

Agenda Request For: April 12, 2006

Department: Solid Waste Department by Administrative Services

Background: Per March 23, 2006 email from Wendy Karably, Golder Associates, Golder wishes to submit a cost proposal for a Spill Prevention Control and Countermeasures (SPCC) Plan. Per Wendy, FDEP requires a SPCC Plan for facilities that maintain over 1,320 gallons of oil or petroleum based produces, and it has been determined that the West Nassau Landfill maintains approximately 5,500 gallons.

Additional information will be provided by April 7 by Golder and will be distributed upon receipt.

Financial/Economic Impact to Future Years Budgeting Process or Effect on Citizens: Costs associated with SPCC plan will be incorporated into the budget as required.

Action requested and recommendation: Request Board consider cost proposal to be presented by Golder regarding the SPCC Plan.

Is this action consistent with the Nassau County Comprehensive Land Use Plan? Public Facility Element Section 4

Funding Source: account 70341534-531000 Professional Services with a transfer to appropriate Golder account within 70341534. \$214,883 budget available as of 3/27/06 but anticipating using a significant amount on Solid Waste Special Assessment Program.

Reviewed by:

Department Head

Legal

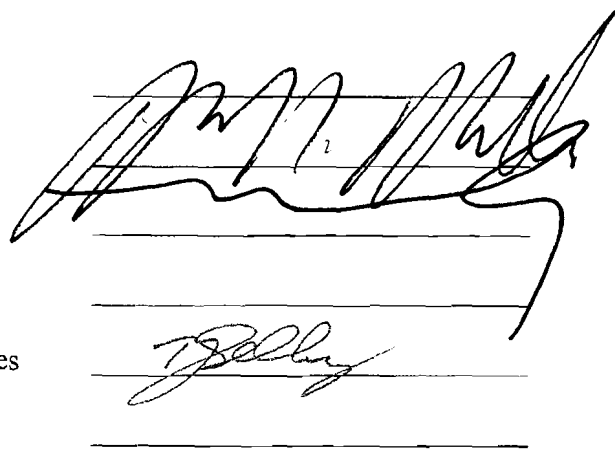
Administrator

Finance

Administrative Services


3/27/06

Grants



Revised 09/05

APPROVED

DATE 4/12/06 BY  J E

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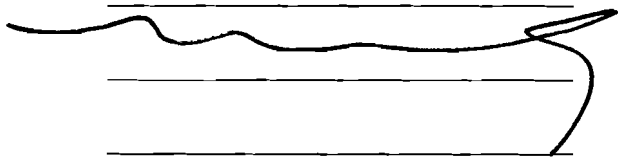
Legal

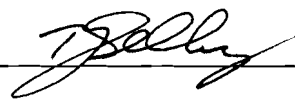
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COUNTY CLERK'S OFFICE
60 MAR 27 PM 3:30

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Reviewed by:

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3/27/06



Grants

Revised 09/05



4/12/06 tab E

Golder Associates Inc.

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



VIA EMAIL ONLY

March 31, 2006

993-3928.69

\$ 4993

West Nassau Landfill
46026 Landfill Road
Callahan, Florida 32011

Attention: Mr. Lee Pickett, Interim Solid Waste Director

**RE: COST PROPOSAL FOR PREPARATION OF SPILL PREVENTION CONTROL
AND COUNTERMEASURES PLAN
WEST NASSAU LANDFILL
NASSAU COUNTY, FLORIDA**

CS APR -7 PM 3:27

COUNTY COMMISSIONERS
OFFICE

Dear Mr. Pickett:

Golder Associates Inc. (Golder) is pleased to provide the Solid Waste Department and the Nassau County Board of County Commissioners (Board) this cost proposal to prepare a Spill Prevention Control and Countermeasures (SPCC) Plan for the West Nassau Landfill in Nassau County, Florida. A SPCC is required by the Florida Department of Environmental Protection (FDEP) for facilities that maintain over 1,320 gallons of oil or petroleum based products. Based on our site visit of February 10, 2006 West Nassau Landfill maintains approximately 5,500 gallons of these products. The following provides a description of the scope of services to be provided, schedule, cost estimate, and terms and conditions. It is anticipated that this cost proposal will be put on the agenda for the Board's consideration at its April 12, 2006 meeting.

SCOPE OF SERVICES

Golder will perform a site visit to gather site and tank information and to ensure that all requirements are complied with as required in the SPCC Plan. Once the site data is obtained, the SPCC Plan, including maps showing the locations of all tanks storing oil or petroleum based products, will be prepared in accordance with FDEP/EPA guidelines to ensure plan compliance. The plan will include the requirements and existing conditions for spill containment and measures to be taken should a spill of these materials occur. A draft of this plan will be submitted to the County for review and then finalized to be maintained at the facility. The only requirement for submittal of this plan to the FDEP/EPA is if a spill of over 1,000 gallons occurs, if two reportable (>42 gallons) spills occur in one year, or if FDEP/EPA requests a copy.

APPROVED

DATE 4/12/06 *[Signature]*

Golder Associates

SCHEDULE

Golder anticipates conducting the site visit within approximately one week of receipt of approval of this task order from the Board. A draft of the SPCC Plan will be submitted to the County for review approximately three weeks after the site visit is conducted. Golder anticipates the finalization of the plan will take approximately one week to complete after receipt of comments from the County.

COST ESTIMATE

Golder's cost estimate to complete the work as described in the above scope of services is \$4,993.00. A detailed breakdown of the costs for each task and the labor and expenses estimated are included in the attached Table 1. We propose to perform this work on a cost reimbursable not-to-exceed basis in accordance with labor and unit rates shown on the attached table. The County will only be billed actual hours and expenses incurred on the project for work within the agreed scope of services. Direct expenses will be marked-up 10 percent for administrative purposes. Photocopies, computer and AutoCAD time will be billed at agreed upon unit rates. Travel and communications costs (except for specific field activities) 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.

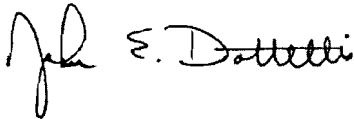
TERMS AND CONDITIONS

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 continuing services to Nassau County. If you have any questions regarding this cost proposal, please do not hesitate to call.

Sincerely,

GOLDER ASSOCIATES INC.



John E. Dottellis
Staff Engineer



Wendy D. Karably
Senior Consultant/Associate

cc: Mike Mahaney - County Administrator

TABLE 1

Cost Estimate
 Spill Prevention Control and Countermeasures Plan (SPCC)
 West Nassau Landfill
 Callahan, Nassau County, Florida

LABOR		LABOR CATEGORY AND RATE										TOTAL HOURS	SUBTOTAL LABOR
		Principal/ Sr. Consult \$170	Associate \$150	Senior Proj. Mgr. \$135	Senior Engineer \$110	Project Engineer \$95	Staff Engineer II \$85	Engineer I \$75	Drafting \$75	Staff Technician \$65	Admin \$62		
TASK	DESCRIPTION												
1000	Site Visit and Plan Preparation	0	4	0	0	0	38	0	6	0	4	52	\$4,528
	TOTALS:	0	4	0	0	0	38	0	6	0	4	52	\$4,528

EXPENSES		Field Vehicle (day) \$75	Per Diem (day) \$25	Communi- cations (est.)	Mileage (mile) \$0.45	Shipping/ Postage (est.)	Field Equipment (est.)	Office Computer (hr) \$10	AutoCAD Computer (hr) \$20	Photo- copying (each) \$0.15	Drawing Reproduction (est.)	Subcon- tractors (est.)	SUBTOTAL EXPENSES
TASK	DESCRIPTION												
1000	Site Visit and Plan Preparation	1	0	\$10	0	\$150	\$0	0	4	1,000	\$0	\$0	\$465
	TOTALS:	\$75	\$0	\$10	\$0	\$150	\$0	\$0	\$80	\$150	\$0	\$0	\$465

COST SUMMARY				
TASK	DESCRIPTION	SUBTOTAL LABOR	SUBTOTAL EXPENSES	TASK TOTAL
1000	Site Visit and Plan Preparation	\$4,528	\$465	\$4,993
TOTALS		\$4,528	\$465	\$4,993

opo

Cathy Lewis

From: Cathy Lewis
Sent: Wednesday, April 05, 2006 3:22 PM
To: Chris Lacambra *no response 4/7/06*
Cc: Ted Selby
Subject: FW: Golder Cost Proposal for Bid Doc Preparation
Importance: High

Additional information for Tab D 4/12/06. Please review and offer comments.

Cathy Lewis
 Administrative Services Department
 Nassau County Board of County Commissioners
 96160 Nassau Place
 Yulee, FL 32097
 (904)491-7370 phone ext 2807
 clewis@nassaucountyfl.com
 (904)321-5917 fax

-----Original Message-----

From: Cathy Lewis
Sent: Wednesday, April 05, 2006 3:05 PM
To: Sue Jarzyna; Mike Mullin *no response 4/7/06*
Cc: Ted Selby
Subject: FW: Golder Cost Proposal for Bid Doc Preparation
Importance: High

Attached is agenda request originally sent to Mullin 3/27/06 3:03 p.m. and a copy of Golders additional information with price quote of \$58,610. I have reviewed and sent my questions to Wendy a few minutes ago. Comment was not received by Legal earlier because of the lack of this additional information if I recall correctly. Please review and offer comments. Item is schedule as tab D 4/12/06 meeting. Thanks.

Cathy Lewis
 Administrative Services Department
 Nassau County Board of County Commissioners
 96160 Nassau Place
 Yulee, FL 32097
 (904)491-7370 phone ext 2807
 clewis@nassaucountyfl.com
 (904)321-5917 fax

-----Original Message-----

From: Cathy Lewis
Sent: Wednesday, April 05, 2006 2:47 PM
To: 'Karably, Wendy'
Cc: Omar Smith; Brown, Kevin; Mehlman, Dana; Lee Pickett; Becky Diden; Ted Selby; Michael Mahaney
Subject: RE: Golder Cost Proposal for Bid Doc Preparation

I have reviewed project proposal 993-3928.68 dated 4/3/06 for bidding related tasks for LFG system expansion

and partial closure SW corner and have the following questions:

1. Under the BACKGROUND section page 1 you state that "... the County is required to expand the existing LFG system to cover all areas of the landfill where waste has been in place more than 5 years. By the time the construction is initiated, the area required to be covered by the LFG system will include the entire active footprint of the landfill." Based upon the latest Landfill Capacity and Depletion Analysis-2005 prepared by S2Li-Omar Smith August 2005, the active West Nassau Landfill will not be depleted until 2016. Under SCHEDULE you state "The goal is to have a contractor retained by the County by mid-August, 2006."

-If contractor is to be retained by August 2006, I would assume construction would be initiated soon after, and with landfill not be depleted until 2016, how can you conclude that "By the time construction is initiated, the area required to be covered by the LFG system will include the entire active footprint of the landfill"?

-What part the active landfill will the LFG system need to cover "where waste has been in place more than 5 years"? Should the county do a partial LFG expansion?

2. Of the \$58,610 quote for Golder's services, what amount is related to Partial Closure (SW closure) and what amount is related to LFG expansion? A different escrow funds each part: Closure funded by Active West Nassau Closure Escrow and LFG expansion funded by Vertical/Corrective action escrow.

Thanks.

Cathy Lewis
Administrative Services Department
Nassau County Board of County Commissioners
96160 Nassau Place
Yulee, FL 32097
(904)491-7370 phone ext 2807
clewis@nassaucountyfl.com
(904)321-5917 fax

-----Original Message-----

From: Karably, Wendy [mailto:Wendy_Karably@golder.com]
Sent: Monday, April 03, 2006 4:45 PM
To: Cathy Lewis; Lee Pickett; Becky Diden
Cc: Omar Smith; Brown, Kevin; Mehlman, Dana
Subject: Golder Cost Proposal for Bid Doc Preparation

All

Attached is the cost proposal for preparation of the bidding documents for the LFG expansion and partial closure at the West Nassau Landfill. This is the second cost proposal for the April 12, 2006 Board meeting, as presented in an earlier email.

Please let me know if you have any questions.

Thanks,

Wendy

Cathy Lewis

From: Cathy Lewis
Sent: Monday, March 27, 2006 3:03 PM
To: Mike Mullin; Michael Mahaney; Chris Lacambra; Lee Pickett
Cc: Sabrina Robertson; Becky Diden; Ted Selby
Subject: Agenda items for 4/12/06 meeting-deadline 3/27/06

Importance: High

I know this is rushed, but the following agenda items need to be presented at the 4/12/06 meeting of which the deadline is today 3/27/06. The Golder items were requested by Wendy Karably who is to provide additional information by 4/7/06 and are separate task items under the continuing contract dated 2/16/99. She requested on 3/23/06 they be placed on the next day meeting and need to be addressed before the May day meeting (5/10/06).

If you can please review and returned signed page as soon as you possibly can, I would appreciate it very much. Thanks to all.



SW 041206 mtg
equip.pdf



SW Golder #66
041206 mtg.pdf



SW Golder .68 mtg
041206.pdf



SW Golder SPCC
041206 mtg.pdf



SW Golder .59 addtl
041206.pdf...

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Administrative Services Department
Nassau County Board of County Commissioners
96160 Nassau Place
Yulee, FL 32097
(904)491-7370 phone ext 2807
clewis@nassaucountyfl.com
(904)321-5917 fax

Cathy Lewis

From: Karably, Wendy [Wendy_Karably@golder.com]
Sent: Thursday, March 23, 2006 3:20 PM
To: Cathy Lewis
Cc: Lee Pickett; Becky Diden; Mehlman, Dana; Brown, Kevin; Clister, Bill; Omar Smith; Dottellis, John
Subject: Golder Agenda Items

Cathy,

As we discussed, Golder has several items we would like to get on the agenda for the April 12, 2006 Board meeting, as follows:

- > Landfill Gas to Energy Preliminary Feasibility Study Report
- > Cost proposal to prepare bid documents for the Partial Closure/LFG Expansion Construction
- *> Cost proposal for a Spill Prevention Control and Countermeasures (SPCC) Plan
- > .59 cost increase operational issue & permit renewal cost, we & closed combined

The first item is the presentation as promised at the completion of our evaluation of the information regarding the LFG at the facility and it's feasibility to be used for energy production. The second item is to get ahead on the preparation of construction bid documents so that the County can bid out the partial closure and LFG expansion construction project shortly after receiving FDEP permit approval. As you recall, the construction of the LFG system expansion must be completed and the system fully operational by March 2007. The third item is needed because the FDEP requires a SPCC Plan for facilities that maintain over 1,320 gallons of oil or petroleum based products, and it has been determined that the West Nassau Landfill maintains approximately 5,500 gallons (well over the threshold amount).

Also as discussed, we will have the report/cost proposals in to you at least by April 7, if not sooner for each of the above items.

Thanks for your help on getting these items on the agenda. Please contact me if you have any questions.

Wendy

NCBCC
Solid Waste Fund
account analysis

<u>account number</u>	<u>account name</u>	<u>activity description</u>	<u>amount</u>	<u>total</u>	<u>prepare BT</u>	revised budget who to
70341534-531000	Professional Services	revised budget 2/11/06		\$ 263,505		
		budget needed .51-531395	\$ (23,782)	\$ 239,723	cathy	SW-16
		budget needed .65-new a/c	\$ (11,200)	\$ 228,523	becky	SW-23
		budget needed .66-new a/c	\$ (9,201)	\$ 219,322	becky	SW-24
		budget needed .67-531324	\$ (2,995)	\$ 216,327	becky	SW-19
		budget balance 3/27/06		\$ 214,883		
		anticipate commercial special assessment costs to need budget from this account				
70341534-531302	Prof Svcs-Golder	revised budget 2/11/06		\$ 39,575		
		budget from 70341534-531326	\$ 2,000	\$ 41,575	cathy	SW-17
		budget from 70341534-531327	\$ 26,000	\$ 67,575	cathy	SW-17
		budget needed .49/2000-531329	\$ (423)	\$ 67,152	cathy	SW-17
		2006 annual assurance est	\$ (20,000)	\$ 47,152	in budget	
		budget needed .59	\$ (30,447)	\$ 16,705	in budget	
		budget needed .58	\$ (5,979)	\$ 10,726	in budget	
		budget needed .62	\$ (9,950)	\$ 776	in budget	
		budget needed .57	\$ (221)	\$ 555	in budget	

03/27/2006
12:00 CLL

BOARD OF COMMISSIONERS
YEAR-TO-DATE BUDGET REPORT

PG 1
glytodbud

FOR 2006 99

470	SOLID WASTE MGMT FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED

470	SOLID WASTE MGMT FUND							

70341534	LANDFILL OPERATIONS							

70341534	512000 REGULAR SALARIES AND WAGES	441,586	0	441,586	218,717.37	.00	222,868.63	49.5%
70341534	514000 OVERTIME	22,100	70,878	92,978	65,146.81	.00	27,831.19	70.1%
70341534	521010 FICA TAXES	28,749	4,394	33,143	17,108.60	.00	16,034.40	51.6%
70341534	521020 MEDICARE TAXES	6,724	1,028	7,752	4,001.23	.00	3,750.77	51.6%
70341534	522000 RETIREMENT	38,672	5,238	43,910	22,175.63	.00	21,734.37	50.5%
70341534	523010 LIFE & HEALTH INSURANCE	72,890	0	72,890	35,520.62	.00	37,369.38	48.7%
70341534	523020 RETIREE HEALTH INSURANCE	4,945	0	4,945	1,595.64	.00	3,349.36	32.3%
70341534	524010 WORKERS' COMPENSATION	42,316	8,679	50,995	33,104.00	.00	17,891.00	64.9%
70341534	525000 UNEMPLOYMENT COMPENSATION	0	7,150	7,150	3,850.00	.00	3,300.00	53.8%
70341534	531000 PROFESSIONAL SERVICES	300,000	-83,673	216,327	771.87	671.88	214,883.25	.7%
70341534	531031 EMPLOYEE PHYSICALS	130	0	130	.00	.00	130.00	.0%
70341534	531035 DRUG TESTING	1,350	0	1,350	128.00	.00	1,222.00	9.5%
70341534	531302 PROF SERVICES-GOLDER	102,000	-34,848	67,152	32,429.50	.00	34,722.50	48.3%
70341534	531311 PROF SERVICES-WEST NASSAU	53,000	1,703	54,703	23,756.00	30,947.00	.00	100.0%
70341534	531313 PROF SERVICES-LEECHATE-WN	295,000	55,000	350,000	210,896.02	41,246.70	97,857.28	72.0%
70341534	531318 PS-GOLDER .65 U-TRAP/FLARE	0	11,200	11,200	.00	.00	11,200.00	.0%
70341534	531319 PS-GOLDER .66 LFGTE	0	9,201	9,201	.00	.00	9,201.00	.0%
70341534	531324 PS-GOLDER-CAR	5,000	2,995	7,995	.00	.00	7,995.00	.0%
70341534	531325 PS-GOLDER-O&M LFG 3928.41	11,000	24,425	35,425	4,203.64	.00	31,221.36	11.9%
70341534	531326 PS-GOLDER 3928.42	2,000	-2,000	0	.00	.00	.00	.0%
70341534	531327 GOLDER 3928.49 TASK 1000(9	26,000	-26,000	0	.00	.00	.00	.0%
70341534	531329 GOLDER 3928.49 TASK 2000	0	423	423	422.50	.00	.50	99.9%
70341534	531335 PS GOLDER 3928.64 PCAP	0	12,740	12,740	.00	.00	12,740.00	.0%
70341534	531395 GOLDER .51-EXPERT WITNESS	0	23,782	23,782	17,226.33	.00	6,555.67	72.4%
70341534	531416 GOLDER .63 ODER CONTROL	0	43,000	43,000	3,516.00	.00	39,484.00	8.2%
70341534	531450 PS-OPERATIONAL & FIN ANALY	50,000	0	50,000	.00	.00	50,000.00	.0%
70341534	532020 PROF SERVICES-ANNUAL AUDIT	8,000	0	8,000	.00	.00	8,000.00	.0%
70341534	534000 OTHER CONTRACTUAL SERVICES	2,600	0	2,600	375.00	.00	2,225.00	14.4%
70341534	534103 CONTRACT SERVICE-CLEANING	2,860	0	2,860	1,430.00	.00	1,430.00	50.0%
70341534	540000 TRAVEL & PER DIEM	886	0	886	.00	.00	886.00	.0%
70341534	541000 COMMUNICATIONS/FREIGHT	7,800	0	7,800	3,781.69	.00	4,018.31	48.5%
70341534	541020 POSTAGE	1,600	0	1,600	199.67	.00	1,400.33	12.5%
70341534	541021 POSTAGE-SP ASSESS	17,700	-9,700	8,000	7,085.83	.00	914.17	88.6%
70341534	541040 COMMUNICATIONS-COMPUTER	5,500	0	5,500	2,544.60	.00	2,955.40	46.3%
70341534	543000 UTILITY SERVICES	26,000	0	26,000	8,772.71	.00	17,227.29	33.7%
70341534	544000 RENTALS/LEASES	367,332	32,668	400,000	191,411.69	178,901.40	29,686.91	92.6%
70341534	545000 INSURANCE	55,949	0	55,949	200.00	.00	55,749.00	.4%

10:26 It was moved by Commissioner Marshall, seconded by Commissioner Vanzant and unanimously carried to approve the Cost Proposal for Engineering Services Bid Document Preparation and Bidding Services for Landfill Gas System Expansion and Partial Closure of the Southwest Corner West Nassau Landfill in the amount of \$58,610.00. Funding source: 70000000-239956 in the amount of \$32,610.00 and 70000000-239955 in the amount of \$26,000.00.

10:30 It was moved by Commissioner Marshall, seconded by Commissioner Vanzant and unanimously carried to approve the Cost Proposal for Preparation of Spill Prevention Control and Countermeasures Plan West Nassau Landfill in the amount of \$4993.00. Funding source: account 70341534-531000 Professional Services with transfer to appropriate Golder account within 70341534.

10:32 It was moved by Commissioner Vanzant, seconded by Commissioner Marshall and unanimously carried to approve an \$11,365.00 increase in project .59 "Assistance with Various Operational Issues" to address operational and West Nassau permit renewal issues and authorize the Vice Chairman to sign the budget transfer Solid Waste - 27 transferring the \$11,365.00 balance from Golder project .60 "Closure Permit Renewal for the Closed West Nassau Landfill" account 70361534-531322 "PS-Golder-Permit Renewal