the City and Arcadis. Attachment A includes anticipated budget allocations for the tasks discussed herein.

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Arcadis is excited for this opportunity to assist the City with these on-call miscellaneous services. Should you have any questions regarding this work order proposal, please do not hesitate to contact me via email (jose.custodiohernandez@arcadis.com) or telephone (954.414.9016).

Sincerely,
Arcadis U.S., Inc.



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This proposal and its contents shall not be duplicated, used or disclosed — in whole or in part — for any purpose other than to evaluate the proposal. This proposal is not intended to be binding or form the terms of a contract. The scope and price of this proposal will be superseded by the contract. If this proposal is accepted and a contract is awarded to Arcadis as a result of — or in connection with — the submission of this proposal, Arcadis and/or the client shall have the right to make appropriate revisions of its terms, including scope and price, for purposes of the contract. Further, client shall have the right to duplicate, use or disclose the data contained in this proposal only to the extent provided in the resulting contract.