

Action Memorandum No. 2019-02

**Subject:**

Authorize the City Manager to Enter into an Agreement with Bristol Engineering Services Company LLC (BESC) for the Oversight of the Landfill Groundwater Monitoring Wells Construction Project and Well Sampling

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City Manager: Recommend Approval

Signature: 

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Fiscal Note:  Yes  No

Funds Available:  Yes  No

**Other Attachments:**

BESC Proposal  
Fiscal note will be available at the March 7th meeting

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**Summary Statement:**

City Council approved the amended 2018-2023 CIP and FY20 legislative priority list in Resolution 2019-02. The landfill groundwater monitoring wells project is priority #2. This project is necessary for health and safety of the community. Further the City may incur a N.O.V. and fines imposed by ADEC if this project is not completed.

Construction oversight and well sampling requires knowledge and expertise not available with city personnel. The City of Dillingham has worked with Bristol Engineering Service Company LLC for engineering, design, and permitting services associated with the landfill monitoring well sampling.

BESC has been under contract and offers the City of Dillingham significant historical, technical and permitting knowledge and expertise (of the City of Dillingham's wastewater and landfill systems) required to respond to the City's accelerated timeline for engineering and design services.

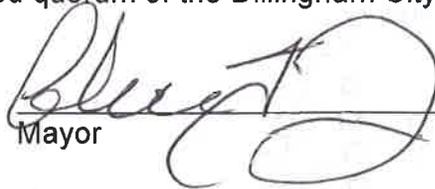
The contract authorizes BESC to have oversight of the landfill groundwater monitoring wells construction phase, as well as two years of quarterly sampling, with a recommended budget of \$199,565.

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Summary Statement continued:

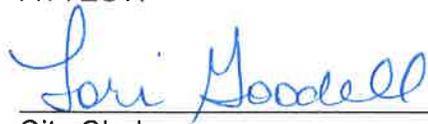
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PASSED and APPROVED by a duly constituted quorum of the Dillingham City Council on March 7, 2019.

  
\_\_\_\_\_  
Mayor

[SEAL]

ATTEST:

  
\_\_\_\_\_  
City Clerk

Route to	Department Head	Date
	Finance Director	
	Public Works Director	
X	City Clerk	

# Bristol



ENGINEERING  
SERVICES COMPANY, LLC

111 W. 16<sup>th</sup> Avenue, Third Floor  
Anchorage, AK 99501-5169  
phone (907) 563-0013  
fax (907) 563-6713  
www.bristol-companies.com

December 27, 2018

Tod Larson  
Dillingham City Manager  
PO Box 889  
Dillingham, Alaska 99576

**Subject: Dillingham Landfill – New Monitoring Wells Construction Oversight / 2yrs of quarterly Sampling.**

Dear Mr. Larson,

Bristol Engineering Services Company, LLC (Bristol) appreciates the opportunity to assist the City of Dillingham (City) with construction management and continuous sampling for a 2-year period regarding the new monitoring wells (MWs) to be installed at the City's landfill.

Bristol is writing this proposal to clarify our scope, schedule, and the proposed fee for these tasks.

## **BACKGROUND**

Bristol has been providing the City continuous assistance for detection monitoring at the City's landfill for over a decade and in February 2017 completed a comprehensive Hydrological Study documenting groundwater at the landfill. For a number of years the existing MWs have been exceeding action limits for contaminants of concern in multiple wells. One of the conclusions of the Hydrology Study was that the MWs were installed incorrectly and should be decommissioned and have new wells installed in accordance with ADEC standards. The ADEC agreed with this approach and has mandated that this work be completed by the Spring of 2019. Bristol has completed the design for these new well and received ADEC approval to construct dated November 19, 2018, please see Attachment A. Bristol is developing the bid documents for this construction job under a separate contract.

This proposal is to provide comprehensive management and oversight of the construction job and provide continuous quarterly sampling of the new wells for a period of two (2) years, as required by ADEC.

## **SCOPE OF SERVICES**

Bristol will provide all the labor, materials, and supplies necessary to perform the following tasks:

**PROJECT MANAGEMENT**

This task provides overall project management services for the life of the project. This includes all home office support that is not directly related to the other tasks, including but not limit to scheduling, billings and contract management.

**CONSTRUCTION OVERSIGHT & SAMPLING / REPORTING**

Bristol will provide all the equipment, labor, and materials necessary to oversee the installation / decommissioning of the monitoring wells and provide continuous well sampling over a two year period as require by the ADEC approval to construct letter.

CONSTRUCTION OVERSIGHT

Bristol will act as the engineer and owners representative to provide comprehensive project management and oversight of all construction activities. This will include all coordination, correspondence, scheduling, submittal review, pay application review and all other activities.

Bristol’s sister company Bristol Environmental Remediation Services (BERS) will provide continuous on-site oversight, closeout reporting, and survey services during construction. Please see BERS proposal for additional details, Attachment B.

WELL SAMPLING / REPORTING (2YRS, QUARTERLY)

Bristol and BERS will perform coordination / sampling / reporting activities quarterly for two years as required by the ADEC approval to construct. Please see BERS proposal for additional details, Attachment B.

Bristol has included all laboratory cost in our proposal for the City’s convenience. Please see Environmental Monitoring & Technologies, Inc. (EMT) proposal for additional details, Attachment B.

**EXCLUSIONS**

It is assumed that the City will provide ground transportation to support both the construction oversight and monitoring activities for the life of the contract.

**DELIVERABLES**

All deliverables will be in electronic format.

**SCHEDULE**

<u>Work Item</u>	<u>Date</u>
NTP	January 2019
Construction Activities	April 2019
Sampling Events / Reports	April, July, October 2019; January, April, July, October 2020; January 2021
Contract Closeout	May 2021

Bristol will not modify this schedule unless both the City and Bristol are in agreement.

## Dillingham Landfill - New Monitoring Well Construction Oversight / Testing

### FEE PROPOSAL

We propose to furnish the above-described services on a time and expense (T&E) basis. At this time, we recommend budgeting **\$199,565** for this effort. We will keep you apprised when we come to 80 percent expenditure of this amount so that we can further discuss our scope of work and any necessary revisions to the budget. Bristol has provided an itemized fee as part of this proposal and it is included as Attachment B.

Any work completed as part of this project, beyond the scope of services outlined in this proposal, will be invoiced on a time and expense basis using rates listed in our current Schedule of Fees, see Attachment C.

You can issue a notice to proceed by signing the Proposal Terms and Conditions of the work, Attachment D, and returning to Bristol.

If you have any questions please feel free to contact me.

Very Respectfully Yours,



Isaac Pearson, P.E.

Senior Civil Engineer

cc. John Blees, P.E. BESC GM

Attachments:

- Attachment A -- ADEC Approval to Construct
- Attachment B -- Fee Proposal
- Attachment C -- Bristol Schedule of Charges
- Attachment D -- Terms and Conditions

