

EXHIBIT A – SCOPE OF WORK/SERVICES

22-903

As Needed Geologic and Hydrogeologic Services

1. SCOPE OF SERVICES

1.1. Purpose

The purpose of this solicitation is to establish one or more contract(s) for the provision of professional geologic and hydrogeologic services, including but not limited to: preparing water quality reports (event and technical reports), monitoring plan design, contamination assessments, providing oversight of new monitor well installation, and evaluating and recommending repairs to existing monitor wells, on an as-needed basis in conjunction with the County's needs.

This is an indefinite quantity contract with no guarantee services will be required. There is no guaranteed minimum or maximum dollar amount or volume to be expended on any contract(s) resulting from this solicitation.

2. Waste Division Background and Scope of Services

The Lake County Public Works Department, Solid Waste Division, is responsible for the environmental monitoring of two solid waste management facilities: 1) Lake County Central Solid Waste Management Facility (with active and closed cells); and 2) Umatilla Landfill (currently closed).

All sampling services are performed by County staff. A portion of the laboratory analyses are performed in-house, with the remaining analyses performed by a contract laboratory. The County shall provide the laboratory data from both labs to the consultant in one data deliverable.

2.1. Services

Services to be performed by the consultant under this contract include but are not limited to:

- Provide professional geologic and hydrogeologic services, monitoring plan design, contamination assessments, and similar related tasks in conjunction with the County's needs
- Review, monitor well data and water levels
- Prepare event monitoring reports and contour maps for submission to the Florida Department of Environmental Protection (FDEP)
- Make recommendations about future landfill groundwater monitoring based on data findings
- Provide recommendations, using the landfill's entire history, for well abandonments and be able to articulate and justify those recommendations to the DEP on behalf of the County
- Obtain all required permits on behalf of the County
- Provide oversight for the installation of new monitoring wells
- Well installation, repair, and/or abandonment services (See Section 2.1.1)

The County will provide the following data and reports to the Consultant:

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- Laboratory analytical data will be provided in the FDEP approved format (currently ADaPT)
- GIS files of each facility
- Electronic copies of all field sampling data sheets
- Water level elevations for each sampling event
- Survey information

2.1.1. Well Installation/Repair/Abandonment Services

Installation, repair, and/or abandonment of monitoring wells shall be included under this contract; this portion may be subcontracted out by the consultant. The consultant shall be responsible for the oversight of any third party well installations, repairs or abandonments.

The monitoring wells are used for ground water quality sampling and analysis and for water level measurements. New wells shall be constructed according to the specifications and guidelines of the County, FDEP, EPA and other regulatory agencies. The consultant may be responsible for submitting plans or reports and obtaining approval for all work before and after completion through the FDEP. The consultant and the County's Project Manager or their designee will accompany the drilling contractor to all sites for an initial visit and will be available to consult with the drilling contractor during field operations to determine well/boring depth and other matters that may arise. When drilling at landfills there is a possibility of encountering buried trash. The consultant may only subcontract out the physical installation, repair or abandonment of the monitoring wells.

2.1.2. Reporting Requirements

Reporting requirements are based on Rule 62-701.510 F.A.C.; however, the Monitoring Plan Implementation Schedule (MPIS) or permit language may dictate other, additional requirements.

The landfill owner or operator shall report all representative water quality monitoring results to the FDEP within 60 days from completion of laboratory analyses, unless a different due date is specified in the permit. This report shall also include any leachate monitoring results obtained in accordance with paragraph (6)(c) of this Rule. In accordance with subsections 62-160.240(3) and 62-160.340(4), F.A.C., water quality data contained in the report shall be provided to the FDEP in an electronic format consistent with requirements for importing into FDEP databases, unless an alternate form of submittal is specified in the permit. The permittee shall include Form 62-701.900(31), Water Quality Monitoring Certification, effective date January 6, 2010, hereby adopted and incorporated by reference, with each report certifying that the laboratory results

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have been reviewed and approved by the permittee. At a minimum, the report shall include the following:

1. The facility name and identification number, sample collection dates, and analysis dates.
2. All analytical results, including all peaks even if below maximum contaminant levels.
3. Identification number and designation of all surface water and ground water monitoring points.
4. Applicable water quality standards.
5. Quality assurance, quality control notations.
6. Method detection limits.
7. Storage and Retrieval (STORET) code numbers (unique to Federal Department Environmental Protection, for all parameters).
8. Water levels recorded prior to evaluating wells or sample collection. Elevation reference shall include the top of the well casing and land surface at each well site at a precision of plus or minus 0.01 foot (using a consistent, nationally recognized datum).
9. An updated ground water table contour map signed and sealed by a professional geologist or professional engineer with experience in hydrogeologic investigations, with contours at no greater than one-foot intervals unless site specific conditions dictate otherwise, which indicates ground water elevations and flow direction.
10. A summary of any water quality standards or criteria that are exceeded.

A technical report, signed and sealed by the consultant's professional geologist, or the consultant's professional engineer with experience in hydrogeologic investigations, shall be submitted to the FDEP every two and one-half (2-1/2) years during the active life of the facility, and every five (5) years during the long-term care period, or at the period specified in the MPIS. The report shall summarize and interpret the water quality and leachate monitoring results and water level measurements collected during the past two and one-half (2-1/2) years. The report shall contain, at a minimum, the following:

1. Tabular displays of any data which shows that a monitoring parameter has been detected, and graphical displays of any leachate key indicator parameters detected (such as pH, specific conductance, TDS, TOC, sulfate, chloride, sodium and iron), including hydrographs for all monitor wells.
2. Trend analyses of any monitoring parameters consistently detected.
3. Comparisons among shallow, middle, and deep zone wells.
4. Comparisons between background water quality and the water quality in detection and compliance wells.
5. Correlations between related parameters such as total dissolved solids and specific conductance.
6. Discussion of erratic and/or poorly correlated data.

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7. An interpretation of the ground water contour maps, including an evaluation of ground water flow rates.
8. An evaluation of the adequacy of the water quality monitoring frequency and sampling locations based upon site conditions.

2.2. Qualifications

The consultant shall be legally qualified and licensed to practice geology in the State of Florida. Consultant shall also have substantial experience in hydrogeologic studies, contamination assessments, and installation and repair of ground water monitoring water wells at landfills. The Professional Geologist shall maintain a current professional license throughout the term of any awarded contract and shall provide the County with a copy of that license.

2.3. Current Landfill Monitor Well Inventory**Lake County Central Solid Waste Management Facility**

Forty-five (45) MPIS wells (organics, indicators, metals)

Six (6) C&D wells (organics, indicators, metals)

Twenty-one (21) MOP wells, 3 of which are annual only (VOCs, indicators)

Umatilla Landfill

Seven (7) MPIS wells, 1 of which is annual only (Chloride (annual well only), arsenic, sodium (annual well only), benzene, xylene (annual well only))

2.4. Deliverables

When applicable, **the consultant shall provide to the County the semi-annual reports as described above in 2.1.2 within thirty-five (35) calendar days after receiving the completed laboratory analyses.** The reports are to be submitted in Word or Adobe format so that the track changes/comments features may be used. The County will then review the reports within five (5) calendar days and provide comments to the consultant. **The consultant will incorporate the County's comments or respond to those comments and provide the final report for County review within five (5) calendar days, prior to the report being submitted to FDEP.**

When applicable, the consultant shall provide to the County the biennial technical reports as described above in 2.1.2 thirty-five (35) calendar days prior to the FDEP report due date. The reports are to be submitted in Word or Adobe format so that the track changes/comments features may be used. The County will review the report and provide comments to the Consultant within fifteen (15) calendar days of receipt. **The consultant will incorporate the County's comments or respond to those comments**

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and provide the final report for County review within five (5) calendar days, prior to the report being submitted to FDEP.

The consultant shall provide to the County a digital and a non-digital copy of any submitted reports made on the County's behalf.

The County will accept each well only after all well repairs, construction, development, sampling, cleanup and reporting have been performed in a satisfactory manner and has met with the approval and acceptance of the consultant.

The County reserves the right to meet with the consultant to discuss recommendations made in any report. All reports shall be signed and sealed by the Professional Geologist overseeing the project.

2.5. Costs/Fee Schedule

Fees shall be submitted in the Pricing Section (Attachment 2) contained herein. Blank lines are included for firms to enter other fees not listed that could potentially be invoiced under this contract.

3. Special Conditions

3.1. Key Consultant Personnel

In submitting a proposal, the Consultant is representing that each person listed or referenced in the proposal shall be available to perform the services described for the Lake County Board of County Commissioners, barring illness, accident, or other unforeseeable events of a similar nature in which case the Consultant must be able to promptly provide a qualified replacement. In the event the Consultant wishes to substitute personnel, the Consultant shall propose a person with equal or higher qualifications and each replacement person is subject to prior written County approval. In the event the requested substitute person is not satisfactory to the County and the matter cannot be resolved to the satisfaction of the County, the County reserves the right to cancel the contract for cause.

3.2 Special Notice to Consultants Regarding Federal and/or State Requirements

Upon award of a contract resulting from this solicitation, the consultant shall utilize the U.S. Department of Homeland Security's E-Verify system in accordance with the terms governing use of the system to confirm the employment eligibility of:

- 1) All persons employed by the consultant during the term of the contract to perform employment duties within Lake County; and
- 2) All persons, including subcontractors, assigned by the consultant to perform work pursuant to the contract.

3.3 Task Orders

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The County's authorized representative shall generate and issue a task order, or purchase order, for projects to be performed under the contract resulting from this solicitation. The task order/purchase order shall include the location, description and plans, if necessary, covering the scope of work to be completed. The task order/purchase order shall also include a cost estimate calculated by the County for the work listed on the task order/purchase order. This estimate shall be based on the unit or other pricing established in the basic contract. For purposes of identification and payment, the task order/purchase order shall be numbered and dated. The preliminary task order/purchase order describing the description of work and cost estimates shall be issued to the consultant(s) which have been qualified to perform work under this solicitation and resulting contract.

The consultant(s) shall be required to supply the County's authorized representative with a written price offer within a time frame specified by the County. If multiple consultants are solicited, the County shall select the lowest price offer; provided that the price does not exceed the dollar estimate calculated by the County. If a single consultant is solicited, the price offer shall be evaluated and, if appropriate, accepted; provided that the price does not exceed the dollar estimate calculated by the County. The selected consultant's name shall then be entered on the task order/purchase order and that order will then be issued to the consultant. The task order/purchase order shall also direct the consultant to commence work on a certain day and it shall specify the amount of time allotted for completion of work covered by the task order/purchase order. All work covered by a task order/purchase order shall constitute a Contract Schedule.

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