



November 16, 2016

Clece Aurelus, P.E.
CITY OF HOLLYWOOD
Department of Public Utilities
Engineering Support Services Division
Post Office Box 229045
Hollywood, Florida 33022

Hollywood Southern Regional WWTP
FDEP Wastewater Facility Permit Renewal
City Project Number 16-9065C
Work Order Number H&S 17-03

Dear Mr. Aurelus:

As requested, Hazen and Sawyer is pleased to offer engineering services related to assisting the City with renewal of the Florida Department of Environmental Protection (FDEP) Domestic Wastewater Facility Operating Permit for the Hollywood Regional Wastewater Treatment Plant.

BACKGROUND

The City of Hollywood currently operates the Southern Regional Wastewater Treatment Plant (WWTP) under the existing Florida Domestic Wastewater Facility Permit number FL0026255-015 issued on August 30, 2012. This permit will expire on August 29, 2017. In order to allow for continued licensed operation of the WWTP, the permit must be renewed prior to the expiration date. The following scope of services provides for completion and submittal of the State of Florida Wastewater Permit Application Form 2A for Domestic Wastewater Facilities. Due to the dynamic nature of regulatory policies regarding domestic wastewater treatment and disposal, the permitting process is anticipated to involve an uncertain number of meetings with FDEP and responses to their requests for information. Based upon discussions with FDEP regarding the number and complexity of policy changes and related permitting issues, and the fact that related efforts cannot be quantified in advance, it is likely that additional services beyond those included herein may be necessary. However, this work order is needed to complete the initial steps associated with permit renewal activities.

SCOPE OF SERVICES

1.0 Facility Permit Application Preparation

Hazen shall prepare the *State of Florida Wastewater Permit Application Form 2A for Domestic Wastewater Facilities* for renewal of Southern Regional Wastewater Treatment Plant permit and

submit to City for review. Input and documentation from City, particularly Operations, Maintenance and Pretreatment staff, is anticipated. Hazen shall confer with FDEP personnel as necessary to prepare and submit the permit application. Meetings and responses with FDEP regulatory staff subsequent to application submittal will be as outlined in Task 2.

2.0 Regulatory Agency Meetings & Responses

After application submittal, Hazen shall meet with FDEP personnel and respond to requests for information as necessary to assist with better defining any outstanding issues and related future efforts. Due to the dynamic nature of regulatory policies regarding domestic wastewater treatment and disposal, this effort cannot be quantified in advance. Therefore, this task provides an allowance of \$7,436 for initial efforts which will be authorized as required at the City's request, and likely will be subsequently amended as necessary.

KEY ASSUMPTIONS

Key assumptions concerning this scope are:

- Typically, permit renewal efforts require or prompt specific documents. These documents as listed below may currently be on file with FDEP, may have been prepared by the City, or may be addressed separately at a later date and therefore are not included in this work order:
 - Reuse Feasibility Study
 - Preliminary Design Reports
 - Operation and Maintenance Performance Reports
 - Effluent Analysis Report
 - Reclaimed Water Effluent Analysis Report
 - Technical Evaluation of Need to Revise Local Pretreatment Limits
- Permit fees are not included
- City shall provide access to plans, both public and private, that City has record of and provide copies of requested information/documents

COMPENSATION

The following table summarizes the cost for engineering services for this project:

Description	Cost
Task 1 - Facility Permit Application Preparation	\$ 21,937
Task 2 - Regulatory Agency Meetings & Responses	\$ 7,436
Direct Expenses (reproduction, out of pocket, etc.)	<u>\$ 500</u>
Total	\$ 29,873

The services described herein will be performed on a not-to-exceed basis for \$29,873. A summary cost breakdown is attached.

INFORMATION TO BE PROVIDED BY CITY

Information required from the City to prepare or submit with the permit application may include:

- Documentation of all known Facility Permit excursions/violations since 8/30/2012
- All Orders, Notices of Violation, Consent Orders, etc. received from FDEP since 8/30/2012
- Scheduled Improvements and Implementation Schedule
- Laboratory effluent, reuse and biosolids test data as needed
- Industrial pretreatment program data as needed
- Agricultural Use Plan
- Whole effluent toxicity test results
- Agreements and documentation of controls on reclaimed water users
- Documentation of compliance with antidegradation requirements
- Mechanical Integrity Testing results
- Other documents required for permit renewals as listed in the Key Assumptions

SCHEDULE

We anticipate completion 90 days after Notice to Proceed. We are prepared to proceed with these services immediately.

Engineering services for the project will be performed as part of our Professional Services Agreement for General Engineering Consultant Services (Agreement) dated February 2003. Services provided by Hazen and Sawyer shall be limited to those specifically identified in this work order (this work order supersedes the tasks listed in the Agreement).

We appreciate the opportunity to offer these services to the City. Please contact us if you have any questions or comments concerning this proposal.



Very truly yours,

HAZEN AND SAWYER

J. Philip Cooke, P.E.
Senior Associate

*c: F. Domond
S. Joseph
L. Grant
File No. 4321/1.0*

Attachment

CITY OF HOLLYWOOD
 SOUTHERN REGIONAL WASTEWATER COLLECTION, TRANSMISSION AND TREATMENT SYSTEM
 FDEP Wastewater Permit Renewal Application
 General Engineering Consultant Services
 Fee Breakdown
 November 2016

<u>Tasks</u>	Labor Hours							<u>Subtotal</u>	<u>Cost</u>
	<u>Senior Officer</u>	<u>Senior Associate</u>	<u>Associate</u>	<u>Senior Principal Engineer</u>	<u>Principal Engineer</u>	<u>Designer</u>	<u>Secretarial</u>		
LABOR									
Task 1 - Facility Permit Application Preparation	0	20	0	0	100	0	24	144	\$ 21,937
Task 2 - Regulatory Meetings and Responses	0	20	0	0	20	0	0	40	\$ 7,436
Subtotal	0	40	0	0	120	0	24	184	\$ 29,373
DIRECT EXPENSES									
Out-of-pocket									500
SUBTOTAL EXPENSES									\$ 500
Not-to-Exceed Total									\$ 29,873
Maximum Hourly Raw Labor Rate*	\$69.11	\$66.34	\$60.32	\$54.84	\$49.85	\$42.74	\$22.64		
* Overall multiplier = 3.2									