

**(TO) TASK ORDER AMENDMENT TO CSC AGREEMENT
(PROFESSIONAL CCNA SERVICES)**

Clerk Tracking No. 16-00128

THIS TASK ORDER AMENDMENT (the "Amendment") to the (CSC) Continuing Services Contract for Professional CCNA Services is made and entered into effective the 25th **day of August 2016**, by and between the **CITY OF NAPLES**, a Florida Municipal Corporation (the "CITY"), and **HOLE MONTES, INC.**, a Florida Profit Corporation (the CONSULTANT").

WHEREAS, the CITY and the CONSULTANT entered into that certain Agreement to furnish CCNA Services, on **July 31, 2015** (the "Original Agreement") (Reference Original **RFQ 14-054** and Original **Clerk Tracking No.15-00118**. **This Amendment** is for services associated with **(WWTP) Waste Water Treatment Plant Operating Permit Renewal: Task Order No. 16-01-20-01-531010**: (the 'Project'); and

WHEREAS, the parties desire to amend the Original Agreement by this Amendment so that the CONSULTANT will provide said services pursuant to the terms and conditions contained in the Original Agreement and Amendment herein.

WHEREAS, the parties are required by **119.0701 F.S.** to amend the Original Agreement so that the CITY and CONSULTANT will abide by the terms and conditions contained herein.

NOW, THEREFORE, for good and valuable consideration, the receipt of which is hereby acknowledged, and in consideration of the mutual covenants, promises and conditions herein set forth, it is hereby acknowledged and agreed as follows:

1. The above recitals are true and correct and are incorporated herein by this Reference.
2. "Article Three, Time" is amended to state that this Project Amendment will be **performed and completed by May 15, 2017** with a **60-day Project Close-out** time frame. Project: (WWTP) Waste Water Treatment Plant Operating Permit Renewal.
3. "Article Four, Compensation" is amended to reflect an increase to the CONSULTANT for this Amendment in the amount of **\$48,588.00** for the Project as indicated in **Attachment A-1 Scope of Services and Basis of Compensation**, attached and made a part of this Amendment.
4. "**Article Five, Maintenance of Records**" shall be amended to **add Articles 5.2 and 5.3** as indicated below and made a part of this Amendment.

**5.2 119.0701 F.S. CONTACT INFORMATION FOR CITY
OF NAPLES CUSTODIAN OF PUBLIC RECORDS, CITY
CLERK'S OFFICE**

If the CONSULTANT has questions regarding the application of

Chapter 119, Florida Statutes, to the consultant's duty to provide public records relating to this contract, contact the City Clerk, City of Naples Custodian of Public Records, at Telephone: 239-213-1015, Email: PublicRecordsRequests@naplesgov.com; Address: 735 8th Street South; Naples, Florida 34102. Mailing address: same as street address.

5.3 The CONSULTANT shall:

1. Keep and maintain public records required by the CITY to perform the service.
2. Upon request from the CITY'S custodian of public records, provide the CITY with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in this chapter 119.0701 F.S. or as otherwise provided by law.
3. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the CONSULTANT does not transfer the records to the CITY.
4. Upon completion of the contract, transfer, at no cost, to the CITY all public records in possession of the CONSULTANT or keep and maintain public records required by the CITY to perform the service. If the CONSULTANT transfers all public records to the CITY upon completion of the contract, the CONSULTANT shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the CONSULTANT keeps and maintains public records upon completion of the contract, the CONSULTANT shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the CITY, upon request from the CITY'S custodian of public records, in a format that is compatible with the information technology systems of the CITY.
5. The terms of this Amendment shall control and take precedence over any and all terms, provisions and conditions of Original Agreement which might vary, contradict or otherwise be inconsistent with the terms and conditions hereof. All of the other terms, provisions and conditions of Original Agreement, except as expressly amended and modified by this Amendment, shall remain unchanged and are hereby ratified and confirmed and shall remain in full force and effect.

6. All other terms, provisions and conditions of the Original Agreement, except as expressly amended and modified by this Amendment, shall remain in full force and effect.
7. This Amendment may be executed in any number of counterparts, each of which shall be deemed to be an original as against any part whose signature appears thereon and all of which shall together constitute one and the same instrument.

IN WITNESS WHEREOF, the CITY and the CONSULTANT have caused this Amendment to be duly executed by their duly authorized officers, all as of the day and year first above written.

ATTEST:

By: Patricia L. Rambosk
Patricia L. Rambosk, City Clerk

CITY:

CITY OF NAPLES, FLORIDA

By: A. William Moss
A. William Moss, City Manager

Approved as to form and legal sufficiency:

By: Robert D. Pritt
Robert D. Pritt, City Attorney

CONSULTANT:

Hole Montes, Inc.
950 Encore Way
Naples, Florida 34110
Att: **Ronald E. Benson**, Ph.D., P.E.
Senior Vice President / Principal

By: R. E. Benson
(Signature)

Debra L. Hogue
Witness (Signature)

Printed
Name: Debra L. Hogue

Printed
Name: Ronald E. Benson Jr.

Title: Senior Vice President

FEI/EIN Number: On File
A Florida Profit Corporation (FL)



950 Encore Way • Naples, Florida 34110 • Phone 239.254.2000 • Fax: 239.254.2099

May 13, 2016

Mr. Robert Casey, Superintendent
City of Naples
735 8th Street South
Naples, FL 34102

RE: **PROFESSIONAL ENGINEERING SERVICES
WASTEWATER TREATMENT & RECLAMATION FACILITY
RENEWAL OF FDEP OPERATING PERMIT**
HM File No.: 8200A

Dear Bob,

We are pleased to offer the following proposal for professional engineering services related to the renewal of the City's Wastewater Treatment & Reclamation Facility's Department of Environmental Protection permit FL0026271, expiration May 15, 2017.

The Florida Department of Environmental Protection (FDEP) issues operating permits for wastewater treatment facilities with a five year term. The application materials required to renew the operations permit must be submitted to FDEP at least 180 days prior to the expiration of the permit. Therefore, the application will be submitted to FDEP on or before November 17, 2016.

We understand the scope of services to be as described below.

Scope of Services

- Attend a kick-off meeting with City representatives to discuss permit application process
- Attend pre-application meeting with the Department of Environmental Protection and City representatives to discuss permit renewal process
- Complete permit renewal application and materials
 - DEP Forms 62-620.910 (1) and (2A)
 - Update Capacity Analysis Report
 - Operation and Maintenance Performance Report
 - Update Reclaimed Water Operating Protocol
 - Update Process Flow Schematic
- Evaluation of the Groundwater Monitoring Data collected with the modified Groundwater Monitoring program implemented in the current permit

Hole Montes, Inc. is prepared to compile the information necessary for the permit renewal application, complete the application forms and prepare the various reports required for the permit renewal application in a timely manner. The submittal package will not include an evaluation of the operation of the ASR or provide recommendations pertaining to potential FDEP requirement of improving water quality for continued surface water disposal.

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Fee and Schedule

The professional services associated with these activities shall be performed on a lump sum basis for a total fee of \$48,000.00. A draft application package will be submitted to the City for review and comment prior to electronic submission on or before November 17, 2016.

Based on receipt of a Notice to Proceed by the City, Hole Montes will need at a minimum of 9 weeks to prepare the submittal package.

We look forward to working closely with the City of Naples. If you have any questions about this proposal, please give me or Dawn Barnard a call at your convenience.

Thank you for this opportunity once again to be of service to the City of Naples.

Respectfully submitted,

HOLE MONTES, INC.



Ronald E. Benson, Ph.D., P.E.
Senior Vice President /Principal

REB:

c: Dawn B. Barnard, Hole Montes

**HOLE MONTES PROPOSAL FOR PROFESSIONAL SERVICES
RENEWAL OF DEP OPERATING PERMIT
WASTEWATER TREATMENT AND RECLAMATION FACILITY**

Refer to Hole Montes Proposal Letter of May 13, 2016

Task	Activity Description	Principal \$206	Sr. Engineer \$172	Operations Specialist \$109	Designer \$94	Admin Assistant \$62	Total Hours	TOTAL COST
1.	Professional Services							
1	Attend Pre- Application Meeting with FDEP	2	2	2	2		8	\$1,162
2	Complete FDEP Application forms 62-620.910(1)& (2A)	2		8	8	2	20	\$2,160
3	Update Process Flow Diagram	1		4	16		21	\$2,146
4	Prepare Capacity Analysis Report		2	2	4	2	10	\$1,062
	a. Compile and analyze past 10 years of flow data		4	16	16	24	60	\$5,424
	b. Tabulation of seasonal flow variations		2	8	8	2	20	\$2,092
	c. Historic plant flows and population served	2	2	8	8	8	28	\$2,876
	d. Projection of future population & anticipated plant flows	2	4	8	8	4	26	\$2,972
5	Operation & Maintenance Performance Report	2	8	16	8	4	38	\$4,532
	a. Conduct on site inspection of entire facility		8	16			24	\$3,120
	b. Establish list and condition of all major components		4	8	8		20	\$2,312
	c. Review past 5 years operating data, tabulate and graph		8	12	16	8	44	\$4,684
	d. Collection System Evaluation		8	8	8	2	26	\$3,124
6	Update Reclaimed Water Operating Protocol	1	2	8	8	2	21	\$2,298
7	Respond to DEP Requests for Additional Information	2	8	4	4	2	20	\$2,724
		14	62	128	122	60	386	\$42,688

Reimbursable Expenses (printing, postage, UPS)

\$200

TOTAL TASK 1 - Time and Expense Budget \$42,888

2. Evaluation of Groundwater Monitoring Plan - RMA Geologic

TOTAL TASK 2 - Time and Expense Budget \$5,700

TOTAL - TASKS 1 AND 2 \$48,588

Notes:

- 1 Proposal excludes DEP permit application processing fee of \$5,000.
- 2 Proposal excludes Survey
- 3 Proposal excludes Preparation of O&M Manual
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