

**Indian River County, Florida
Solid Waste Disposal District
Board Memorandum**

Date: March 27, 2019

To: Jason E. Brown, County Administrator

From: Vincent Burke, PE, Director of Utility Services

Prepared By: Ron Jones, BSCE, Assistant Managing Director, Solid Waste Disposal District

Subject: CCNA-2018 Work Order No. 32 to Kimley-Horn for the Solid Waste Disposal District Household Hazardous Waste and Recycling Facility Conceptual Design

Descriptions and Conditions:

The Solid Waste Disposal District (SWDD) is required by the Florida Department of Environmental Protection (FDEP) rules to provide safe collection and disposal of Household Hazardous Waste (HHW). The current HHW Facility is over twenty years old, undersized, and creating unsafe ingress-egress traffic flow issues. The Recycling Transfer Facility was built five years ago, and the recycling materials are exceeding storage capacity. The purpose of this proposal is to address each of these conditions and provide SWDD with a suitable Civil and Architectural conceptual design.

Analysis:

Kimley-Horn and Associates, Inc. (Kimley-Horn) has prepared CCNA-2018 Work Order No. 32, provided in Attachment 1, for engineering services detailing the scope of work, budget, and schedule for each of the tasks. The fees to be paid by SWDD for the execution of this work authorization are in accordance with the engineer’s continuing consulting services master agreement entered into on April 17, 2018. The tasks are listed below showing the expected completion dates and their estimated fees.

<i>TASK</i>	<i>DESCRIPTION</i>	<i>DUE DATE</i>	<i>AMOUNT</i>
Task 1	Existing Conditions Assessment	30 Days from NTP ^(a)	\$9,200 – Lump Sum
Task 2	Site Plan Alternatives and Order of Magnitude Costs	45 Days from NTP ^(b)	\$14,200 – Lump Sum
Task 3	Conceptual Plans and Planning OPC	60 Days from NTP ^(c)	\$9,700 – Lump Sum
	Sub-Consultants (Architect and Survey)		\$14,300
	Other Direct Cost		\$1,000
TOTAL (Lump Sum) =			\$ 48,400

NTP – Notice to Proceed

- (a) And receipt of data from SWDD.
- (b) Two alternative site plans along with Engineers Opinion of Probable Cost will be provided within 45 days of receipt of information from SWDD.
- (c) Consultant will revise the selected alternative with final comments from the Client to prepare a final conceptual plan and a two-dimensional and three-dimensional rendering of the final site plan.

Funding:

Funding for the SWDD HHW and Recycling Facility Conceptual Design is budgeted and available in the Engineering Services account in the SWDD Landfill Fund, which is funded from SWDD assessments and user fees. The account has a total budget of \$400,000 for the 2019/2020 fiscal year.

Description	Account Number	Amount
Engineering Services	41121734-033130	\$48,400

Recommendation:

Solid Waste Disposal District (SWDD) staff recommends that its Board approve the following:

- a) Approve CCNA-2018 Work Order No. 32 with Kimley-Horn and Associates, Inc. in the amount of \$48,400, to provide engineering services related to the SWDD Household Hazardous Waste and Recycling Facility Conceptual Design.
- b) Authorize the Chairman to execute the same, as presented.

Attachment:

- 1. CCNA-2018 Work Order No. 32 – Kimley-Horn