

MEETING DATE: 2/23/22

ITEM: 10 F

AGENDA ITEM SUMMARY

Subject: GHD-Shaw Avenue monitoring and maintenance agreement

Background Summary:

This agreement with GHD is for annual monitoring and maintenance of the Shaw Avenue dump site for an annual cost of \$10,650. We share these costs on a 50/50 basis with Zoetis. Our share of this cost is \$5,325. As time goes on, this cost has continued to go down.

We recommend approval of this resolution.

CITY OF CHARLES CITY

RESOLUTION NO. 24-22

RESOLUTION APPROVING AGREEMENT FOR SITE MONITORING AND MAINTENANCE ACTIVITIES FOR SHAW AVENUE WITH GHD CONSULTANTS

WHEREAS, the City Council of the City of Charles City, Iowa, is required to monitor the Shaw Avenue dump site per EPA regulations, and

WHEREAS, the City Council of the City of Charles City, Iowa has previously retained the services of GHD to perform these monitoring and maintenance activities, and

WHEREAS, the City Administrator is recommending approval of an agreement for these continued services with GHD, and

WHEREAS, GHD has agreed to provide the services necessary for the estimated fees as proposed in the Scope of Work

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Charles City, Iowa, meeting in regular session on the 23rd day of February, 2022, that the agreement between the City of Charles City and GHD be approved.

COUNCIL MEMBER moved the adoption of the foregoing Resolution;

COUNCIL MEMBER seconded the motion to adopt, and on roll call the voting was as follows:

AYES:

NAYS:

Passed and approved this 23rd day of February, 2022.

Dean Andrews, Mayor

Attest:

Trudy O'Donnell, City Clerk

11228 Aurora Avenue
Des Moines, Iowa 50322-7905
United States
www.ghd.com



Our ref: 12572198-PRO-2

February 07, 2022

Mr. Steven Diers
City Administrator
City of Charles City
Charles City, Iowa 50616

**Proposal for 2022 Site M&M Activities
January 1 through December 31, 2022
Shaw Avenue Dump Site
Charles City Iowa**

Dear Mr. Diers:

GHD Services Inc. (GHD), per the request of Zoetis Inc. (Zoetis), is providing the City of Charles City, Iowa with this proposal to provide professional services during the above-referenced period for the groundwater monitoring system at the Shaw Avenue Dump Site (Site) located in Charles City, Iowa. GHD will provide the following services under this proposal:

- Site Monitoring and Maintenance (M&M) Activities (both Semiannual Events); January through December 2022
- M&M Reporting and Project Management Activities

1. Scope of Work

Task 1 – M&M Activities; January through December 2022

This M&M task, for the period January through December 2022, includes labor, equipment, and materials provided by GHD to complete the required M&M activities. Under this proposal task, the M&M activities will be as performed in general accordance with the M&M Program submitted to the USEPA/Iowa Department of Natural Resources (IDNR) on October 11, 2017 to include:

- Sample four bedrock monitoring wells (MW2, MW6, MW7, and MW8) for total arsenic as part of the annual groundwater sampling event, performed in the second quarter (scheduled for April) of 2022. The samples will be collected via HydraSleeve™ samplers according to the existing M&M Program as submitted to the USEPA/IDNR (October 11, 2017), the approved Quality Assurance Project Plan (QAPP), and the pending HydraSleeve™ memorandum to the USEPA. Quality Control samples are also collected. GHD will submit the samples to Eurofins TestAmerica (TestAmerica) for total arsenic analysis according to the existing M&M Program.
- Conduct one visual annual inspection and document the Site conditions during the annual (April) 2022 sampling event.

Professional services performed by GHD for Site M&M Activities, for the period January through December 2022 will be tracked under Task 1.

Task 2 – M&M Reporting and Project Management Activities

This task includes labor and materials provided by GHD to complete the following activities:

- Validate laboratory data for each groundwater sampling event, with laboratory database entry
- Complete a groundwater sampling summary for each sampling event including data tabulation
- Prepare groundwater total arsenic concentration figure(s)/graph for each sampling event
- Tabulation of Site costs expended in 2022 for potential cost recovery
- Project Management activities to track schedule scope and budget

Professional services performed by GHD for the M&M reporting and overall project management will be tracked under Task 2.

2. Cost Estimate

The scope of work will be billed on a time-and-materials basis, based on the attached Fee Schedule. GHD estimates the cost to complete the tasks described above to be **\$10,650**, with half of this total amount **\$5,325** to be invoiced to the City of Charles City, Iowa, in accordance with the 50%:50% cost sharing agreement between the City of Charles City, Iowa and Zoetis.

3. Closing

GHD appreciates the opportunity to be of continued service to the City of Charles City, Iowa on this project. Please contact me at jeffrey.coon@ghd.com or 515-414-3937, if you have any questions regarding this proposal.

Regards,



Jeffrey Coon
Vice President

+1 515 414-3937
jeffrey.coon@ghd.com

JC/lg/PRO-2

Encl.

Accepted by: _____

Date: _____

Title: _____



Exhibit A-3

**Proposed Zoetis LLC Fee Schedule for Calendar Year
2022-2024**

GHD Description	Zoetis LLC Proposed MSA Hourly Rate (USD) (Jan 2022- Dec 2024)
Senior Technical Director 1	\$214
Senior Technical Director 2	\$214
Senior Technical Director 3	\$214
Technical Director 1	\$195
Technical Director 2	\$195
Senior Professional 1	\$156
Senior Professional 2	\$149
Professional 1	\$141
Professional 2	\$125
Professional 3	\$113
Lead Design Technician 1	\$213
Lead Design Technician 2	\$195
Senior Design Technician 1	\$195
Senior Design Technician 2	\$159
Design Technician 1	\$143
Design Technician 2	\$116
Drafting/Design/Field Tech 1	\$120
Drafting/Design/Field Tech 2	\$109
Drafting/Design/Field Tech 3	\$103
Admin Officer 1	\$147
Admin Officer 2	\$137
Admin Officer 3	\$127
Admin Officer 4	\$118
Admin Officer 5	\$98
Admin Officer 6	\$69
Senior Construction Manager	\$202
Construction Manager	\$184
Lead Site Engineer/Supervisor	\$167
Senior Site Engineer	\$148
Site Engineer	\$140
Lead Inspector	\$133
Senior Inspector	\$98

Notes:

Allocated Costs on Expenses is Actual Costs

Allocated Costs on Subcontractors is Actual Costs plus 5%

Associated Project Costs: \$4/Hr

Mileage: Federal Rates