

Full Cost Accounting and Financial Assurance Reporting

This Work Order Number 4 is entered into as of this ___ day of _____, 2019, pursuant to that certain Continuing Contract Agreement for Professional Services entered into as of this 17th day of April, 2018 (collectively referred to as the "Agreement") by and between INDIAN RIVER COUNTY, a political subdivision of the State of Florida ("COUNTY") and CDM Smith Inc., (CDM Smith) ("Consultant").

The COUNTY has selected the Consultant to perform the professional services set forth on Exhibit A (Scope of Work), attached to this Work Order and made part hereof by this reference. The professional services will be performed by the Consultant for the fee schedule set forth in Exhibit B (Fee Schedule), attached to this Work Order and made a part hereof by this reference. The Consultant will perform the professional services within the timeframe more particularly set forth in Exhibit C (Time Schedule), attached to this Work Order and made a part hereof by this reference all in accordance with the terms and provisions set forth in the Agreement. Pursuant to paragraph 1.4 of the Agreement, nothing contained in any Work Order shall conflict with the terms of the Agreement and the terms of the Agreement shall be deemed to be incorporated in each individual Work Order as if fully set forth herein.

IN WITNESS WHEREOF, the parties hereto have executed this Work Order as of the date first written above.

CONSULTANT:
CDM Smith Inc.

**BOARD OF COUNTY COMMISSIONERS
OF INDIAN RIVER COUNTY**

By: 
Title: Vice President

By: _____
Bob Solari, Chairman

BCC Approved Date: _____

Attest: Jeffrey R. Smith, Clerk of Court and Comptroller

By: _____
Deputy Clerk

Approved: _____
Jason E. Brown, County Administrator

Approved as to form and legal sufficiency: _____
Dylan T. Reingold, County Attorney

EXHIBIT A

AUTHORIZATION FOR PROFESSIONAL SERVICES

INDIAN RIVER COUNTY SOLID WASTE DISPOSAL DISTRICT ENGINEERING SERVICES FOR

FULL COST ACCOUNTING AND FINANCIAL ASSURANCE REPORTING

CCNA-2018 WO NO. 4

This Authorization, when executed, shall be incorporated in and become part of the Continuing Contract Agreement for Professional Services between the Indian River County Solid Waste Disposal District (COUNTY), and CDM Smith Inc. (CONSULTANT), dated April 17, 2018, hereafter referred to as the Contract.

PROJECT BACKGROUND

Each year the COUNTY is required to document full cost accounting and financial assurance in accordance with the Solid Waste Operations Permit. CONSULTANT assists COUNTY with these submittals to the Florida Department of Environmental Protection (FDEP) each year.

This project is to provide permitting services which are required including:

- Task 1.0 – Full Cost Accounting Evaluation for Fiscal Year 2017-2018
- Task 2.0 – Financial Assurance

CONSULTANT will coordinate with the COUNTY in order to provide timely execution of each portion of this project. The Scope of Work is as detailed below.

SCOPE OF WORK

TASK 1.0 – FULL COST ACCOUNTING EVALUATION FOR FISCAL YEAR 2017-18

Under provisions of Chapter 62-708.300(3), Florida Administrative Code (F.A.C.), the COUNTY is required to determine and publicly disclose the full cost of solid waste management within its service area for Fiscal Year 2017-2018.

CONSULTANT will perform an evaluation on the full cost of solid waste management for Fiscal Year 2017-2018 in accordance with the requirements of Chapter 62-708, F.A.C. CONSULTANT will prepare summary tables and a brief letter presenting the full cost of solid waste management in the COUNTY for Fiscal Year 2017-2018 and also prepare a draft public notice.

CONSULTANT will provide the draft tables, letter, and public disclosure notice to the COUNTY by March 15, 2019 assuming receipt of all data required to perform the study are provided by March 1, 2019. After receipt of comments, CONSULTANT will submit the final tables, letter, and public disclosure notice within 7 calendar days. The COUNTY is required to inform the residential and nonresidential users of IRC's solid waste management services area of the user's share of the full cost for solid waste management in accordance with Chapter 403.7049 Florida Statutes.

TASK 2.0 – FINANCIAL ASSURANCE

The COUNTY operates a Class I landfill and a construction and demolition (C&D) debris disposal facility through a contract with Republic Services. The COUNTY is required by Chapter 62-701, F.A.C. to provide financial assurance for each of these facilities annually.

Subtask 2.1 – Recalculation of the Closure Cost Estimates

CONSULTANT will prepare a recalculation of the estimated closing and long-term care costs for the Class I and C&D debris disposal facility. CONSULTANT will use the recalculated closing and long-term care cost estimates to complete the Closure Cost Estimating Form for Solid Waste Facilities for the both the Class I landfill (includes the waste tire site) and the C&D debris disposal facility. The forms will be submitted for review by the COUNTY prior to submittal to FDEP.

Subtask 2.2 – Survey and Airspace Assessment

CONSULTANT will provide surveys and assessments of consumed airspace performed by, a subconsultant, Masteller, Moler & Taylor, Inc. for the Class I landfill and C&D debris disposal facility. The topographic survey will be performed on the entire IRC Landfill site, including the Class I waste area (Segments I, II, and III as well as the ditches and roadways surrounding the Class I area), the C&D debris disposal facility (waste area, as well as the fence-line and the surrounding ditches and berms adjacent to the C&D debris site), expansion areas, stormwater pond, and administrative area. CONSULTANT will review the volumetric modeling and include a summary of estimated waste density based on the results of the survey and volumetric modeling.

The deliverable from Masteller, Moler & Taylor, Inc. will consist of a survey identifying the dates the field survey was completed. Airspace consumed and remaining airspace based on the survey and the construction and design criteria shall be specifically identified in the financial assurance report. The survey shall also include the results of the volumetric calculations for the Segments II and III portions of the Class I landfill, as well as the C&D debris disposal facility. Deliverables accompanying the survey shall include:

A 1-inch = 50 feet scale contour map for each site with 1-foot contour intervals in regular weight lines, and 5-foot contour intervals in bold weight lines. Signed and sealed contour maps will be provided on 24-inch by 36-inch paper of each landfill site in 1-inch = 200 feet scale. A Compact Disc (CD) with ASCII file of the survey data in AutoCAD 2010 will also be provided.

For the Class I Landfill (Segments I, II, and III), the financial assurance report shall include an evaluation of the compaction of the waste and an analysis as to whether Republic Services is meeting its contractual compaction requirements. CONSULTANT will include escrow account balance recommendations for Fiscal Year 2018-2019, as well as escrow account budget recommendations for Fiscal Year 2019-2020.

Subtask 2.3 – Financial Assurance Report

CONSULTANT will prepare documentation that demonstrates proof of financial assurance for the cost of closing and providing long-term care for the Class I landfill, the C&D debris disposal facility, and the waste tire site. This documentation will be submitted for review by the COUNTY. Two copies of the final document will be provided to the COUNTY. CONSULTANT will meet with the COUNTY up to two times to discuss issues and to provide needed coordination. CONSULTANT will also respond to FDEP correspondence regarding financial assurance.

ASSUMPTIONS

- Topographic survey of entire IRC Landfill site will be performed.
- Volumetric calculation will be performed on the currently active Class I and C&D debris cells.

DATA OR ASSISTANCE TO BE PROVIDED BY COUNTY

- Site access.
- Escrow account balances.
- The rates and numbers of dwelling units for each of the transporters.
- Available site surveys.
- Level of service for each transporter.
- Monthly fees for both single family residence and multi-family residences collected via non-ad valorem assessment.
- Numbers of parcels, equivalent residential units, and waste generation units (WGU) for Fiscal Year 2017-2018 for each customer.
- Wastestream monthly totals.
- Changes to Basis of Allocation.
- Direct and indirect cost breakdowns.
- Confirmation of waste generation units.
- Amount of residential assessment.

PAYMENT AND COMPENSATION

Compensation for the Work Order described herein shall be made on the basis of a lump sum fee. The lump sum fee for Tasks 1.0 and 2.0, inclusive, is \$63,920 as shown in Exhibits B. CONSULTANT will invoice the COUNTY on a monthly basis based on percent complete of each task. For invoice purposes only, the value of each task is as shown in the **Table 1**.

Table 1

TASK VALUE FOR INVOICE PURPOSE		
TASK	DESCRIPTION	VALUE
1.0	Full Cost Accounting Evaluation for Fiscal Year 2017-2018	\$8,270
2.0	Financial Assurance	\$55,650
TOTAL WORK ORDER NO. 4 - LUMP SUM		\$63,920

EXHIBIT B

PROJECT BUDGET

**INDIAN RIVER COUNTY SOLID WASTE DISPOSAL DISTRICT
ENGINEERING SERVICES FOR**

**FULL COST ACCOUNTING AND
FINANCIAL ASSURANCE REPORTING**

CCNA-2018 WO NO. 4

PROJECT: Full Cost Accounting and Financial Assurance Reporting

DESCRIPTION: Task 1.0 - Full Cost Accounting Evaluation for Fiscal Year 2017-2018

CONTRACT REFERENCE: Agreement between the Indian River County Board of County Commissioners and CDM Smith Inc.

<u>Labor Category</u>	<u>Hours</u>	<u>Rate</u>	<u>Total</u>
Sr Officer	2	\$240	\$480
Associate	14	\$215	\$3,010
Senior Professional	20	\$175	\$3,500
Senior Support	4	\$130	\$520
Document Control Specialist	<u>4</u>	\$90	<u>\$360</u>
Total Hours	44		
Total Salary Cost			\$7,870
Other Direct Costs			<u>\$400</u>
TOTAL LUMP SUM FEE			<u>\$8,270</u>

For the basic services under this Agreement, IRC SWDD agrees to pay the Consultant a lump sum fee \$8,270. CONSULTANT will submit monthly invoices based on the percent complete for the work performed.

EXHIBIT B

PROJECT BUDGET

**INDIAN RIVER COUNTY SOLID WASTE DISPOSAL DISTRICT
ENGINEERING SERVICES FOR**

**FULL COST ACCOUNTING AND
FINANCIAL ASSURANCE REPORTING**

CCNA-2018 WO NO. 4

PROJECT: Full Cost Accounting and Financial Assurance Reporting

DESCRIPTION: Subtask 2.1 – Recalculation of the Closure Cost Estimates
Subtask 2.2 – Survey and Airspace Assessment
Subtask 2.3 – Financial Assurance Report

CONTRACT REFERENCE: Agreement between the Indian River County Board of County Commissioners and CDM Smith Inc.

<u>Labor Category</u>	<u>Hours</u>	<u>Rate</u>	<u>Total</u>
Sr. Officer	12	\$240	\$2,880
Associate	40	\$215	\$8,600
Senior Professional	60	\$175	\$10,500
Professional II	74	\$140	\$10,360
Professional I	20	\$120	\$2,400
Senior Support	8	\$130	\$1,040
Staff Support	10	\$95	\$950
Document Control Specialist	<u>8</u>	\$90	<u>\$720</u>
Total Hours	232		

Total Salary Cost			\$37,450
Outside Professionals – Masteller, Moler & Taylor, Inc.			\$17,000
Other Direct Costs			<u>\$1,200</u>
TOTAL LUMP SUM FEE			<u>\$55,650</u>

For the basic services under this Agreement, IRC SWDD agrees to pay the Consultant a lump sum fee of \$55,650. CONSULTANT will submit monthly invoices based on the percent complete for the work performed.

EXHIBIT C
PROJECT SCHEDULE
INDIAN RIVER COUNTY SOLID WASTE DISPOSAL DISTRICT
ENGINEERING SERVICES FOR
FULL COST ACCOUNTING AND
FINANCIAL ASSURANCE REPORTING
CCNA-2018 WO NO. 4

SCHEDULE

<u>Task</u>	<u>Completion Date</u>
1.0 Draft Full Cost Accounting Report	March 15, 2019
1.0 Final Full Cost Accounting Report	March 31, 2019
2.1 Recalculation of the Closure Cost Estimates	April 1, 2019
2.2 Site Survey	February 28, 2019
2.3 Draft Financial Assurance Report	June 1, 2019
2.3 Final Financial Assurance Report	September 30, 2019