



May 25, 2018

Robert Valois
St. John Municipal Water Utility
9350 Hack Street
St. John, IN 46373

RE: Proposal for Professional Services, Phase II Wellhead Protection 5-Year Update Activities, St. John Municipal Water Utility, St. John, Indiana, PWSID #IN5245043

Dear Mr. Valois:

Peerless-Midwest, Inc. (PMI) appreciates this opportunity to provide professional hydrogeologic consulting services to St. John Municipal Water Utility (the Utility) related to the completion of the Utility's Phase II Wellhead Protection (WHP) 5 Year Update Plan. A summary of the proposed scope of work is provided below.

BACKGROUND

The most recent Wellhead Protection Area (WHPA) delineation was completed by others in June 2009. This delineation was completed for Well 1 (which is now known as Well 6), Well 2 (which was never constructed), and Wells 3, 4, and 5. Since the 2009 delineation, the Utility has added Well 7 (which is located adjacent to Well 6). Since Wells 6 and 7 are located within 50 feet of one another, they essentially behave as a single pumping center, and IDEM may not require a re-delineation based solely on the addition of Well 7. However, if pumping rates have increased at any of these wells by more than 10% of what was modeled in 2009, then a re-delineation may be required.

- The WHPA delineation will be completed using GFLOW, an analytical element groundwater flow model. GFLOW is similar to the model used in the 2009 delineation but has the added capability to model lateral changes in aquifer hydraulic conductivity. This is important for accurately modeling Wells 6 and 7 where hydraulic conductivities of the bedrock aquifer are significantly higher compared to Wells 3, 4, and 5.
- The delineation report will include geologic cross sections, area significant groundwater withdrawal facilities and pumping rates, appropriate geologic mapping, and discussions of the conceptual model development, model calibration and sensitivity analysis.
- GFLOW will be used to complete particle tracking to define 1, 5, and 10-year time-of-travel (TOT) capture zones for the new well field. The TOT boundaries will be included on an area map at an appropriate scale.
- A copy of the delineation report will be submitted to IDEM along with the appropriate application, signatures, and professional geologist stamp.

PMI estimates the WHPA delineation can be completed within 2 months following your written authorization to proceed. Once completed, PMI will submit the appropriate documentation to IDEM for approval. IDEM review and approval is expected to take up to 3 months for a total of 5 months for completing the WHPA delineation scope of work.

Proposed Scope of Work – Management and Contingency Plan Development

Following a review of your Phase II WHP plan, we estimate the following tasks will be required for the Phase II 5-year update:

- Update WHPA maps with current aerial photographs;
- Update the potential contaminant source inventory tables and maps;
- Provide updated land use maps;
- Compile an inventory and documentation of management tasks completed;
- Meet with the established Local Planning Team regarding the plan development and WHP management strategies (2 meetings are anticipated);
- Update the Contingency Plan;
- Assist with completing and updating property owner notifications where required; and
- Prepare the 5-year update letter report and application (State Form 53796) and submit the documentation to IDEM for approval.

We estimate the following tasks and costs for updating the Utilities WHP Plan:

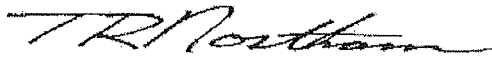
Task	Estimated Cost
Compile and provide IDEM with pumping data for all production wells including newly constructed Well 7. Obtain IDEM determination on whether an update to the WHPA delineation is required.	\$1,040
WHPA Delineation (if required by IDEM)	\$14,300
Management & Contingency Plan Development	\$13,500
Estimated Total	\$28,840

Professional services will be billed on a time and materials basis. The IDEM determination can be completed at a not-to-exceed cost of \$1,040. If IDEM determines that an update to the WHPA delineation is required, the not-to-exceed cost for this task is \$14,300. The not-to-exceed estimate for PMI to complete the Management and Contingency Plan updates is \$13,500. If PMI completes all 3 tasks, the estimated not-to-exceed total is \$28,840.

We appreciate the opportunity to provide you with this contract to assist St. John Municipal Water Utility with obtaining IDEM compliance with the Wellhead Protection Program. Please contact us if you need additional information. If this agreement meets with your approval, please sign below and return a copy for our files. Should you have any questions, please feel free to call.

Sincerely,

PEERLESS-MIDWEST, INC.



Tim Northam, PG
Manager of Hydrogeologic Services

cc: Curt Kent, Project Manager, PMI

TERMS & ACCEPTANCE

All pricing is based upon acceptance within 30 days of this date, and may be modified if not accepted within 30 days. Terms are net, not subject to discount, and invoices are to be paid in full without retainage within 30 days of presentation. All invoices not paid within 30 days will be subject to 2% per month service and handling fees, plus any court and/or attorney fees required for collection.

ACCEPTED this _____ day of _____, 2018.

By: _____ For: **ST. JOHN MUNICIPAL WATER UTILITY**

Printed Name: _____ Title: _____

**Proposal for Professional Services, Wellhead Protection 5-Year Update
St. John Municipal Water Utility, St. John, Indiana**

REQUEST TO PURCHASE



SUBMITTED BY:

DEPARTMENT HEAD: Steve Kil

DEPARTMENT: Public Works Department

DATE: May 25, 2018

VENDOR INFORMATION:

COMPANY: Peerless Midwest, Inc. CONTACT: _____

ADDRESS: 55860 Russell Industrial Parkway PHONE: 574-254-9050

CITY, STATE, ZIP: Mishawaka, IN 46545 FACSIMILE: 574-254-9650

Do not include appropriation number, if unknown.

APPROP NUMBER	QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	AMOUNT
601001360			PHASE II WELLHEAD PROTECTION 5-YEAR UPDATE		
			Wellhead Protection Area (WHPA) delineation for Wells 3, 4, 5, 6 and 7		
			Compile and Provide IDEM with Pumping Data for Wells		1,040.00
			WHPA Delineation (If Required by IDEM)		14,300.00
			Management & Contingency Plan Development		13,500.00
SEE PROPOSAL FOR COMPLETE DETAILS					
<i>PER PROPOSAL DATED 5-10-18</i>					

Notes and special instructions: _____ **TOTAL 28,840.00**

601001360

This purchase exceeds \$4,000.00. The following Town Council Members have approved this request.

MICHAEL S. FORBES MARK A. BARENIE

GREGORY J. VOLK STEVE HASTINGS

CHRISTIAN JORGENSEN

APPROVED BY: *[Signature]* 5/29/18

STEPHEN Z. KIL, TOWN MANAGER DATE