



October 30, 2023
November 3, 2023 (revised)

Mr. Dean Mealy
Town of Palm Beach
951 Old Okeechobee Road, Ste. "A"
West Palm Beach, FL 33401

**RE: *Skees Road and Okeechobee Boulevard Landfill Facilities
2024 On-Call Consulting, Compliance Sampling and Monitoring Proposal***

Dear Dean,

Kimley-Horn and Associates, Inc. ("Kimley-Horn" or "CONSULTANT") is pleased to submit this proposal to The Town of Palm Beach ("TOWN" or "CLIENT") for on-call consulting, permit compliance sampling and monitoring at the Skees Road and Okeechobee Boulevard Landfill Facilities. Our project understanding, scope of services, fee basis, and schedule follow.

Project Understanding

The Town of Palm Beach currently owns and operates two Class III landfills. The sites are located on Okeechobee Blvd. and on Skees Road. The operating permits for the landfills require yearly monitoring with reports that are to be submitted to the FDEP. Kimley-Horn will work with a subconsultant to perform the semiannual and biennial compliance sampling and prepare the monitoring reports for the 2024 permit year for both facilities.

The Town previously renewed the operating permits for both facilities. The sampling and monitoring requirements described in those permits will be performed under this Scope of Services. In 2012, the Town began a voluntary supplementary sampling program to complement the compliance monitoring program for select parameters. This program will continue in 2024 in the form of two quarterly sampling events in the same manner as was performed in 2022. We understand that the Okeechobee site could begin redevelopment which would impact the sampling services at this site. If that happens, we will discontinue sampling services at the Okeechobee site and not perform the work associated with those tasks. Based on our current understanding of the redevelopment schedule, this could potentially impact the sampling activities in the latter part of the year.

The Town has also requested that Kimley-Horn provide assistance related to monitoring the volume of debris deposited at the sites each year in the form of photogrammetric surveying. The topography generated by the photogrammetry will be used to develop a three-dimensional surface that can then be compared to the closure surface of the landfill and the surface that was developed based on the aerial photogrammetry that was collected in January 2022. This information will allow the Town to better account for the volume of debris being placed at the sites each year along with more accurate forecasting of remaining landfill capacity.

The Town has requested that Kimley-Horn provide on-call consulting services at each of the landfill sites. These services may consist of the design of various improvements at the facilities, recommendations regarding the operations at each facility, assistance related to the redevelopment of the Okeechobee site, and/or assistance with the maintenance of each facility.

Based on this understanding, a description of the proposed scope of services is presented below.

Scope of Services

Task 1A – Operating Permit Compliance Monitoring, Groundwater Testing and Reporting – Skees Road Facility

Kimley-Horn will employ the services of a subconsultant to perform groundwater sampling, testing and reporting in accordance with the Town's landfill operating permit conditions for the Skees Road Landfill site. Samples will be obtained for the on-site monitoring wells and analyzed as specified in Appendix 5 of the Operating Permit on a semi-annual basis in January and July of 2024.

A Report will be generated that describes the laboratory testing results for the sampling event at the facility. This report will be submitted to the Palm Beach County Health Department (PBCHD) as required by the operating permit conditions. Kimley-Horn will review the report prepared by the subconsultant prior to submission to the Town or the PBCHD and offer comments or recommendations as appropriate. Kimley-Horn staff will attend up to one (1) meeting with the Town to discuss the results of the supplemental sampling and analysis, if required.

In accordance with Rule 62-701.510(7) F.A.C., if sampling parameters are detected at concentrations significantly higher than those concentrations normally expected for the site, or which are at levels above PBCHD/FDEP water quality standards or criteria specified in Chapter 62-520 F.A.C., Kimley-Horn may recommend to the Town that re-sampling be performed for confirmation purposes or recommend other appropriate alternative actions. Any re-sampling services or alternative actions shall be performed as additional services only after Kimley-Horn's receipt of written approval by the Town to perform such actions.

Task 1B – Operating Permit Compliance Monitoring, Groundwater Testing and Reporting – Okeechobee Blvd. Facility

Kimley-Horn will employ the services of a subconsultant to perform groundwater sampling, testing and reporting in accordance with the Town's landfill operating permit conditions for the Okeechobee Landfill site. Samples will be obtained for the on-site monitoring wells and analyzed as specified in Appendix 3 of the Landfill Closure Permit on a semi-annual basis in January and July of 2024.

A Report will be generated that describes the laboratory testing results for the sampling event at the facility. This report will be submitted to the Palm Beach County Health Department (PBCHD) as required by the operating permit conditions. Kimley-Horn will review the report prepared by the subconsultant prior to submission to the Town or the PBCHD and offer comments or recommendations as appropriate. Kimley-Horn staff will attend up to one (1) meeting with the Town to discuss the results of the supplemental sampling and analysis, if required.

In accordance with Rule 62-701.510(7) F.A.C., if sampling parameters are detected at concentrations significantly higher than those concentrations normally expected for the site, or which are at levels above PBCHD/FDEP water quality standards or criteria specified in Chapter 62-520 F.A.C., Kimley-Horn may recommend to the Town that re-sampling be performed for confirmation purposes or recommend other appropriate alternative actions. Any re-sampling services or alternative actions shall be performed as additional services only after Kimley-Horn's receipt of written approval by the Town to perform such actions.

Task 1C – Good Neighbor Report – Skees and Okeechobee Facilities

In accordance with the Specific Conditions of the Operating Permit for Skees and the Landfill Closure Permit for Okeechobee, Kimley-Horn will prepare the Good Neighbor Program Annual Report for both the Skees and Okeechobee facilities for submittal to the PBCHD, PBC Fire Rescue, and the Solid Waste Authority. The Report will contain the following information:

- Pest Control Inspection Reports for the previous calendar year (provided by the Town)
- A labeled aerial photograph showing the following:
 - Landfill material cell locations
 - Footprint dimensions
 - Peak cell heights (in feet NGVD)
 - Descriptions of the areas of each cell where new material was deposited in the prior year.
 - Maximum depth of decomposing material for each cell
 - Location and minimum width of firebreaks and access roads
 - Water supply sources

The reports will be submitted to the above listed entities by March 1, 2024 in accordance with the permit conditions.

Task 2A – Continued Supplemental Groundwater Monitoring – Skees Road Facility

Skees Road Site Supplemental Quarterly Monitoring

Supplemental Monitoring at the Skees Road landfill consists of bi-annual sampling and reporting for Arsenic, Chloride, Sodium and Ammonia that is in addition to the semi-annual sampling events described in Task 1 above. This work will occur in April and October of 2024. Kimley-Horn proposes to employ the services of a subconsultant to perform the sampling and reporting. Kimley-Horn will coordinate their efforts and review their reports prior to submittal to the Town and the PBCHD.

Task 2B – Continued Supplemental Groundwater Monitoring – Okeechobee Blvd. Facility

Okeechobee Boulevard Site Supplemental Quarterly Monitoring

Supplemental Monitoring at the Okeechobee Blvd. landfill consists of bi-annual sampling and reporting for Cadmium, Lead, Chloride, Sodium and Ammonia that is in addition to the semi-annual sampling events that are already underway at the site. This work will occur in April and October of 2024. Kimley-Horn proposes to employ the services of a subconsultant to perform the sampling and reporting.

Kimley-Horn will coordinate their efforts and review their reports prior to submittal to the Town and the PBCHD.

Task 3 – Landfill Capacity Estimation

Kimley-Horn will use topographical information collected under a separate authorization to develop an updated existing surface model of the Skees facility in AutoCAD Civil 3D. The closure elevation surface of the landfill that was previously developed will be overlaid onto the updated existing surface model. A three-dimensional cut/fill analysis will be performed using the Civil 3D program to estimate the remaining volumetric capacity in the Skees landfill. Kimley-Horn will provide a copy of the photogrammetric map for the Skees facility along with the results of the volumetric capacity analysis.

The estimated remaining life and capacity of the Skees landfill facility will be provided to the Palm Beach County Health Department by April 1, 2024 per Specific Condition #23 of the operating permit for the Skees facility.

Task 4A – Okeechobee Regulatory Consulting

Kimley-Horn will provide regulatory on-call consulting services related to the recent land lease that was approved for the Okeechobee Blvd. landfill property. It is envisioned that this task will predominantly consist of meeting attendance with the Town, Lessee, Town/Lessee Attorneys, and/or the Palm Beach County Health Department / FDEP to provide advice to the Town concerning the existing operating permit for the facility and how the permit conditions will impact the future development of the site. This task also carries an expense budget for well resampling activities, if required. The exact scope of services is unknown at this time, so we are providing an hourly budget for on-call services. We will not exceed this budget without written authorization from the Town. If services are required that exceed this task budget, we will provide the Town with a proposal for consideration and approval prior to proceeding with the work.

Task 4B – Okeechobee Development Consulting

Kimley-Horn will provide on-call consulting services specifically related to on-going development issues at the Okeechobee Blvd. landfill property. These services are separate from the regulatory consulting services being performed in Task 4A as they are specifically related to land development/land entitlement issues beyond landfill regulatory concerns for which the Town may seek consulting services. It is envisioned that this task will predominantly consist of meeting attendance with the Town, Lessee, Town/Lessee Attorneys, and/or development specific permitting agencies to provide advice to the Town concerning the planned improvements for the Okeechobee Property. The exact scope of services is unknown at this time, so we are providing an hourly budget for on-call services. We will not exceed this budget without written authorization from the Town. If services are required that exceed this task budget, we will provide the Town with a proposal for consideration and approval prior to proceeding with the work.

Task 5 – Skees Regulatory Consulting

Kimley-Horn will provide on-call consulting services related to regulatory and/or waste reduction activities at the Skees Road facility. Waste reduction activities will be pilot tested for effectiveness as it is anticipated that the Okeechobee facility will not be available for waste in the future. It is anticipated that services will consist of meetings with the Town and Palm Beach County Health Department, revisions to the operations manual for Skees, review of waste reduction activities and research related to waste reduction techniques that could be tested at the site for effectiveness. This task also carries an expense budget for well resampling activities, if required. The exact scope of services is unknown at this time, so we are providing an hourly budget for on-call services. We will not exceed this budget without written authorization from the Town. If services are required that exceed this task budget, we will provide the Town with a proposal for consideration and approval prior to proceeding with the work.

Task 6 – Groundwater Quality Technical Reports

In accordance with the Operating Permit for Skees and the Closure Permit for Okeechobee, a technical report, prepared, signed and sealed by a professional geologist or engineer, will be prepared and submitted to the PBCHD every 2.5 years during the active life of the facility, and every five years during the long-term care period. The report will summarize and interpret the water quality data and water level measurements collected during the previous 2.5 years and will contain the following information:

- Tabular displays of data which shows that a monitoring parameter has been detected, and graphical displays of any leachate key indicator parameters detected, including hydrographs for all monitoring wells
- Trend Analysis of any monitoring parameters detected
- Comparisons among shallow and deep zone wells
- Comparisons between background water quality and the water quality in detection and compliance wells
- Correlations between related parameters such as total dissolved solids and specific conductance
- Discussion of erratic and/or poorly correlated data
- An interpretation of the groundwater contour maps
- An evaluation of the adequacy of the water quality monitoring frequency and sampling locations based on site conditions

We will prepare and submit this report to the PBCHD after finalizing the sampling reports for the April supplemental sampling event.

Task 7 – Operating Permit Renewal Application Assistance

Kimley-Horn will assist the Town in the preparation of a FDEP Class III Landfill Operating Permit renewal package for the Skees Road landfill facility. We will assist Town staff in the preparation and submittal of this package to the Palm Beach County Health Department for review. Kimley-Horn will prepare the application and the necessary exhibits and supplemental reports to accompany the permit

application. It is anticipated that much of the required information requested by the application will remain unchanged and will not need to be resubmitted. Kimley-Horn will attend up to four (4) meetings with the Town or regulatory staff as appropriate during the permit application preparation process.

Part of the monitoring and permit renewal process is to prepare an updated survey site plan of the Skees Road Landfill Site. We will perform the following survey services to meet this requirement:

- Acquire elevations, state plane coordinates and latitude and longitude on the north top of pipe for the nine onsite monitoring wells.
- Prepare a survey drawing illustrating the monitoring wells inside the boundary lines.

Four (4) signed and sealed survey drawings and an AutoCAD drawing in electronic format will be prepared and submitted to the Town for use in the permit application renewal process. It is assumed that the facility already has any other required site development permits in place to renew the Class III landfill permit. As such, no additional permit application preparation is included in this scope of work. The Town will pay for any permit application or renewal fees that are required by the PBCHD/FDEP directly. Because it is known that groundwater samples from the site groundwater have been found to contain parameters that exceed applicable target levels, it is impossible to predict the level of review comments that may be generated by the regulatory agencies. For this reason, response to comments is not included in this scope of work. Additionally, no variance requests, if found to be required, are included in this scope of services. We will respond to agency generated comments only after receiving written authorization of a subsequent scope and fee by the Town.

Additional Services

Any services not specifically provided for in the above scope, as well as any changes in the scope you request, will be considered additional services. These services will be performed based on proposals approved by the Town prior to the performance of those requested additional services.

Fee and Billing

KHA will perform the services described in Tasks 1 through 3 of the Scope of Services on a lump sum basis in accordance with our Contract with the Town. Lump sum fees will be invoiced monthly based upon the overall percentage of services performed.

Task 1A – Compliance Monitoring – Skees	\$23,078
Task 1B – Compliance Monitoring – Okeechobee (January)	\$10,310
Task 1B – Compliance Monitoring – Okeechobee (July)	\$11,031
Task 1C – Good Neighbor Reporting	\$ 4,900
Task 2A – Supplemental Groundwater Monitoring - Skees	\$12,074
Task 2B – Supplemental Groundwater Monitoring - Okeechobee (April)	\$ 5,203
Task 2B – Supplemental Groundwater Monitoring – Okeechobee (October)	\$ 5,203
Task 3 – Photogrammetric Mapping and Landfill Capacity Estimation	\$20,377
Task 6 – Groundwater Quality Technical Reports	\$11,487

Task 7 – Operating Permit Renewal Application Assistance \$14,789

KHA will perform the services described in Tasks 4 and 5 of the Scope of Services on an hourly basis in accordance with our Contract with the Town. It is recommended that the following budgets be established for these services.

Task 4A – Okeechobee Regulatory Consulting	\$10,000
Task 4B – Okeechobee Development Consulting	\$10,000
Task 5 – Skees Regulatory Consulting	\$ 5,000

Closure

In addition to the matters set forth herein, our Agreement shall include and be subject to, and only to, the terms and conditions in the Professional Services Agreement between the Town of Palm Beach and Kimley-Horn and Associates, Inc., dated July 10, 2019, which are incorporated by reference. As used in the Agreement, the term "CONSULTANT" shall refer to Kimley-Horn and Associates, Inc., and the term "TOWN" shall refer to The Town of Palm Beach.

If you concur in all the foregoing and wish to direct us to proceed with the services, please notify us by providing a purchase order for the scope and fee described above.

We appreciate the opportunity to provide these services to you. Please contact me at (561) 840-0820 or kevin.schanen@kimley-horn.com should you have any questions.

Sincerely,



By: Kevin Schanen, P.E.
Principal/Sr. Vice President

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