

Hakala & Associates, Inc.

Environmental Consultants

March 11, 2004

Ms. Dawn Stevenson
Nassau County Public Services
213 Nassau Place
Yulee, FL 32097

Re: 14th Street Mitigation Site
HAI No.: 99-043.4

RECEIVED
COUNTY COORDINATORS
OFFICE
04 MAR 18 PM 12:07

Dear Dawn:

This letter provides a proposal for Hakala & Associates, Inc. (HAI) to perform wetland mitigation maintenance services for the referenced project. I have not heard any comments from either the St. Johns River Water Management District or the U.S. Army Corps of Engineers since submitting the Fourth Monitoring Report, which usually means they are in agreement with any recommendations for maintenance activities. It would be beneficial to perform the maintenance work at this time before the trees get another season of growth on them. Under this proposal, HAI will perform the following services:

- 1) The willow trees that are crowding out the more desirable vegetation in the restoration areas north of the stormwater pond will be cut down and the stumps will be treated with a herbicide to prevent re-sprouting.
- 2) The slash pine in the restoration area south of the stormwater pond will be thinned out leaving the healthiest pines on approximate 10.0 ft. centers.

Fee: The fixed fee to complete the above services is \$2,825.00. The fee will be invoiced upon completion of the proposed services with payment requested within 30 days.

Limitation of Liability: The only warranty or guaranty made by HAI under this Agreement is that HAI will perform its service using that degree of care and skill ordinarily exercised under similar conditions by reputable members of our profession practiced in the same or similar locality. No other warranty, expressed or implied is made or intended by our proposal or by our oral or written reports.

Ms. Dawn Stevenson
Proposal for 14th Street Mitigation Maintenance
March 11, 2004
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Please call me if you have any questions about this proposal. If you find it acceptable, please sign in the space below and return it to me or provide a Purchase Order for the approved services. I will proceed with the proposed services upon receipt of the signed proposal or a Purchase Order. This proposal is valid for a period of 60 days.

Sincerely,



Stephen P. Hakala, CEP
President

Signed

Date

OWNER:

BOARD OF COUNTY COMMISSIONERS
NASSAU COUNTY, FLORIDA



FLOYD VANZANT, CHAIRMAN

ATTEST:



J.M. "CHIP" OXLEY, JR.
ITS: EX-OFFICIO CLERK

APPROVED AS TO FORM BY THE
COUNTY ATTORNEY



MICHAEL S. MULLIN, ESQUIRE

Agenda Request For: April 14, 2004

Department: Capital Projects Administration

Background: Staff has received a proposal from Hakala & Associates, Inc. to perform the recommended wetland mitigation maintenance services for the 14th Street Mitigation site as approved by the Board on January 14, 2004. The fee to perform and oversee the maintenance work required is \$2,825.00.

Financial/Economic Impact to Future Years Budgeting Process or Effect on Citizens: Would have an impact on 03/04 Engineering Services budget.

Action requested and recommendation: Staff requests and recommends that the Board of County Commissioners approve the proposal as submitted by Hakala & Associates for the maintenance services required at the 14th Street Mitigation site. These maintenance services will ensure that Nassau County is complying with the requirements of the Army CORPS and SJRWMD permits.

Is this action consistent with the Nassau County Comprehensive Land Use Plan? N/A

Funding Source: Engineering Services Fund – Professional Services Account # 03420541-531000. A budget transfer has been prepared transferring \$2,825.00 from account 03420541-549083 Central Cashiering Allocation to 03420541-531000 Professional Services. Funding for central cashier will be covered in its entirety by the Building Department.

ok, while they stay with Cathy Lewis 4/8/04
Reviewed by:

Department Head 

Legal

Finance

~~Chairman~~ Administrator: *G. Vanrent verbal approval 4/7/04 GLO*

N

Agenda Request For: January 14, 2003

Department: Capital Projects Administration

Background: Staff has received the fourth mitigation monitoring report from Hakala & Associates for the 14th Street Mitigation area. Conclusions and recommendations based on the field assessment are outlined in Section 4.0 of the report. This report needs to be forwarded to the Army Corps of Engineers and the St. Johns River Water Management District for review and comment.

Financial/Economic Impact to Future Years Budgeting Process or Effect on Citizens: Submitting report to regulatory agencies will not have an impact on the budget. However, any corrective actions required by the agencies will require funding.

Action requested and recommendation: Staff requests approval to submit a letter to Hakala & Associates authorizing Mr. Hakala to submit the report to the affected regulatory agencies.

Is this action consistent with the Nassau County Comprehensive Land Use Plan? N/A

Funding Source: N/A

Reviewed by:

Legal

Finance

Committee

Joseph Vanzant

APPROVED

DATE 1/14/04

CV

Budget Transfer Request

Requesting Dept: Engineering Services Fund: 103 Co. Transp Transfer # _____

Requested By: Pam Stalvey Date: 4/8/2004

Purpose: To cover expenses for maintenance work to be performed at the 14th Street
Mitigation site. Expenses were not anticipated nor budgeted for this year. Building
Department will be covering all Central Cashier expenses.

| | Acct. Number | Acct. Description | Amount | Available Balance | Fin. Serv. Use Only |
|-----------|------------------------|----------------------------------|----------------------|--------------------|------------------------|
| Transfer: | | | | | Verified Available |
| From: | <u>03420541-549083</u> | <u>Central Cashiering Alloc.</u> | <u>\$ (3,000.00)</u> | <u>\$ 3,000.00</u> | |
| To: | <u>03420541-531000</u> | <u>Professional Services</u> | <u>\$ 3,000.00</u> | <u>\$ 6,200.00</u> | |
| From: | _____ | _____ | _____ | _____ | |
| To: | _____ | _____ | _____ | _____ | |
| From: | _____ | _____ | _____ | _____ | |
| To: | _____ | _____ | _____ | _____ | |
| From: | _____ | _____ | _____ | _____ | |
| To: | _____ | _____ | _____ | _____ | |
| From: | _____ | _____ | _____ | _____ | |
| To: | _____ | _____ | _____ | _____ | |
| From: | _____ | _____ | _____ | _____ | |
| To: | _____ | _____ | _____ | _____ | |

Approved By: BOCC: *Joseph Vanzant*
 Date: 4-14-04

Clerk of Courts: *[Signature]*
 Date: 4-14-04

Financial Services Use Only

Action Completed: _____
 Signature/Date: _____

04/07/2004
15:26:13

BOARD OF COMMISSIONERS
YEAR-TO-DATE BUDGET REPORT

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| 103 | CNTY TRANSPORTATION FUND | ORIGINAL APPROP | TRANFRS/ ADJSTMTS | REVISED BUDGET | YTD EXPENDED | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|-------------------------------|-----------------------------------|--------------------|----------------------|-------------------|--------------|--------------|---------------------|-------------|
| ----- | | | | | | | | |
| 103 CNTY TRANSPORTATION FUND | | | | | | | | |
| ----- | | | | | | | | |
| 03420541 ENGINEERING SERVICES | | | | | | | | |
| ----- | | | | | | | | |
| 03420541 | 512000 REGULAR SALARIES AND WAGES | 510,160 | 51,065 | 561,225 | 241,849.91 | .00 | 319,375.09 | 43.1% |
| 03420541 | 512001 SALARIES-FEMA | 0 | 0 | 0 | .00 | .00 | .00 | .0% |
| 03420541 | 514000 OVERTIME | 5,000 | 900 | 5,900 | 1,147.37 | .00 | 4,752.63 | 19.4% |
| 03420541 | 514001 OVERTIME-FEMA | 0 | 0 | 0 | .00 | .00 | .00 | .0% |
| 03420541 | 521010 FICA TAXES | 31,940 | 3,665 | 35,605 | 14,734.30 | .00 | 20,870.70 | 41.4% |
| 03420541 | 521020 MEDICARE TAXES | 7,470 | 857 | 8,327 | 3,445.99 | .00 | 4,881.01 | 41.4% |
| 03420541 | 522000 RETIREMENT | 43,067 | 5,244 | 48,311 | 17,957.56 | .00 | 30,353.44 | 37.2% |
| 03420541 | 523010 LIFE & HEALTH INSURANCE | 35,806 | 6,934 | 42,740 | 22,537.83 | .00 | 20,202.17 | 52.7% |
| 03420541 | 524010 WORKERS' COMPENSATION | 10,188 | 3,000 | 13,188 | .00 | .00 | 13,188.00 | .0% |
| 03420541 | 525000 UNEMPLOYMENT COMPENSATION | 0 | 7,150 | 7,150 | 6,325.00 | .00 | 825.00 | 88.5% |
| 03420541 | 531000 PROF SERVICES * | 0 | 5,350 | 5,350 | -850.00 | .00 | 6,200.00 | 15.9% |
| 03420541 | 531016 PROF SVCS - JUMPSTART GIS | 0 | 0 | 0 | 100,269.40 | .00 | -100,269.40 | .0% |
| 03420541 | 531028 NEFRPC-TRAFFIC ASSESSMENTS | 0 | 0 | 0 | .00 | .00 | .00 | .0% |
| 03420541 | 531031 EMPLOYEE PHYSICALS | 240 | 0 | 240 | .00 | .00 | 240.00 | .0% |
| 03420541 | 531035 DRUG TESTING | 144 | 0 | 144 | .00 | .00 | 144.00 | .0% |
| 03420541 | 531201 PROF SERVICES-ATTORNEY | 0 | 0 | 0 | .00 | .00 | .00 | .0% |
| 03420541 | 531400 PROF SVC-ENGINEER | 0 | 47,782 | 47,782 | .00 | .00 | 47,782.00 | .0% |
| 03420541 | 531402 PROF SERVICES-SURVEY | 10,000 | -5,350 | 4,650 | 4,650.00 | .00 | .00 | 100.0% |
| 03420541 | 531404 PROF SVC-CH.177 PLATT REVI | 0 | 0 | 0 | .00 | .00 | .00 | .0% |
| 03420541 | 531407 SJRWMD-WAV PROGRAM | 0 | 0 | 0 | .00 | .00 | .00 | .0% |
| 03420541 | 531409 PROF SRVCS-USGS | 0 | 11,560 | 11,560 | .00 | .00 | 11,560.00 | .0% |
| 03420541 | 531413 DRAINAGE STUDY-U.S. CORPS | 0 | 0 | 0 | .00 | .00 | .00 | .0% |
| 03420541 | 534000 OTHER CONTRACTUAL SERVICES | 300 | 30 | 330 | 206.68 | .00 | 123.32 | 62.6% |
| 03420541 | 534011 CAFETERIA PLAN BENEFITS ST | 0 | 0 | 0 | .00 | .00 | .00 | .0% |
| 03420541 | 534101 CONTRACT SERVICE-R & G | 0 | 0 | 0 | .00 | .00 | .00 | .0% |
| 03420541 | 540000 TRAVEL & PER DIEM | 5,000 | 0 | 5,000 | 1,305.96 | .00 | 3,694.04 | 26.1% |
| 03420541 | 541000 COMMUNICATIONS/FREIGHT | 12,900 | 1,475 | 14,375 | 5,764.75 | .00 | 8,610.25 | 40.1% |
| 03420541 | 541020 POSTAGE | 1,000 | 338 | 1,338 | 291.53 | .00 | 1,046.47 | 21.8% |
| 03420541 | 541040 COMMUNICATIONS-COMPUTER | 0 | 0 | 0 | .00 | .00 | .00 | .0% |
| 03420541 | 541041 COMPUTER SERVICE | 0 | 0 | 0 | .00 | .00 | .00 | .0% |
| 03420541 | 543000 UTILITY SERVICES | 7,850 | 1,300 | 9,150 | 4,472.56 | .00 | 4,677.44 | 48.9% |
| 03420541 | 543040 UTILITIES-TRAFFIC CONTROL | 0 | 12,702 | 12,702 | 5,350.19 | .00 | 7,351.81 | 42.1% |
| 03420541 | 544000 RENTALS/LEASES | 1,500 | 1,100 | 2,600 | 655.97 | .00 | 1,944.03 | 25.2% |
| 03420541 | 544030 RENTAL/LEASES-CULLIGAN | 0 | 0 | 0 | .00 | .00 | .00 | .0% |
| 03420541 | 545000 INSURANCE | 6,227 | 1,781 | 8,008 | 1,294.00 | .00 | 6,714.00 | 16.2% |
| 03420541 | 546000 REPAIRS & MAINTENANCE | 2,500 | 129 | 2,629 | 1,673.44 | .00 | 955.56 | 63.7% |
| 03420541 | 546020 MAINTENANCE SERVICE CONTRA | 2,000 | 733 | 2,733 | 794.94 | .00 | 1,938.06 | 29.1% |
| 03420541 | 546560 R&M-TRAFFIC SIGNALS/SIGNS | 0 | 3,000 | 3,000 | .00 | 231.83 | 2,768.17 | 7.7% |

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| 103 | CNTY TRANSPORTATION FUND | ORIGINAL APPROP | TRANFRS/ ADJSTMTS | REVISED BUDGET | YTD EXPENDED | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|----------|------------------------------------|--------------------|----------------------|-------------------|--------------|--------------|---------------------|-------------|
| 03420541 | 547000 PRINTING & BINDING | 1,000 | 0 | 1,000 | 63.00 | .00 | 937.00 | 6.3% |
| 03420541 | 549000 OTHER CURRENT CHGS | 120 | 270 | 390 | 176.67 | .00 | 213.33 | 45.3% |
| 03420541 | 549002 ADVERTISING | 3,500 | 555 | 4,055 | 1,670.44 | .00 | 2,384.56 | 41.2% |
| 03420541 | 549081 BACKGROUND CHECK | 350 | 0 | 350 | .00 | .00 | 350.00 | .0% |
| 03420541 | 549082 RECEPTIONIST ALLOCATION | 0 | 0 | 0 | .00 | .00 | .00 | .0% |
| 03420541 | 549083 CENTRAL CASHIERING ALLOCAT* | 3,000 | 0 | 3,000 | .00 | .00 | 3,000.00 | .0% |
| 03420541 | 551000 OFFICE SUPPLIES | 3,750 | 380 | 4,130 | 1,206.88 | .00 | 2,923.12 | 29.2% |
| 03420541 | 552000 MISCELLANEOUS SUPPLIES | 2,200 | 400 | 2,600 | 283.54 | .00 | 2,316.46 | 10.9% |
| 03420541 | 552020 GAS, OIL & LUBRICANTS | 7,000 | 800 | 7,800 | 3,133.57 | .00 | 4,666.43 | 40.2% |
| 03420541 | 552022 SIGNAL MATERIALS | 0 | 3,500 | 3,500 | .00 | .00 | 3,500.00 | .0% |
| 03420541 | 552040 SMALL TOOLS | 750 | 75 | 825 | .00 | .00 | 825.00 | .0% |
| 03420541 | 552051 SAFETY APPAREL | 0 | 150 | 150 | .00 | .00 | 150.00 | .0% |
| 03420541 | 552110 CAD MAPPING SYSTEM | 500 | 2,500 | 3,000 | 1,591.00 | .00 | 1,409.00 | 53.0% |
| 03420541 | 552640 EQUIPMENT <\$750 | 2,500 | 1,021 | 3,521 | 546.00 | .00 | 2,975.00 | 15.5% |
| 03420541 | 552649 EQUIP <\$750-CAD/GPS SYSTEM | 500 | 0 | 500 | .00 | .00 | 500.00 | .0% |
| 03420541 | 554000 DUES/SUBSCRIP/TRAINING | 5,000 | 40 | 5,040 | 3,340.60 | .00 | 1,699.40 | 66.3% |
| 03420541 | 554022 TRAINING-GPS SYSTEM | 0 | 0 | 0 | .00 | .00 | .00 | .0% |
| 03420541 | 564000 EQUIPMENT | 8,000 | 0 | 8,000 | .00 | .00 | 8,000.00 | .0% |
| 03420541 | 564001 EQUIP \$5000 OR GREATER | 0 | 0 | 0 | .00 | .00 | .00 | .0% |
| 03420541 | 564021 CAD MAPPING SYSTEM | 2,500 | -2,500 | 0 | .00 | .00 | .00 | .0% |
| 03420541 | 564022 GPS SURVEYING SYSTEM | 0 | 0 | 0 | .00 | .00 | .00 | .0% |
| 03420541 | 581007 SJRWMD-WAV PROGRAM | 10,000 | 0 | 10,000 | .00 | .00 | 10,000.00 | .0% |
| | TOTAL ENGINEERING SERVICES | 743,962 | 167,936 | 911,898 | 445,889.08 | 231.83 | 465,777.09 | 48.9% |
| | TOTAL CNTY TRANSPORTATION FUND | 743,962 | 167,936 | 911,898 | 445,889.08 | 231.83 | 465,777.09 | 48.9% |
| | TOTAL EXPENSES | 743,962 | 167,936 | 911,898 | 445,889.08 | 231.83 | 465,777.09 | |
| | GRAND TOTAL | 743,962 | 167,936 | 911,898 | 445,889.08 | 231.83 | 465,777.09 | 48.9% |