RESOLUTION NO. 2014-7

A RESOLUTION APPROVING CONTRACTS WITH COMMONWEALTH ENGINEERING, INC. FOR WORK RELATED TO THE COMBINED SEWER OVERFLOW OPERATIONAL PLAN AND ON-CALL AS-NEEDED ENGINEERING SERVICES

WHEREAS, the Town of Speedway, Indiana (the "Town") has heretofore established, constructed and financed a municipal sanitary sewer works for the benefit and provision of services to the Town's residents; and

WHEREAS, the Town requires technical assistance to update the its CSO Operational Plan (the CSOOP), and on-call, as-needed minor engineering services; and

NOW THEREFORE BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF SPEEDWAY, INDIANA:

- 1. The Town Council hereby approves an On-Call Minor Engineering Services Contract with Commonwealth Engineers, Inc. as outlined in "Attachment A" hereto payable from the Sanitation Operating Account.
- 2. The Town Council hereby approves a CSOOP Contract with Commonwealth Engineers, Inc. as outlined as "Attachment B" in an amount not to exceed \$15,000 from the Sanitation Operating Account.
- 3. The Council authorizes the Town Manager to execute the Contracts authorized above and to take the administrative steps necessary to approve the contract.

PASSED BY the Speedway Town Council this 27th day of January 2014.

TOWN COUNCIL OF THE SPEEDWAYY, INDIANA	TOWN	OF
Sang D		
Gary L. Raikes, President		
/// .		
David Lindsey, Vice President	_	
Eileen Fisher, Member		
Absent		
Jeff Hartman, Member		
117		

ATTEST

Monty W. Combs Clerk-Treasurer

William Suffel, Member

This is Task Order No. <u>2014-01</u>, consisting of <u>3</u> pages.

Task Order	
	e with Paragraph 1.01 of the Agreement Between Owner and Engineer for Professional ask Order Edition, dated March 12, 2013 ("Agreement"), Owner and Engineer agree as
1.	Specific Project Data
	A. Title: Town of Speedway - On-Call Services
	B. Description: Minor Engineering Task (Primarily of an Electrical, Mechanical, and I&C nature) on an as-needed / requested basis.
	C. Number of Construction Contracts
	The Specific Project is anticipated to be constructed under N/A Construction Contracts.
2.	Services of Engineer
	Study and Report Services
	Design Services
	Bidding-or-Negotiating Services
	Construction and Commissioning Services
	Resident-Project-Representative Services
	Other Services
	When so requested by the Owner, the ENGINEER will perform minor engineering tasks such as investigations and troubleshooting Electrical, Mechanical, and Instrumentation & Control (I&C) issues, or other related services, to the overall function of the Town's utilities. Normally, the results of these tasks will be reported in writing by the ENGINEER to the Owner's Designated Reprehensive. These minor engineering tasks will be on As-Needed-Basis.
	Additional Services Requiring an Amendment to Task Order

3. Owner's Responsibilities

Owner shall have those responsibilities set forth in Article 2 and in Exhibit B, subject to the following: None

4. Times for Rendering Services

<u>Phase</u>	Completion Date
Other Services (Misc. Engineering)	As Requested

- 5. Payments to Engineer
 - A. Owner shall pay Engineer for services rendered as follows:

Category of Services	Compensation Method	Lump Sum, or Estimate of Compensation for Services		
Basic Services (Other Services)	Choose <u>One</u> : A. <u>Lump-Sum</u> B. Standard Hourly Rates	As Requested		

- B. The terms of payment are set forth in Article 4 of the Agreement and in Exhibit C.
- 6. Consultants: Not Applicable
- 7. Other Modifications to Agreement: None.
- 8. Attachments:
 - Commonwealth Engineers, Inc., Standard Hourly Rates and Reimbursable Expenses Schedule, July 1, 2013 – June 30, 2014
 - Certificate of No Investment Activities in Iran
 - E-Verify Affidavit
- 9. Documents Incorporated By Reference: None
- 10. Terms and Conditions: Execution of this Task Order by Owner and Engineer shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is	<u>, 2014</u> .
OWNER TOWN OF SPEEDWAY	ENGINEER COMMONWEALTH ENGINEERS, INC.
By: Parpara A-Sanjuence	CBy: Sur Though
Name: Barbara Lawrence	Name: Albert C. Stong, P.E.
Title: Town Manager	Title: President
Date Signed: 1/28/14	Engineer License or Firm's Certificate No. 10201336 State of: Indiana Date Signed: 1-/3-/4
Attest:	Attest:
By: Michille Links Title: Executive Assistant	Ву:
Title: EXECUTIVE ASSISTANT	Title: Associate
DESIGNATED REPRESENTATIVE FOR TASK ORDER:	DESIGNATED REPRESENTATIVE FOR TASK ORDER:
Name: Norman Berry	Name: Albert C. Stong, P.E.
Title: Superintendent	Title: President
Address: 1450 N. Lynhurst Drive	Address: 7256 Company Drive
Speedway, IN 46224	Indianapolis, IN 46237
E-Mail Address: nberry@speedwayutilities.org	E-Mail Address: astong@contactcei.com
Phone: (317) 246-2855	Phone: (317) 888-1177
Fax: (317) 240-1330	Fax: (317) 887-8641

COMMONWEALTH ENGINEERS, INC. STANDARD HOURLY RATES AND REIMBURSABLE EXPENSES SCHEDULE July 1, 2013 – June 30, 2014

Billing Class	Rate	Per Hour	Billing Class	Rate F	er Hour
Principal III	\$	80.55	Environmental Compliance Manager	\$	36.06
Principal II	\$	73.91			
Principal I	\$	62.55	Resident Project Representative IV	\$	31.59
•			Resident Project Representative III	\$	27.87
Project Manager IV	\$	66.85	Resident Project Representative II	\$	25.16
Project Manager III	\$	62.55	Resident Project Representative I	\$	22.44
Project Manager II	\$	51.01	•		
Project Manager I	\$	45.92	Clerical III	\$	24.53
•			Clerical II	\$	19.65
Project Engineer IV	\$	51.75	Clerical I	\$	15.39
Project Engineer III	\$	41.26			
Project Engineer II	\$	38.71	Reproduction Processor	\$	19.21
Project Engineer I	\$	35.90	·		
			Trainee	\$	12.88
Engineering Intern III	\$	33.31			
Engineering Intern II	S	28.08	CADD Specialist IV	\$	31.64
Engineering Intern I	\$	25.53	CADD Specialist III	\$	28.74
			CADD Specialist II	\$	24.57
Designer IV	\$	39.60	CADD Specialist I	\$	19.68
Designer III	\$	33.65	•		
Designer II	\$	30.95	IT Manager	\$	40.42
Designer I	\$	26.85	Multimedia Coordinator	S	35.01
Grants Manager	\$	38.45	Surveyor	\$	27.93

In order to arrive at the total billing rate, the above direct payroll rates shall be multiplied by factors of 40% and 96.4286% to account for payroll and general overhead costs respectively. In addition, a 15% profit level is then added to arrive at total labor costs. This is a total multiplier factor of 3.1625 times direct payroll rates.

Reimbursable Expenses

- 1. Travel from the office shall be at the then currently approved rate by the U.S. Internal Revenue Service plus 15% profit
- 2. Actual cost, plus 15% profit, of subsistence and lodging.
- 3. Actual cost, plus 15% profit, of long distance telephone calls, telegrams, express charges, and postage, other than first class mail.
- 4. Paper prints at \$0.75 per square foot, plus 15% profit.
- 5. Actual costs, plus 15% profit, of special tests and services of special consultants (not used without specific written consent of Owner).

It is agreed that the Owner will make payment of each invoice presented by Commonwealth within thirty (30) days from the date of the invoice. Payments received after this time shall be subject to an interest charge of 1% per month.

CERTIFICATE OF NO INVESTMENT ACTIVITIES IN IRAN (IC 5-22-16.5-13)

- 1. Indiana Code. Reference is hereby made to Indiana Code 5-22-16.5 (the "Code"), specifically to Section 5-22-16.5-13 of the Code. Terms used herein, not otherwise defined herein, shall have the meanings ascribed to them in the Code.
 - 2. Contract. Reference is hereby made to that certain Agreement between Owner and Engineer for Professional Services (Stipulated Price), by and between Commonwealth Engineers, Inc., ("Engineer") and Town of Speedway a Governmental Body ("Owner") respecting that certain project known as Misc. Electrical, Mechanical, I&C Assistance (the "Project").
- 3. Certification. Pursuant to Section 5-22-16.5-13(b) of the Code, Engineer hereby certifies to Owner that Engineer is not engaged in Investment Activities in Iran.
- 4. Contract File. Pursuant to Section 5-22-16.5-13(c) of the Code, this Certificate shall be placed in the Contract File for the Project.

COMMONWEALTH ENGINEERS, INC. (Engineer) Printed Name: Albert C. Stong, P.E. Title: President STATE OF INDIANA SS: **COUNTY OF MARION** Subscribed and sworn to before me this /3th day of January, 2014. My commission expires: June 9, 2021 (Signed) Printed Name: Nancy M. Patterson Residing in Johnson County NANCY M. PATTERSON Notary Public, State of Indiana State of Indiana Johnson County Commission # 645000 My Commission Expires June 09, 2021

E-Verify Affidavit

Pursuant to Indiana Code 22-5-1.7-11, the Engineer entering into a contract with the Owner is required to enroll in and verify the work eligibility status of all its newly hired employees through the E-Verify program. The Engineer is not required to verify the work eligibility status of all its newly hired employees through the E-Verify program if the E-Verify program no longer exists.

The undersigned, on behalf of the Engineer, being first duly sworn, deposes and states that the Engineer does not knowingly employ an unauthorized alien. The undersigned further affirms that, prior to entering into its contract with the Owner, the undersigned Engineer has enrolled in and agrees to verify the work eligibility status of all its newly hired employees through the E-Verify program.

Engineer: Commonwealth Engineers, Inc.	
By (Written Signature):	The
Printed Name: Albert C. Stong, P.E.	V
Times Name. Tabort o. Otolig, T.L.	
Title: President	
Important - Notary Signature and Seal Required in	the Space Below
STATE OF <u>INDIANA</u>	
SS:	
<u> </u>	
Subscribed and sworn to before me this 12th day	of <u>January</u> , 20 <u>14</u> .
	your)
My commission expires: <u>June 9, 2021</u>	(Signed)
Residing in <u>Johnson</u> <u>County</u>	Printed Name: Nancy M. Patterson
State of Indiana	SWIPIO.
	NANCY M. PATTERSON Notary Public, State of Indiana
	Johnson County Commission & 645000 My Commission Expires June 09, 2021
	Jan 19 1 1

This is Task Order No. <u>2014-02</u>, consisting of <u>4</u> pages.

Task Order

In accordance with Paragraph 1.01 of the Agreement Between Owner and Engineer for Professional Services – Task Order Edition, dated <u>March 12. 2013</u> ("Agreement"), Owner and Engineer agree as follows:

- Specific Project Data
 - A. Title: Town of Speedway CSOOP Update
 - B. Description: The Indiana Department of Environmental Management (IDEM) audited/inspected the City's Combined Sewer Overflow requirements for compliance with state and federal requirements on July 23, 2012. The audit findings as summarized in the attached letter from IDEM dated September 4, 2012 require the update of the City's Combined Sewer Overflow Operational Plan (CSOOP).

The CSOOP, which was initially approved by IDEM on October 14, 2003, will be updated in accordance with State and Federal requirements and will include the following elements:

- Proper Operation and Maintenance Program,
- Maximization of Storage in the Collection System.
- Review and Modify Pretreatment Ordinance.
- Operation to Maximize Flow.
- Ensure the Elimination of Dry Weather Overflows.
- Control Solids and Floatables,
- Implementation of Pollution Prevention Measures, and
- Monitor and Effectively Characterize CSO Impacts and the Efficacy of CSO Controls
- C. Number of Construction Contracts

The Specific Project is anticipated to be constructed under N/A Construction Contracts.

2.	Services of Engineer				
	Study and Report Services				
	Design Services				
	Bidding or Negotiating	g-Services			
	Construction and Con	missioning Services			
	Resident Project Repr	esentative Services			
	Other Services				
	Additional Services Re	equiring an Amendment to	Fask-Order		
3.	Owner's Responsibilities				
	Owner shall have those resfollowing: None	sponsibilities set forth in Ar	ticle 2 and in	Exhibit B, subject to the	
4.	Times for Rendering Servi	ices			
	<u>Phase</u>	Cor	npletion Date		
	CSOOP Update	90 0	lays from No	tice to Proceed.	
5.	Payments to Engineer				
	A. Owner shall pay Engin	eer for services rendered as	follows:		
	Category of Services	Compensation Med		Lump Sum, or Estimate of Compensation for Services	
	Basic Services (Other Services)	Choose <u>One</u> : A. Lump Sum B. Standard Hourly R	ates	\$15,000.00	
	B. The terms of payment a	are set forth in Article 4 of the	ne Agreemen	t and in Exhibit C.	
6.	Consultants: Not Applicat	<u>ole</u>			
7.	Other Modifications to Ag	reement: None.			

- 8. Attachments:
 - Audit Summary Letter from IDEM dated September 4, 2012
 - Commonwealth Engineers, Inc., Standard Hourly Rates and Reimbursable Expenses Schedule, July 1, 2013 – June 30, 2014
 - Certificate of No Investment Activities in Iran
 - E-Verify Affidavit
- 9. Documents Incorporated By Reference: None
- 10. Terms and Conditions: Execution of this Task Order by Owner and Engineer shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effe	ctive Date of this Task Order is	<u>, 2014</u> .
OWNER TOWN C	OF SPEEDWAY	ENGINEER COMMONWEALTH ENGINEERS, INC.
Ву:		By: for GA
Name:	Barbara Lawrence	Name: Albert C. Stong, P.E.
Title:	Town Manager	Title: President
	21	Engineer License or Firm's Certificate No. 10201336 State of: Indiana
Date Sign	ned:	Date Signed: 1-14-14
Attest:		Attest:
Ву:		By: The m
Title:		Brady M. Dryer Title: Associate / Compliance Manager
DESIGNA TASK OF	ATED REPRESENTATIVE FOR RDER:	DESIGNATED REPRESENTATIVE FOR TASK ORDER:
Name:	Norman Berry	Name: Brady M. Dryer
Title:	Superintendent	Title: Associate / Compliance Manager
Address:	1450 N. Lynhurst Drive	Address: 7256 Company Drive
	Speedway, IN 46224	Indianapolis, IN 46237
E-Mail Address:	nberry@speedwayutilities.org	E-Mail Address: bdryer@contactcei.com
Phone:	(317) 246-2855	Phone: (317) 888-1177
Fax:	(317) 240-1330	Fax: (317) 887-8641

IDEM

INDIANA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT

We Protect Hoosiers and Our Environment.

Mitchell E. Daniels Jr. Governor

Thomas W. Easterly
Commissioner

100 North Senate Avenue Indianapolis, Indiana 46204 (317) 232-8603 Toll Free (800) 451-5027 www.idem.IN.gov

September 4, 2012

VIA ELECTRONIC MAIL

Mr. William Suffel, President Speedway Town Council 1450 North Lynhurst Drive Speedway, Indiana 46224-6499

Dear Mr. Suffel:

Re: Combined Sewer Overflow Program
Post Audit Summary
Town of Speedway
NPDES Permit No. IN0032972
Marion County

On July 23, 2012, staff from the Office of Water Quality conducted an audit of both the approved Combined Sewer Overflow (CSO) Long-Term Control Plan (LTCP) and approved CSO Operational Plan (OP) implementation in Speedway. Our

The Speedway LTCP was originally approved in NPDES permit No. IN0032972, issued November 14, 2007. A LTCP revision was approved in a NPDES permit modification issued January 10, 2011. The approved LTCP revision included projects designed to capture wet weather flows generated by a 10-year, 1-hour storm event for full treatment through the Speedway Wastewater Treatment Plant (WWTP). The LTCP has been fully implemented by the Town.

appreciation goes out to Norman Berry for his assistance during the CSO audit.

The audit indicated that Speedway may not be achieving compliance with treating wet weather flows in accordance with the approved LTCP. The following observations were made during the audit:

- The Town is obligated via their NPDES permit to conduct Post Construction Monitoring (PCM) to determine whether LTCP controls, as designed and implemented, provide for treating wet weather flows in accordance with the approved LTCP.
- Verbal communication with WWTP staff indicated that the Town is unable to operate the CSO Storage Facilities as designed. Specifically, PCM shows that the Town is unable to utilize the large capacity WWTP influent line for wet weather storage without causing basement flooding. This inability to maximize storage capacity in the influent line also results in the inability to fully maximize storage in the CSO Storage Tank at the WWTP. Consequently, it appears that

CSO events are occurring from precipitation events less than the 10-year, 1-hour storm.

 Stormwater-related projects (beyond the scope of the LTCP) currently being implemented include: removal of stormwater from the Allison facility and construction of a green infrastructure facility to treat stormwater from Praxair.

The following LTCP actions are required of Speedway:

The Town of Speedway must provide correspondence to IDEM explaining the results of the Town's attempt(s) to utilize the influent line at the WWTP for wet weather storage. IDEM understands that the NPDES permit for Speedway identifies a PCM period through September 2013. However, IDEM believes that if PCM data indicates that fully implemented LTCP is not achieving the approved level of control, at any point during the PCM period, then the community should not wait until the end of the PCM period to begin evaluating additional LTCP controls.

Please note that the implementation schedule for the originally approved LTCP for Speedway has expired. The schedule was incorporated into the Speedway NPDES permit because the LTCP was to be fully implemented within 5 years or less (within a permit term). If the approved LTCP is determined to be insufficient, the Town must submit a LTCP Amendment to IDEM for approval. The LTCP Amendment must propose additional controls, including a schedule for implementing the proposed controls, to achieve compliance with treating wet weather flows in accordance with the approved LTCP. LTCP implementation schedules of greater than 5 years (including an amendment) must be incorporated into an enforceable mechanism other than the NPDES permit. Therefore, once the LTCP Amendment, if necessary, is approved, IDEM would initiate an Agreed Order with the Town to memorialize the additional projects and corresponding implementation schedule.

The Speedway CSO OP was approved on October 14, 2003. IDEM staff were informed during the audit that collection system operation and maintenance activities are the responsibility of Street Department staff. Those personnel were not present during the audit, therefore, IDEM staff were unable to confirm that the CSOOP is being implemented as approved. Additionally, the audit indicated that the Town has not updated the approved plan in accordance with their NPDES permit. The following CSOOP actions are required of Speedway:

- The responsible party for Speedway must provide written communication to IDEM documenting that the Street Department is implementing the CSOOP as approved.
- Along with confirming the ongoing implementation of the CSOOP, Speedway
 must confirm their commitment to revising their CSOOP, as necessary, and
 include a proposed timeframe for completing the CSOOP revision.

Mr. William Suffel, President Page Three

Please submit the LTCP and CSOOP correspondence mentioned above to IDEM, Office of Water Quality, Municipal NPDES Permits Section, within 45 days from the date of this letter. Please direct any questions regarding this letter to Dave Tennis at 317/232-8710 or by e-mail at dtennis@idem.in.gov.

Jerry Øittmer, Chief

Municipal NPDES Permits Section

Office of Water Quality

cc: Mr. Norman Berry, Jr., Wastewater Superintendent

Don Daily, IDEM Wastewater Inspections

COMMONWEALTH ENGINEERS, INC. STANDARD HOURLY RATES AND REIMBURSABLE EXPENSES SCHEDULE July 1, 2013 – June 30, 2014

Billing Class	Rate	Per Hour	Billing Class	Rate Per Hour	
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Principal II	\$	73.91			
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			Resident Project Representative III	\$	27.87
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Project Engineer I	S	35,90			
			Trainee	\$	12.88
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Engineering Intern I	\$	25.53	CADD Specialist III	\$	28.74
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Designer I	\$	26.85	Multimedia Coordinator	\$	35.01
Grants Manager	\$	38.45	Surveyor	\$	27.93

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Reimbursable Expenses

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- 2. Actual cost, plus 15% profit, of subsistence and lodging.
- 3. Actual cost, plus 15% profit, of long distance telephone calls, telegrams, express charges, and postage, other than first class mail.
- 4. Paper prints at \$0.75 per square foot, plus 15% profit.
- 5. Actual costs, plus 15% profit, of special tests and services of special consultants (not used without specific written consent of Owner).

It is agreed that the Owner will make payment of each invoice presented by Commonwealth within thirty (30) days from the date of the invoice. Payments received after this time shall be subject to an interest charge of 1% per month.

CERTIFICATE OF NO INVESTMENT ACTIVITIES IN IRAN (IC 5-22-16.5-13)

- 1. <u>Indiana Code</u>. Reference is hereby made to Indiana Code 5-22-16.5 (the "Code"), specifically to Section 5-22-16.5-13 of the Code. Terms used herein, not otherwise defined herein, shall have the meanings ascribed to them in the Code.
 - Contract. Reference is hereby made to that certain Agreement between Owner and Engineer for Professional Services (Stipulated Price), by and between <u>Commonwealth Engineers</u>, <u>Inc.</u>, ("Engineer") and <u>Town of Speedway</u> a Governmental Body ("Owner") respecting that certain project known as <u>CSOOP Update</u> (the "Project").
- 3. <u>Certification</u>. Pursuant to Section 5-22-16.5-13(b) of the Code, Engineer hereby certifies to Owner that Engineer is not engaged in Investment Activities in Iran.
- 4. <u>Contract File</u>. Pursuant to Section 5-22-16.5-13(c) of the Code, this Certificate shall be placed in the Contract File for the Project.

the Contract File for the Project.	
In Witness Whereof, Engineer has executed this	Certificate as of January 14, 2014.
	COMMONWEALTH ENGINEERS, INC. (Engineer)
	By: (Signature)
	Printed Name: Albert C. Stong, P.E.
	Title: President
STATE OF <u>INDIANA</u> SS: COUNTY OF <u>MARION</u>	
Subscribed and sworn to before me this 14th	day of <u>January</u> , 20 <u>14</u> .
My commission expires: <u>June 9, 2021</u>	(Signed)
Residing in <u>Johnson</u> County	Printed Name: Nancy M. Patterson
State of <u>Indiana</u>	NANCY M. PATTERSON NOTABLE NOT

Commission # 645000 My Commission Expires June 09, 2021

E-Verify Affidavit

Pursuant to Indiana Code 22-5-1.7-11, the Engineer entering into a contract with the Owner is required to enroll in and verify the work eligibility status of all its newly hired employees through the E-Verify program. The Engineer is not required to verify the work eligibility status of all its newly hired employees through the E-Verify program if the E-Verify program no longer exists.

The undersigned, on behalf of the Engineer, being first duly sworn, deposes and states that the Engineer does not knowingly employ an unauthorized alien. The undersigned further affirms that, prior to entering into its contract with the Owner, the undersigned Engineer has enrolled in and agrees to verify the work eligibility status of all its newly hired employees through the E-Verify program.

Engineer. Commonwealth Engineers, Inc.
By (Written Signature):
Printed Name: Albert C. Stong, P.E.
Title: President
Important - Notary Signature and Seal Required in the Space Below
STATE OF <u>INDIANA</u>
SS: COUNTY OF <u>MARION</u>
Subscribed and sworn to before me this 14th day of <u>January</u> , 20 <u>14</u> .
My commission expires: June 9, 2021 (Signed)
Residing in <u>Johnson</u> <u>County</u> Printed Name: <u>Nancy M. Patterson</u>
State of Indiana NANCY M. PATIERSON Notary Public, State of Indiana

Johnson County Commission # 645000 My Commission Expires June 09, 2021