

Agenda Request For: June 26, 2000

Department: Solid Waste

Fund: Solid Waste

Action requested and recommendation:

Consideration of Proposal from Golder Associates for Preparation of Monitoring Report.

Funding Source: 70341534-531311 Professional Services

Financial/Economic Impact to Future Years Budgeting Process or Effect on Citizens:

This is an annual requirement for permit.

Is this action consistent with the Nassau County Comprehensive Land Use Plan?

N/A

Reviewed by:

Legal

Finance

Coordinator



APPROVED

DATE 6/26/00 JRB

Golder Associates Inc.

8933 Western Way, Suite 12
Jacksonville, FL USA 32256
Telephone (904) 363-3430
Fax (904) 363-3445

**VIA FACSIMILE AND U.S. MAIL**

June 16, 2000

993-3928.25

Nassau County Board of County Commissioners
P.O. Box 1010
3163 Bailey Road
Fernandina Beach, Florida 32035

Attention: Mr. Walter D. Gossett
County Coordinator

**RE: COST PROPOSAL FOR
PREPARATION OF MONITORING REPORTS
NASSAU COUNTY LANDFILLS
NASSAU COUNTY, FLORIDA**

Dear Mr. Gossett:

Golder Associates Inc. (Golder) is pleased to submit this cost proposal to the Nassau County Board of County Commissioners (Board) for professional services to prepare monitoring reports for the County's three landfills. This work was previously conducted by the contractor hired by the County to provide field sampling and laboratory analyses at the landfills. As discussed with Mr. Gossett, Golder has proposed to perform the reporting services only, the field sampling and laboratory analyses will be contracted separately by the County. The primary reason for this contract modification is the recent exceedances of the groundwater standards at the West Nassau Landfill, which has necessitated assessment monitoring, increased sampling frequency, and the addition of parameters. These changes require additional information and evaluation in the monitoring reports and, because Golder has been providing services associated with the assessment monitoring and the remedy, we believe we are best able to provide the reporting services. The changes required for addressing exceedances also include the preparation of a contamination assessment plan, implementation of which will need to be incorporated in the reporting of the monitoring results.

Additionally, the recent exceedances and the contamination assessment will likely increase the attention given to this site by FDEP. Golder believes it is best suited to perform the reporting activities for the West Nassau Landfill because we are not only familiar with the changes required in the groundwater monitoring requirements, we are also familiar with the other activities that are taking place at the landfill that may affect the evaluation and reporting of the groundwater monitoring results (e.g., contamination assessment, gas monitoring, etc.). With respect to performance of the reporting for the other landfills, Golder believes it would be beneficial for the County to have "a fresh set of eyes" review the monitoring data along with

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GOLDER ASSOCIATES

Nassau County Board of County Commissioners
Attn: Mr. Walter D. Gossett

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SCOPE OF SERVICES

Task 001 - Preparation of Invitation for Bids

Golder will prepare, for distribution by the County, the Invitation to Bids package (bid package) that will specify bid requirements and outline monitoring programs for the three landfills in Nassau County. These landfills include the West Nassau Landfill (closed and active), Lofton Creek Landfill, and Bryceville Landfill. It is assumed that the County will advertise the Invitation for Bids that details obtaining a set of bid documents (prepared by Golder) from the County and will set a mandatory pre-bid conference. Because the County has submitted a bid package for this work (or similar) in the past, Golder has assumed that the main text and any text or tables in the attachments that were prepared by Roy F. Weston, Inc. (Weston) will be made available to Golder in electronic format at no cost to Golder. Golder will update this information to include revisions in the monitoring requirements (e.g., wells that have been abandoned, additional wells installed, etc.) as well as to remove the requirement for reporting from the contract requirements. It is also assumed that the previous Service Agreement (included as Attachment A to the previous bid package) will be reviewed by the County's legal department and any changes will be provided to Golder (assuming this is provided electronically). Unless revisions are necessary, the figures showing sampling locations and the monitoring well installation logs that were provided in the attachments to the previous bid package will be utilized for this package. Golder will provide two draft copies of the bid package to the County for review. After review by the County, Golder will finalize the bid package and submit one original and one copy to the County for use in distributing to bidders (i.e., Golder has not included multiple copies in its costs). Golder has also included budget in this task to attend the pre-bid conference with the County.

Task 002 - Bid Review and Recommendations (Optional)

Golder can assist the County in evaluating the bids by reviewing all bids received and providing a recommended ranking of the various bidders. Ranking will be based on several factors including cost, experience of personnel, experience of laboratory, etc. A matrix will be developed and provided to the County that will include the factors used and the rankings. Alternatively, the County can evaluate the bids independently and Golder would not perform this task.

SCHEDULE

Golder will begin work upon approval of this cost proposal by the Board (assumed to be presented and approved at the June 26, 2000 Board meeting) and receipt of the electronic files from the County. It is assumed that the County would want to have the bids received and a contractor selected prior to the end of the existing contract at the end of September. Please note that it is assumed that the existing contract includes any quarterly sampling to be conducted in September, so that the new contract can be finalized and the contractor become familiar with the monitoring requirements prior to semi-annual sampling to be conducted in December. Based on this scheduled contractor-selection time frame, Golder (assuming receipt of all necessary files and information from the County no later than July 10, 2000) will provide the draft Invitation for Bids to the County by August 1, 2000. The County would be given one week to review and provide

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comments. Following receipt of comments, Golder would finalize the documents and provide the final document to the County by August 11, 2000. This will allow the County to advertise and distribute bids during August, with September to receive and evaluate bids and select a contractor.

COST ESTIMATE

Golder's cost estimate to complete this work is \$3,690 based on the scope of services as outlined above. A detailed breakdown of this cost estimate is presented in Table 1, which is attached to this letter.

Golder proposes to perform this work on a cost reimbursable not-to-exceed basis in accordance with the labor and unit rates listed in Table 1. The County will only be billed actual hours and expenses incurred on the project for work within the agreed scope of work. Direct expenses will be marked-up 10 percent for administrative purposes. Photocopies, computer and CADD time will be billed at the unit rates listed in Table 1. Travel and communications costs will not be billed to Nassau County as stated in our August 1998 proposal. The cost estimate will not be exceeded without prior authorization from Nassau County.

TERMS AND CONDITIONS

This work will be performed under the Agreement for Consulting Services between Golder and the County, dated February 22, 1999.

Golder appreciates this opportunity to provide our services to Nassau County. If you have any questions regarding this cost proposal, please do not hesitate to call.

Very truly yours,

GOLDER ASSOCIATES INC.


Wendy D. Karably
Senior Project Manager/Associate

Attachment

cc: Bob McIntyre - via facsimile only

FN: CAWDKNASSAUGWRFP.DOC

Golder Associates

