




MEMORANDUM

Date: October 12, 2023

To: Honorable Mayor and Commissioners

Via: Albert P. Childress 
City Manager

From: Kelly Crowe, P.E.
Utilities Director

Subject: **Approve Task Order from Perez Engineering & Development, Inc., for Bid Phase, Permit Renewal Services, and Field-Testing Phase Services for Mechanical Integrity Testing of Deep Injection Wells IW-I and IW-2.**

Introduction

Staff recommends the Mayor and City Commission approve the task order from Perez Engineering & Development, Inc., in the amount of \$111,260.00, and authorize the City Manager to execute the task order upon the consent of the City Attorney. \$120,000.00 has been budgeted in account 4013501 5353100, for wastewater treatment plant well operating permit renewal and mechanical integrity testing (MIT), permitting, reporting, and bid services.

Background

The City of Key West operates and maintains two deep injection wells at the Richard A. Heyman Environmental Protection Facility, for the disposal of treated effluent, where the treated effluent is pumped into the groundwater table to depth of 3,000 feet below sea level.

The deep injection wells are permitted by the Florida Department of Environmental Protection (FDEP), permit number 327710-003-004-UO/SW, and are required to be tested for mechanical integrity every five years.

Perez Engineering & Development has provided professional services for operation permit renewal application submittal and MIT plan development and oversight for the past three application submittals.

Procurement

Funds, in the amount of \$120,000.00 have been budgeted in Fiscal Year 23/24 account 4013501 5353100, for the wastewater treatment plant well operating permit renewal and mechanical integrity testing (MIT), permitting, reporting, and bid services.

Resolution 23-029 approved the staff ranking and awarding of contracts on a task order basis to seven firms, including Perez Engineering & Development, in response to Request for Qualifications No. 22-006 for General Engineering Services.

The task order from Perez Engineering & Development, Inc., in the amount of \$111,260.00, professional services for MIT of deep injection wells and operating permit renewal services at The City of Key Richard A. Heyman Environmental Protection Facility appears to be fair and reasonable. Schedule of billable costs match those provided in the Agreement between The City of Key West and Perez Engineering for General Engineering Services.

This task order shall be awarded in accordance with Code of Ordinances Sec. 2-841 contracts for professional services, where the procedures that are being followed are set forth in the Consultants Competitive Negotiations Act, F.S. § 287.055.

Recommendation

The City Manager's Office recommends the Mayor and City Commission approve the task order from Perez Engineering & Development, Inc., for professional engineering services to develop MIT plans and reports, complete and submit the FDEP operating permit renewal application for the deep wells, and provide oversight of the MIT, in the amount of \$111,260.00, and authorize the City Manager to execute the task order upon the consent of the City Attorney.