

CS-15-144

**WORK AUTHORIZATION # CM2096-WA12
NASSAU COUNTY
BOARD OF COUNTY COMMISSIONERS
RFQ/BID NO. NC13-033**

16 MAR 29 PM 1:12

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: 2016 Landfill Financial Assurance Report for submittal to FDEP			
		CONTRACT OVERVIEW	
		Total of Previous Authorizations	\$658,753.77
Date Submitted	03/17/2016	Adjustments/Change Orders	\$4,843.09
Amount	\$13,686.56	This Work Authorization	\$13,686.56
Scheduled Completion	09/01/16	Current Contract Total	\$677,283.42

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 prepare 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, 2016, in accordance with the scope of services, attached hereto as Attachment “A”.

ARTICLE 2. Time Schedule

Work under this Work Authorization will begin upon receipt of the written notice to proceed, with the final report submittal to FDEP by September 1, 2016.

ARTICLE 3. Budget

The cost estimate to conduct the Work as described in the Scope of Services is \$13,686.56. Costs will be on a time and material basis. 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

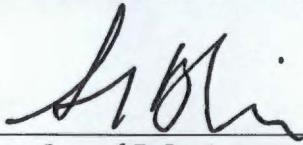
The Services covered by this Work Authorization will be performed in accordance with the provisions set forth in the AGREEMENT referenced above and any of its attachments or schedules. Additional terms or contract provisions whether submitted purposely or

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:

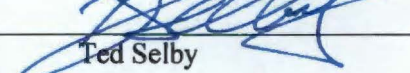
BY: 
Print Name: Samuel B. Levin
Title: President
Date: March 23, 2016

RECOMMENDED AND APPROVED BY NASSAU COUNTY:

Public Works Director: 
Scott Herring, Director

Contract Management : 
Charlotte J. Young, Contract Manager

Office of Management & Budget: 
2/24/16 Shanea Jones

County Manager 
Ted Selby

APPROVED by the County Coordinator, designee for the BOARD OF COUNTY COMMISSIONERS, the 5th day of April, 2016.

ACCOUNT NO.:		
✓ 70361534-531000	West Nassau (11 Ac.)	\$3,421.64
70362534-531000	West Nassau (42 Ac.)	\$3,421.64
70363534-531000	Lofton Creek	\$3,421.64
70364534-531000	Bryceville	\$3,421.64
		<u>\$13,686.56</u>

Scope of Services
Preparation
of a
2016 Landfill Financial Assurance Report
Nassau County

County Contract Number: CM2096-WA12

S2Li Project Number: 16-655

Every year, Nassau County (County) is required to update and submit to the Florida Department of Environmental Protection (FDEP or Department) 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 prepare 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, 2016.

Using the FDEP-provided inflation factor, S2Li will perform an inflationary adjustment for post-closure care for each facility rather than preparing new long-term care cost estimates. This approach assumes that during S2Li's annual inspections, no issues are found that will affect the approved long-term care costs. An inflationary adjustment would be inappropriate should site inspection uncover necessary repairs that were not included within the prior (2015) estimate.

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, 2015.

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, Escrow Account Balance, and Report

2.1 Carry Over of Pro-Rated Expenses and FY16/17 Budget Estimates:

Some expenses prepared in the previous long-term care estimates were prorated and are required to be carried over and accumulated until needed or implemented. S2Li will prepare and adjust these carry over expenses, as part of this scope of services, 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 and can assist the County in its preparation of landfill operating budget estimates for FY16/17.

2.2 FDEP Forms, Escrow County Balance Calculations and Report:

FDEP Form 62-701.900(28) will be completed for each facility. For each of the four facilities, an estimate will be made of the amount of the required escrow balance as of September 30, 2016 and the amount required (if any) to be deposited into the escrow accounts. In addition, an estimate for long-term liability over the term of the long-term care period for each facility will be prepared based upon third party costs. No calculations or documentation for meeting GASB18 requirements are included in this scope of services. A draft report will be prepared that details the work performed, the rationale behind the calculations, and costing approach. The report will then be submitted to the County for review. Upon receipt of comments from the County, the report 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, with the scheduling of the site visits under Task 1. The draft report for County review will be submitted such that corrections and finalization can be made to allow for final submittal to FDEP by September 1, 2016.

COST ESTIMATE

The cost estimate to conduct the Work as described in the above listed Scope of Services is **\$13,686.56**. 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:

S2LJ Budget Summary Nassau County LF Financials - 2016						
		Total \$	Lofton Creek	Bryceville	West Nassau - 11 Acres	West Nassau - 42 Acres
Task 1	Facility Inspections	\$ 2,780.40	\$ 695.10	\$ 695.10	\$ 695.10	\$ 695.10
Task 2.1	Carry Over Expenses & FY16/17 Budget Estimates	\$ 2,924.32	\$ 731.08	\$ 731.08	\$ 731.08	\$ 731.08
Task 2.2	FDEP Forms, Escrow Balance & Report	\$ 7,981.84	\$ 1,995.46	\$ 1,995.46	\$ 1,995.46	\$ 1,995.46
		\$ 13,686.56	\$ 3,421.64	\$ 3,421.64	\$ 3,421.64	\$ 3,421.64

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.

March 17, 2016

EXHIBIT 1

S2Li No. 16-655
 County No. CM2096-WA12

Total Project Costs
 S2Li Fee Estimate

Preparation of a
 2016 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	12	0	0	0	0	4	16	\$2,780.40
2.1	Carry Over of Pro-Rated Expenses & Budget Estimates	0	14	0	0	0	0	0	14	\$2,924.32
2.2	FDEP Forms, Escrow Balance and Report	4	28	4	0	0	0	8	44	\$7,981.84
	SUBTOTALS:	4	54	4	0	0	0	12	74	\$13,686.56

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			\$ -
2.1	Carry Over of Pro-Rated Expenses & Budget Estimates	\$ -	\$ -	\$ -		\$ -	\$0.00			\$ -
2.2	FDEP Forms, Escrow Balance and Report									
	SUBTOTALS:	\$ -	\$ -	\$ -	\$ -	\$ -	\$0.00	\$0	\$0	\$ -

COST SUMMARY				
TASK	DESCRIPTION	SUBTOTAL S2LI LABOR	SUBTOTAL EXPENSES including Subconsultants	TASK TOTAL
1	Facility Inspections	\$ 2,780.40	\$ -	\$ 2,780.40
2.1	Carry Over of Pro-Rated Expenses & Budget Estimates	\$ 2,924.32	\$ -	\$ 2,924.32
2.2	FDEP Forms, Escrow Balance and Report	\$ 7,981.84	\$ -	\$ 7,981.84
	TOTALS	\$ 5,704.72	\$ -	\$ 13,686.56

NASSAU COUNTY CONTRACT MANAGEMENT

CONTINUING CONTRACT FOR PROFESSIONAL ENGINEERING SERVICES - SOLID WASTE LANDFILLS AND OTHER RELATED ANCILARY FACILITIES
 S2L, INCORPORATED
 CONTRACT NO. CM2096

WA#	PROJECT NAME	APPROVAL DATE	ORIGINAL FEE	CHANGE ORDERS	CONTRACT FEE	STATUS	ACTUAL COST	DIFFERENTIAL
01	Operation, Monitoring, Maintenance and Reporting for the Landfill Gas Collection and Control System at the West Nassau Class I Landfill		\$ 101,250.04	\$ -	\$ 101,250.04	Completed	\$ 100,922.38	\$ (327.66)
02	Preparation of a Title V Air Permit Renewal Application for the West Nassau Class I Landfill		\$ 20,399.06	\$ -	\$ 20,399.06	Completed	\$ 19,916.71	\$ (482.35)
03	Preparation of a 2014 Landfill Financial Assurance Report		\$ 15,906.20	\$ -	\$ 15,906.20	Completed	\$ 15,590.06	\$ (316.14)
04	Preparation of an Inward Gradient Analysis and Meeting with FDEP for the West Nassau Class I Landfill		\$ 24,329.98	\$ 14,009.84	\$ 38,339.82	Completed	\$ 37,446.13	\$ (893.69)
05	Operation, Monitoring, Maintenance and Reporting for the Landfill Gas Collection and Control System at the West Nassau Class I Landfill		\$ 174,387.83	\$ -	\$ 174,387.83	Completed	\$ 166,317.75	\$ (8,070.08)
06	Preparation of Technical Bidding Documents for a Flare Station Blower Replacement Landfill Gas Collection and Control System West Nassau Class I Landfill		\$ 25,925.39	\$ 3,362.12	\$ 29,287.51	In progress	\$ 29,287.51	\$ -
07	Well No. 2i Investigation at the Bryceville Landfill	02/05/15	\$ 6,499.93	\$ -	\$ 6,499.93	Completed	\$ 5,900.88	\$ (599.05)
08	Preparation of a Permit Application for Long-Term Care Renewal for the West Nassau Class 1 Landfill		\$ 77,546.42	\$ -	\$ 77,546.42	Completed	\$ 77,156.79	\$ (389.63)
09	Preparation of a 2015 Landfill Financial Assurance Report for Landfills		\$ 13,206.88	\$ -	\$ 13,206.88	Completed	\$ 11,756.61	\$ (1,450.27)
10	Leachate Storage Tank System Repairs & Maintenance		\$ 23,064.21	\$ -	\$ 23,064.21	In progress	\$ 23,064.21	\$ -
11	Operation, Monitoring, Maintenance and Reporting for the Landfill Gas Collection and Control System at the West Nassau Class I Landfill; FY15/16		\$ 176,237.83	\$ -	\$ 176,237.83	In progress	\$ 176,237.83	\$ -
12	Preparation of a 2016 Landfill Financial Assurance Report for submittal to FDEP		\$ 13,686.56	\$ -	\$ 13,686.56	Pending	\$ 13,686.56	\$ -
			\$ 672,440.33	\$ 17,371.96	\$ 689,812.29		\$ 677,283.42	\$ (12,528.87)

CURRENT CONTRACT VALUE:

\$ 677,283.42