

MEMORANDUM

August 31, 2000

TO: See Distribution List

RE: TEST PUMPING WELLS

FROM: _____
Mel Maeschen, NECA/IHS Consultant

NECA has a purchase order with Stewart Bros. Drilling (Contractor) for the provision of equipment necessary to test pump and service water wells for the IHS throughout the Navajo Nation. The procedures that this purchase order is based on are very explicit in regards to the equipment the Contractor will provide, the functions he will perform, and the responsibilities of the IHS representative (See copy attached). The Contractor **is not** responsible for determining the method or length of the pump test, nor is he responsible for recording the data and collecting the samples. These functions are the responsibilities of the IHS representative. The Navajo Area Indian Health Service Design Criteria has a section on water wells that addresses test pumping and specifically states that, "The engineer is responsible for coordinating and documenting the test pumping of a well." These functions will not to be assigned to the NECA Contract Hydrogeologist either as he has much more important tasks to perform and it is not economically feasible to pay someone \$65/hr to read a m-scope or observe a data collector.

There are other reasons for an IHS representative to be present at the well site when the test pumping is in progress:

1. The purchase order authorizes the Contractor to be paid by the hour, portal to portal. If there is no IHS representative available to monitor the progress, who can verify the hours charged on the invoice?
2. Who verifies that the pump, drop pipe, probe pipe, etc., are what was requested?

3. What happens if the pump or generator fails, who tabulates the down time?
4. Is IHS willing to pay the \$125 or \$225 per hour to record the recovery which may take an additional day?

The drilling and well servicing companies are very busy right now due to the high prices for oil and natural gas. Therefore, we will schedule the drilling and test pumping activities whenever we can, which may very well mean working during the weekend and on some Government holidays. This means the IHS representatives may have to be available during other than normal duty tours.

We are asking the cooperation of your people when asked to submit requests for well service work in a timely manner so we can schedule these activities back to back. This allows the contractors to schedule their equipment and crews more efficiently and also saves IHS money when we don't have to pay the contractor to travel back and forth to his place of business for every individual job.

Last, but not least, there is an alternative to using the Contractor that NECA has under a purchase order. IHS does have an understanding with NTUA for well service work that is delineated in Guideline 12.7.

Enclosure

Distribution:

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NAVAJO ENGINEERING AND CONSTRUCTION AUTHORITY WATER WELL TEST PUMPING AND SERVICING PROCUREMENT PROCEDURES

GENERAL INFORMATION - The Navajo Engineering and Construction Authority (NECA) periodically has a need to test pump or service water wells, both newly drilled and existing, throughout the Navajo Reservation. The Stewart Bros. Drilling Co. has the equipment and is interested in performing this work for NECA. Listed below is the procedure that will be followed to initiate work on each individual job. If there are questions or comments regarding this procedure, contact either the NECA Purchasing/ Warehouse Manager or the NECA/IHS Consultant.

REQUEST FOR SERVICE - The respective Indian Health Service (IHS) Project Manager will submit a detailed written request to the NECA Purchasing/Warehouse Manager with a copy to the NECA/IHS Consultant. The NECA Purchasing/Warehouse Manager will forward the request to Stewart Bros., who in turn will contact the IHS Project Manager to schedule the work.

SCOPE OF WORK - The contractor will provide labor, supervision, pumping equipment, drop pipe, 3/4" galvanized pipe for water level measurements, control panel, generator, water meter, and shut off valve. The contractor will be responsible for maintaining operation of the generator during the test pumping. Prior to setting the submersible pump, the contractor will run a bailer to confirm the total depth of the well. If there is fill evident in the well, the contractor will bail the well until the original total depth or as near as possible is obtained. A technical representative from the Indian Health Service will be responsible for taking and recording test pumping measurements and determining the length of the test pumping. The test pumping is expected to extend for a minimum of 24 consecutive hours for each well.

LOCATION - The request from the IHS Project Manager will include a detailed map showing access to the well site. These maps will be of a quality that when reproduced will still be legible enough for the contractor to find the site.

WELL INFORMATION - The request will have as a minimum the sample information listed below. Other pertinent information may be added as necessary. If the pump will be below the perforations, a shroud should be employed.

TORREON WELL

Total Depth - 730'

Perforations - 650'-620', 544'-524'

Casing Dia. - 8 5/8"

Static Water Level - 455'

Pump Intake - 659'
Pump Capacity - 100 gpm @ 680 TDH
Drop Pipe - 651'
Probe Pipe - 3/4", 651'

BILLING INFORMATION - Stewart Bros. has quoted a flat rate of \$125.00/Hr. for pumps up to 20 HP and \$225/HR for pumps from 25 to 60 HP. These rates are from portal to portal for equipment and labor to perform the work as described under Scope of Work above. If specialized equipment is required, the cost of this equipment will be negotiated between the contractor and the NECA Purchasing/Warehouse Manager. **All invoices will have the project number and the purchase order number recorded on them and will be submitted to the NECA Purchasing/Warehouse Manager who will verify the charges with the IHS Project Manager prior to making payment.**