Misc. Professional Services

EC 2022-29

STA No. 01

Project Name: Reclaimed Water Feasibility Study

Consultant: Weston and Sampson

Village of Estero Contract No.: EC-2022-29

Brief Description: Research the feasibility of extending reclaimed water mains throughout Estero to allow reclaimed water to replace groundwater for landscape irrigation.

Total Fees: $ 70,500

The Consultant shall perform the services outlined in the attached Exhibit A – Scope of Services and Fees, under the terms and conditions outlined in the above referenced Village of Estero Contract No. EC2022-29.

Consultant: Weston & Sampson	Village of Estero
By: _____	By: _____
Name: _____	Name: Steve Sarkozy
Title: _____	Title: Village Manager
Date: _____	Date: _____

Attachments:
Exhibit A – Scope of Services and fees

Exhibit A

Weston & Sampson SM
1520 Royal Palm Square Blvd, Suite 260, Fort Myers, FL 33919
Tel: 239.437.4601

November 15, 2022

Mr. Steve Sarkozy
Village Manager
Village of Estero
9401 Corkscrew Palms Circle
Estero, Florida 33928

Re: **Reclaimed Water Feasibility Study**
Supplemental Task Authorization: EC 2022-29 STA 1

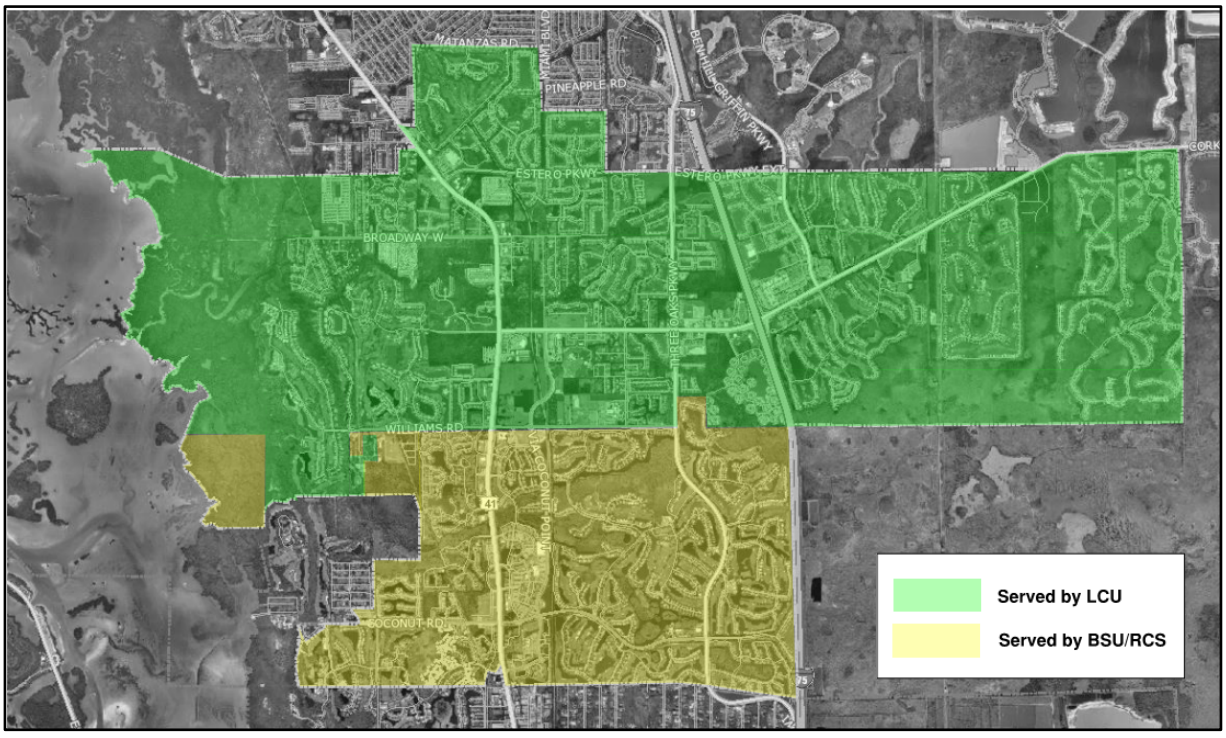
Dear Mr. Sarkozy:

Weston & Sampson is pleased to present the Village of Estero the following Supplemental Task Authorization EC 2022-29 STA 1 for a Reclaimed Water Feasibility Study through our existing Miscellaneous Professional Services Agreement with the Village.

PROJECT UNDERSTANDING

The Village of Estero would like to investigate expanding reclaimed water for irrigation throughout the Village. Reclaimed water is currently only available along several of the main roadways including portions of Three Oaks Parkway, Corkscrew Road, US 41, and Williams Road.

The Village currently does not own any utility infrastructure but relies on Lee County Utilities (LCU) for water, sewer, and reclaimed water for the areas generally north of Williams Road and relies on Bonita Springs Utilities (BSU) for water and sewer and Resource Conservation Services (RCS) for reclaimed water for the areas generally south of Williams Road.



The Village has plans to construct additional landscape projects within the following roadways and would like to use reclaimed water for irrigation of these spaces:

- River Ranch Road
- Ben Hill Griffin
- Corkscrew Road
- Via Coconut Point
- Broadway Ave.
- Williams Road
- Coconut Road
- US 41
- Three Oaks Parkway

The Village desires to explore the possibility of extending reclaimed water mains from Lee County and/or RCS to serve the needs for the existing and future landscape projects as well as explore the possibility of partnering with residential communities on reclaimed water infrastructure.

The Village is also interested in exploring grant opportunities, such as Alternative Water Supply (AWS) grants through South Florida Water Management District to fund these improvements. Therefore, Weston & Sampson is pleased to present the following scope of services:

SCOPE OF SERVICES

TASK 1.0 OBTAIN INFORMATION

A. Irrigation Needs and Timeframe
   1. Determine the following irrigation needs for each existing and proposed landscape improvement:
      a. Desired Pressure range
      b. Flow volume/desired meter sizes for each project area
      c. Work with Village staff to develop a tentative time frame for completion of landscape improvements

B. Identify Available Reclaimed Water Lines/Potential Private Partners
   1. Conduct one (1) meeting with LCU to obtain the following information:
      a. Request GIS mapping showing locations and sizes of existing reclaimed water mains
      b. GIS mapping of current LCU reclaimed water system customers that have on-site reclaimed water storage
      c. Historic Customer metered flow data (if available)
      d. System operating pressure range
      e. Identify the quantity/supply of reclaimed water that is currently available for additional customers from LCU, and private developments. Review how utilizing infrastructure from private developments could help the Village to extend reclaimed utilities to the project areas
      f. Deliverable will be one PDF copy of the meeting minutes
   2. Conduct one (1) meeting with BSU/RCS to obtain the following information:
      a. GIS mapping showing locations and sizes of existing reclaimed water mains
      b. GIS mapping of current BSU/RCS reclaimed water system customers that have on-site reclaimed water storage
      c. Historic Customer metered flow data (if available)
      d. System operating pressure range
      e. Identify the quantity/supply of reclaimed water that is currently available for additional customers from BSU/RCS, and private developments. Review how utilizing infrastructure from private developments could help the Village to extend reclaimed utilities to the project areas
      f. Deliverable will be one PDF copy of the meeting minutes
   3. Conduct one (1) meeting with South Florida Water Management District (SFWMD) to obtain the following information:
      a. Identify potential groundwater and alternative water sources for irrigation water

b. Determine quantity and quality of groundwater available as well as treatment requirements for irrigation
c. Determine Consumptive Use Permit (CUP) requirements for the Village of Estero
d. Discuss potential Aquifer Storage and Recovery (ASR) for reclaimed water
e. Deliverable will be one PDF copy of the meeting minutes

4. Preliminary Planning
   a. Prepare a composite map showing the following features:
      1. Village of Estero boundary
      2. Major Roadways
      3. Village of Estero Irrigated Landscape areas
         i. Existing
         ii. Proposed
         iii. Future
      4. LCU Reclaimed Water Mains
      5. BSU/RCS Reclaimed Water Mains
      6. LCU Reclaimed Water Customers having on-site reclaimed water storage
      7. BSU/RCS Reclaimed Water Customers having on-site reclaimed water storage
      8. Locations of potential groundwater sources
   b. Prepare a brief written technical memorandum (anticipated to be 3-5 pages in length) to include the following:
      1. Summarize available sources of reclaimed water supply.
      2. Identify how/if utilizing private infrastructure could be beneficial to the Village
      3. Determine needs for increasing or supplementing water supply
   c. Deliverable will be one PDF copy of the Preliminary Composite Map and one PDF copy of the written technical memorandum

C. Private Stakeholder Outreach
   1. The Village of Estero will conduct the preliminary meetings with HOAs located near proposed landscape projects. W&S has budgeted an allowance of 72 hours for involvement during these preliminary meetings on an as-needed basis.
   2. W&S will assist and provide supporting information for Village Staff to contact and meet with HOAs to discuss opportunities to partner on reclaimed water infrastructure (i.e. pipes and storage facilities).
   3. Conduct up to five (5) follow-up meetings (virtual or in-person) with Village Staff and groups (HOAs) to discuss potential partnering.
   4. Deliverable will be one PDF copy of a written memorandum summarizing the results of the Private Stakeholder Outreach task

TASK 2.0 CONCEPTUAL MASTER PLANNING

A. Preliminary Conceptual Master Planning
   1. Build upon the Composite map developed under Task 1 to develop preliminary pipeline routes to provide reclaimed water to each of the Village of Estero's existing, proposed, and future landscape areas as well as for communities interested in becoming reclaimed water customers. Up to two (2) routes per area.
   2. Develop preliminary construction cost opinion for each pipeline route
   3. Provide brief written memorandum summarizing potential funding sources, requirements, and application timing, including:
      a. SFWMD Alternative Water Supply (AWS) grant
      b. State Revolving Fund (SRF) loan
      c. Potential cost share with public and/or private entities

4. Deliverables will be one PDF copy of preliminary pipeline routes maps along with preliminary construction cost opinions and written memo

B. Preliminary Review Meeting with Village of Estero
   1. Conduct a review meeting with the Village of Estero to review the preliminary pipeline routes and construction cost opinions
      a. Identify which pipeline routes will not be considered further, if any
      b. Receive feedback comments from the Village
   2. Incorporate comments received into updated preliminary scenarios and construction cost opinions
   3. Deliverables will be one PDF copy of the review meeting minutes, along with updated preliminary pipeline routes maps and associated updated preliminary construction cost opinions

C. Review Meetings with Public/Private Stakeholders
   1. Conduct review meetings with public and private stakeholders as described below.:
      a. one (1) review meeting with LCU
      b. one (1) review meeting with BSU/RCS
      c. up to a total of five (5) review meetings (virtual or in-person) with groups of private stakeholders (interested customers that have currently reclaimed water storage or could potentially add reclaimed water storage)
   2. The objective of these meetings is to discuss the following topics related to CIP planning for the Village:
      a. Potential cost splits for construction of the pipelines
      b. Potential funding sources for the construction of the pipelines
      c. Ownership and maintenance points of demarcation for each entity of the pipelines (i.e., LCU/Village, BSU/RCS/Village, or HOA/Village)
      d. Develop a prioritized list for construction of the improvements
   3. Deliverables will be one PDF copy of each review meeting minutes

D. Draft Conceptual Master Plan Report
   1. Build upon the written technical memorandum completed under Task 1.B.3.b to prepare a draft written report summarizing the above tasks and conceptual plans, cost opinions, and recommendations
   2. Draft report is anticipated to be approximately 20 – 25 pages in length including exhibits and graphics.
   3. Submit one hard copy plus one PDF copy to the Village of Estero for review
   4. Conduct one (1) review meeting with the Village of Estero to receive comments and discuss the report

E. Final Conceptual Master Plan Report
   1. Incorporate review comments received from the Village of Estero on the Draft version of the report
   2. Finalize the report
   3. Deliverables will be two hard copies plus one PDF copy of the Final Report signed & sealed by a registered Florida Professional Engineer

PROJECT FEE

Weston & Sampson proposes to conduct the work described above for a Not-to-Exceed contract value of $70,500. Work shall be billed in accordance with our approved rate schedule within our existing Miscellaneous Professional Services Agreement with the Village. The proposed estimated fee includes all labor, equipment, materials, and expenses required to complete the scope of work as outlined above.

PAYMENT

Weston & Sampson understands the following:

- Project compensation will be invoiced on an hourly rate basis plus expenses per our approved May 2022-May 2025 rate schedule.
- All expenses, including travel, communication, and reproduction costs are included in the estimated fees provided above.
- Additional expenses beyond the estimated not-to-exceed will not be billed to the Village without prior written authorization.

PERFORMANCE SCHEDULE

Weston & Sampson is prepared to proceed with work immediately upon execution of an agreement and receipt of written notice to proceed. We anticipate completing the work within 210 days of notice to proceed, assuming timely responses and coordination with regulatory authorities.

GENERAL TERMS & CONDITIONS

Weston & Sampson's services will be provided as described herein and in accordance with our previously approved Term's & Conditions under our current Miscellaneous Professional Services Agreement. To accept this proposal, please sign below. Once signed, return a copy of each to this office.

We look forward to working with you on this assignment. Please feel free to call 518-375-2109 if you have any questions.

Very truly yours,
WESTON & SAMPSON ENGINEERS, INC.



Joseph M. Zongol, PE
Regional Manager | Senior Associate

ACCEPTED FOR:
Village of Estero

Accepted by: _____

Title: _____

Date: _____

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