

Memorandum



Date: February 9, 2017

To: Gary T. Hartfield, Division Director
Small Business Development Division
Internal Services Department

From: Jack Osterholt, Director/Deputy Mayor
Department of Regulatory and Economic Resources

Subject: Request to Advertise item: Technical services for the evaluation and development of Local Limits in Section 24-42.4 of the Code of Miami-Dade County

The Department of Regulatory and Economic Resources (RER) is requesting that the subject project be reviewed for Small Business Enterprises (SBE) measures for Architectural and Engineering (A/E) services, in order to proceed with the advertisement and subsequent consultant selection for this project.

RER intends to retain one (1) qualified firm under a Non-Exclusive Professional Services Agreement (PSA) for this project. The term for the PSA is one (1) year with one (1) year option-to-renew. Maximum compensation for this PSA is three hundred thousand dollars (\$300,000.00), plus a ten percent (10%) contingency allowance in accordance with Ordinance 00-65. No minimum amount of work or compensation will be assured to the retained Consultant.

Attached are RER's Departmental Input Worksheet and the Project DRAFT Scope of Work for your review and approval. Below is an approximate breakdown of the anticipated work within this project.

Technical Category (TC)	Description	Anticipated percent of total project	Associated cost
16.00 (Prime)	General Civil Engineering	50%	\$150,000
10.04 (Sub)	Environmental Engineering-Chemistry Services	50%	\$150,000
Total		100%	\$300,000

Should you have any questions, please contact Rashid Z. Istambouli, P.E., Chief of the Pollution Regulation Division, DERM at (305) 372-6907 or istamr@miamidade.gov.

Attachments

- c: Lourdes M. Gomez, Deputy Director, Department of Regulatory and Economic Resources
- Lee N. Hefty, RER Assistant Director, Division of Environmental Resources Management
- Christa Erml-Martinez, RER Assistant Director, Administration
- Rashid Z. Istambouli, RER Division Chief, Pollution Regulation
- Johnny Vega, RER Section Chief, Water and Wastewater

**MIAMI-DADE COUNTY, FLORIDA
NOTICE TO PROFESSIONAL CONSULTANTS
MIAMI-DADE REGULATORY AND ECONOMIC RESOURCES
FOR DEVELOPMENT/RE-EVALUATION OF LOCAL LIMITS IN CHAPTER 24
PROJECT NO. E17-RER-01**

BACKGROUND

Miami-Dade County is soliciting proposals from consulting firms and individuals for the evaluation and development of Local Limits related to the Industrial Pretreatment Program. On January 13, 2016, the Florida Department of Environmental Protection (FDEP) issued a permit to the Miami-Dade Water and Sewer Department's (MDWASD) Central District Wastewater Treatment Plant (POTW) which authorizes the discharge to the waters of the state under the Federal National Pollutant Discharge Elimination System (NPDES). A copy of the permit is included as Attachment 1. A key requirement under the permit is to re-evaluate the existing General Pretreatment Standards and Local Limits in Chapter 24 of the Code of Miami-Dade County in accordance with Rule 62-625.500(2)I, Florida Administrative Code (F.A.C.). Local Limits shall be developed to protect the POTW against pass through and interference; protect sludge disposal options, and protect worker health and safety. In addition to the NPDES Permit, a Consent Decree (CD) was executed between Miami-Dade County, the US EPA and FDEP with the goal of eliminating prohibited bypasses to the sanitary sewer system. One of the requirements of the CD is to develop a program to control and monitor hauled wastes accepted by the POTW. The types and amount of hauled wastes accepted at the POTW has to be taken into consideration during local limits re-evaluation and the resulting local limits may affect and/or restrict the operation of the hauled waste facility operation. The Industrial Pretreatment Program is managed by the Division of Environmental Resources Management of the Department of Regulatory and Economic Resources. Currently, 96 significant industrial users are permitted, of which 44 are categorical. The County last updated the local limits in 2004 and has recently conducted an abbreviated local limits re-evaluation which demonstrated that a full re-evaluation of the local limits is warranted.

REQUIRED SERVICES AND DELIVERABLES

The Proposer shall review Section 24-42.4 of the Code of Miami-Dade County, the EPA Local Limits Development Guidance (July 2004) and the NPDES Permit for Miami-Dade County's Central District POTW in order to determine an appropriate approach to developing technically defensible local limits. The required services and deliverables for this Solicitation include a description of the project schedule with estimated timelines for the completion of

key elements of the project. The Scope of Work represents a general outline of anticipated services and may change or include other specific services as required, but is not limited to the following:

1. Comprehensive review of the technical document package consisting of existing data from sampling events at Miami-Dade County's three regional wastewater treatment plants and determine need for further sampling. If review determines that additional sampling events are required, the cost of conducting such events shall be submitted as an optional component to the proposal.
2. Draft a Plan of Study (POS) in accordance with U.S. EPA's *Local Limit Development Guidance* (EPA 833R-04-002A) and Chapter 4 of the Florida Guidance Manual for Pretreatment Programs, to submit to FDEP. The POS shall include sampling for conventional pollutants.
3. Schedule and complete sampling events at POTWs and other critical locations of the POTW collection and transmission as identified by DERM and WASD
4. Upon receipt of the laboratory analyses for the new sampling events, review data and perform necessary data reduction into a consistent electronic format and audit raw lab data. Develop draft local limits consistent with the EPA guidance document and submit to FDEP.
5. Review Miami-Dade County's current Sewer Use Ordinance to determine if any changes are required based on the findings of the proposed local limits. Upon approval by FDEP, schedule public participation workshops and facilitate such workshops with the regulated community and other interested parties
6. Upon completion of the public participation period, draft the background memorandum including the agenda package for Government Operations Committee (GOC) and Board of County Commissioners (BCC) for approval and incorporation into Chapter 24 of the Code of Miami-Dade County.

PROJECT MEETINGS

The selected Proposer shall participate in an in-person project kick-off (planning) meeting with the County. The meeting will be scheduled by the County Project Manager and held in the Overtown Transit Village building located at 701 NW 1 Court, Miami, Florida, 33132. The County will issue a Notice to Proceed (NTP) when the contract award requirements have been met and contract is executed. The project planning meeting with County staff shall take place no later than seven (7) days after the NTP is issued. Monthly progress meetings shall be attended by the Proposer's Program Manager in-person or his/her designated staff. Progress meetings will be held at DERM OTV.-Task specific and/or other meetings may be requested by the County Project Manager.

PROJECT TIMELINES

The final report, including the Local Limits Ordinance, shall be submitted by the County (DERM) to FDEP on, or before, August 2018. Substantial Completion Dates (SCDs) are listed below:

SCD	Task
Plan of Study (POS) to FDEP	On or before July 31, 2017
POTW Sampling and Analysis	On or before October 2017
Local Limits- Draft Proposal to FDEP	On or before March 2018

PREFERRED EXPERIENCE AND QUALIFICATIONS

The preferred qualification requirements for this Solicitation are that the Proposer, including the project manager and key support staff, should have:

- a) Developed Local Limits for a publicly owned utility, US City, County or Municipal Government.
- b) Developed a Sewer Use Ordinance for a publicly owned utility, US City, County or Municipal Government.
- c) Professional references (~3) from a publicly owned utility, US City, County or Municipal government that can provide feedback on the individual or firm’s ability to complete technically-based local limits projects on-time. Local limits development projects for which references are provided shall not be older than five (5) years from the date of this RFP.
- d) Experience with working with U.S. EPA and authorized states regarding local limit development projects.

A/E TECHNICAL CERTIFICATION REQUIREMENTS

Prime:

16.00 General Civil Engineering

Prime and/or Sub-Consultants:

10.04 Environmental Engineering- Chemistry Services