

**IMMOKALEE WATER AND SEWER DISTRICT  
RFQ FY2024-02  
for  
WATER SOFTENING & EMERGING CONTAMINANT TREATMENT SYSTEMS**

Addendum 3

This Addendum provides the pre-RFQ meeting minutes and sign-in sheet.

**IMMOKALEE WATER AND SEWER DISTRICT  
Water Softening & Emerging Contaminant Treatment Systems**

**PRE-RFQ SITE MEETING MINUTES**

Tuesday, June 20, 2024 at 10:00 AM

JWV Water Treatment Plant

1020 Sanitation Road, Immokalee, FL 34142

- 1) **Introductions** - *See attached sign-in sheet for attendees*
- 2) **Owner’s Rep:** Weston & Sampson
- 3) **Project Overview** – *Gary Ferrante gave a brief overview of the project:*
  - **Project Goals:** The Immokalee Water and Sewer District owns and operates three Water Treatment Plants. The current treatment process consists of aeration, chloramination for disinfection, polyphosphate for corrosion control and adds fluoride to support public health. The district desires to modify the treatment process to add water softening, organics removal, PFAS removal and to convert from chloramines to free chlorine.
  - **General Scope Of Services:** Professional engineering design services may include, but are not limited to, process design, piping and instrumentation diagram development, civil/structural and electrical design, instrumentation and controls, geotechnical analysis (if needed), vendor coordination along with recommendations for equipment selection, project management, signed and sealed technical plans/specifications, permit coordination, and Construction Engineering Inspection Services. The District expects one consultant to manage the entire design process by either self-performing the services or using subconsultants. **Refer to RFQ for more details on Scope of Services.**
- 4) **Schedule**

Advertise RFQ	June 11, 2024
Pre-RFQ Site Visit (non-mandatory)	June 20, 2024 at 10:00 AM
Deadline to submit questions pertaining all advertised documents (scope of work, contract terms, etc.)	July 5, 2024 by 4:00 PM
Deadline to submit Response to RFQ	July 19, 2024 by 2:00 PM
Evaluation Committee Meeting (short-List)	July 26, 2024 by 9:00 AM
Interview Session/Final Ranking (At District’s Option)	August 9, 2024 Time TBD
Board meeting to approve selected consultant	August 21, 2024 at 3:30 PM
Deadline to submit engineering design proposal	October 1, 2024 by 4:00 PM
Funding Deadline	May 31, 2028

- *Funding for the project is two-fold: State Appropriations for the water softening portion and from PFAS settlement for emerging contaminants treatment. Engineering and construction costs will need to be tracked separately throughout the project.*
- *Louis Brunetti mentioned that IWSD is actively seeking additional funding sources for this project.*
- *The above schedule was discussed among the attendees*
- *The Funding Deadline of May 31,2028 reflects the State Appropriations funding end date*

## 5) *Site Visits*

- **JVW WTP (1020 Sanitation Road)**
  - *James Jean Louis lead the site visit, which included the high service pump room, chemical feed rooms, brief walk around WTP property.*
  - *PLC controls – no SCADA*
  - *8 on-site wells*
  - *On-site emergency generator provides back-up power for WTP, wells, Operators Building, Admin Building, and one Lift Station*
  - *0.75 MG tank is out of service*
  - *1.5 MG tank is in service and is cleaned every three years. 3” to 4” of sand sediment was removed from tank during last cleaning operation.*
  - *Wells operate on floats within the tank. When the float calls for wells to turn on, all available wells are turned on simultaneously (occasionally one well may be off-line for repairs)*
  - *All three WTPs are interconnected through the distribution system, so when one plant is off-line, the other two WTPs can provide enough water to serve the community.*
- **WWTP (140 White Way) - Site was originally planned to be visited last, but was moved to the second site visit**
  - *Deep Injection Well Site only*
  - *DIW is rated at 4.867 MGD*
  - *Current average daily WWTP flows are roughly 2.0 MGD*
- **Carson Road WTP (1201 Carson Road)**
  - *Gary Ferrante and Louis Brunetti mentioned that there are two upcoming projects at Carson Road WTP that are scheduled to be bid and under construction before the end of the calendar year*
    - *Carson Road Electrical Upgrade – project involves moving all electrical components from the small older building into the newer larger building. The smaller older building will be demolished afterwards.*

- *Master Lift Station C – project involves upgrading the existing lift station located at the southeastern corner of the property into a master lift station with a force main extension to the WWTP. The Master Lift Station C project is scheduled to be constructed after the Electrical Upgrade project has been completed.*
- *James Jean Louis lead the site visit, which included the high service pump room, chemical feed rooms, brief walk around WTP property.*
- *PLC controls – no SCADA*
- *3 on-site wells and 2 off-site wells*
- *On-site emergency generator provides back-up power for WTP, on-site wells, and one Lift Station*
- *0.75 MG tank is out of service*
- *1.5 MG tank is in service and is cleaned every three years.*
- *Wells operate on floats within the tank. When the float calls for wells to turn on, all available wells are turned on simultaneously (occasionally one well may be off-line for repairs)*
- *All three WTPs are interconnected through the distribution system, so when one plant is off-line, the other two WTPs can provide enough water to serve the community.*
- **Airport WTP (Airport Road – Gate at north side of Airport Access Road located east of Fire Station at 502 New Market Road East)**
  - *James Jean Louis lead the site visit, which included the high service pump room, chemical feed rooms, brief walk around WTP property.*
  - *No PLC – no SCADA*
  - *3 on-site wells*
  - *0.75 MG tank is in service and is cleaned every three years.*
  - *On-site emergency generator provides back-up power for WTP, on-site wells*
  - *Wells operate on floats within the tank. When the float calls for wells to turn on, all available wells are turned on simultaneously (occasionally one well may be off-line for repairs)*
  - *All three WTPs are interconnected through the distribution system, so when one plant is off-line, the other two WTPs can provide enough water to serve the community.*
  - *IWSD leases the property from Collier County Airport Authority, and the Airport Authority would review any improvements as part of the site plan approval process*
  - *A few tortoises were observed at the time of the site visit*
  - *Potential Scrub Jay habitat surrounding WTP site*

- *James mentioned that he has witnessed panthers on site in the past*
- ~~WWTP (140 White Way) (Moved to second site visit)~~

## 6) Reminders

- *Deadline for submitting questions in writing is July 5 at 4PM*
- *Refer to RFQ document for Submittal requirements*
  - *Make sure all required forms are completed & submitted*
  - *Make sure to acknowledge addenda*

## 7) Questions

- *The following questions were asked during the meeting/site visits:*
- *Q1: Will the sign-in sheet be posted on the website?*
  - *A1: The sign-in sheet will be posted on the website along with the meeting minutes.*
- *Q2: Will the selection committee meeting to be held on July 26<sup>th</sup> be open to the public?*
  - *A2: The July 26<sup>th</sup> meeting will be open to the public.*
- *Q3: Is the project schedule that is to be included as part of the RFQ submittal for design only or should it include contractor procurement and construction timeframes?*
  - *A3: Item J listed under the scope of services is the Engineering Schedule. It is intended to only include the design portion of the project. However, the May 31, 2028 funding deadline refers to completion of construction.*
- *Q4: Has IWSD considered Owner Direct Purchase (ODP) of equipment to realize sales tax savings?*
  - *A4: The FDEP agreement for State Appropriations contains the following language regarding Owner Direct Purchase*

e. Direct Purchase Equipment. For the purposes of this Agreement, Equipment is defined as capital outlay costing \$5,000 or more. Match or reimbursement for Grantee's direct purchase of equipment is subject to specific approval of Department, and does not include any equipment purchased under the delivery of services to be completed by a subcontractor. Include copies of invoices or receipts to document purchases, and a properly completed Exhibit B, Property Reporting Form.

**5. Equipment Purchase.**  
No Equipment purchases shall be funded under this Agreement.

*The IWSD is tax exempt and intends to provide its tax-exempt number to the construction contractor in order to save sales tax without doing a formal ODP.*

- *Q5: What is the well capacity?*
  - *A5: Refer to the following listing of well capacities. The WUP withdrawal limits for these wells from the Lower Tamiami Aquifer are 1,261 MG annually and 147.20 MG maximum monthly.*

### *JERRY V. WARDEN WTP WELLS*

*7- 290GPM*

*8- 300GPM*

9- 194GPM  
10B- 314GPM  
11- 303GPM  
12- 186GPM  
13- 234GPM  
14- 475GPM

**CARSON WTP WELLS**

102- 200GPM  
103- 150GPM  
104- 265GPM  
105- 468GPM  
106- 400GPM

**AIRPORT WTP WELLS**

201- 416GPM  
202- 322GPM  
204- 472GPM

8) **Adjourn – Pre-RFQ Meeting & Site visits were adjourned at 12:10 PM**

