

Department of Engineering  
Tim Bryan, P.E., County Engineer

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MEMORANDUM

May 28, 2021


To: Sheila Jones, Supervisor, District I  
Trey Baxter, Supervisor, District II  
Gerald Steen, Supervisor, District III  
Karl Banks, Supervisor, District IV  
Paul Griffin, Supervisor, District V

From: Tim Bryan, P.E.  
County Engineer

Re: West Madison County Environmental Infrastructure Needs Analysis  
Task Order #3 under the General Services Agreement-Waggoner Engineering, Inc.

The Engineering Department requests the Board approve this Task Order #3 under the General Services with Waggoner Engineering, Inc. for a fee not to exceed \$96,500.00 for the above referenced project.

**Waggoner Engineering, Inc.  
And Madison County Board of Supervisors  
Task Order Form**

<b>Task Order No. 3</b>	
<b>Additional Pages Attached: 3</b>	
<b>Date of Task Order: _____, 2021</b>	
<b>TASK ORDER TO THE GENERAL SERVICES AGREEMENT BETWEEN WAGGONER ENGINEERING, INC. AND MADISON COUNTY, MS BOARD OF SUPERVISORS</b>	

This Task Order to the General Services Agreement between Waggoner Engineering, Inc. and Madison County Board of Supervisors dated July 6, 2021, is a part of, and is subject to all the terms and conditions of the Agreement unless specifically provided otherwise herein.

1. **Project Name:** Madison County – West Madison County Environmental Infrastructure Needs Analysis
  
2. **Project Number:**
  
3. **Project Manager for Client:** County Engineer  
Tim Bryan, PE
  
4. **Project Manager for Waggoner:** Darion Warren, CFM
  
5. **Method of Compensation:** Hourly/Not To Exceed
  
6. **Task Order Compensation:** \$96,500:00
  
7. **Scope of Work (see additional pages attached):** SEE ATTACHED

8. **Schedule of Performance**      150 DAYS  
(see additional pages  
attached):

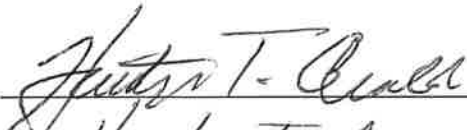
9. **Approved Subconsultants:**      N/A

10. **Special Provisions:**              n/a

**IN WITNESS WHEREOF**, the parties hereto have caused this Task Order to be executed by their duly authorized representatives effective as of the date set forth above.

**MADISON COUNTY BOARD OF SUPERVISORS      WAGGONER ENGINEERING, INC.**

\_\_\_\_\_  
By: \_\_\_\_\_  
Title: \_\_\_\_\_

  
\_\_\_\_\_  
By: Hunter T. Arnold, PE  
Title: Vice President

# Madison County Board of Supervisors

## West Madison County Environmental Infrastructure Needs Analysis

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Madison County, MS

April 2021

### **A. BACKGROUND**

For the purposes of this effort, “West Madison County” shall have the meaning – the land area generally spanning north and east from the Town of Flora to the Big Black River and Beattie’s Bluff.

West Madison Utility District (WMUD) was created by the Madison County Board of Supervisors following a public hearing on September 8, 1970, as required by Senate Bill 1520 of the 966 Extraordinary Session of the Mississippi Legislature. West Madison Utility District is a body politic and a subdivision of Madison County, Mississippi, a political body of the State of Mississippi.

The service area consists of land in rural areas of Madison County. The boundaries of these service areas are modified periodically in response to requests for service from new customers, land developers and others. All service area changes must be granted by the Mississippi Public Service Commission in response to petitions filed by West Madison Utility District. West Madison Utility District is subject to regulation by the Mississippi State Department of Health (MSDH) (waterworks), the Mississippi Department of Environmental Quality (MDEQ) (wastewater), and the Madison County Board of Supervisors.

During the April 5, 2021 Madison County Board of Supervisors Regular Meeting, the board discussed the erosion issue with the WMUD wastewater lagoon and their desire to replace the lagoon. The board also discussed the need for a needs-analysis for western Madison County to support future growth in that area. The Madison County Board of Supervisors desire to retain Waggoner Engineering, Inc. to provide an environmental infrastructure needs analysis to include the installation of a wastewater transmission lines that will convey wastewater from the WMUD wastewater lagoon and possibly the Town of Flora’s wastewater lagoon to the transmission line for the Beattie’s Bluff Wastewater Treatment Facility as well as other alternatives that will also support future growth for property within the West Madison County area.

### **B. SCOPE OF WORK**

#### The Project

Waggoner will provide the following professional services in assisting with the development of an environmental infrastructure needs analysis. This scope of work includes:

1. Conduct meetings with Madison County, West Madison Utility District, Madison County Wastewater Authority, and Town of Flora representatives to refine and finalize the objectives to be accomplished in the analysis.

2. Analysis of Existing System – develop system performance criteria to analyze existing and future wastewater infrastructure needs based upon information provided by the County. This will include an evaluation of the system under existing and future conditions which will include:
  - Identify current wastewater service area description and boundaries.
  - Identify possible future additions to the wastewater service area.
  - Inventory the existing facilities including treatment plants, lift stations, pump stations,
  - Analysis of condition and performance of the existing systems
  - Evaluate treatment plant capacity
3. Vulnerability Assessment - Define critical pieces of infrastructure and determine the consequences of their failure.
4. Preliminary Alternative Analysis - Identify improvements and alternatives for transporting wastewater that would support development in the surrounding area.
5. Preparation of Environmental Infrastructure Needs Analysis Report – This report will summarize recommendations for improvements. This will include all analysis, maps, drawings, and other information gathered. The final report will include the following:
  - Executive Summary
  - Capital Improvement Recommendations
  - Opinion of Probable Costs
  - Conceptual Layout Exhibit

The following tasks are not included in this scope of work but could be performed by Waggoner if desired by Madison County:

- Construction Drawings
- Bidding and Contracting services
- Construction Phase services – field review, construction engineering, contract administration
- Existing lagoon modifications or repairs

### **C. PROJECT SCHEDULE**

<b>Task</b>	<b>Duration</b>	<b>Cumulative Time</b>
Initiate Service/MCBS Approval	---	Pending
Begin Services	2 days	2days
Analysis of Existing System	47 days	49 days
Preliminary Alternative Analysis	45 days	94 days
Client review & approval	7 days	101 days
Finalize Environmental Infrastructure Needs Analysis Report	49 Days	150 Days

**D. COMPENSATION SCHEDULE**

Waggoner will perform the services described above on a lump sum basis. Any additional services and reimbursables will be billed on an hourly basis. The estimated cost for the work described above is as follows:

<b>Task</b>	<b>Compensation Terms</b>	<b>Proposed Budget</b>
Environmental Infrastructure Needs Analysis Report	Hourly/Not To Exceed	\$96,500
<b>Total</b>		<b>\$96,500</b>

**E. DELIVERABLES**

1. Environmental Infrastructure Needs Analysis Report
2. Opinion of Probable Cost
3. Conceptual Layout Exhibit