

2008 Title V Air Permit FDEP Reporting Requirements 993-3928.86

Agenda Request For: November ~~12~~¹⁹, 2008

Department: Solid Waste

Background: See Golder proposal 993-3928.86 dated 10/16/08 entitled "Cost Proposal for 2008 Title V Air Permit Reporting Requirements". This proposal provides professional services to prepare and submit various Title V Air Permit annual reports for the West Nassau Landfill. Annual reports are required by sites Title V permit to be prepared and submitted to FDEP. This proposal consist of the following, **Task 1000** Preparation of 2008 Annual Operating Report **\$2,532.00**. This task includes the preparation of the Annual Operating Report (AOR) for the calendar year 2008 (due March 1, 2009). Golder will submit the 2008 AOR using the EAOR FDEP electronic submittal process. **Task 2000** Title V Annual Emissions Fee Form **\$1,222.00**. This task includes the preparation of the Title V Annual Emissions Fee Form for the calendar year 2008, required to be submitted to FDEP by March 1, 2009. **Task 3000** Statement of Compliance **\$5,145.00**. This task includes the preparation of the Title V Statement of Compliance for the calendar year 2008, required to be submitted to FDEP by March 1, 2009. Total amount of Golder Cost Proposal 993-3928.75 is **\$8,899.00**. This work will be performed under the Agreement for Consulting Services between Golder and Nassau County, dated February 22, 1999.

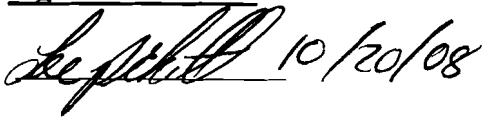
Financial/Economic Impact to Future Years Budgeting Process or Effect on Citizens: Operating costs associated will be incorporated into future budgets as required.

Action requested and recommendation:

- Request the Board authorize the "Chair" to approve Golder Associates Cost Proposal 993-3928.86 for **\$8,899.00**. Which consist of **Task 1000** Preparation of 2008 Annual Operating Report \$2,532.00, **Task 2000** Title V Annual Emissions Fee Form \$1,222.00 and **Task 3000** Statement of Compliance \$5,145.00.

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

Funding Source: 70341534-531302 "PS Golder"

Reviewed by:	<u>Print Name:</u>	<u>Signature & Date:</u>
Department Head	<u>Lee Pickett</u>	 10/20/08
County Coordinator	<u>Ed Sealover</u>	_____
Administrative Services	<u>Ted Selby</u>	_____
Legal	<u>David Hallman</u>	_____
Clerk/Comptroller	<u>John A. Crawford</u>	_____

Revised 06/08

10/20/2008 10:31 AM

APPROVED BOCC
DATE 11/19/08 BKA

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5/10/08 funds available

Reviewed by: Print Name:

Department Head Lee Pickett

County Coordinator Ed Sealover

Administrative Services Ted Selby

Legal David Hallman

Clerk/Comptroller John A. Crawford

Signature & Date:

[Signature] 10/20/08

[Signature] 10/22/08

[Signature] 10/23/08

08 OCT 20 PM 4:16

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Department: Solid Waste

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COUNTY ENGINEER

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5/10/2008 funds available

Reviewed by:	<u>Print Name:</u>	<u>Signature & Date:</u>
Department Head	Lee Pickett	<i>[Signature]</i> 10/20/08
County Coordinator	Ed Sealover	<i>[Signature]</i> 10/22/08
Administrative Services	Ted Selby	<i>[Signature]</i> 10/23/08
Legal	David Hallman	<i>[Signature]</i> 10/24/08
Clerk/Comptroller	John A. Crawford	

Revised 06/08

10/20/2008 10:31 AM

Contract Tracking No. CM1164-86

2008 Title V Air Permit FDEP Reporting Requirements 993-3928.86

Agenda Request For: ~~November 12, 2008~~ → *RESCHEDULED TO 11/19/08*

Department: Solid Waste

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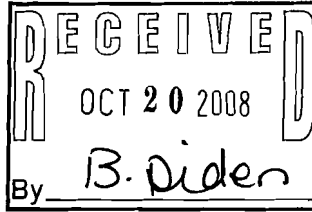
[Signature] 10/28/08

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OFFICE

Golder Associates Inc.

9428 Baymeadows Road, Suite 400
Jacksonville, FL USA 32256-7979
Tel: (904) 363-3430
Fax: (904) 363-3445



VIA EMAIL ONLY

October 16, 2008

993-3928.86

West Nassau Landfill
46026 Landfill Road
Callahan, Florida 32011

Attention: Mr. Lee Pickett, Interim Solid Waste Director

**RE: COST PROPOSAL FOR
2008 TITLE V AIR PERMIT REPORTING REQUIREMENTS
WEST NASSAU LANDFILL
NASSAU COUNTY, FLORIDA**

Dear Lee:

Golder Associates Inc. (Golder) is pleased to submit this cost proposal to the Solid Waste Department and the Nassau County Board of County Commissioners (Board) for providing professional services to prepare and submit various Title V Air Permit annual reports for the West Nassau Landfill in Nassau County, Florida. The annual reports are required by the site's Title V permit to be prepared and submitted to the Florida Department of Environmental Protection (FDEP). Each of these submittals requires the signature of the County's Responsible Official. In past years, the Chairman of the Board of County Commissioners has been named as the County's responsible official. Therefore, once the various documents are prepared in draft, Golder will request an agenda item be prepared to obtain approval for the Chairman's signature. Additionally, as the timing for this submittal is in 2009, Golder will also submit a form for changing the responsible official to the new Chairman for 2009. This cost proposal provides a description of the scope of services, schedule, cost estimate, and terms and conditions for the work. Golder has prepared this cost proposal for presentation to the Board at its November 12, 2008 meeting.

SCOPE OF SERVICES

Task 1000 – Preparation of 2008 Annual Operating Report

This task includes the preparation of the Annual Operating Report (AOR) for the calendar year 2008 (due March 1, 2009). Golder will complete and submit the 2008 AOR using the EAOR FDEP electronic submittal process. Golder will perform the necessary calculations, based on data collected from the facility, to complete the AOR. This document will require the signature of the County's responsible official.

Task 2000 – Title V Annual Emissions Fee Form

This task includes the preparation of the Title V Annual Emissions Fee Form for the calendar year 2008, required to be submitted by March 1, 2009. The Title V Annual Emissions Fee Form includes calculations with supporting information that determine the amount of the fee that is required to be paid annually to the FDEP for the emissions of regulated pollutants at the facility. Historically, the facility was not subject to the fee factor of \$25/ton of emissions because the facility's existing permits did not establish specific permit conditions for regulated air pollutants (e.g., NMOC). However, the facility was subject to the minimum fee of \$250.00. Golder will evaluate if current conditions, as established in new permits, have affected this status and prepare the appropriate documentation. The Fee Form document will require the signature of the County's responsible official and a check from the County in the amount of the fee (anticipated to be \$250).

Task 3000 – Statement of Compliance

This task includes the preparation of the Title V Statement of Compliance for the calendar year 2008, required to be submitted by March 1, 2009. The Statement of Compliance documents the facility's compliance status during the previous calendar year. Because it requires a review of the facility's compliance, a site visit by Golder to review files and facility information is included in this task. The Statement of Compliance requires explanations of each identified and reported noncompliance item. The Statement of Compliance must be submitted to both the FDEP and Environmental Protection Agency (EPA) and requires the signature of the County's responsible official.

SCHEDULE

As indicated above, Tasks 1000 through 3000 documents are required to be submitted to FDEP by March 1, 2009. Therefore, the work associated with the preparation of these submittals will begin in January 2009 to allow time for completion of the work, review by the County, and submittal by the required date. Additionally, as stated above, the documents require the signature of the responsible official for the County, so coordination with the Board on approval of the documents for the signature will be required.

COST ESTIMATE

Golder's cost estimate to complete the work as described in the above scope of services is \$8,899.00. A detailed breakdown of the costs for each task and the labor and expenses estimated are included in the attached Table 1. Table 1 includes an Office Services Fee that is based on labor charges. This fee covers usual and customary office charges such as telephone, facsimile, photocopies, AutoCAD, and office computer charges and is billed at 7 percent of the labor charges. This offers ease of billing and invoice review as it combines several small individual charges into one fee. This fee does not include color photocopies or drawing reproduction (black and white or color) and an estimate of these costs, if any, are included on Table 1. Golder proposes to perform this work on a cost reimbursable not-to-exceed basis in accordance with the 2008 labor and unit rates shown on 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. Travel and communications costs will not be billed (except for specific site activities) 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.

Sincerely,

GOLDER ASSOCIATES INC.



Wendy D. Karably
Senior Consultant/Principal

Attachment

FN: G:\Projects\993\993-39\993-3928\PROPOSAL\2008 prop\2008 Title V Reporting.doc

TABLE 1

Cost Estimate
 Title V Permit Reporting and Application Requirements
 West Nassau Landfill
 Callahan, Nassau County, Florida

LABOR		LABOR CATEGORY AND RATE										TOTAL HOURS	SUBTOTAL LABOR
		Practice Leader	Senior Consultant	Senior Engineer	Sen. Proj. Engineer	Project Engineer	Staff Engineer II	Engineer I	Drafting	Technician	Admin		
TASK	DESCRIPTION	\$185	\$165	\$135	\$120	\$100	\$90	\$75	\$85	\$60	\$65		
1000	AOR Submittal	0	6	0	0	12	0	0	0	0	2	20	\$2,320
2000	Title V Fee Calculations	0	1	0	0	8	0	0	0	0	2	11	\$1,095
3000	Statement of Compliance	0	6	0	0	36	0	0	0	0	2	44	\$4,720
TOTALS:		0	13	0	0	56	0	0	0	0	6	75	\$8,135

EXPENSES		Field Vehicle (mo)	Rental Car Site Visits (day)	Field Equipment (est.)	Mileage (mile)	Laboratory Costs (est.)	Shipping Costs (est.)	Color Copies (pg.)	Drawing Reproduction (est.)	Office Services Fee (7% of Labor)	Subcontractors	SUBTOTAL EXPENSES
TASK	DESCRIPTION	\$1,500	\$80		\$0.45			\$2				
1000	AOR Submittal	0	0	\$0	0	\$0	\$50	0	\$0	\$162	\$0	\$212
2000	Title V Fee Calculations	0	0	\$0	0	\$0	\$50	0	\$0	\$77	\$0	\$127
3000	Statement of Compliance	0	0	\$0	100	\$0	\$50	0	\$0	\$330	\$0	\$425
TOTALS:		\$0	\$0	\$0	\$45	\$0	\$150	\$0	\$0	\$569	\$0	\$764

COST SUMMARY				
TASK	DESCRIPTION	SUBTOTAL LABOR	SUBTOTAL EXPENSES	TASK TOTAL
1000	AOR Submittal	\$2,320	\$212	\$2,532
2000	Title V Fee Calculations	\$1,095	\$127	\$1,222
3000	Statement of Compliance	\$4,720	\$425	\$5,145
TOTALS		\$8,135	\$764	\$8,899