

# PRESCOTT CITY COUNCIL REGULAR VOTING MEETING A G E N D A

**PRESCOTT CITY COUNCIL  
REGULAR VOTING MEETING  
TUESDAY, APRIL 10, 2012  
3:00 P.M.**

**Council Chambers  
201 South Cortez Street  
Prescott, Arizona 86303  
(928) 777-1100**

The following Agenda will be considered by the Prescott City Council at its **Regular Voting Meeting** pursuant to the Prescott City Charter, Article II, Section 13. Notice of this meeting is given pursuant to Arizona Revised Statutes, Section 38-431.02.

◆ **CALL TO ORDER**

◆ **INTRODUCTIONS**

◆ **INVOCATION** Reverend Jane Cheek, First Congregational Church of Prescott

◆ **PLEDGE OF ALLEGIANCE:** Councilman Carlow

◆ **ROLL CALL:**

Mayor Kuykendall	Councilman Carlow
Councilman Arnold	Councilman Kuknyo
Councilman Blair	Councilman Lamerson

◆ **SUMMARY OF CURRENT OR RECENT EVENTS**

**I. PROCLAMATION**

A. April 8 – 14, 2012, as *National Telecommunications Week*

**II. CONSENT AGENDA**

**CONSENT ITEM A LISTED BELOW MAY BE ENACTED BY ONE MOTION. ANY ITEM MAY BE REMOVED AND DISCUSSED IF A COUNCILMEMBER SO REQUESTS.**

A. Approval of the Minutes of the Prescott City Council Special Meeting of March 20, 2012, the Regular Voting Meeting of March 27, 2012, and the Special Meeting of March 27, 2012.

**III. REGULAR AGENDA**

- A. Approval of Agreement No. 2 to City Contract No. 2010-003 with Carollo Engineers for engineering and other professional services pertaining to Airport Zone Production Well #3 in an amount not to exceed \$219,936.00.
- B. Approval of a professional services agreement with Dibble Engineering to complete White Spar Road water utility relocation design in an amount not to exceed \$69,166.00.
- C. Approval of contract with Southwest Ground-water Consultants Inc., for remediation and long-term monitoring of an underground fuel storage tank site at the Old City Yard on North Mount Vernon Avenue in an amount not to exceed \$311,684.00.
- D. Recess into Executive Session.

**IV. EXECUTIVE SESSION**

- A. Discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body, except that, with the exception of salary discussions, an officer, appointee or employee may demand that the discussion or consideration occur at a public meeting. The public body shall provide the officer, appointee or employee with written notice of the executive session as is appropriate but not less than twenty-four hours for the officer, appointee or employee to determine whether the discussion or consideration should occur at a public meeting, pursuant to ARS §38-431.03(A)(1).
  - 1. Review of applications submitted for vacancy on City Council.
- B. Discussion or consultation with the attorneys of the public body in order to consider its position and instruct its attorneys regarding the public body's position regarding contracts that are the subject of negotiations, in pending or contemplated litigation or in settlement discussions conducted in order to avoid or resolve litigation, pursuant to ARS §38-431.03(A)(4).
  - 1. Chino Valley Transportation Tax Issue

**V. POST EXECUTIVE SESSION**

- A. Consideration and possible appointment of new Council member from among the applicants.

**VI. ADJOURNMENT**

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at Prescott City Hall on \_\_\_\_\_ at \_\_\_\_\_ m. in accordance with the statement filed by the Prescott City Council with the City Clerk.

\_\_\_\_\_  
Elizabeth A. Burke, MMC, City Clerk

**COUNCIL AGENDA MEMO – April 10, 2012**

**DEPARTMENT:** Public Works

**AGENDA ITEM:** Approval of Amendment No. 2 to City Contract 2010-003 with Carollo Engineers for engineering and other professional services pertaining to Airport Zone Production Well #3 in an amount not to exceed \$219,936.00

**Approved By:**

**Date:**

<b>Department Head:</b> Mark Nietupski, Public Works Director	
<b>Finance Director:</b> Mark Woodfill	
<b>City Manager:</b> Craig McConnell <i>Craig McConnell</i>	<i>4-4-12</i>

**Item Summary**

This item is to approve a contract amendment for additional engineering services including arsenic reduction and equipping of the recently drilled Airport Well #3.

**Background**

The primary source of City water is the well field in Chino Valley. The City also owns and operates a recharge/recovery facility (for reclaimed and surface water) located adjacent to the Airport Water Reclamation Facility. In 2005 the Arizona Department of Water Resources (ADWR) granted the City an increase in its Designation of Assured Water Supply. In conjunction with the increase, ADWR required well capacity augmentation in proximity to the recharge/recovery facility. Development of water production in the airport area has the additional benefits of redundancy and a reduction of transmission costs in comparison to pumping and transport from the Chino Valley well field.

Drilling of Airport Well #3 was completed in December 2011. New Source Approval water quality test results exceed the maximum contaminant level (MCL) for arsenic set by the EPA. In order for this well to be utilized for potable water supply arsenic treatment is required at the well head. This treatment will be designed as part of the on-going Airport Well No. 3 Equipping Project.

Carollo Engineering has submitted a Scope of Work, Fee Proposal, and Schedule for design of the Arsenic Treatment Facility, and to provide post design services throughout construction of the well pump house, arsenic treatment, and ancillary infrastructure required to tie in the new well to the existing City water system. The work also includes commissioning and start-up of the new facilities, in conjunction with obtaining final project and operational approval from ADEQ. These services, purposely not included in the original contract, were deferred until drilling of the well and analysis of the production capacity and water quality to determine the scope of necessary engineering work.

**Agenda Item:** Approval of Amendment No. 2 to City Contract 2010-003 with Carollo Engineers for engineering and other professional services pertaining to Airport Zone Production Well #3 in an amount not to exceed \$219,936.00

## Procurement

On May 12, 2009, City Council approved engineering services Contract No. 2010-003 with Carollo Engineering for the Airport Zone Production / Recovery Well Site design. The scope of services for additional engineering necessary for arsenic treatment and overall construction support have been defined and fees successfully negotiated. The contract summary follows.

Original Contract Amount	\$438,605.00
No. 1 Reallocation of Tasks / Funds for CSAMT Geophysical Survey	No Increase
No. 2 Engineering Arsenic Treatment and Post Design Services	<u>\$219,936.00</u>
Amended Total	\$658,541.00

## Schedule

Well equipping design has been underway since January 2012. The addition of arsenic treatment will cause design and permitting to extend to July 2012. Post Design Services are anticipated to be concluded no later than August 2013 (schedule attached).

## Budget

Funding for the Airport Well No. 3 Arsenic Treatment Facility and Post Design Services is available from the Water Fund: (Accounts #7007810 8930 09552 and #7157810 8930 09552).

<b>Attachments</b>	Scope of Work	Exhibit A & A2
	Location Map	Exhibit B
	Fee Schedule	Exhibit C
	Schedule	Exhibit D

**Recommended Action: MOVE** to approve Amendment No 2 to City Contract No. 2010-003 with Carollo Engineers for engineering and other professional services pertaining to Airport Zone Production Well #3 in an amount not to exceed \$219,936.00.

**Contract Amendment No. 2  
Airport Zone Production/Recovery Well Site  
Contract No. 10-003**

**EXHIBIT "A"**

**ENGINEERING SERVICES PROPOSAL  
City of Prescott, Arizona**

**Arsenic Treatment Facility Design for Airport Well No. 3  
SCOPE OF WORK**

**INTRODUCTION**

Airport Well No. 3 drilling, installation, and testing was recently completed. New Source Approval water quality results showed the well water to be above the maximum contaminant level (MCL) for arsenic, as regulated by the EPA. In order for this well to be utilized for potable water supply an arsenic treatment facility is required at the wellhead to treat the water. It is understood that the arsenic treatment facility will be designed and constructed as part of the ongoing Airport Well No. 3 Equipping Project and time is of the essence with the desire to utilize Well No. 3 as additional supply as soon as feasible.

This scope of services includes producing a technical memorandum on various arsenic treatment alternatives, working with the City to select a treatment alternative, developing a preliminary design to be incorporated into the preliminary design report for the well equipping, and 60%, 90%, and final plans and specifications that will be incorporated into the Airport Well No. 3 design package, and participating in bid phase services as needed.

**ASSUMPTIONS**

1. No additional survey or subsurface investigations will be required for this work.
2. The evaluation and design will be based off the single New Source Water quality sample taken on 12/7/2011.
3. The City will pay review and processing fees required for all permits associated with the arsenic treatment facility. Carollo will prepare submittal or application forms.
4. The additional services for the design of a wellhead arsenic treatment facility will be done in parallel with the design services for Airport Well No. 3 equipping project.
5. Construction Phase services are not included, but will be defined and negotiated by a separate scope of work and fee proposal.
6. The Fee Proposal for these additional services is based on the selection of a partial flow, sorptive media treatment system operating in a parallel mode and is attached as Exhibit C.

## **SCOPE OF WORK**

Carollo and its subconsultants will execute this project through the accomplishment of the following tasks.

### **PRE-DESIGN SERVICES**

#### **Task 401 – Arsenic Treatment Evaluation – Draft Technical Memorandum**

Carollo will provide the City with a draft technical memorandum outlining various arsenic treatment alternatives, and detailing two specific treatment options (coagulation/filtration and adsorptive media).

#### **Task 402 – Arsenic Treatment Tech Memo Review Meeting**

Carollo will conduct a review meeting with the City at Public Works to present the Arsenic Treatment Evaluation Technical Memorandum and select a treatment alternative to be implemented for design.

#### **Task 403 - Arsenic Treatment Evaluation – Final Technical Memorandum**

Carollo will prepare and submit a final technical memorandum for the arsenic treatment alternative selected at the review meeting.

#### **Task 404 – Arsenic Treatment Preliminary Design and Incorporation into Airport Well No. 3 Equipping Preliminary Design**

Carollo will develop preliminary design of the arsenic treatment facility, which will include establishing the basis of design for treatment systems, conducting hydraulic calculations, developing preliminary plan layouts (approximately 30% design), and the preliminary construction cost estimate. Conduct review meeting with City to go over preliminary design report.

### **DESIGN PHASE SERVICES**

#### **Task 501 - Prepare 60% Plans, Outline Specifications, and Conduct Review Meeting**

Prepare 60% plans, outline specifications, and preliminary opinion of probable construction cost for the arsenic treatment facility at the well site. Submit 60% documents for City review. Conduct review meeting with City to go over 60% design documents.

#### **Task 502 - Prepare 90% Plans, Specifications, and Conduct Review Meeting**

Prepare 90% plans, specifications, and preliminary opinion of probable construction cost for the arsenic treatment facility at the well site. Submit 90% documents for City review. Conduct review meeting with City to go over 90% design documents.

#### **Task 503 - Prepare Final Construction Documents**

Prepare final plans, specifications, and opinion of probable construction cost for the arsenic treatment facility at the well site. Submit final documents for City review.

#### **Task 504 - Permits & Approvals**

Supplemental effort for similar services already scoped for the project, and shall include securing necessary permits from County Development Services.

**Allowance:**

Provide additional water quality sample and testing per the recommendations identified in the Arsenic Treatment Options technical memorandum. This task includes providing a submersible pump (based on 100 gpm pump), discharge piping, temporary power, 2-3 days of operation/monitoring, sampling and laboratory testing for two well samples, as determined by ENGINEER. The Allowance shall be used only at the authorization of the City.

**BID PHASE SERVICES**

**Task 601 - Bid Phase Services**

Supplemental effort for similar services already scoped for the project.

**PRELIMINARY SCHEDULE**

The estimated project schedule is attached to this scope of services as Exhibit D. The schedule was developed based on minimum estimated durations for major tasks. Estimated time allowances for items such as agency reviews and contractor mobilization/availability will likely vary.

**GENERAL CONDITIONS**

Carollo shall be responsible to the level of competency and standard of care presently maintained by other practicing Professional Engineers performing the same or similar type of work at the time notice to proceed is issued. Carollo and City of Prescott mutually agree that standard of care, as applied to design professionals, shall be defined as the ordinary and reasonable care required and established by expert testimony of what a reasonable and prudent professional would have done under the same or similar circumstances.

Carollo has no control over the cost of labor, materials, equipment, or services furnished by others, or over Contractor's methods of determining prices, or other competitive bidding or market conditions, practices, or bidding strategies. Cost estimates are based on Carollo's opinion based on experience and judgment. Carollo cannot and does not guarantee that proposals, bids, or actual Project construction costs will not vary from cost estimates prepared by Carollo.

**Contract Amendment No. 2  
Airport Zone Production/Recovery Well Site  
Contract No. 10-003**

**EXHIBIT "A 2"**

**Post Design - Engineering Support During Construction for Airport Well No. 3  
SCOPE OF WORK**

This Scope of Services prescribes engineering services to be provided by **Carollo Engineers, Inc.** (ENGINEER) for the City of Prescott (CITY). The engineering services are related to the construction and post construction phases of the Project and will consist of the following:

- Project Administration Services During Construction
- Engineering Services During Construction
- Resident Services During Construction
- Special Services

The level of effort associated with these services is proposed in Exhibit C.

This Scope of Services will be performed during the construction and post-construction phases of the Project. The duration of construction is specified to be **365** days.

Construction contract documents (construction documents) are defined as the agreement, general conditions, supplemental conditions, drawings, standard details, specifications, addendum, and executed change orders prepared for construction of the Project.

**PROJECT ADMINISTRATION SERVICES DURING CONSTRUCTION**

**Task 701 - Representation on Behalf of City**

The ENGINEER will consult with and advise CITY during construction. The extent and limitations of the duties, responsibilities and authority of ENGINEER as assigned herein shall not be modified, except as ENGINEER and CITY may otherwise agree in writing. All CITY and ENGINEER instructions to Contractor(s) will be issued through the CITY's Project Representative who will have authority to act on behalf of CITY.

ENGINEER will not be responsible for the means, methods, techniques, sequences, or procedures of construction selected by Contractor(s) (unless otherwise specified in the construction contract documents) or the safety precautions and programs associated with the work of Contractor(s).

ENGINEER will make site(s) visits appropriate for the size of Project and type of construction at periods appropriate to the various stages of construction to inspect, as an experienced and qualified professional, the progress and quality of the executed work of Contractor(s) and to determine if such work is proceeding in accordance with the Contract Documents.

ENGINEER's efforts shall be directed toward providing a greater degree of confidence

for CITY that the completed work of Contractor(s) will conform to the Contract Documents, but ENGINEER will not be responsible for the failure of Contractor(s) to perform the work in accordance with the Contract Documents.

On the basis of on-site examination of materials, equipment, and workmanship, ENGINEER will keep CITY informed of the progress of the work, will endeavor to guard CITY against defects and deficiencies in such work and will disapprove or reject work failing to conform to the Contract Documents. This task shall include the following items:

- 1) Preconstruction conference: the ENGINEER will attend a preconstruction conference. At the conference, the ENGINEER will identify field services to be provided by the ENGINEER and discuss appropriate coordination procedures.
- 2) Progress meetings, quality control, and coordination: the ENGINEER will attend progress meetings on a monthly basis and provide quality control inspections during the course of construction to verify that the overall technical correctness of the construction phase services and that specified procedures are being followed and that schedules are being met. The ENGINEER will provide coordination functions during the construction phase as follows:
  - A) Attend monthly progress meetings and other requested coordination meetings with the CITY representative and other City staff as appropriate;
  - B) Coordinate with regulatory and approving agencies and utilities as required; and
  - C) Coordinate the work of specialty subconsultants assigned to the Project.
- 3) Provide project documents: The ENGINEER will maintain and provide the following detailed project records and documentation during the construction phase:
  - A) The Project records shall include correspondence, schedules, submittals, test data, project data, clarifications, mark-ups of drawings and specifications, control system documentation and other such documentation. Project records shall be delivered to the CITY's representative upon completion of the construction contract.

### **Task 702 - Review Shop Drawings and Test Results**

The ENGINEER will receive, review, evaluate, and distribute (or take other appropriate action in respect of) shop drawings, samples, test results, and other data which Contractor is required to submit. The ENGINEER's review shall be for conformance with the design concept of the Project and compliance with the information given in the construction documents. Such review or other action shall not extend to means, methods, sequences, techniques or procedures of construction selected by Contractor(s), or to safety precautions and programs associated thereto. The ENGINEER will receive and review (for general contents as required by the construction documents) maintenance and operating schedules and instructions, operation and maintenance manuals, guarantees, and certificates of inspection which are to be assembled by Contractor(s) in accordance with the construction documents.

The ENGINEER will maintain a submittal log showing dates of submittal, transmittal action to other subconsultants, dates of return and review action. Copies of the log shall be furnished to the CITY and the Contractor monthly. The ENGINEER will promptly and in accordance with Project schedule requirements, review and approve, reject or take other appropriate action on the Contractor's submittals and request for substitutions with authorization from the City. The ENGINEER will not approve any proposed substitution unless such substitution conforms to the Project design concept and the construction contract documents including the contract price.

Submittal review efforts are based upon approximately sixty (60) submittals at a maximum of two (2) reviews per submittal and that no more than fifty percent (50%) of the total number of first submittals will require two (2) reviews.

### **Task 703 - Issue Interpretations and Clarifications**

The ENGINEER will prepare instructions to Contractor(s); issue necessary interpretations and clarifications of the construction documents; act as initial interpreter of the requirements of the construction documents and judge the acceptability of the work thereunder, and make recommendations on all claims of CITY and Contractor(s) relating to the acceptability of the work or the interpretation of the requirements of the construction documents pertaining to the execution and progress of the work. The ENGINEER will render interpretations or decisions in good faith and in accordance with the requirements of the construction documents with City authorization.

The ENGINEER will respond to the CITY's representative and/or Contractor to clarify and/or interpret technical or design related questions. The ENGINEER will respond to issues raised during construction regarding interpretation and clarification of the contractual administrative and technical requirements of the construction documents. The ENGINEER will serve as the CITY's advisor in resolution of these issues.

Issuance of interpretations and clarifications efforts are based upon approximately twenty (20) requests for information and five (5) clarifications.

### **Task 704 - Minor Changes, Change Order Requests, and Change Orders**

The ENGINEER, consulting with the CITY's representative, may recommend minor changes in the Work which are consistent with the intent of the construction contract documents and which do not involve a change in Project cost, time for construction, Project scope, aesthetics, or approved design elements. Any such minor changes shall be implemented by written field order by the CITY's representative. Except as provided in this paragraph, the ENGINEER shall not have authority to direct or authorize changes in the Work without the CITY's prior written approval.

The ENGINEER will promptly consult with and advise the CITY concerning all change order requests and change orders.

The ENGINEER will prepare, when requested by the CITY, required drawings, specifications and other supporting data regarding minor changes, change order requests and change orders.

The ENGINEER will prepare written justification explaining the merits for the change and the cost of the Work and a recommendation for the CITY's approval and acceptance.

Should a change order request be accepted by the CITY in the absence of an agreement with the Contractor as to cost, time, or both, the ENGINEER will;

- 1) examine all documentation pertaining to the change order request required of the Contractor;
- 2) take such other action as may be reasonably necessary or as the CITY may request; and
- 3) make a recommendation to the CITY concerning any appropriate adjustment in the construction cost and/or time.

Changes and substitutions shall be limited to the scope of the Project as defined by the construction documents or additional work as may be requested by the CITY.

Efforts to prepare and review change order documents are based upon no more than three (3) change orders.

#### **Task 705 - On-Site Inspection and Review of Work**

The ENGINEER's representative(s) shall periodically visit the Project site with sufficient frequency to be knowledgeable about the progress and quality of the work to:

- 1) Determine if the work is proceeding in accordance with the construction documents and that completed work conforms to the construction documents.
- 2) Report to CITY's representative whenever it is believed that any work is unsatisfactory, faulty or defective or does not conform to the construction documents, or does not meet the requirements of inspections, tests or approval required to be made, or has been damaged prior to final payment; and advise CITY when it is believed work should be corrected or rejected or should be uncovered for inspection, or requires special testing, inspection or approval.
- 3) Verify that tests, equipment and systems start-up and operating and maintenance instructions are conducted as required by the construction documents and in presence of the required personnel, and that Contractor maintains adequate records thereof; inspect, record and report to CITY appropriate details relative to the test procedures and start-ups.
- 4) Accompany visiting inspectors representing public or other agencies having jurisdiction over the Project, record the outcome of these inspections and report to CITY.

This effort is based upon an average of ten (10) hours per month shared between the ENGINEER's representative(s) and discipline engineers and field inspector for a total of 10 months.

### **Task 706 - Completion**

The ENGINEER's representative will conduct the inspection for Substantial Completion and Final Acceptance as described as follows:

- 1) Before a Certificate of Substantial Completion is issued, prepare a list of inspected items requiring completion or correction in accordance with the requirements of the construction documents.
- 2) After the Contractor has completed the work of the list of Subtask 1) and upon request of the Contractor, a final inspection with the ENGINEER, CITY and Contractor will be conducted. If necessary, prepare a final list of items to be completed or corrected in accordance with the requirements of the construction documents.
- 3) After the Contractor has completed the work of the final list of Subtask 2) and upon written notice from the Contractor, review and determine that items on the final list have been completed or corrected and make recommendations to CITY concerning acceptance.

The ENGINEER, serving as the Engineer of Record, will be responsible to obtain all final inspections and project approvals from ADEQ and Yavapai County Development Services including compiling all required information and certificates. It is understood that the Certificate of Occupancy will be acquired by the Contractor.

### **Task 707 - Commissioning**

The ENGINEER will assist the CITY with start-up and operations services during commissioning of the facilities. Commissioning is defined as the process in which the newly constructed facility will be placed into routine operation. The commissioning process will include a planned, systematic approach to verify that facility systems operate as intended and there is an orderly transition from construction phase to routine operation. The Commissioning program will include three phases as follows:

Phase I - Initial start-up in manual operating mode.

Phase II - Transition into computer operating mode.

Phase III - Extended operating assistance.

Commissioning will begin no later than upon substantial completion of the facilities, as determined by ENGINEER and CITY.

Start-up Plan: ENGINEER will prepare a start-up plan and procedures for the CITY staff and Contractor. The start-up plan will include identification of key milestone activities necessary for orderly start-up of the facilities. The milestone activities will include coordination of chemical deliveries, completion of any construction activities required for substantial completion, coordination of required Contractor maintenance activities, etc. The plan shall identify the time required for each commissioning phase.

Phase I - Manual Start-up: The objective for Phase I commissioning is to verify proper operation of equipment and facilities in manual mode in accordance with the design concept. Phase I commissioning will consist of the following activities:

- A) Initial start-up of all components of the facility in accordance with the contractor(s) start-up activities identified in the contract documents. Operations may be periodic or continuous (24/7).
- B) Verify that each process, associated mechanical equipment, associated hydraulic control devices, and conveyance components operates properly under actual operating conditions. This includes the verification that all hardwired electrical control interlocks and safeguards are functioning properly.
- C) Documentation of the areas of operational concern encountered during the manual start-up phase with a determination of whether the item of concern is a Contractor punch list item or requires a design modification. The ENGINEER will monitor the documented concerns and promptly notify the CITY and Contractor of all punch list items.
- D) Design modifications will be promptly evaluated by the ENGINEER and recommendations shall be presented to the CITY for a determination of the necessity for implementation.
- E) The ENGINEER's instrumentation support staff will complete the necessary check out of the instrumentation system components and initial loading of the control software simultaneously with the completion of the Phase I activities.

Phase II - Transition to Computer Operation Mode: The objective of Phase II commissioning is to verify the proper remote control and operation (to the degree of automation included in the instrumentation system design) of the facility in accordance with the design concept. Phase II commissioning will consist of the following activities:

- A) Transition from manual operations to operating the facility using the instrumentation and control system. It is anticipated that Phase II operation will require continuous (24 hour per day) operation. The schedule shall be coordinated to accommodate Contractor access for maintenance, troubleshooting and correcting malfunctions.
- B) Verify that each system, associated mechanical equipment, and instrumentation system components operate properly under actual operating conditions. This includes the verification that all software based electrical/process control monitoring, interlocks, automatic control logic, alarms, and report generation subroutines are functioning properly.
- C) Documentation of the areas of operational concern encountered during Phase II commissioning with a determination of whether the item of concern is a Contractor punch list item or requires a design modification. The ENGINEER will monitor the documented concerns and promptly notify the CITY and Contractor of all punch list items.

- D) Design modifications will be promptly evaluated by the ENGINEER and recommendations shall be presented to the CITY for a determination of the need to implement.

Phase III - Extended Operational Assistance: The objective of Phase III commissioning is for the ENGINEER to provide “on-call” assistance to the CITY’s operational staff for an extended period of reasonable duration.

- A) The ENGINEER will document the resolution to operational issues unique to the facility in a troubleshooting chapter in the Operations Manual. The ENGINEER will document the final operational procedures of each process associated mechanical equipment, and instrumentation and control system components.

### **Task 708 - Operations Manual**

The ENGINEER will develop an operations manual as follows:

The specific operation manual chapters to be developed include:

- Well System
- Arsenic Treatment System
- Disinfection System
- Ancillary Building Systems

Each chapter for the major systems will consist of the following sections:

- |                                   |                   |
|-----------------------------------|-------------------|
| • Background                      | • Design Criteria |
| • Theory                          | • Troubleshooting |
| • Operating Strategies            | • Safety          |
| • Equipment & Control Description | • Alarms          |
| • Procedures                      | • Figures         |

The operations manual will compliment equipment manufacturer’s O&M Manuals. The operations manual will cover each system/process and contain a system/process description in sufficient detail to describe the system/process to operators in a direct format. Process chemistry and chemical application will also be covered.

The facility operations manual will cover other operational basics: design criteria, intended operation of the processes, start-up, shutdown, monitoring and troubleshooting procedures; alternate operations modes; and special process safety considerations. These procedures will be field verified by the ENGINEER with assistance from CITY staff.

As each chapter is completed, the ENGINEER will submit draft chapters to the City for their review and comment. The CITY will provide comments to the ENGINEER for the ENGINEER to incorporate into the final documents.

Prior to submitting the final version of the operations manual and transferring to the CITY, the ENGINEER will conduct a detailed final validation and field verification

process. Through this important quality control activity, the ENGINEER will verify that:

- 1) Content has been field-verified and checked at the installation.
- 2) Photographs are current and are reflective of well-maintained and clean conditions.
- 3) Relevant documentation, such as scanned documents, figures and drawings are appropriate.
- 4) Standard Operating Procedures are accurate and reflect actual "as-operated" conditions.

Final copies including five (5) hard copies (in three-ring binders) and five (5) electronic copies (in pdf format) will be submitted to the CITY.

The ENGINEER will also review the Contractor's Equipment Manufacturer O&M Manual for completeness and work directly with the Contractor to correct deficiencies prior to submission to the City.

#### **Task 709 – Record Drawings**

The ENGINEER will prepare a set of record drawings showing those changes made during construction. Record drawing information shall be based on records kept by ENGINEER throughout construction, and on marked-up prints, drawings, and other data furnished by Contractor(s) to ENGINEER which ENGINEER will review for accuracy and completeness. Use the original cover sheet with all the signatures and ENGINEER's seals for the record drawings.

The ENGINEER will prepare the following:

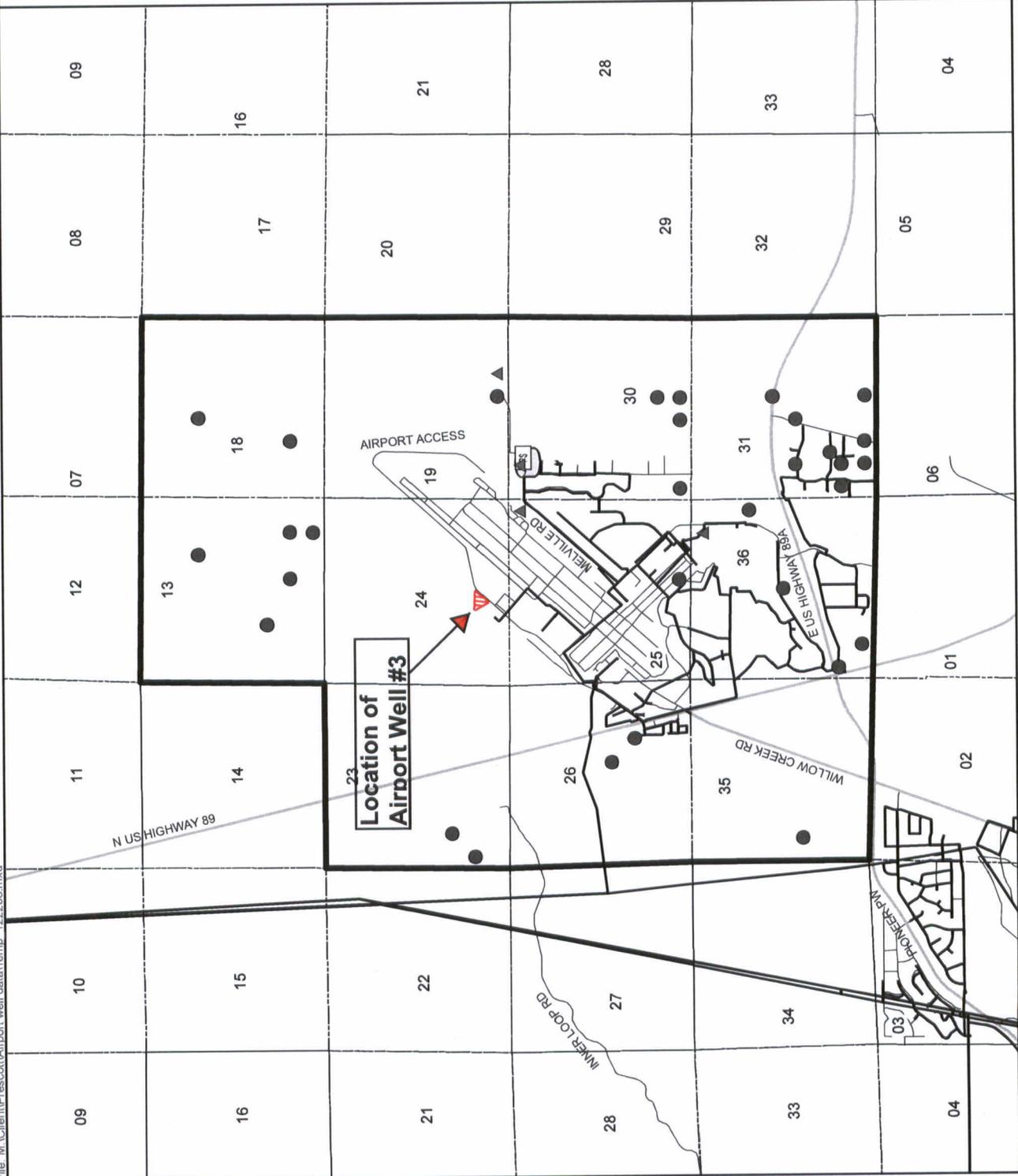
- 1) Record drawing information will be added electronically to existing AutoCad or Microstation files by the ENGINEER as the record set. The record drawings shall be conformed to reflect shop drawing review, substitutions, clarifications and change order information. Five (5) full size, black line copies of the draft record drawings will be submitted to the CITY for review.
- 2) After CITY review, one (1) full size set of sealed mylars will be submitted to the CITY. One (1) set of electronic files representing record drawing information. Electronic files will be pdf and dwg or dgn files. *(Note: The record drawing electronic files will be used as facility drawings by the City. The sealed set of record drawings shall represent the official record drawing set for the Project.)*

The ENGINEER will review and coordinate the record drawings. The record drawings shall be available to the CITY within thirty (30) days of receipt of all data in its entirety from the Contractor.



# EXHIBIT B SITE MAP Love Field Airport Prescott, Arizona

- ▲ City of Prescott Well
- Other Area Well
- ▭ Area of Well Inventory
- Existing Water Mains
- PS Booster Pump Station
- Storage Tank
- ▭ Section Boundary
- Minor Road
- Major Road (Highway)



PROJECT LOCATION MAP  
 AIRPORT ZONE PRODUCTION / RECOVERY WELLS

**Contract Amendment No. 2  
Airport Zone Production/Recovery Well Site  
Contract No. 10-003**

**Exhibit "C"  
SUMMARY OF TASKS, MAN-HOURS and COSTS  
City of Prescott, Arizona  
March 2012**

TASKS	Carollo Man-Hours					Total Man-Hours Per Task	Budget Per Task
	Senior Professional	Lead Project Professional	Project Professional	Professional	Technician		
<b>TASKS</b>							
<b>Arsenic Treatment Facility Design for Airport Well No. 3 (Exhibit A)</b>							
<b>PRE-DESIGN SERVICES - DESIGN SELECTION</b>							
Task 401 - Arsenic Treatment Evaluation - Draft Tech Memo	2	2	16	40	8	68	\$11,466
Task 402 - Arsenic Treatment Tech Memo Review Meeting	2	2	2	2	4	6	\$1,232
Task 403 - Arsenic Treatment Evaluation - Final Tech Memo	1	1	4	20	4	30	\$4,941
Task 404 - Incorporate into Preliminary Design Report	2	8	16	40	32	110	\$16,630
<b>Subtotal</b>	<b>7</b>	<b>13</b>	<b>36</b>	<b>102</b>	<b>24</b>	<b>214</b>	<b>\$34,269</b>
<b>DESIGN PHASE SERVICES</b>							
Task 501 - Prepare 60% Plans, Outline Specifications & Estimate	2	12	32	80	12	218	\$32,614
Task 502 - Prepare 90% Plans, Specifications & Estimate	2	8	20	60	16	166	\$24,202
Task 503 - Prepare Final Construction Documents & Estimate	1	4	12	40	32	101	\$14,747
Task 504 - Permits and approvals	2	4	12	12	2	20	\$3,052
<b>Subtotal</b>	<b>5</b>	<b>26</b>	<b>64</b>	<b>192</b>	<b>42</b>	<b>505</b>	<b>\$74,615</b>
<b>BIDDING SERVICES</b>							
Task 601 - Bid Phase Services	4	4	2	8	0	14	\$2,588
<b>Subtotal</b>	<b>0</b>	<b>4</b>	<b>2</b>	<b>8</b>	<b>0</b>	<b>14</b>	<b>\$2,588</b>
<b>Subtotal</b>	<b>12</b>	<b>43</b>	<b>102</b>	<b>302</b>	<b>66</b>	<b>733</b>	<b>\$111,472</b>
<b>POST DESIGN - ENGINEERING SERVICES DURING CONSTRUCTION (Exhibit B)</b>							
Task 701 - Representation on Behalf of City	8	16	32	72	8	48	\$8,936
Task 702 - Review Shop Drawings and Test Results	16	32	72	12	72	192	\$28,264
Task 703 - Issue Interpretations and Clarifications	4	6	12	8	4	26	\$4,072
Task 704 - Minor Changes, Change Order Requests, and Change Orders	8	12	80	12	6	32	\$5,068
Task 705 - On-Site Inspection and Review of Work	8	12	80	12	4	100	\$20,288
Task 706 - Completion	16	24	24	60	2	10	\$1,764
Task 707 - Commissioning	16	24	24	60	4	44	\$8,536
Task 708 - Operations Manual	16	16	16	60	16	108	\$16,388
Task 709 - Record Drawings	4	4	8	8	32	44	\$5,648
<b>Subtotal</b>	<b>16</b>	<b>48</b>	<b>208</b>	<b>164</b>	<b>62</b>	<b>604</b>	<b>\$98,964</b>
<b>Total Man-Hours</b>	<b>28</b>	<b>91</b>	<b>310</b>	<b>466</b>	<b>270</b>	<b>1337</b>	
<b>Hourly Rates</b>	<b>\$235</b>	<b>\$214</b>	<b>\$198</b>	<b>\$167</b>	<b>\$110</b>	<b>\$90</b>	
<b>Total Lump Sum Labor Costs</b>							<b>\$210,436</b>
<b>Subcontractors &amp; Expenses</b>							
HydroSystems Inc (Additional WQ Sampling)							\$5,000
Lyon Engineering							\$0
Engineering & Testing Consultants, Inc							\$0
SWCA							\$0
Briggs Appraisal & Consulting							\$0
Mileage (Post Design Services)							\$2,500
Printing & Graphics							\$2,000
<b>Total Subcontractors &amp; Expenses</b>							<b>\$9,500</b>
<b>TOTAL LUMP SUM PROJECT COSTS</b>							<b>\$219,936</b>

**CAROLLO ENGINEERS**



<b>COUNCIL AGENDA MEMO – April 10, 2012</b>
<b>DEPARTMENT:</b> Public Works
<b>AGENDA ITEM:</b> Approval of a professional services agreement with Dibble Engineering to complete White Spar Road water utility relocation engineering in an amount not to exceed \$69,166.00

<b>Approved By:</b>	<b>Date:</b>
<b>Department Head:</b> Mark Nietupski, Public Works Director	
<b>Finance Director:</b> Mark Woodfill	
<b>City Manager:</b> Craig McConnell <i>Craig McConnell</i>	<i>4-4-12</i>

**Item Summary**

This item is to approve a professional services agreement with Dibble Engineering for design of a water line relocation on White Spar Road. The work is necessary within Arizona Department of Transportation (ADOT) right-of-way in preparation for upcoming roadway improvements. ADOT correspondence (attached) confirms City water lines are in conflict with the planned improvements and require relocation. ADOT plans to advertise their project for bids in June, with construction to start in October 2012.

**Background**

ADOT has been developing roadway improvements plans for White Spar Road from approximately Copper Basin Road to Peterson Lane. Throughout that process ADOT has held utility coordination meetings in preparation for the upcoming construction.

Public Works has reviewed the roadway improvement plans, investigated prior rights documentation, performed subsurface investigations, and examined record drawings to confirm the necessity of the relocations. Based on these activities the City must design and accomplish the water line relocation at its expense, in advance of roadway improvements and in accordance with the City Water Distribution System Model Report and construction standards.

**Procurement**

Dibble Engineering is currently under contract with ADOT for the White Spar roadway improvements design. Contracting with Dibble Engineering to perform the water utility relocation design will maximize project coordination and be the most economical approach for the City.

**Schedule**

The design schedule provides for completion within ten (10) weeks of a notice to proceed. A separate construction contract for the relocation work designed via this contract will be brought to Council after bidding. The ADOT roadway construction is scheduled to begin in October 2012.

**Agenda Item:** Approval of a professional services agreement with Dibble Engineering to complete White Spar Road water utility relocation engineering in an amount not to exceed \$69,166.00

**Budget**

FY 2012 funding is available for the project in the Water Fund. (Capital Contingencies Account #7007810-8930-90023). Funding for the pending construction has been identified in the proposed FY 2013 capital budget.

**Attachments:** Dibble Engineering Proposal  
ADOT Letter (March 29, 2012)  
Vicinity Map

**Recommended Action: MOVE** to approve a professional services agreement with Dibble Engineering to complete White Spar Road water utility relocation engineering in an amount not to exceed \$69,166.00.



7500 North Dreamy Draw Drive  
Suite 200  
Phoenix, Arizona 85020  
phone 602.957.1155  
fax 602.957.2838  
www.dibblecorp.com

March 29, 2012

Mr. Joel Berman  
Capital Projects Manager  
City of Prescott Public Works Department  
430 North Virginia Street  
Prescott, AZ, 86301

Re: **SR 89 White Spar MP 309**  
City of Prescott Waterline Relocation

Dear Mr. Berman:

Attached is our proposal to complete design and post design services for the City of Prescott waterline relocation for the above noted project. The limits of the waterline relocation have been identified by the City as approximately from Station 17+70 (Copper Basin Road) to Station 38+20 (Canyon Drive).

It is proposed that this work be completed for fee not to exceed \$69,166.00. It is our understanding that the waterline design and construction will be contracted directly with the City and completed in advance of, or coincident with the construction of the ADOT roadway improvements.

Enclosed are copies of our scope of work, proposal worksheets for derivation of the fee and estimated sheet count.

If you have any questions, please call us at (602) 957-1155.

Sincerely,

**Dibble Engineering**

Jason R. Fort, P.E.  
Vice President  
Water Resources Practice Leader

Enclosures

cc: Bruce Canavan – City of Prescott  
Steve Mischler - ADOT

**SCOPE OF WORK  
SR 89 White Spar MP 309**

**City of Prescott  
Waterline Relocation**

March 29, 2012

**General**

The purpose of this Scope of Work is to provide design services and post design services for City of Prescott waterline relocations along the ADOT SR 89 White Spar Road improvement project corridor.

**110 Location**

Waterline relocation limits have been designated by the City of Prescott. The approximate limits are from Station 17+70 (Copper Basin Road) to Station 38+20 (Canyon Drive). Dibble will review pothole data and waterline mapping data provided by the City to confirm waterline relocation limits.

**120 Description**

The City of Prescott owns potable water pipelines within the designated project corridor. Based on the proposed ADOT improvements, portions of the potable waterlines are in conflict with the proposed roadway improvements and must be relocated. It is the intent of the project to design and construct the waterline relocations in advance and/or in coordination with the ADOT roadway improvements.

The City and ADOT have performed potholing of the existing utilities, including the existing waterlines, along the length of the project. Based on the results of the potholing, the City has identified waterlines that are in conflict with the proposed roadway improvements and designated the limits of relocation.

Design drawings and specifications for the waterline relocations will be prepared for advertisement, bid and award by the City.

**170 Project Schedule**

The project submittals will be completed in accordance with the following schedule, which assumes NTP on April 11, 2012 based on City Council approval on April 10, 2012.

<b>Submittal</b>	<b>Duration</b>	<b>Total Time</b>
Stage II (30%)	2 weeks	NTP + 2 weeks (04/25/12)
City Review	1 week	NTP + 3 weeks (05/02/12)
Stage IV (95%)	3 weeks	NTP + 6 weeks (05/23/12)
City Review	2 weeks	NTP + 8 weeks (06/06/12)
Stage V (100%)	1 week	NTP + 9 weeks (06/13/12)
Final Construction Documents	1 week following permitting agency approval	

Stage II (30%) submittal will include plans and cost estimates.

Stage IV (95%) submittal will include plans, specifications, design report and cost estimates.

Stage V (100%) submittal will include plans, specifications and cost estimates, suitable for agency permitting.

Final Construction Documents (Plans, Specifications and Estimate) will be submitted one week following receipt of approval from permit agencies.

### **173 Meetings**

Regularly scheduled project meetings will be held through bid advertisement in June 2012. Meetings will be held to coordinate plan comment review/resolution following each stage submittal (assumed three review meetings). In addition, Dibble's waterline design manager will attend the scheduled March 27, 2012 project utility coordination meeting. Meetings will be held at the City of Prescott offices. Dibble will be responsible for meeting agendas and meeting minutes.

### **SECTION 300 DESIGN CRITERIA**

Waterlines will be designed to meet City of Prescott applicable City design standards, including:

- Arizona Administrative Code, Title 18, Chapter 5
- Arizona Department of Environmental Quality – Engineering Bulletin 10: Guidelines for the Construction of Water Systems
- City of Prescott Standards and Land Development Code
- City of Prescott Standard Details and Specifications
- Yavapai Association of Governments (YAG) Standards and Details
- Maricopa Association of Governments (MAG) Uniform Standard Specifications and Details for Public Works Construction

### **410 Surveys and Mapping**

Dibble will provide limited topographic survey for pickup of existing features related to waterline design. This may include valve locations and depth to operating nut, water service connections and additional topographic survey at connection points, as required. This scope provides no more than one (1) day of field survey for topographic survey pickup.

### **432 Utility Plans**

Dibble will provide design for waterline relocations as described in this scope of work. New waterlines are anticipated to be 12-inch ductile iron pipe waterlines, with connections to existing system sized as requested by the City. Plans for all waterlines will be prepared to show both plan and profile as required by the City. All plans will be prepared at 1" = 20' horizontal scale and 1" = 2' vertical scale, unless otherwise requested.

Design features will include pipelines, connections to existing water distribution systems, fire hydrants (City of Prescott standard spacing), water service connections (City main to new meter box adjacent to existing box and reconnecting to existing service), and line valves (City standard spacing and location). Existing mains being replaced will be designated for abandonment in place or removal as required.

### **437 Design Report**

Dibble will prepare a design report documenting the basis of design, design criteria, referenced standards, pipeline design calculations (as required) and recommended pipeline appurtenances. The design report will be prepared to meet the documentation requirements of the ADEQ Approval to Construct. The City will prepare hydraulic calculations documenting the anticipated changes to the City's distribution system operating pressure and flow capacity resulting from the proposed waterline replacement. The City will provide model results (sealed by a Professional Engineer) for attachment as an appendix to the design report.

### **439 Utility Permitting**

Dibble will submit Stage V (100%) plans, supporting documentation, design report, and the Application for Approval to Construct Drinking Water Facilities to Arizona Department of Environmental Quality (ADEQ) Water Quality Division for review and coordinate review and approval prior for issuance of the Approval to Construct prior to construction of the waterline. Dibble will pay required application fee for Priority Review (double the standard fee), and will be reimbursed as a direct reimbursable expense. City will be responsible for providing system operating data required for the design report and authorized signature on the Application.

Dibble will submit the Stage V (100%) plans to ADOT to obtain the Right-of-Way encroachment permit approval for construction of the new waterlines. Following permit approval, the City's contractor will be responsible for obtaining the Right-of-Way encroachment permit from ADOT. The permit review and approval process is anticipated to be a no-fee permit approval.

### **480 Cost Estimates**

Cost estimates (Engineer's Opinion of Probable Construction Cost) will be prepared and submitted in conjunction with each Stage submittal.

#### **486 Special Provisions**

Special provisions will be prepared for all construction elements not adequately addressed by the references to the City of Prescott, YAG and MAG Standard Specifications.

#### **487 Contracts and Specifications Process**

Dibble will provide bidding phase services in support of the waterline design portion of the project. Services will include:

- Attendance at Pre-Bid meeting
- Response to Questions during bidding, if needed
- Preparation of Addenda to Construction Documents, if needed

#### **600 POST DESIGN SERVICES**

Dibble will provide post design services in support of the construction of the waterline as described herein. It is noted that waterline construction will be bid and constructed by the City's contractor in advance of or concurrently with the ADOT roadway improvements.

#### **601 Project Meetings**

Dibble's waterline design manager will attend the project preconstruction meeting and ADOT partnering meeting to discuss specific project requirements associated with the waterline construction. Attendance at regular construction meetings is not anticipated.

#### **602 Shop Drawing Submittals**

Dibble will review and respond to shop drawing submittals as requested by the City. It is anticipated that the City will coordinate review of submittals and will review most shop drawing submittals. Dibble anticipates reviewing up to five (5) shop drawing submittals as part of this task. Review comments will be provided to the City's project manager. Reviews will be provided within one (1) week of receipt of shop drawing, unless otherwise documented.

#### **603 Requests for Information**

Dibble will review and respond to contractor's Requests for Information (RFI's), providing technical clarification and or interpretation of the contract documents. RFI responses will be provided within one (1) week of receipt, unless otherwise documented. We anticipate response to a maximum of five (5) RFI's as part of this task.

#### **604 Record Drawing Preparation**

Dibble will prepare record drawings documenting as-built conditions for the waterline infrastructure. The construction contractor will be required to provide as-built redlines prepared and stamped by a Registered Land Surveyor for use in preparing the record drawings. Technical

special provisions will require the contractor to provide updated as-built survey data points at each weekly construction meeting to ensure adequate and accurate as-built data is collected.

Final record drawings will be provided to the City electronically (PDF and AutoCAD format) as well as hard copy (4 mil mylar).

#### **605 Permit Closeout**

Dibble will submit the Engineer's Certificate of Completion and supporting documentation to ADEQ for issuance of the Approval of Construction. The City will be responsible for certifying the Engineer's Certificate of Construction and observing and providing pressure and bacteriological testing and results.

#### **Exclusions from this contract include:**

- Infrastructure design beyond the limits described herein, except as may be identified during document review described in Task 110.
- Additional utility potholing
- Hydraulic modeling and/or fire flow analysis
- Geotechnical analysis / excavation condition assessment

**DERIVATION OF COST PROPOSAL SUMMARY**

(Figures may be rounded to the nearest \$1)

**ESTIMATED DIRECT LABOR**

Classification	Estimated Labor Hours	Hourly Rate	Labor Costs
Project Principal	0	\$ 60.10	\$ -
Project Manager	121	\$ 45.22	\$ 5,472
Project Engineer	211	\$ 37.14	\$ 7,837
Engineer/Designer	154	\$ 27.88	\$ 4,294
Technician/Drafter	143	\$ 24.48	\$ 3,501
Registered Land Surveyor	4	\$ 38.70	\$ 155
Field Crew (2-person)	8	\$ 47.00	\$ 376
Clerical	38	\$ 24.35	\$ 925
	<u>679</u>		

Negotiated Overhead Rate @ 167.36% Total Estimated Labor \$ 22,560 EC10  
 of Estimated Labor \$ 37,756 EC20  
 Sub-total \$ 60,316

**ESTIMATED DIRECT EXPENSES**

(Listed by Item at Estimated Actual Cost - NO MARKUP)

Travel (Food, Lodging, Van Rental)	\$ 706
ADEQ Permit Fees (Priority Review)	\$ 1,800
Reproduction	\$ 312

\$ 2,818

Total Estimated Expenses \$ 2,818 EC30

**ESTIMATED OUTSIDE SERVICES AND CONSULTANTS**

(Listed by Firm Name at Estimated Actual Cost - NO MARKUP)

FIRM	COST	METHOD OF COMPENSATION
		Time & Materials (Not to Exceed Contract Max)
Total	\$ -	
Total Estimated Outside Services	\$ -	EC40
Total Estimated Cost to Consultant	\$ 63,134	
Net Fee (Direct Labor + Overhead)	\$ 6,032	EC50
x 10.00% )		
Total Contract Maximum (T&M) Cost	\$ 69,166	



TASK ORDER TIME 270 CALENDAR DAYS (Combined DESIGN and POST DESIGN)

Jason R. Fort, P.E.  
 Vice President

March 29, 2012  
 Date

Scope Ref.	MILESTONE SUBMITTAL	Sheet Count (As Req'd.)	Project Principal	Project Manager	Project Engineer	Engineer/ Designer	Tech. Drafter	R.L.S.	Field Crew	Clerical	Total Hours	Hours per Sheet	Comments / Information
410	Supplemental Topographic Survey						4	4	8		16		
<b>FIELD SURVEY (DIBBLE)</b>							4	4	8		16		
<b>FIELD SURVEY (DIBBLE) SUBTOTAL</b>													
<b>WATERLINE DESIGN (DIBBLE)</b>													
432	Waterline Cover Sheet w/ Approval Signature Blocks	1 Sheets			1	2	8				11	11.0	
432	Waterline General Notes / Legend	1 Sheets		1	4	4	6				15	15.0	
432	Key Map	1 Sheets			1	4	8				13	13.0	
432	Plan and Profile	6 Sheets		14	28	48	52				142	23.7	
432	Connection Details	2 Sheets		8	12	16	18				54	27.0	
432	Standard / General Details	2 Sheets		4	10	16	14				44	22.0	
437	Design Report			4	16	16	2				46		
439	Utility Permitting (ADEQ)			4	16					4	24		
480	Cost Estimates			3	6	12				1	22		
486	Special Provisions			8	24	4				8	44		
487	Contracts and Specifications Process			2	4	2	8			1	17		
602	Shop Drawing Submittals			1	5	10				2	18		
603	Requests for Information			1	10	5	2			2	20		
604	Record Drawing Preparation	13 Sheets		2	4	8	16			1	31	2.4	
605	Permit Closeout			1	4	4				1	10		
<b>WATERLINE DESIGN (DIBBLE) SUBTOTAL</b>				53	145	151	134			28	511		
<b>PROJECT COORDINATION / ADMINISTRATIVE</b>													
NOTE: See Mtg. Summary for detailed breakdowns													
173	Field Review Meeting	1 Mtgs					2				25		
173	Comment Review Meeting	3 Mtgs		10	11					2	54		
173	Utility Coordination Meeting	1 Mtgs		7	2					2	11		
Project Team Meetings (Internal to DIBBLE )		3 Mtgs		3	3	3	3				12		
600	Bidding Phase Meetings	1 Mtgs		7	8						15		
601	Construction Phase Meetings	2 Mtgs		12	14						26		
Administration/Project Management/Sub Coordinator		9 Mo.		8	1						9		
<b>REVIEWS AND MEETINGS (DIBBLE) SUBTOTAL</b>				68	66	3	5			10	152		
<b>TOTAL HOURS</b>				121	211	154	143	4	8	38	679		
% of Contract: 0.0% 17.8% 31.1% 22.7% 21.1% 0.6% 1.2% 5.6% 100.0%													

SHEET TOTAL  
13 Total Dibble  
13 Total Plans

**DERIVATION OF DIRECT EXPENSES SUMMARY**

(Figures may be rounded to the nearest \$1)

**TRAVEL:**

**MILEAGE (Personal Vehicles)**

Mileage:	# Trips	Miles/ Trip	Cost/ Mile		
Survey Crew Vehicle	1	220	\$ 0.445	\$	98
Prescott Meetings	6	220	\$ 0.445	\$	587
Misc Design Meetings	0	20	\$ 0.445	\$	-
<b>MILEAGE SUBTOTAL:</b>				\$	<b>685</b>

**SUBSISTENCE (FIELD VISITS):**

Meal Expenses:	# of Mtgs	# of People	Meal Allowance				
			Breakfast	Lunch	Dinner		
Survey	1	1		\$7.00		\$	7
Site Review	1	2		\$7.00		\$	14
	0	0		\$7.00		\$	-
<b>SUBSISTENCE SUBTOTAL:</b>						\$	<b>21</b>

**TRAVEL TOTAL:** \$ **706**

**PERMIT FEES**

Arizona Department of Environmental Quality (Priority Review Fee)	\$	1,800
	\$	-

**MISCELLANEOUS SUPPLIES TOTAL:** \$ **1,800**



Scope Ref.	MILESTONE SUBMITTAL	Sheet Count (If Applicable)	Project Principal	Project Manager	Project Engineer	Engineer Designer	Technician Drafter	R.L.S.	Field Crew	Clerical	Total Hours
<b>PROJECT COORDINATION / ADMINISTRATIVE</b>											
	Field Review Meeting										
	Preparation (Special Plots, coordinates)			1	1		2				4
	Field Review (DIBBLE Staff)			8	8						16
	Minutes & Field Notes			1	2					2	5
	Sub-Total for each Field Review			10	11		2			2	25
	Total for projected Field Review Meetings	1 Mtgs		10	11		2			2	25
173	Comment Review Meeting										
	Preparation			1	2						3
	Meeting (DIBBLE Staff)			5	5						10
	Prepare Meeting Minutes			1	2					2	5
	Sub-Total for each Meeting			7	9					2	18
	Total for projected Comment Meetings	3 Mtgs		21	27					6	54
173	Utility Coordination Meeting										
	Preparation			1	2						3
	Meeting (DIBBLE Staff)			5							5
	Prepare Meeting Minutes			1						2	3
	Sub-Total for each Meeting			7	2					2	11
	Total for projected Utility Coord Meetings	1 Mtgs		7	2					2	11
	Project Team Meetings (Internal to DIBBLE )										
	Preparation										
	Meeting			1	1	1	1				4
	Prepare Meeting Minutes										
	Sub-Total for each Meeting			1	1	1	1				4
	Total projected Internal Team Meetings	3 Mtgs		3	3	3	3				12
	Bidding Phase Meetings										
	Preparation			1	2						3
	Meeting			6	6						12
	Prepare Meeting Minutes										
	Sub-Total for each Meeting			7	8						15
	Total projected Bidding Phase Meetings	1 Mtgs		7	8						15
601	Construction Phase Meetings										
	Preparation				1						1
	Meeting			6	6						12
	Prepare Meeting Minutes										
	Sub-Total for each Meeting			6	7						13
	Total projected Construction Phase Meetings	2 Mtgs		12	14						26
	Administration/Project Management/Sub Coordination										
	Contract Set-up / Project Layout / Work Flow			8	1						9
170	Initialize Primavera Project Schedule										
172	Monthly Update to Primavera / PPMS	9 Months									
173	Monthly Progress Reports	9 Months									
	Total for Admin / Project Management			8	1						9
	<b>REVIEWS AND MEETINGS (DIBBLE) SUBTOTAL</b>			68	66	3	5			10	152





**Arizona Department of Transportation**  
**Intermodal Transportation Division**  
206 South Seventeenth Avenue Phoenix, Arizona 85007-3213

Janice K. Brewer  
*Governor*

John S. Halikowski  
*Director*

March 29, 2012

Jennifer Toth  
*State Engineer*

Joel Berman, P.E.  
Utilities Manager  
City of Prescott Public Works Department

From Randy Blake  
Development Coordinator  
1109 e Commerce Drive  
Prescott, AZ 86305

Subject Project 89 YV 309 H7553 01C Federal Aid NO. STP-089-A(201) known as White Spar

Mr. Berman

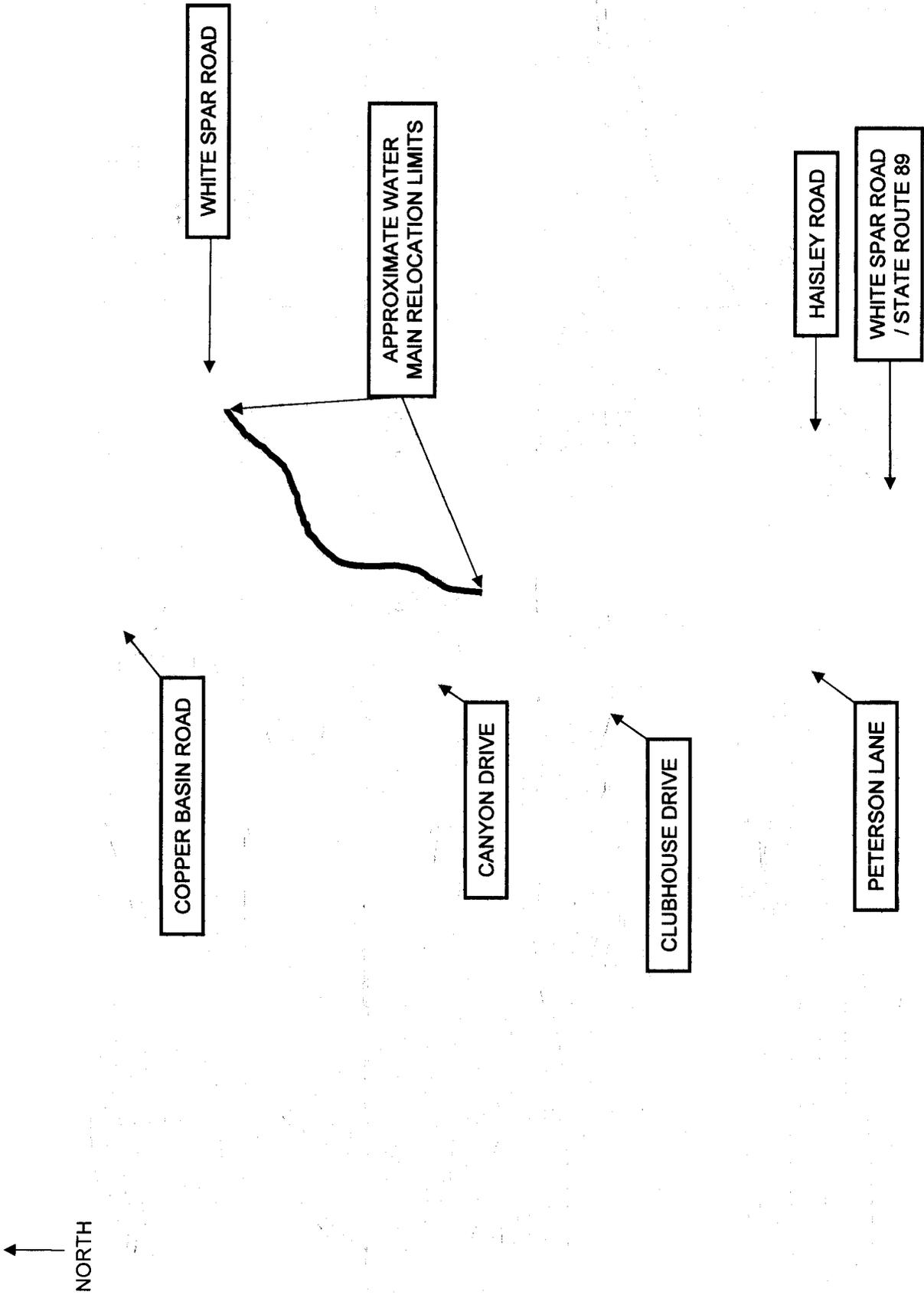
The above mentioned Project is scheduled to be advertised in June of 2012. The City of Prescott has utilities in the State Right of Way that are in conflict with the Project and need to be relocated. Consider this letter notification of the utility conflict with in the limits of Project STP-089-A(201) otherwise known as the White Spar Project. Please take the necessary steps to proceed with the utility relocation that are in conflict. These utility conflicts will need to be relocated in order for the project to move forward.

We appreciate your attention to this mater as soon as possible as this issue could impact our schedule.

Sincerely  
Randy Blake

C James Bramble  
Eric Stanford  
Robert LaJeunesse

# White Spar Road Utility Relocations



*THIS MAP IS BEING REVISED TO ELIMINATE PARCEL LOTS*

**COUNCIL AGENDA MEMO – April 10, 2012**

**DEPARTMENT:** Public Works

**AGENDA ITEM:** Approval of a professional services agreement with Southwest Ground-water Consultants, Inc., for remediation and long-term monitoring of an underground fuel storage tank site at the Old City Yard on North Mount Vernon Avenue in an amount not to exceed \$311,684.00

Approved By:	Date:
<b>Department Head:</b> Mark Nietupski, Public Works Director	
<b>Finance Director:</b> Mark Woodfill	
<b>City Manager:</b> Craig V. McConnell <i>Craig McConnell</i>	4-4-12

**Item Summary**

This item is to approve a contract to be accomplished by the Prescott office of Southwest Ground-water Consultants, Inc. (SGC), for remediation of petroleum compounds released from two underground fuel storage tanks which were removed from the City Yard in 1989. The contract also provides for long term monitoring at monitoring well locations in the vicinity of the site. The project is required by the Arizona Department of Environmental Quality (ADEQ) and is subsequent to a preliminarily approved Corrective Action Plan (CAP) to reduce residual levels of petroleum compounds in the ground. The project is to obtain remediation of the site and closure of the ADEQ case.

**Background**

Various procedural activities have occurred since the City first reported releases from the tanks to the Arizona Department of Environmental Quality (ADEQ) as shown on the attached timeline. The City previously contracted with Southwest Ground-water Consultants, Inc. (SGC), to meet the requirements of a Consent Order issued and signed in 1996 for site investigation and development of a Corrective Action Plan (CAP). A copy of the ADEQ "Release Reporting & Corrective Action Process" with current project status identified is attached. The flow chart illustrates the procedural steps necessary to achieve case closure for a UST removal where a release has occurred.

SGC submitted a preliminary CAP to ADEQ on June 29, 2005. Approval of the preliminary CAP by ADEQ was granted on May 14, 2009. The approved preliminary CAP required "initial sampling" prior to beginning the actual remediation process to verify current conditions and to determine if any time-dependent lowering of contamination levels has occurred (natural attenuation) since the original site characterization.

**Agenda Item:** Approval of a professional services agreement with Southwest Ground-water Consultants, Inc., for remediation and long-term monitoring of an underground fuel storage tank site at the Old City Yard on North Mount Vernon Avenue in an amount not to exceed \$311,684.00

SGC performed the "initial sampling" on June 30, 2011, and provided the results in a report dated July 28, 2011. As noted in the report summary, the wells have been previously sampled at various times from May 2000 to September 2005.

### **Current Status**

With completion of "initial sampling", the City requested a proposal from SGC in February 2012 to satisfy the conditions of the CAP and perform the remediation.

The following tasks are included in the SGC proposal to meet the requirements of the CAP.

- Tasks 1, 2, and 3

Site Preparation, Dual Phase Extraction and Reporting - Implement initial extraction for a six month period, twice per month, testing and reporting. The City will receive monthly status reports of contaminant levels for gasoline constituents to determine effectiveness of the removal process. At any time the results reach specified regulatory level the initial extraction may be terminated, with the approval of ADEQ, and the site designated for passive monitored natural attenuation (MNA).

- Tasks 4 and 5

Project Meetings will be held to review status and progress of the treatment to then determine its effectiveness and the prospective need to continue with contingent extraction once per month for an additional six (6) month period. The additional extraction would be authorized if test results indicate required regulatory levels have not been achieved. At any time the results reach specified regulatory levels the contingent extraction may be terminated, with the approval of ADEQ, and the site designated for passive MNA.

- Task 6

Long term (5-year) sampling with passive MNA will be implemented pending a successful removal/extraction process. The passive MNA process will monitor and test the continued natural attenuation processes (contaminant degradation) which occur through soil and groundwater.

### **Procurement of Engineering Services**

Southwest Ground-water Consultants, Inc. was selected for completion of this project due to their prior involvement with the initial phases of the project and particular expertise in environmental groundwater remediation processes.

**Agenda Item:** Approval of a professional services agreement with Southwest Ground-water Consultants, Inc., for remediation and long-term monitoring of an underground fuel storage tank site at the Old City Yard on North Mount Vernon Avenue in an amount not to exceed \$311,684.00

### **Project Schedule**

ADEQ Public Notice	April 2, 2012 (tentative ADEQ date)
Contract Award	April 10, 2012
ADEQ Final CAP Approval	May 7, 2012 (per ADEQ correspondence)
Notice to Proceed	May 14, 2012
Complete Initial Extraction Period	November 2012

### **Budget**

FY 12 funding has been identified and is available among the Water, Wastewater, and Streets Funds. Additional funding has been included in the tentative FY2013 capital budget for continuation of this project.

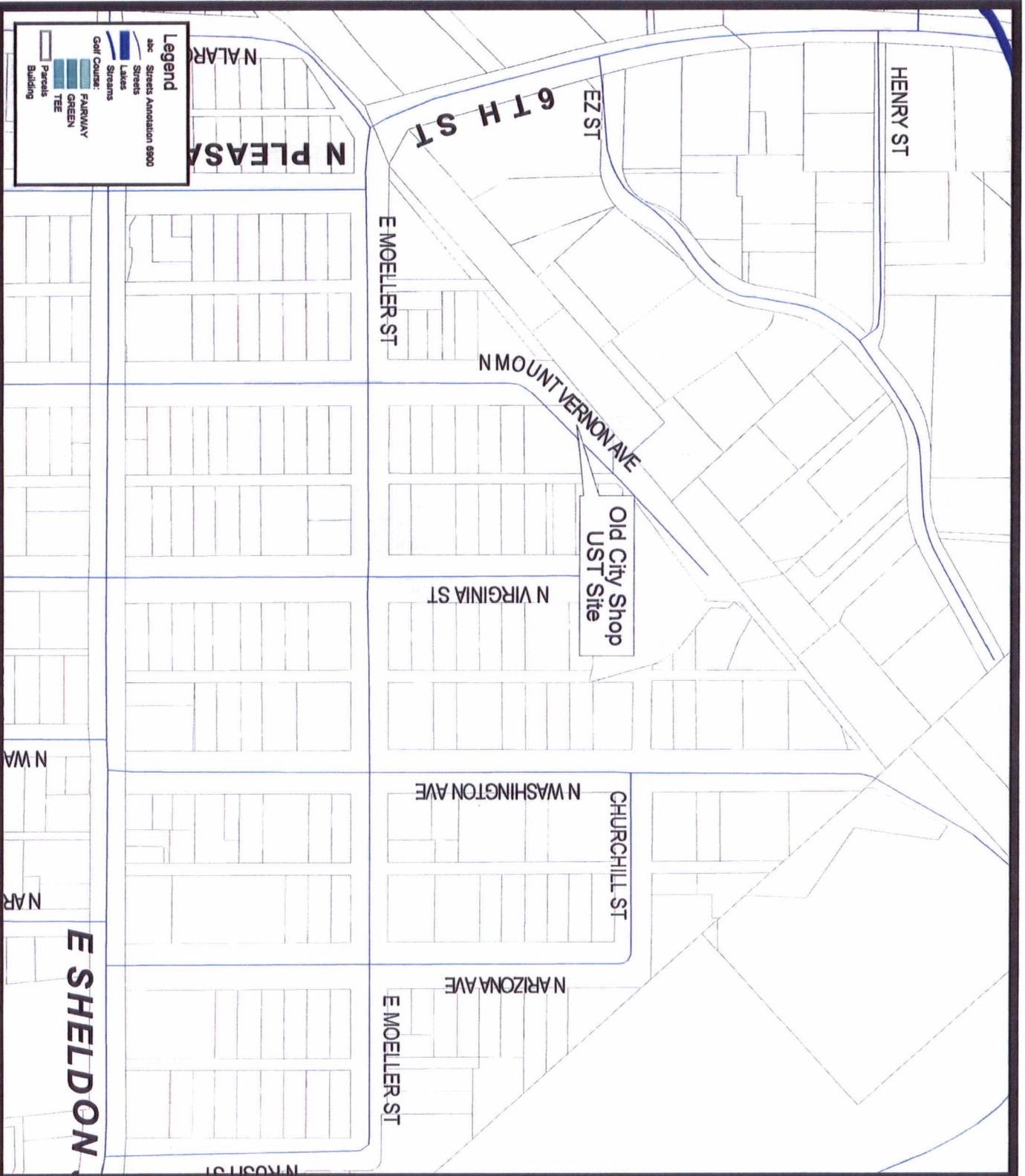
### **Attachments**

- Location Map
- Scope of Services
- ADEQ Corrective Action Process
- City Shop UST Activity Summary Timeline

**Recommended Action:** **MOVE** to approve a professional services agreement with Southwest Ground-water Consultants, Inc., to provide underground fuel storage tank site remediation and long term well monitoring at the Old City Yard, in an amount not to exceed \$311,684.00.

**Legend**

- abc Streets Annotation 6600
- Streams
- Labels
- Streets
- Golf Course:
- FAIRWAY
- GREEN
- TEE
- Parcels
- Building

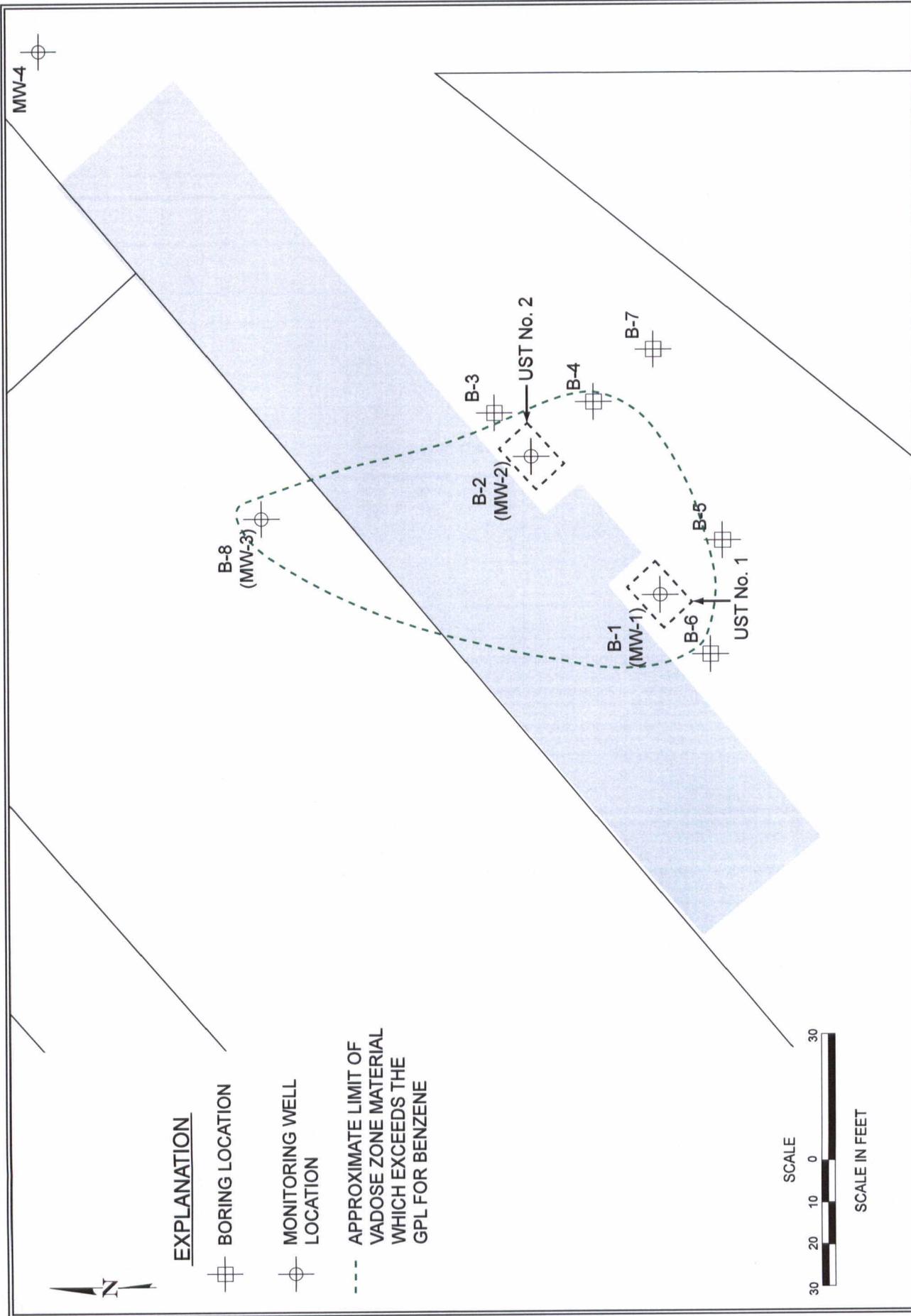


### Old City Shop UST Site Vicinity Map

This map is a product of the  
The City of Prescott GIS



This document is a graphic representation only of best available sources. The City of Prescott assumes no responsibility for any errors.



Southwest Ground-water Consultants, Inc.  
 March 19, 2001  Project B.218



March 5, 2012

Mr. Bruce Canavan, P.E.  
Civil Utilities Engineer  
Public Works, City of Prescott  
433 N. Virginia St.  
Prescott, AZ 86301

**SUBJECT: PROPOSED MOBILE DPE TREATMENT,  
CITY SHOP UST RELEASE,  
100 N MT. VERNON ST., PRESCOTT, ARIZONA**

Dear Mr. Canavan:

Southwest Ground-water Consultants, Inc. (SGC) is pleased to submit this proposal for conducting remediation treatment at the subject site.

**PROJECT APPROACH**

The proposed remediation treatment method is mobile dual phase extraction (mobile DPE). Mobile DPE is part of the remediation alternative selected in the Corrective Action Plan (CAP) dated December 29, 2005 and approved by the Arizona Department of Environmental Quality (ADEQ) on May 14, 2009. The selected remediation alternative also includes passive remediation by Monitored Natural Attenuation (MNA), which will require additional expenses for periodic monitoring and sampling until contaminant levels reduce to acceptable levels. MNA will begin after fuel constituent levels in the subsurface are sufficiently reduced to allow natural processes to complete the remediation.

The objective of the mobile DPE treatment is to reduce fuel constituent levels in the vadose zone and ground water. The mobile DPE method utilizes a vacuum truck to periodically extract groundwater and vadose zone vapors from the extraction wells. A total of 12 extraction events occurring over a period of six months are proposed. After the completion of the 12 extraction events, the results of the treatment will be evaluated to determine if active treatment by mobile DPE should continue or if passive treatment by MNA should begin. If continuation of active treatment is selected, by the City of Prescott, an additional 6 months of treatment at a rate of one treatment per month would be completed.

Mobile DPE will utilize the existing ground water monitoring wells MW-1 and MW-2 for extraction. The MW-3 well may also be used as an extraction well if the adjacent property owner provides access. Groundwater extracted from these wells will be collected in a truck mounted tank and will be transported to an off-site facility for disposal. The vapor extracted from the wells will pass through the truck mounted tank and be discharged. The cumulative mass of gasoline constituents removed by mobile DPE treatment will be tracked.

Mr. Bruce Canavan, P.E. - City of Prescott  
Mobile DPE Treatment - City Shop UST Release,  
March 5, 2012  
Page 2 of 4

A subcontractor will provide and operate the mobile DPE equipment. The offsite fluid disposal will also be provided by a subcontractor. The mobile DPE equipment will be mobilized to the site for each extraction event. The extraction event schedule will be flexible to allow mobilization when the equipment is in the region. The mobile DPE equipment will be placed near the extraction wells during the extraction events. This may impact the normal operations at the site. Although mobile DPE and MNA are the ADEQ approved treatment methods for the site, and pilot testing confirmed that mobile DPE was effective in extraction of fuel constituents, additional treatment time or additional treatment methods may be necessary to reach closure of the site.

## **SCOPE OF WORK**

### **TASK 1.0 SITE PREPARATION**

SGC will coordinate extraction event schedules with site personnel and subcontractors. Permit status will be reviewed and verified. Field supplies and equipment will be obtained. SGC will coordinate with the analytical laboratory to select and schedule the analyses. SGC will coordinate the waste shipping and disposal. SGC will also coordinate with the City of Prescott and ADEQ.

### **TASK 2.0 DPE EXTRACTION**

A total of twelve mobile DPE extraction events are proposed. The events will be conducted twice per month (as previously approved by ADEQ) for a period of six months. The duration of each of the events will be approximately 10 hours.

Monitoring will be conducted during each event. Vacuum influence, flow rates and PID readings from extracted vapor will be obtained. One sample of extracted vapor and extracted water will be collected during each extraction event. Ground-water samples will be collected from the source area wells after the completion of every two extraction events. The samples will be transported to the laboratory for analysis using standard chain of custody protocol. The cumulative mass of removed gasoline constituents will be tracked as the DPE treatment progresses.



### **TASK 3.0 REPORT**

SGC will evaluate the field and laboratory data developed from the extraction events. Test results and treatment progress will be reported monthly to the City of Prescott in a memorandum. The results of the treatment will be evaluated, and incorporated into a preliminary report at the conclusion of the six month period of treatment. SGC will make recommendations regarding the potential continuation of mobile DPE extraction events or the potential transition to passive remediation by MNA. The preliminary report will be provided to the City of Prescott for review and comment. SGC will incorporate the City of Prescott comments into a final report

### **TASK 4.0 PROJECT MEETINGS**

SGC will meet with City of Prescott personnel, three times, to review the status and progress of the treatment. If requested by the City of Prescott, SGC will meet with City of Prescott personnel and ADEQ personnel, one time, to discuss the status and progress of the treatment.

### **TASK 5.0 ADDITIONAL DPE**

Depending on the results of the initial 6 months of treatment, additional DPE treatment may be necessary to achieve sufficient fuel constituent level reduction to begin MNA. If needed, an additional six months of treatment at a rate of one treatment per month would be conducted. This additional DPE task would not proceed unless approved by the City of Prescott and written authorization to proceed is received by SGC.

### **TASK 6.0 MNA**

Depending on the results of the initial DPE and/or additional DPE treatment, SGC will conduct monitoring for remediation by MNA. This MNA task would not proceed unless approved by the City of Prescott and written authorization to proceed is received by SGC. This task will include annual sampling of the six site wells. The samples will be analyzed for the three constituents of concern at the site, benzene, ethylbenzene and toluene.



Mr. Bruce Canavan, P.E. - City of Prescott  
Mobile DPE Treatment - City Shop UST Release,  
March 5, 2012  
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### COSTS AND SCHEDULE

We propose to provide these services, on a time and materials basis, for the estimated costs shown in the table below. Should we encounter conditions that warrant additional work, such conditions will be reviewed with you prior to proceeding. SGC estimates the work will be completed within eight months of receiving written notice to proceed. This schedule is subject to subcontractor availability.

Tasks	SGC Fees	Subcontractor	Expenses	Total
1.0 Site Preparation	\$8,050			\$8,050
2.0 DPE Extraction Events	39,000	\$98,394	\$6,996	144,390
3.0 Report	4,400			4,400
4.0 Project Meetings	\$2,070			\$2,070
<b>Total</b>	<b>\$53,520</b>	<b>\$98,394</b>	<b>\$6,996</b>	<b>\$158,910</b>
5.0 Additional DPE Option			Allowance	\$71,814
6.0 MNA Option			Allowance	\$80,960
			<b>Total with Allowances</b>	<b>\$311,684</b>

We appreciate this opportunity to propose our services. Please call if you have any questions or require additional information.

Sincerely,

**Southwest Ground-water Consultants, Inc.**



Scot Journell, P.E.  
Project Manager

Attachments: I - Contract, Schedule of Fees, Charges and Conditions



**ATTACHMENT I  
CONTRACT FOR PROFESSIONAL CONSULTING SERVICES**

between

**Southwest Ground-water Consultants, Inc.**  
143 N. McCormick Street  
Suite 102  
Prescott, AZ. 86301  
an Arizona Corporation

and

City of Prescott  
201 S. Cortez St.  
Prescott, AZ 86303

**SCOPE OF SERVICES**

Mobile DPE treatment, as described in the attached SGC proposal dated March 5, 2012.

Scheduled Start written notice to proceed      Scheduled Completion 8 months (excluding optional tasks)

**AUTHORIZATION FOR PROFESSIONAL CONSULTING SERVICES**

APPROVED and ACCEPTED in accordance with the General Terms of Agreement on the following page by Client.

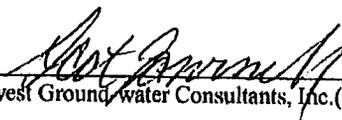
Business Name \_\_\_\_\_

By \_\_\_\_\_  
Client Authorized Representative (Signature)

Name \_\_\_\_\_  
(Print)

Title \_\_\_\_\_

Date \_\_\_\_\_

By   
Southwest Ground-water Consultants, Inc. (Signature)

Name Scot Journell, P.E.  
(Print)

Title Project Manager

Date \_\_\_\_\_

Distribution: Project Executive X      Project Manager X      Accounting X      Other \_\_\_\_\_

**ATTACHMENT I (cont.)  
GENERAL TERMS OF AGREEMENT**

<b>A. Professional Services</b> Principals Sr. Project Professional Project Manager, Project Professional Sr. Staff Professional Staff Professional	\$115-145 \$95-115 \$75-105 \$65-75 \$55-65	<u>Expert Testimony:</u> Depositions/Hearings per day rate 1/2 day minimum	\$1,200    \$600	<u>Support Services:</u> Technical Aide CADD Operator Graphics Illustrator Tech. Word Proc. Admin. Asst.	\$40-55 \$40-50 \$40-50 \$30-40 \$30-40
<b>B. Direct Costs</b> Vehicles, 2-wheel drive Vehicles, 4-wheel drive HNU/OVM	\$1.00/mile \$1.50/mile \$100/day	<u>Equipment Rental:</u> pH Meter, Conductivity Meter, Exposimeter Downhole sounding devices Other Misc. Field Expenses		\$25/day \$50/day   Cost + 10%	
<b>C. SGC will be reimbursed by the Client on the basis of one and ten hundredths (1.10) times direct cost, including subcontractors, for reimbursable expenses.</b>					

**ARTICLE II. PAYMENTS DUE**

SGC shall present a monthly invoice for Professional Services. The Client shall pay the full amount thereof upon presentation, but not later than 30 days after presentation. If payment in full is not received within 45 calendar days of the invoice, SGC may suspend all work until payment is received in full for services rendered. If payment is not received within 60 days after invoice date, this contract may be terminated without notice by SGC. A late fee of 1.5% per month may be applied to unpaid accounts after a period of 60 days. Client will pay the sum of \$0.00 upon execution of this Agreement as a professional retainer.

**ARTICLE III. TERMINATION OF CONTRACT**

This Agreement may be terminated upon 7 days written notice by Client should the Project be permanently abandoned or by SGC for Client non-payment. In the event of termination, the compensation earned by SGC for all services performed through the period of notice shall be increased by 5 percent. Upon termination, all invoices presented by SGC for Services and for Reimbursable Expenses shall become immediately due and payable.

**ARTICLE IV. DISPOSAL OF SAMPLES**

Soil, rock, water, and/or other samples obtained from the project site are the property of the Client. SGC shall preserve such samples for no longer than forty-five (45) calendar days after the issuance of any document that includes the data obtained from them unless other arrangements are mutually agreed upon in writing. Should any of these samples be contaminated by hazardous substances or suspected hazardous substances, it is the Client's responsibility to select and arrange for lawful disposal procedures, that is, procedures which encompass removing the contaminated samples from SGC's custody and transporting them to a disposal site. Due to the risks to which SGC is exposed, the Client agrees to waive any claim against SGC and to defend, indemnify, and hold SGC harmless from any claim or liability for injury or loss arising from SGC's containing, labeling, transporting, testing, storing, or other handling of contaminated samples.

**ARTICLE V. AQUIFER CONTAMINATION**

Subsurface sampling may result in unavoidable contamination of certain subsurface areas, as when a probe or boring device moves through a contaminated area, linking it to an aquifer, or other hydrous body not previously contaminated and capable of spreading hazardous materials off-site. Because nothing can be done to eliminate the risk of such an occurrence, and because subsurface sampling is a necessary aspect of the work which SGC will perform on the Client's behalf, the Client waives any claim against SGC and agrees to defend, indemnify, and hold SGC harmless from any claim or liability for injury or loss which may arise as a result of alleged cross-contamination caused by sampling. The Client further agrees to compensate SGC for any time spent or expenses incurred by SGC in defense of any such claim, in accordance with SGC's prevailing fee schedule and expense reimbursement policy.

**ARTICLE VI. CONFIDENTIALITY**

SGC agrees and shall require all of its employees, agents, representatives, assignees, subcontractors, or other person having an interest or duty in this Agreement to hold in strict confidence, and not to use or disclose, or permit the use or disclosure of, directly or indirectly, to any third party without OWNER'S written consent, all Confidential Information obtained from OWNER or OWNER'S agents, as generated in the performance of services rendered under this Agreement.

**ARTICLE VII. LIABILITY**

SGC agrees to hold harmless and indemnify the Client from and against liability arising out of SGC's negligent performance of the work. It is specifically understood and agreed that in no case shall SGC be required to pay an amount disproportional its culpability, or any share of any amount levied to recognize more than actual economic damages. Client agrees to limit SGC's liability arising from SGC's professional acts, errors or omissions, such that the total aggregate liability of SGC to all those named shall not exceed the total fee for the services rendered on this project.

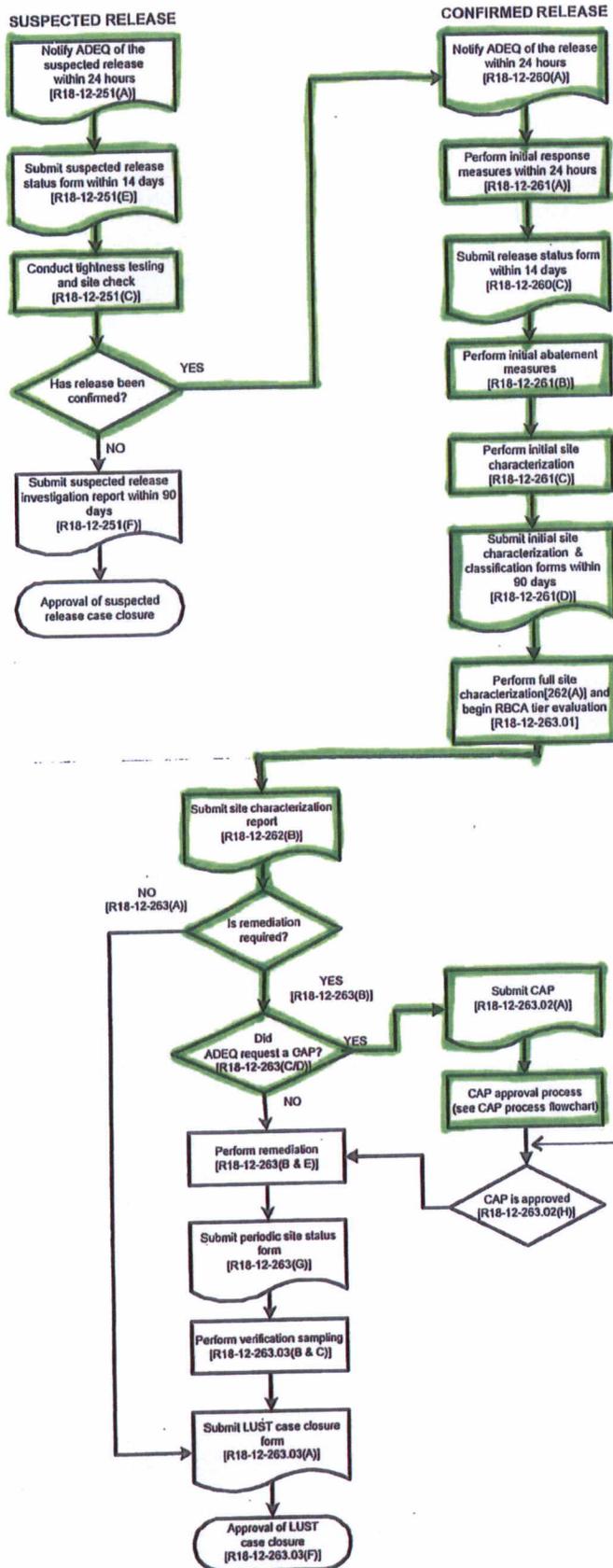
**ARTICLE VIII. GOVERNING LAW**

This Agreement shall be governed by the laws of the State of Arizona.

**ARTICLE IX. INTEGRATED DOCUMENT**

This Contract, including any exhibits, notes, embodies the entire agreement, terms and conditions between Owner and Contractor. No oral or written agreement between Owner or Contractor prior to the execution of this contract shall affect or modify any of the terms or obligations contained in any documents comprising this Contract Document

## RELEASE REPORTING & CORRECTIVE ACTION PROCESS



*Current status:*  
 (1) Preliminary Approval Rec'd.  
 (2) Public Notice

### Old City Shop UST Timeline

ADEQ Action	City of Prescott Action
9/90 ADEQ requested Site Characterization	1989 7/89 City removed 2 UST's 1990
6/93 ADEQ warning for Site Characterization	1993
1996 ADEQ issued Notice of Violation	1996 1996 City signed Consent Order City contracted with SWGW for Site Characterization Work Plan
7/98 ADEQ approved Site Char. Work Plan	1998
2/00 ADEQ issued Order Violation Notice	1999 10/99 SWGW submitted proposal w/phased Site Characterization 11/99 City contracted with SWGW for Site Characterization 2000
5/01 ADEQ required additional wells & testing	4/11/00 City contracted with SWGW for additional wells & tests 2001 3/01 Site Characterization Report sent to ADEQ
7/03 ADEQ approved Site Char. Report 7/03 ADEQ required Corrective Action Plan	2002 2/02 City contracted with SWGW for additional work 2003 3/03 Report addendum sent to ADEQ
2/04 ADEQ approved CAP Work Plan	10/03 City contracted with SWGW for CAP Work Plan 2004 1/04 Revised CAP work plan & pilot test sent to ADEQ 7/04 SWGW performed CAP initial tasks
5/09 ADEQ approved preliminary CAP	2005 6/05 Preliminary CAP sent to ADEQ
9/09 ADEQ approved prelim. CAP modification	2009 8/09 City & SWGW requested modification of Preliminary CAP
12/10 ADEQ contacted City on CAP status	2010
3/5/12 ADEQ contacted City on CAP status	2011 5/11 City contracted with SWGW for "initial sampling" 6/11 Wells sampled 7/11 Sampling report received 8/11 Re-sampled one well 9/11 Re-sampling report received 2012 1/12 City requested SWGW update CAP implementation proposal 2/21/12 City received, reviewed updated CAP proposal 3/5/12 City received corrections to updated proposal. 3/9/12 City responded to ADEQ inquiry by phone 3/21/12 City emailed prelim. status w/summary report to ADEQ 3/23/12 City mailed revised status & full sampling reports to ADEQ 4/2/2012 Public notice 4/10/12 Updated CAP implementation proposal to City Council