



Florida Department of Environmental Protection

PETROLEUM RESTORATION PROGRAM

PRP ATC TELECONFERENCE

Tallahassee, Florida

October 20, 2015





AGENDA

Welcome – Diane Pickett

- I. PRP Update- Diane Pickett
- II. Streamlined Procurement Procedures- Stephanie Gudeman
- III. Technical Highlights and Issues- Chris Bayliss and John Wright
- IV. Contracted Entity Update- Susan Fields
- V. Advanced Cleanup- Ken Busen
- VI. Procurement Achievements and Challenges - Natasha Lampkin
- VII. Open Questions and Answers



PRP UPDATE

Diane Pickett



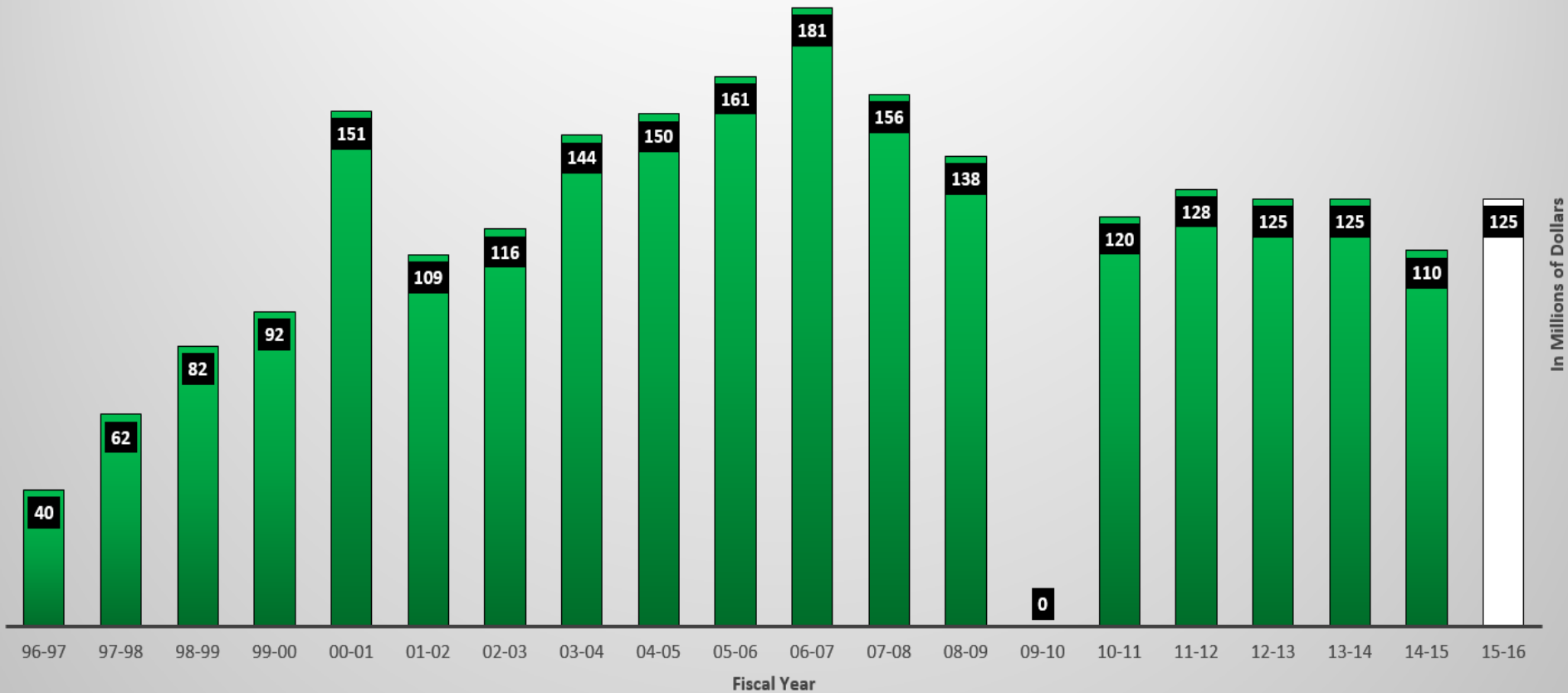
PRP Update

- Where Have We Been
 - 2 Year Highlights
- Where Are We Going?
 - Workflow Estimates
- Balancing
 - 10,000 sites
 - Funding
 - Closures
 - Voluntary options increasing



Historical Allocation

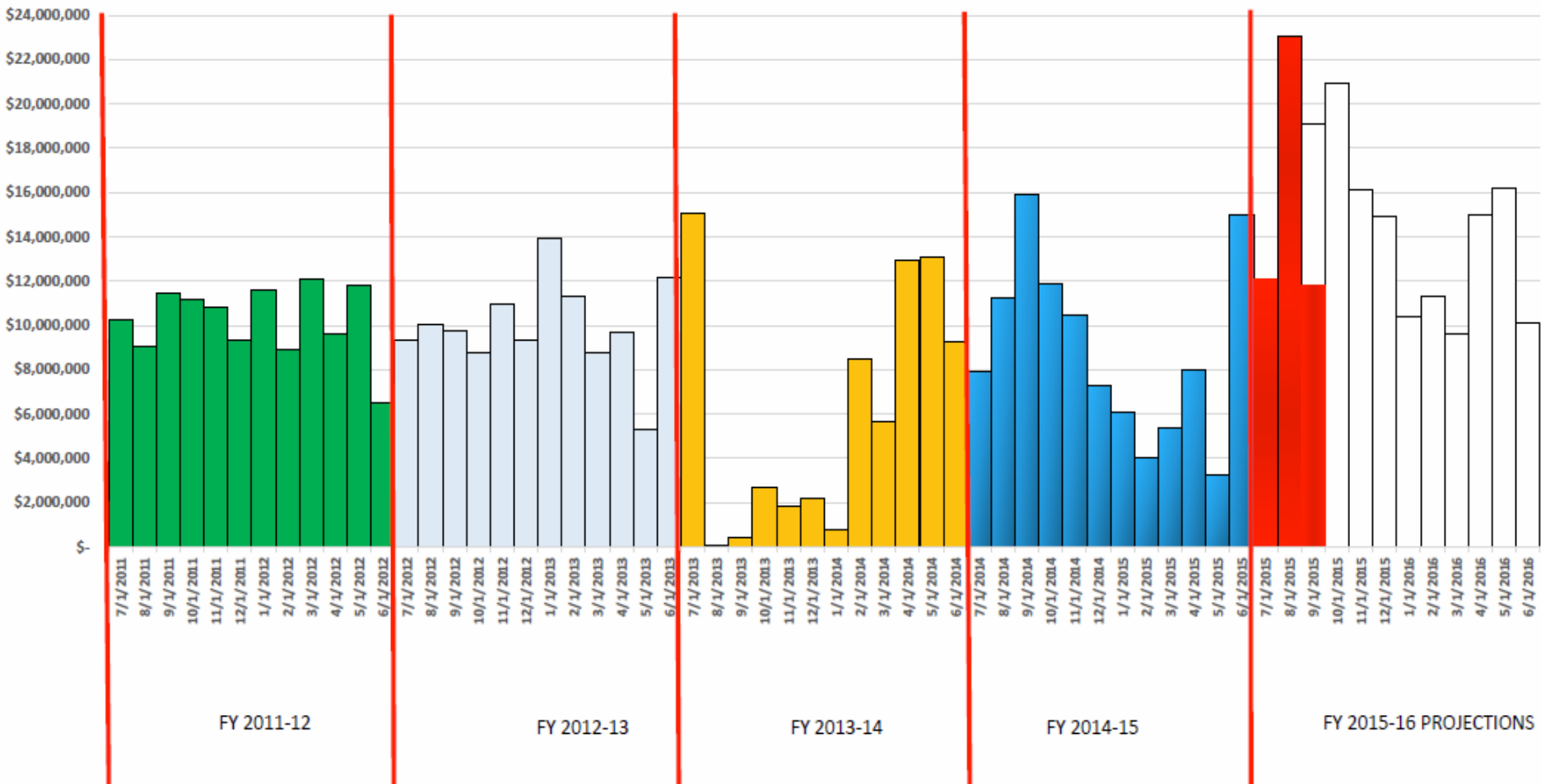
PRP Historical Allocation per Fiscal Year and Projections through 6-30-16





Historical & Projected Spending

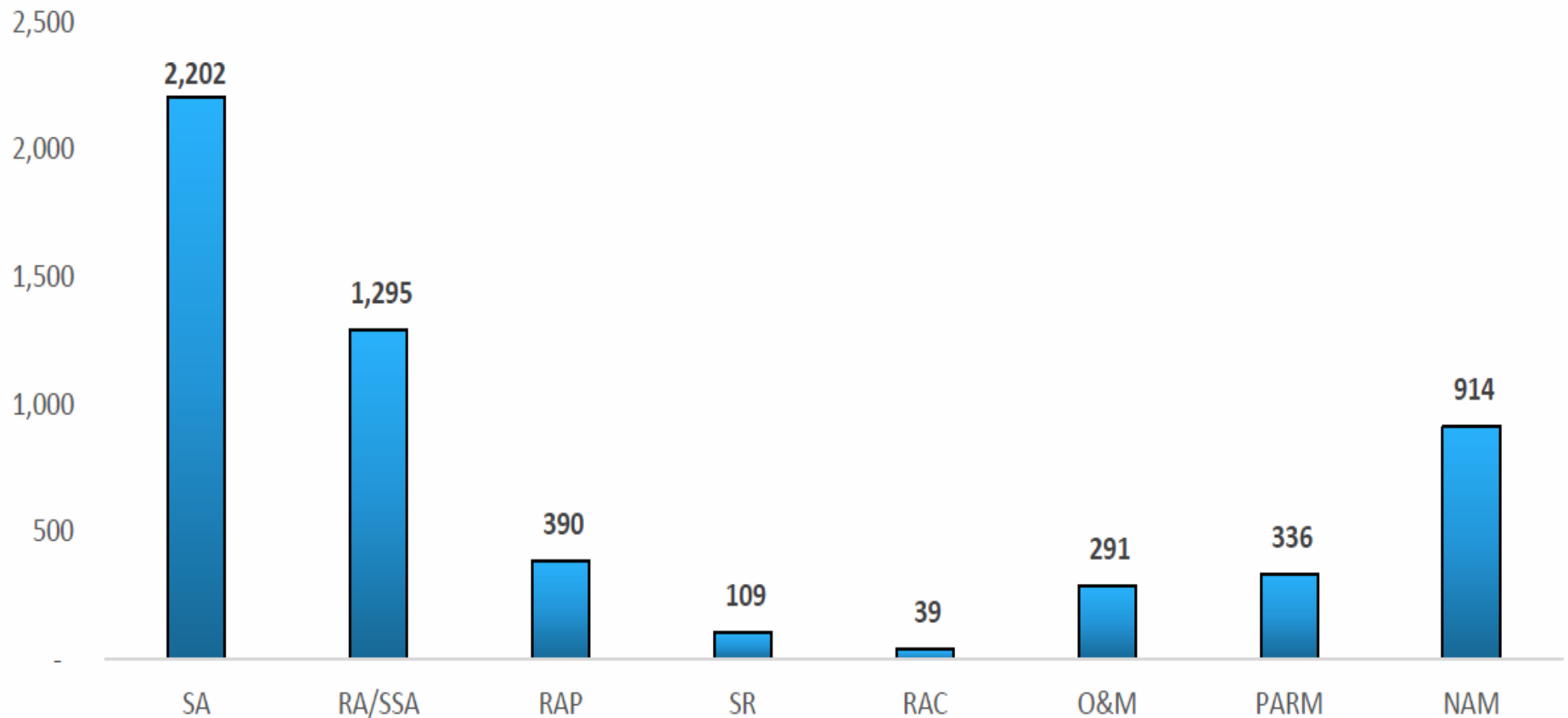
Work Orders (WO) and Task Assignments (TA) Amount Created per Month
 July 1, 2011 through September 30, 2015 (and Projections through 6-30-2016)





Evolution of Work

Current Cleanup Discharge Status by Sub Phase
as of 09-30-15





Activity Breakdown

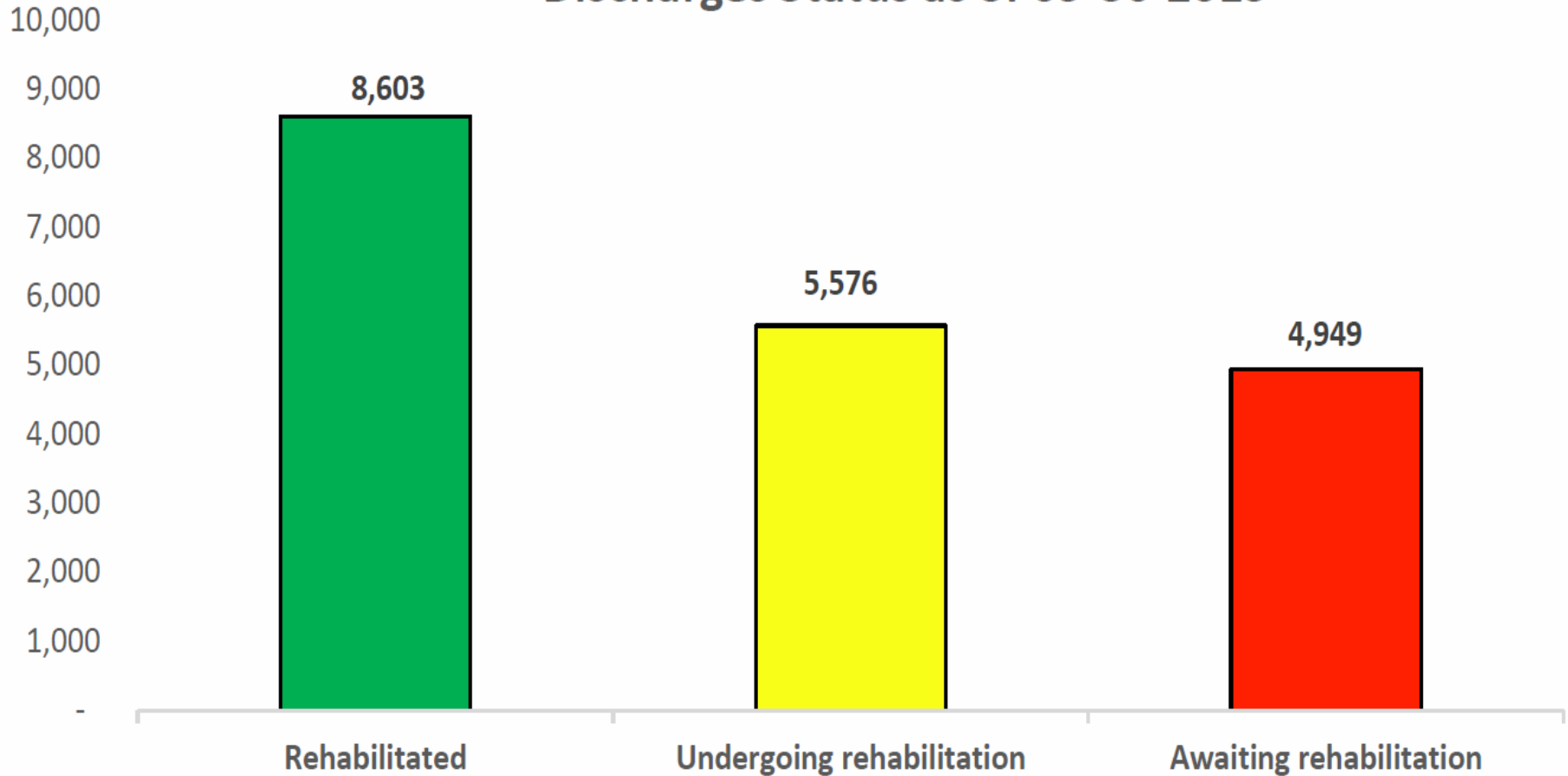
2015-2016 MONTHLY FISCAL ACTIVITY as of 09-30-2015

CLEANUP ACTIVITY	CURRENT AMOUNT ENCUMBERED	CURRENT COUNT ENCUMBERED	CURRENT AVERAGE COST FY 2015-16
LOW SCORE SITE INITIATIVE (LSSI)	\$ 3,565,660	175	\$ 20,375
SITE ASSESSMENT (SA)	\$ 8,094,626	240	\$ 33,728
SOURCE REMOVAL (SR)	\$ 8,130,233	39	\$ 208,468
REMEDIAL ACTION PLAN (RAP)	\$ 2,595,472	75	\$ 34,606
REMEDIAL ACTION CONSTRUCTION (RAC)	\$ 3,733,069	28	\$ 133,324
OPERATION & MAINTENANCE (O&M)	\$ 3,668,161	36	\$ 101,893
POST ACTIVE REMEDIAL MONITORING (PARM)	\$ 1,261,425	36	\$ 35,040
NATURAL ATTENUATION MONITORING (NAM)	\$ 2,423,607	189	\$ 12,823
WELL ABANDONMENT (WA)	\$ 536,923	56	\$ 9,588
TOTAL CLEANUP ACTIVITY	\$ 34,009,177	874	
STCM CHANGE ORDERS & ADJUSTMENTS	\$ 12,397,107		
UTILITIES	\$ 519,308		
GRAND TOTAL	\$ 46,925,592		



Overall Program Progress

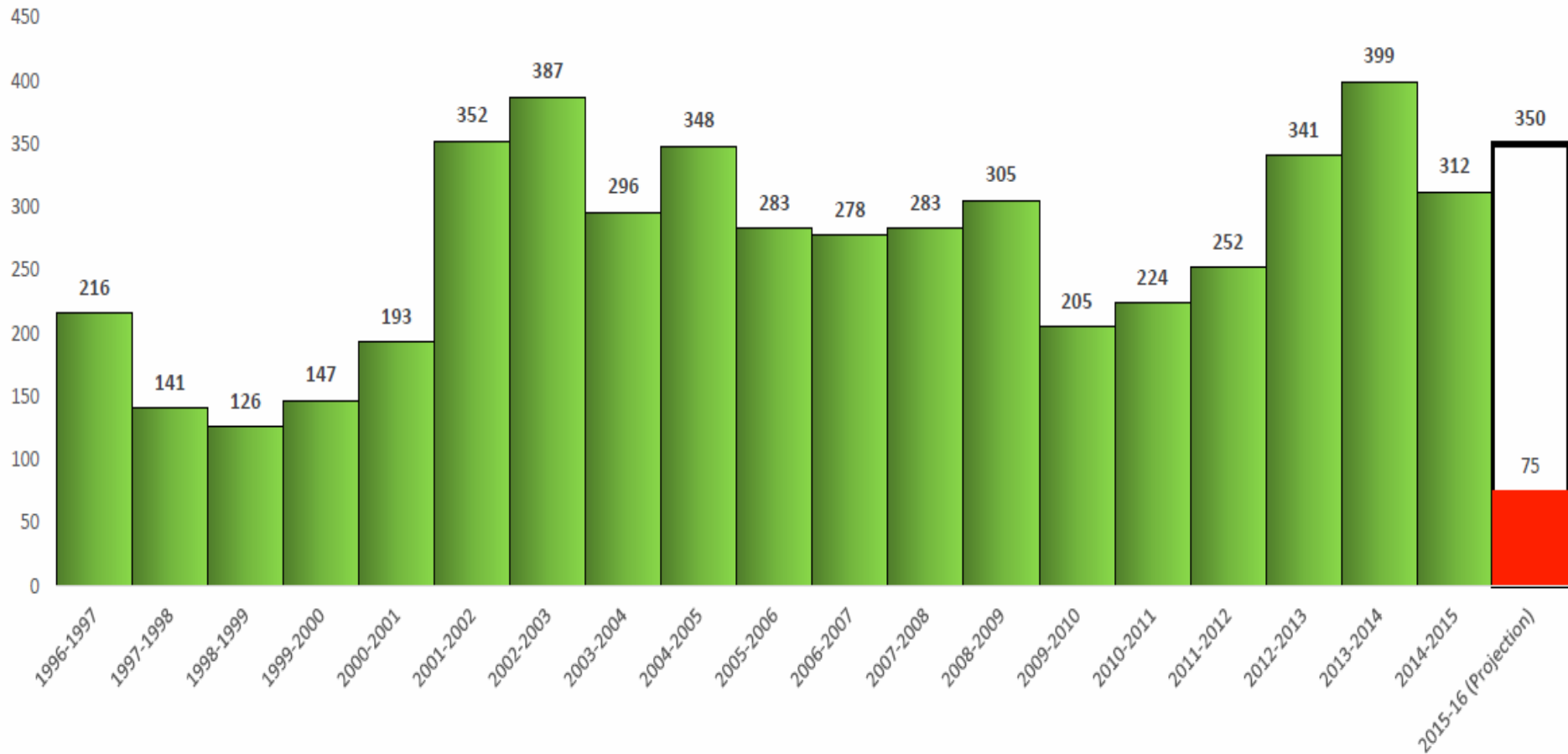
Discharges Status as of 09-30-2015





Historical Closures

Eligible Discharges Rehabilitated per Fiscal Year as of 09-30-15





Always Think Closures!!!

- Communicate the paths and options to everyone
 - Owner
 - DEP
- Voluntary Risk Based Closure (or NAM) Options;
 - Typically used at sites with:
 - Low cap
 - Ineligible, or
 - Technically infeasible cleanups
 - Closures Using the FDEP/FDOT MOU
 - For LSA sites, what are the options
 - Let owners know if they qualify for the voluntary LSSI closure, etc



Status of Other PRP Items

- **Change Orders and Contractor Performance**
 - COs are an integral part of PRP and expected
 - Poorly planned work will be reflected in Contractor Performance Evaluation

- **Procurement Rule 62-772**
 - Currently working with JAPC to address comments
 - Anticipate December implementation if all goes well



Procurement Procedures and Contractor Selection Formula

Stephanie Gudeman



Recent Events

- Rapid process Improvement Event on Procurement Process
- Mini Event to Address Request for Change Process
- Playbook Created/Distributed
- Guidance Documents Distributed/Available Online



RPI-Procurement

- Identified steps in the Procurement Process
- Isolated roles for Staff
 - Site Manager
 - Technical Staff
 - Administrative Reviewer
 - PR Creator
 - ATC Staff
 - Gatekeeper
- Established clear guidance



PROCUREMENT RPI GOAL

- SOW to PO in 30 DAYS
- Currently working through the backlog of old SOW-expect completion by end of Oct/early Nov



Request for Change-RPI

- Identified the types of RFCs
 - Field
 - Regular
 - No Cost RFC
- Mapped the process of each type
- Identified staff roles in processing RFCs



Request for Change RPI Goals

- Issue Field Change Order Same Day
 - <35K cumulative RFCs and in field
- Issue Regular Change Order within 7 Days



Contractor Selection Formula

- Replaces the Relative Capacity Index
- ITN Score (Performance/Quality Factor) + New Neg. Rates + Con. Eval. Form (TBD w/rule) = CSF Score
- Rotational distribution model over three tiers (broken into 1/3)
- Ratios 4:2:1, 5:3:1, TBD
- Once randomized rotation complete- the model starts over
- Contractor denial of selection will count towards the numbers of awards for that round
- Released when STCM programming is done ~4 weeks



Technical Highlights and Issues

Chris Bayliss and John Wright



Technical Highlights and Issues

Chris Bayliss



NAM Interim Reports

- Per the “Required Documents” tab of the Schedule of Pay Items, Field notes, Lab Reports, ADaPT upload, and updated tables are required documentation for invoicing of groundwater sampling items (sample collection and laboratory analysis pay items). The contractor is required to submit updated tables if they intend to invoice for the sampling work.
- Updated figures are not required for payment of the field work items. However, most NAM work scopes only include a limited number of wells in the monitoring plan. The Site Manager should be able to use an existing site figure to get a feel for the plume size.
- Two (2) hours of pay item 20-4 (Geologist/Geoscientist) are allowed for the interim deliverable, and are intended for a geologist or scientist to review the analytical data and inform DEP if there are any deviations or if concentrations exceed the action levels specified in the NAM Plan, requiring a change order for re-sampling. If the contractor does not inform DEP of any issues as noted above, this item is not payable.
- If updated site figures are required due to complexity of the site, one (1) additional hour for pay item 20-4 may be included in the scope of work.



Hand Auger Borings and Refusal

- It has come to our attention that the guidance documents regarding hand clearing of the first 4' when installing a soil boring or monitoring well do not adequately address all areas of Florida. In some instances, as in South Florida where dense oolitic limestone may be present near the surface, it may not be possible to hand auger. In most cases a spud bar or electric jackhammer may and should be utilized. In rare cases the Department may authorize use of a rig mounted auger. Alternate means of clearing the borehole shall only be used until the obstruction has been cleared. When the obstruction has been removed, hand clearance will resume.
- If pea gravel or some other fill material is encountered around an active system then another offset boring should be attempted within approximately two feet. A rig mounted auger should not be used in such an area, but only through native lithology further away from the active system.
- If problems arise at a site with hand clearing contractors should communicate this to the site manager prior to deviating from the authorized scope. Prior to authorizing the use of an alternate method to hand clearing the site manager should confirm that the contractor has done their due diligence in attempting to locate the tanks and product lines.



Auger Diameters

- The ATCs should be careful when submitting field notes and invoice paperwork to document hollow stem auger diameters used in field work. If 6.25-inch augers are used to advance the borehole, this should be noted accurately in the field notes and other documentation (boring logs, etc), and not rounded to 6 inches. The cut-off in pay items is at 6 inches or less, and if the backup documentation states a 6-inch diameter borehole/auger, pay items 5-9 through 5-11 will not be paid for the borehole, and instead pay items 5-6 through 5-8 will have to be used. The auditors will verify this information if your invoices are reviewed. Please work with your contractors to ensure that documentation submitted for their auger diameters is accurate so that they can be paid under the correct line items and so there are no discrepancies if your invoices are audited.



Laboratory Analytical Items

- During ATC amendment negotiations, several contractors stated their labs cannot run EPA 8260 for EDB without running the full EPA 8260 analysis at a higher rate. The new pay item (9-31.a) has been included for times when EPA 8260 needs to be run. EPA 504.1 and EPA 8011 should still be used for most sampling events where we are screening for EDB.
- Costs for EDD files (pay item 8-11) are per sampling event (STCM SPI currently states per sample). If soil and groundwater samples are collected during the same field event, only one set of EDD files should be submitted and paid for.
- EDD files are not required for air samples.



Per Day Guidelines for DPT Pay Item

- A full day is defined here as 10 hours. The default expectation is to achieve a minimum of 220 feet of probe rod advancement per day unless exceptions based on project specific conditions are approved in advance by the Petroleum Restoration Program Site Manager.
- The item is not prorated, but the contractor cannot do a half day of work on two separate days and claim two days of DPT.
- Includes soil sampling, discrete groundwater sampling and using an HSA attachment to advance boreholes for monitoring wells with a combo rig.
- If performing multiple days of work with a combo rig, the site manager and contractor can negotiate a mixture of DPT daily rate and HSA rates to get the best value to DEP.



Drilling Items/Clarifications

- Drilling mobilization (DPT Rig, Drill Rig, LDA Rig) includes use of Light Duty Vehicle, Heavy Duty/Stakebed Truck and Work Trailers for the drilling subcontractors. No charge for storage unit.
- If well caps need to be replaced due to damage or are missing, please replace them ASAP. Make a note in the field notes and contact the site manager immediately if a change order is required.
- The well pad removal is now a separate item (7-7). Both well abandonment pay items (7-1 through 7-4) and well pad removal (7-7) are payable if the contractor is abandoning the well and removing the well pad. If the manhole is in a continuous concrete surface (if the site has been resurfaced, for example), and the manhole is left in place and grouted to the surface, only the well abandonment pay items (7-1 through 7-4) are payable.



O&M Annual Sampling System Downtime.

- The O&M system must be off for at least 7 full days before annual sampling can be performed. A mobilization pay item is added to the SPI to compensate for the additional mobilization for annual sampling events.



Sheet Piling Rates

- The sheet piling pay item now has two parts:
 - Sheet Piling Installation (10-1.a and 10-2.a) – based on square footage of the sheet piling (length times width), and is based on the measurements of the sheet piling, not the depth of the excavation. 100 feet of sheet piling to a depth of 30 feet is 3000 square feet, even if the excavation is only 15 feet deep. This item covers installation and removal.
 - Sheet Piling Rental (per day/week/month) – covers the cost of renting the sheet piling for the duration of the work.



Roll-offs and Disposal

- The new pay items for roll-offs for impacted soil have three associated pay items:
 - Item 12-17 for Delivery, Pick Up, and Rental of the roll-off. This pay item is for delivery of the roll-off to the site, one week of rental, and pickup of the roll-off.
 - Item 12-18 for additional rental if the roll-off needs to be onsite for more than one week.
 - The above items do not include transport and disposal of the material. Use to items 12-7 through 12-12 for impacted soil.
- These rates do not apply to concrete/asphalt/debris. Use pay items 12-1 through 12-5, which include the roll-off costs.



Mobilization for Construction Equipment

- If equipment used for remediation projects (backhoe, loader, compactor, etc) remain onsite for the duration of the site activities, only one mobilization item is permitted regardless of the duration of work. Mobilization items are only allowed if the equipment moves to and from the site.



LSA and LSSI Reports

- New LSAs that are performed should be full 62-780 site assessments and provide a complete Template Site Assessment Report as the final deliverable. Site managers will be working to tailor these assessments to the site conditions rather than using the previous 'bucket' method, and work should continue until the site assessment is complete and can provide a category for the next phase of work (closure, active remediation, NAM).
- LSSI projects are still attempting to determine if sites can be closed, and will generally end if there is evidence that closure (conditional or unconditional) will not be possible. These reports may not be a complete site assessment and will only report the activities performed and results.



Technical Highlights and Issues

John Wright



Engineering Issues

- Risk Based Closure Options:
 - PRP Can Pay For Evaluation of RMO II and III Closure Options
 - Most Often Used At Non-Program Sites and Sites With Funding Caps
 - The Property Owner Must Agree With Any Restrictions
 - We Can Not Pay for Survey, Title Work or Legal Fees
 - FDOT/FDEP MOU Can Be Used To Establish An Alternative Institutional Control



FDOT MOU Closures

- Memorandum of Understanding Signed 6/16/14
- Describes The Procedure To Use a “Map Note” To Serve As An Alternative Institutional Control for Contamination Remaining In a FDOT ROW
- The Map Note Is Tied To a Survey of the Restricted Area Containing the Contamination
- The Map Note Is Recorded With the Property Records
- First Site Is Jackson Hospital FAC ID: COM_306705



Spring Shed Sites

- The Remedial Action Construction and Source Removal Scope Of Works Are Estimates
- Site Managers And ATCs Should Fine Tune The SOWs Based On Any New Data



RAP Strategy

- Remedial Action Construction Projects Over \$325K Will Be E-Quoted
- Estimates Should RAC Costs and One Year of O&M
- Source Removal Estimates Should Include One Year of PARM
- ATCs Can Reduce Rates If the Estimate Is Close To \$325K
- Source Removal SOWs – Include Contingent Volumes/Tonnage Only Used If Needed



Innovative Technology RFP

- Up To \$5 million In Funding Has Been Provided For Innovative Technologies At One or More Petroleum Cleanup Site
- An Innovative Technology Defined As Non-Traditional, i.e., Not AS/SVE, MPX, Source Removal, etc.
- A Request For Proposal Is Being Prepared
- Payments Will Be Based On Meeting Cleanup Milestones



Rule Making Update

- Contaminated Media Forum Meeting November 3, 2015
- Chapter 62-780 and 62-777, F.A.C., Workshop Set For November 4, 2015
- Both Meetings Are At Our Southwest District Office in Tampa and via Webinar



Contracted Entity Update

Susan Fields

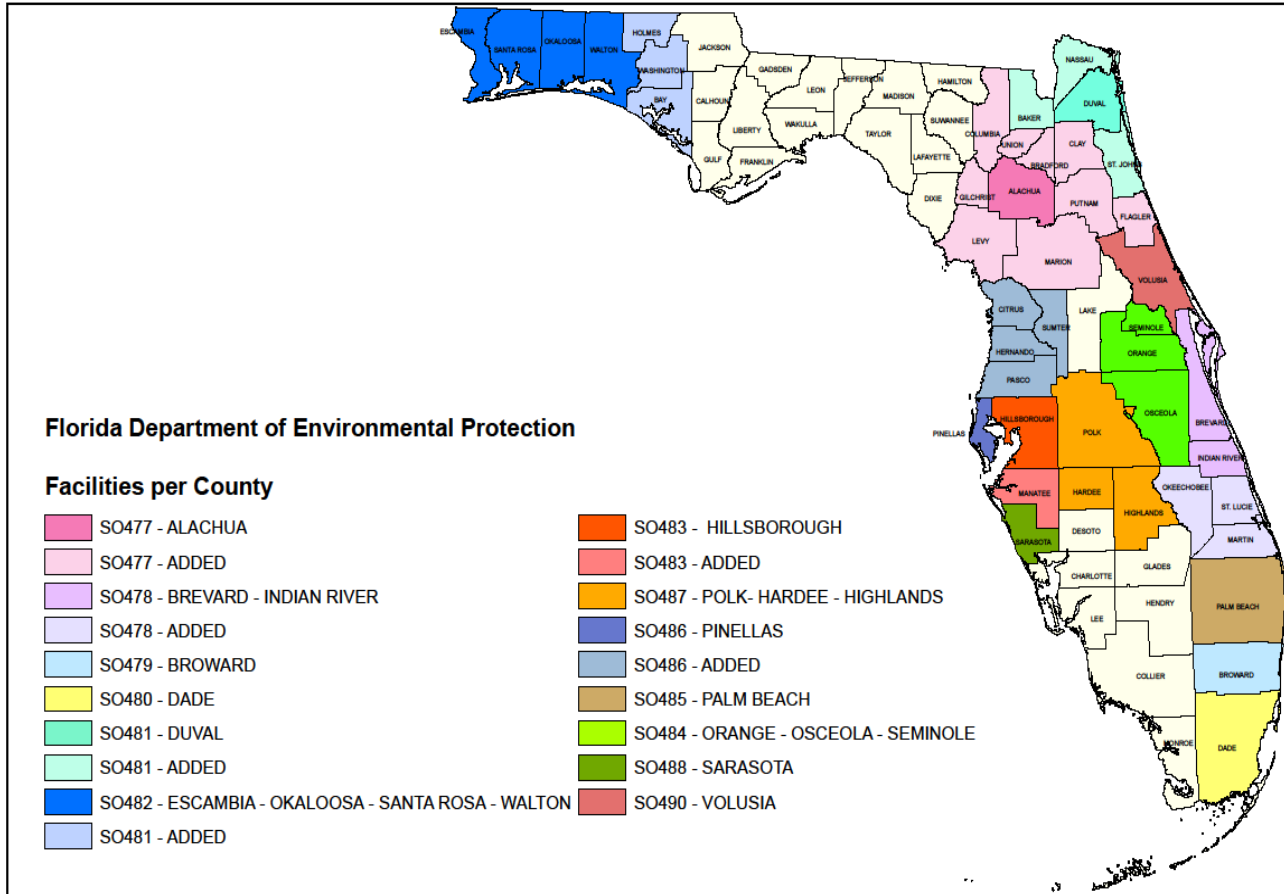


Local Program Counties

- FY 2013-2014
 - 13 local programs representing 21 counties
 - 2,685 sites managed
- Currently
 - 13 local programs representing 44 counties
 - 4,390 sites managed
- By end of 2015
 - 13 local programs representing 49 counties
 - 4,525 site managed

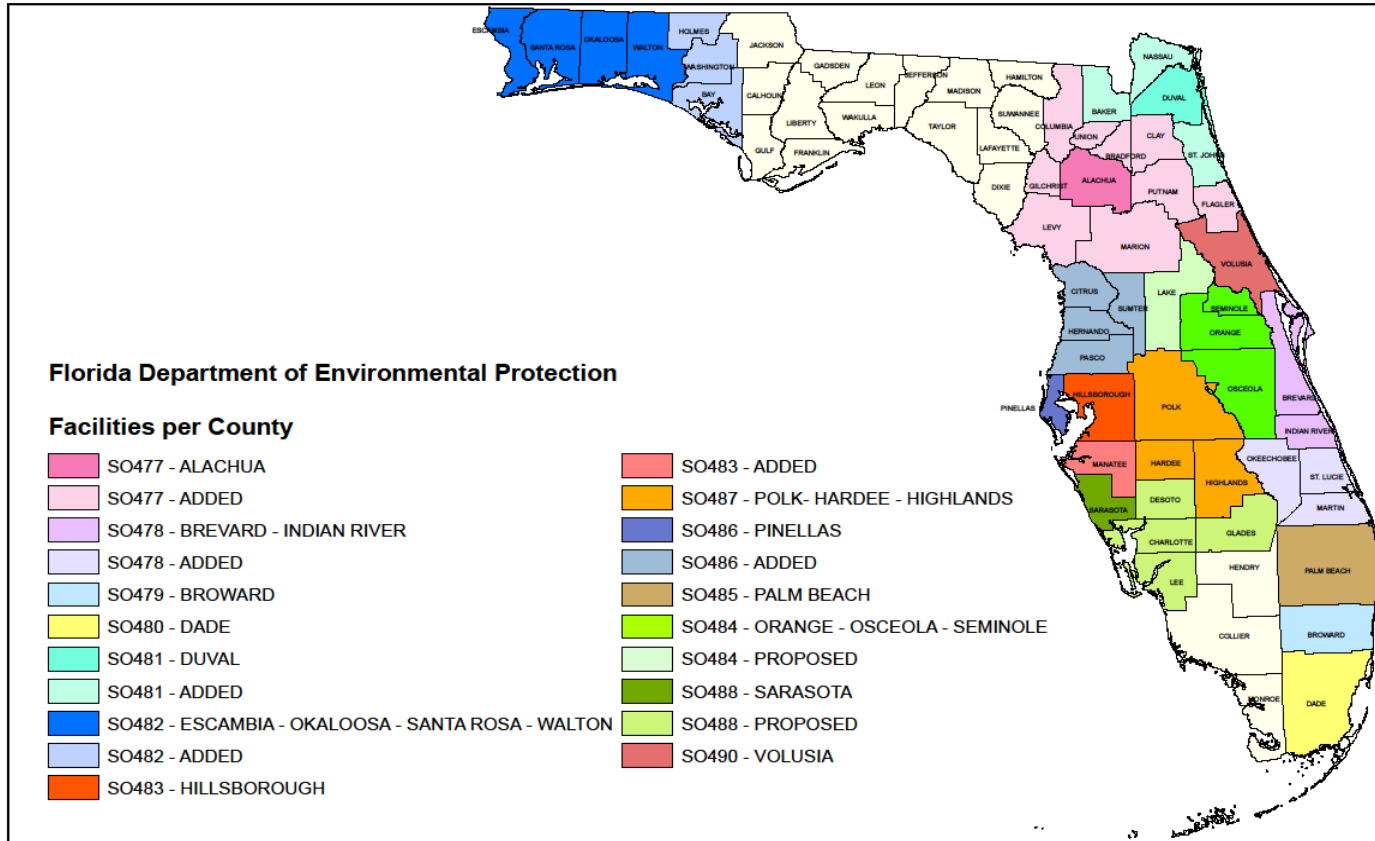


Current Local Program Counties





Current and Proposed Local Program Counties





Teams 5 and 6

- October 2014
 - Team 5 = 20
 - Team 6 = 15
 - Total = 35
- October 2015
 - Team 5 = 37
 - Team 6 = 31
 - Total = 68



ADVANCED CLEANUP PROGRAM

Ken Busen



ADVANCED CLEANUP PROGRAM

- **Application Period** – November 1, 2015 to December 31, 2015 at 5:00 PM
- \$10 Million of Funding Available
- Maximum amount funded per site is \$5M
- Individual Facility Application or Bundled Application (20+ facilities)



SINGLE AC SITES

- AC is a cleanup program to provide an opportunity for Owners/Responsible Parties to conduct site rehabilitation activities on a limited basis at contaminated sites, in advance of a site's priority ranking, to facilitate property transactions or public works projects.
- Site Owners/RPs must pay a minimum cost share of 25%
- AC programs must be planned thru site cleanup closure (NFAs w/conditions or SRCOs)
- Maximum State Funding - \$5M
- AC agreements are written to last for 4 years before an amendment is required.



BUNDLED AC SITES

- Must have a minimum of 20 sites (facilities) for a Bundled Application.
- Bundled Applications must also include a single site application for each of the 20+ sites in the bundle.
- Bundled Applications are reviewed and scope, schedule, and budgets are negotiated and incorporated into a Performance Based Contract (PBC)
- The PBC is based on performance milestones.



AC Application Requirements

For Single Site Applications

- A completed AC application form for each site
- A nonrefundable review fee of \$250
- A Limited Contamination Assessment Report (LCAR); and
- A proposed course of action with estimated costs and schedule thru closure.

Section 376.30713, F.S.



AC Application Requirements

For Bundled Site Applications

- A completed AC application form for each site
- A Bundle Application form
- A nonrefundable review fee of \$250
- A Limited Contamination Assessment Report (LCAR) for each site; and
- A proposed course of action with estimated costs and schedule thru closure for each site.

Section 376.30713, F.S.



LCAR Requirements

- **Option 1** – Prepare an LCAR for the facility following the June 9, 2000 LCAR Preparation Guidance.
- **Option 2** – If assessment and or remediation work has been performed at the site, provide representative reports, tables, figures, appendices, etc. that contain the following information with the application:
 - Sufficient soil and groundwater data to **Characterize** and **Delineate** the contamination so that a reasonable cost estimate for cleanup can be provided



OPTION 2 continued

- Provide available current and historical soil and groundwater data in both a **Table** and **Figure** format (note: the current **groundwater** analytical data cannot be older than **270 days** [9 months] from the application submittal and current **soil** analytical data cannot be older than **5 years**).
- Complete history of site activities including the number of tanks or other sources of contamination, installation and removal dates, past assessment and remedial activities, etc.
- Discharge dates along with the State funded Cleanup program for each discharge (note: a site may have multiple discharges and be in multiple programs)



OPTION 2 continued

- Site Lithology along with Monitoring Well construction details and GW level data and direction of GW flow.
- Recent and accurate site figures showing locations of all MWs, SBs, current and former tank and dispenser locations, areas of source removal, and any other pertinent site features.



OTHER AC REQUIREMENTS

- A completed and signed Cost-Share Site Contractor Selection Sheet.
- Completed and signed Department Site Access forms (note: A copy of the County property appraiser's Parcel and Property Information should accompany the Site Access form).
- If site ownership has recently changed and the County website is not updated, a copy of the recorded deed is required.
- If the site rehabilitation goal is a conditional closure, the application must include a signed letter from each property owner indicating acceptance of a conditional closure.



AC Application Information

All forms, guidance documentations, and information requirements will be provided on the PRP AC Website:

<http://www.dep.state.fl.us/waste/categories/pcp/pages/pac.htm>



Procurement Achievements and Challenges

Natasha Lampkin



Procurement Achievements and Challenges

- All 160 Contracts have executed Amendments
 - Revised Rates
 - Work proceeds with rates in affect at time of offer
 - All current offers include new SPI Items and rates
 - Line Item Clarifications
 - EDB EPA Method 8260
 - Interim Assessment Report



Procurement Achievements and Challenges

- Assignments First Quarter of FY 15-16
 - 669 Assignments (1/3 through RCI Algorithm)
 - 296 Central Region
 - 273 North Region
 - 100 South Region
 - Purchase Orders and Change Orders Issued First Quarter of FY 15-16
 - 693 Purchase Orders Issued (cancelled removed)
 - 927 Change Orders Issued
 - Invoices – Approving for Payment 1,000 Invoices a Month



Procurement Highlights and Issues

PRP Accounting

Monica Brady - PRP
Accounting

Derrick Woodard - PRP
Accounting (York)



Possible Payment Delays

- Invoice Rate Sheet not signed
- Invoice Rate Sheet with negative units or balances
- Invoice not submitted on company letterhead
- Missing receipts for reimbursable items
- Incorrect Travel Vouchers for Per Diem
- Deliverable review letters (Cost Share Sites) without the full amount and the FDEP's amount
- Forfeited Retainage not listed on the invoice page
- Service End date extends beyond deliverable due date and/or the deliverable received date



FDEP Travel Vouchers

- The traveler only needs to enter the departure time from headquarters on the 1st day and only the time returned at headquarters on the final day
- The traveler and the supervisor must sign the voucher
- If you need a copy of the Travel Voucher, please select the link below:

[Travel Voucher](#)

- If you need assistance with Per Diem Rates, please select the link below:

[Per Diem Rates](#)



Accounting Reminders

- If an invoice is sent in error, email Derrick Woodard to delete from inbox (we may not notice a recalled email message until after the original submittal is reviewed)
- Please submit only **ONE** invoice per email. You may submit multiple invoices in one email for the **SAME** PO only
- Ensure the Release of Claims form is notarized and corresponds with the correct PO
- Please resubmit the entire invoice package when corrections are required
- Please double check deliverable letters and rate sheets for accuracy



Contact Information

- **PRP Accounting:**



-	Monica Brady	850-245-8844	Monica.J.Brady@dep.state.fl.us
-	Derrick Woodard	850-245-7635	Derrick.Woodard@dep.state.fl.us
-	Lauren Mackey	850-508-3467	Lauren.Mackey@dep.state.fl.us
-	Debbie Harbison	850-245-8820	Deborah.Harbison@dep.state.fl.us
-	Eric Walton	850-245-8924	Eric.Walton@dep.state.fl.us
-	Cynthia Holden	850-671-6347	Cynthia.Holden@yorkrsg.com
-	Clyde Alderman	850-245-7563	Clyde.Alderman@dep.state.fl.us
-	Valoria Lanterman	850-245-8818	Valoria.Lanterman@dep.state.fl.us
-	Thomas Wolff	850-245-8731	Thomas.Wolff@dep.state.fl.us



Agency Term Contracts Teleconference

QUESTIONS?

