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COUNTY MANAGER'S
OFFICE

**WORK AUTHORIZATION # CM2096-WA03
NASSAU COUNTY
BOARD OF COUNTY COMMISSIONERS
RFQ/BID NO. NC13-033**

RECEIVED
CONTRACT MANAGEMENT
2014 MAY 20 AM 10:09

Consultant:	S2L, Incorporated
Contract Number:	CM2096
Contact Name:	Sam Levin, P.E.
Contact Number:	407-475-9163
Email:	Slevin@s2Li.com

CURRENT WORK AUTHORIZATION			
Project Short Title: Preparation of a 2014 Landfill Financial Assurance Report			
		CONTRACT OVERVIEW	
Date Submitted	05/02/14	Total of Previous Authorizations	\$121,649.10
Amount	\$15,906.20	This Work Authorization	\$15,906.20
Scheduled Completion	09-01-14	Current Contract Total	\$137,555.30

This Work Authorization is to the AGREEMENT between Nassau County and the Consultant known as the Continuing Contract for Professional Engineering Services – Solid Waste Landfills and Other Related Ancillary Facilities for Nassau County, Florida, dated April 16, 2014. The services to be provided under this Work Authorization are as follows:

ARTICLE 1. Services Described as:

S2Li will provide professional services to prepare the annual cost estimate adjustments and financial assurance documentation for the County’s closed landfills, further described in the Scope of Services attached hereto as Attachment “A”.

ARTICLE 2. Time Schedule

Work under this Work Authorization is expected to be upon receipt of the written notice to proceed, with the scheduling of the site visits under Task 1. The draft reports for the County will be submitted such that corrections and finalization can be made to allow for final submittal to FDEP by September 1, 2014.

ARTICLE 3. Budget

The cost estimate to conduct the Work as described in the Scope of Services is \$15,906.20. A detailed breakdown for each tasks with the estimated labor hours and expenses are included in the Exhibit 1 of Attachment “A”.

Article 4. Other Provisions

The Services covered by this Work Authorization will be performed in accordance with the provisions set forth in the AGREEMENT referenced above and any of its attachments or schedules. Additional terms or contract provisions whether submitted purposely or inadvertently, shall have no force or effect. This Work Authorization will become a part of the referenced AGREEMENT when executed by both parties.

In presenting this Work Authorization, Consultant agrees that:

Unless detailed herein, all drawings, data, electronic files and other information required for this Work Authorization has been accepted by Consultant. Specifically, all electronic files have been reviewed and accepted for the purposes of this Work assignment. Any additional information, including detailed scope of services are attached.

AGREED TO BY:

BY: *S. B. Levin*
Print Name: Samuel B. Levin
Title: President
Date: May 6, 2014

RECOMMENDED AND APPROVED BY NASSAU COUNTY:

Director of Engineering Services: *[Signature]*
Contract Management: *Charlotte Young*
Office of Management & Budget: *[Signature]*
County Manager: *[Signature]* 5/19/14

APPROVED by the BOARD OF COUNTY COMMISSIONERS, the 19th day of May, 2014

ACCOUNT NO.: Lofton \$4,221⁴⁵ 70363534-531000
Bryceville \$4,221⁴⁵ 70364534-531000
WN-11 \$3,731⁶⁵ 70361534-531000
WN-42 \$3,731⁶⁵ 70362534-531000
\$15,906²⁰
S 5/13/14

Scope of Services

**Preparation
of a
2014 Landfill Financial Assurance Report
Nassau County**

County Contract Number: CM2096

S2Li Project Number: 14-549

Every year, Nassau County (County) is required to update and submit to the Florida Department of Environmental Protection (FDEP) an adjustment for the cost to maintain long-term care of its closed disposal facilities - West Nassau (two facilities), Bryceville, and Lofton Creek - and demonstrate financial assurance for the required maintenance activities. These updates are to reflect the requirements of Rule 62-701.630(4)(a), Florida Administrative Code (F.A.C.), which is the Financial Assurance section under the State Solid Waste Regulations. As specified in this rule, updated long-term care cost estimates are required to be submitted to the FDEP between July 1 and September 1 of each year.

S2L, Incorporated (S2Li) is pleased to submit this cost proposal for providing professional services to prepare the annual cost estimate adjustments and financial assurance documentation for the County's closed landfills. The following sections of this cost proposal include the scope of services to be provided, an estimated schedule, cost estimate, and terms and conditions.

SCOPE OF SERVICES

S2Li will perform the annual financial assurance documentation for the County's three landfills (West Nassau (two facilities), Bryceville, and Lofton Creek) for submittal to FDEP by September 1, 2014. It is assumed that costs for all of the landfill facilities will be increased by the FDEP inflation factor only, utilizing the approved estimates for the facilities from the 2013 Financial Assurance report as discussed below:

West Nassau Landfills: Both landfill areas at West Nassau have been declared by FDEP to be in long-term care as of March 25, 2013. S2Li will assume that during S2Li's annual inspection, no issues will be found that will affect the approved long-term care costs and, therefore, these facilities will only need an inflationary increase as opposed to a new cost estimate. As a result of a rule change, FDEP representatives have indicated that the County no longer needs to conduct leachate testing. That cost is built into the County's cost from their leachate hauler so any reduction would be insignificant.

Bryceville and Lofton Creek Landfills: S2Li will assume for each facility, an inflationary adjustment from last year's estimates and not prepare new cost estimates. S2Li will acknowledge in the report to FDEP the elimination of the gas monitoring, while indicating that the County has elected to leave funding for gas monitoring in their estimates. The approach above was prepared assuming that, during S2Li's annual inspections, no issues we will be found that will affect the approved long-term care costs.

County Responsibilities:

- 1) County personnel are to accompany S2Li staff in order to provide access to each of the landfill sites, as well as, for safety purposes during the site inspections;
- 2) County staff will conduct and document required inspections and perform all reporting requirements for landfill post-closure care, as specified within the FDEP permits. The sole purpose of S2Li's inspections under this scope of services is for use in financial assurance reporting, and is not intended to serve as a substitute for County inspection and reporting as required by FDEP landfill permit specific conditions; and
- 3) County staff will provide the third party audited balances of the landfill escrow accounts for the period ending September 30, 2013.

The following sections detail the scope for each task, as proposed:

Task 1 – Facility Inspections

Facility inspections will be conducted so that the conditions of the landfills can be documented by a third party engineer, as required by FDEP. S2Li will prepare for and visit each landfill with a representative of the County and complete the landfill inspection forms for the County's use. The inspection forms will note any deficiencies that require correction by the County.

Task 2 – Carry Over of Pro-Rated Expenses, FDEP Forms and Letter

Some expenses prepared in the previous long-term care estimates were prorated and are required to be carried over and cumulated until needed or implemented. S2Li will prepare and adjust these carry over expenses by an inflation factor such that sufficient funds will be accumulated and will be available. A summary of the prorated costs required to be added to this year's long-term care estimates will be provided.

The required FDEP forms (dated January 6, 2010) will be completed for each facility (four total) along with a letter of transmittal that will detail the work performed, the rationale behind the calculations and costing approach. As stated above, the financial forms for the County's closed facilities will be increased by the FDEP inflation factor only, utilizing the approved estimates for the closed facilities from the 2013 Financial Assurance report. An estimate for long term liability over the term of long-term care for each facility will be prepared based upon third party costs. Draft reports will be submitted to the County for review. Upon receipt of comments from the County, the reports will be revised as necessary, signed and sealed by a registered Professional Engineer, and submitted to FDEP and the County.

SCHEDULE

Work Authorization under the Scope of Services provided above will begin upon receipt of the written notice to proceed (NTP), with the scheduling of the site visits under Task 1. The draft reports for the County will be submitted such that corrections and finalization can be made to allow for final submittal to FDEP by September 1, 2014.

COST ESTIMATE

The cost estimate to conduct the Work as described in the above listed Scope of Services is **\$15,906.20**. A detailed breakdown for each task in conjunction with the estimated labor hours and expenses are included in the attached Exhibit 1. Costs will be on a time and material basis. The County will be notified when the overall project budget is nearing its limit.

The proposed budget by landfill is broken down as follows:

		S2Li Budget Summary Nassau County LF Financials				
		Total \$	Lofton Creek	Bryceville	West Nassau - 11 Acre	West Nassau - 34 Acre
Task 1	Facility Inspections	\$ 3,061.24	\$ 1,010.21	\$ 1,010.21	\$ 520.41	\$ 520.41
Task 2	Carry Over Expenses, FDEP Forms & Letter Report	\$12,844.96	\$ 3,211.24	\$ 3,211.24	\$ 3,211.24	\$ 3,211.24
		<u>\$15,906.20</u>	<u>\$ 4,221.45</u>	<u>\$ 4,221.45</u>	<u>\$ 3,731.65</u>	<u>\$ 3,731.65</u>

If it is determined that a new landfill long-term care cost estimate is needed to be prepared because of a change in unit costs and/or because new cost items are warranted, the preparation of the new estimate will be provided as an additional service. S2Li will notify the County if a new estimate is required to be prepared and will only proceed once a notice to proceed is provided by the County.

May 2, 2014

EXHIBIT 1

S2Li No. 14-549

County No. CM2096

Total Project Costs

S2Li Fee Estimate

Preparation of a
2014 Landfill Financial Assurance Report

Nassau County, Florida

LABOR		LABOR CATEGORY AND RATE							TOTAL HOURS	SUBTOTAL LABOR
		Project Dir./ Principal	Regional Manager/ QC Officer	Principal Engineer	Senior Engineer	Associate Engineer	CAD Technician	Office Manager		
TASK	DESCRIPTION	\$225.00	\$208.88	\$171.38	\$122.51	\$47.47	\$47.47	\$68.46		
1	Facility Inspections	0	14	0	0	0	0	2	16	\$3,061.24
2	Carry Over of Pro-Rated Expenses, FDEP Forms and Letter	4	48	8	0	0	0	8	68	\$12,844.96
SUBTOTALS:		4	62	8	0	0	0	10	84	\$15,906.20

EXPENSES		Field Vehicle (\$90/day)	Lab Testing (est.)	Equipment Rental (est.)	Parts (est.)	Landtec Web Data Base (\$500/m)	Grove Scientific (see attached)			SUBTOTAL EXPENSES
TASK	DESCRIPTION									
1	Facility Inspections	\$ -	\$ -	\$ -		\$ -	\$0.00			\$ -
2	Carry Over of Pro-Rated Expenses, FDEP Forms and Letter	\$ -	\$ -	\$ -		\$ -	\$0.00			\$ -
SUBTOTALS:		\$ -	\$ -	\$ -	\$ -	\$ -	\$0.00	\$0	\$0	\$ -

COST SUMMARY				
TASK	DESCRIPTION	S2Li LABOR	SUBTOTAL EXPENSES including Subconsultants	TASK TOTAL
1	Facility Inspections	\$ 3,061.24	\$ -	\$ 3,061.24
2	Carry Over of Pro-Rated Expenses, FDEP Forms and Letter	\$ 12,844.96	\$ -	\$ 12,844.96
TOTALS		\$ 15,906.20	\$ -	<u>\$ 15,906.20</u>