

CONTRACT APPROVAL FORM

(Contract Management Use only)

CONTRACT TRACKING NO.

CM1166-95

CONTRACTOR INFORMATION

Name: Golder Associates, Inc.

Address: 9428 Baymeadows Road, Suite 400 Jacksonville, Florida 32256
City State Zip

Contractor's Administrator Name: Wendy Karably Title: Senior Consultant and Principal

Tel#: 904-363-3430 Fax#: 904-363-3445 Email: Wendy_Karably@golder.com

CONTRACT INFORMATION

Contract Name: Review of County-Prepared RFP for Landfill Gas to Energy Solicitation, West Nassau Landfill
 Contract Value: \$1,500.00

Brief Description: Golder will conduct a review of a County-prepared RFP and provide comments or suggestions as appropriate. Additionally, Golder will also provide to the County, for inclusion in the RFP or submittal to interested parties, a summary of the last one or two years of LFG monitoring data that is collected by Golder under a separate task order

Contract Dates : From _____ to _____ Status: New Renew Amend# WA/Task Order

How Procured: Sole Source Single Source ITB RFP RFQ Coop. Other Professional Service

If Processing an Amendment:

Contract #: _____ Increase Amount of Existing Contract: _____ No Increase

New Contract Dates: _____ to _____ TOTAL OR AMENDMENT AMOUNT: _____

APPROVALS PURSUANT TO NASSAU COUNTY PURCHASING POLICY, SECTION 6

1. [Signature] 2/25/10 70341534-531319
Department Head Signature Date Funding Source/Acct #
2. Charlotte Young 3/1/10
Contract Management Date
3. [Signature] 3/5/10
County Attorney (approved as to form only) Date
4. [Signature] 3/8/10
Office of Management & Budget Date

RECEIVED
 CONTRACT MANAGEMENT
 2010 FEB 26 PM 3:02

Comments: _____

COUNTY COORDINATOR – FINAL SIGNATURE APPROVAL

[Signature] 3/8/10
 Edward Sealover Date

RETURN ORIGINAL(S) TO CONTRACT MANAGEMENT FOR DISTRIBUTION AS FOLLOWS: - 10 MAR 5 2010

RECEIVED
 CONTRACT MANAGEMENT
 2010 MAR 8 AM 8:15

- Original: Clerk's Services; Contractor (original or certified copy)
- Copy: Department
 Office of Management & Budget
 Contract Management
 Clerk Finance

RECEIVED
 COUNTY COORDINATOR
 2010 MAR 5 10 10 AM



VIA EMAIL ONLY

February 5, 2010

993-3928.95

Ms. Charlotte Young, Contracts Administrator
Nassau County Attorney's Office
96135 Nassau Place
Yulee, FL 32097

**RE: COST PROPOSAL FOR ENGINEERING SERVICES
REVIEW OF COUNTY-PREPARED RFP
FOR LANDFILL GAS TO ENERGY SOLICITATION
WEST NASSAU LANDFILL
NASSAU COUNTY, FLORIDA**

Dear Charlotte:

Golder Associates Inc. (Golder) is pleased to provide the Nassau County Attorney's Office this cost proposal to review a County-prepared Request for Proposal (RFP) for implementation of a landfill gas to energy (LFGTE) project at the West Nassau Landfill located in Nassau County, Florida. Golder was requested to provide this cost proposal by Mr. David Hallman, County Attorney during a conference call on February 4, 2010 to discuss the County's approach to development of a LFGTE project. The following sections include the scope of services to be provided, an estimated schedule, cost estimate, and terms and conditions.

SCOPE OF SERVICES

As discussed, Golder will conduct a review of a County-prepared RFP and provide comments or suggestions as appropriate. It is our understanding that the County's goal is to simplify the RFP significantly from the previous RFP for these services, so our review time is estimated accordingly. Additionally, Golder will also provide to the County, for inclusion in the RFP or submittal to interested parties, a summary of the last one or two years of LFG monitoring data that is collected by Golder under a separate task order.

It should be noted that this cost proposal does not include services after the RFP is advertised, including addressing questions from potential bidders, attendance at a pre-bid meeting, evaluation of bids, and negotiation of the final contract with the apparent successful bidder. As we have assisted with these services during the previous RFP process, the County is aware that we can provide these services and Golder will prepare a cost estimate for any additional tasks, if requested.

SCHEDULE

Golder will provide review comments on the County-prepared RFP within one week (sooner if required) of receipt of the draft RFP from the County. Additionally, we will provide a summary table of the monitoring data to the County in pdf format for the County's use in the RFP process. This table will be provided to the County with the RFP review comments.

COST ESTIMATE

Golder's cost estimate to complete the work as described in the above scope of services is \$1,500.00. This cost assumes that only one review and comment period for the RFP is required and that the summary data is sufficient in the format provided.

Golder Associates Inc.
9428 Baymeadows Road, Suite 400
Jacksonville, FL 32256 USA
Tel: (904) 363-3430 Fax: (904) 363-3445 www.golder.com



Golder Associates: Operations in Africa, Asia, Australasia, Europe, North America and South America

We propose to perform this work on a cost reimbursable not-to-exceed basis. 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. This cost estimate 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. Travel and communications costs (except for those discussed above) 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.


Wendy D. Karably
Senior Consultant and Principal

cc: Lee Pickett – Interim Solid Waste Director

WDK/ams

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