

**SUMTER COUNTY BOARD OF COMMISSIONERS  
EXECUTIVE SUMMARY**

**SUBJECT:** Agreement with the Colinas Group for Groundwater Testing and Landfill Gas Migration Reports for the Closed Landfill at Solid Waste (Staff recommends approval).

**REQUESTED ACTION:** Approval of agreement.

Work Session (Report Only)    **DATE OF MEETING:** 3/22/2011  
 Regular Meeting                       Special Meeting

**CONTRACT:**  N/A    Vendor/Entity: \_\_\_\_\_  
Effective Date: 4/1/2011    Termination Date: 4/15/2012  
Managing Division / Dept: Public Works / Solid Waste

**BUDGET IMPACT:** \$39,752.00  
 Annual                      **FUNDING SOURCE:** Solid Waste Department  
 Capital                      **EXPENDITURE ACCOUNT:** 104-172-534-4941  
 N/A

**HISTORY/FACTS/ISSUES:**

In the recent past The Colinas Group (TCG) has been sub-contracted through Kessler Consulting, Inc. (KCI) to perform groundwater testing and landfill gas migration reports for the closed landfill at the Solid Waste Department. This is required by the Florida Department of Environmental Protection (FDEP). The Solid Waste Department is now doing the work that has been done by KCI and will now deal directly with TCG.

TCG has performed outstanding work, their reports are complete and on time and FDEP has never questioned anything in their reports. TCG explains in their reports any finding that may be questionable by FDEP.

Due to senior personnel turnover and extended vacancies, and reorganization of the Solid Waste Department and including loss of fifty percent of the staff and because of an outstanding past history with TCG, County Administrator Bradley Arnold backs waiving the bid process again and allowing The Colinas Group to continue the work they have been doing for the Solid Waste Department.

Attached are the Scope of Services & Cost Estimate

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**THE COLINAS GROUP, INC.**  
HYDROGEOLOGISTS & ENGINEERS

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March 15, 2011

Mr. Jackey Jackson  
Sumter County Public Works Department  
319 E. Anderson Street  
Bushnell, Florida 33513

Subj: Proposal for Hydrogeological Services  
Sumter County Closed Landfill  
Quarterly Water Quality Sampling, Analysis and Reporting  
Annual Gas Migration Sampling and Reporting  
Quarter II 2011 Through Quarter I 2012  
TCG Proposal No. P-453

Dear Mr. Jackson:

The Colinas Group, Inc. (TCG) is pleased to submit this proposal and fee estimate to complete the following Scope of Services for routine FDEP monitoring for the Sumter County Closed Landfill. This proposal provides for professional services for:

Four (4) quarterly water quality sampling/reporting events over the period Quarter II 2011 through Quarter I 2012, and;

One (1) annual landfill gas migration sampling event and reporting due to the FDEP by December 15, 2011.

**SCOPE OF SERVICES**

TCG will provide qualified professional labor to complete the following work items to support Sumter County Solid Waste Department in compliance with FDEP long-term-care permit conditions and the groundwater monitoring requirements of FDEP Rule 62-701, F.A.C.:

1. Provide personnel and equipment to properly measure water levels and collect groundwater samples throughout the monitoring network at the Sumter County Closed Landfill, in accordance with the requirements of the latest issue of the FDEP SOP for Field Activities;

2. Provide certified commercial laboratory analytical services to analyze collected water samples and prepare analytical reports in accordance with FDEP formatting and reporting requirements;
3. Preparation of the Quarterly Groundwater Monitoring Report for the Sumter County Closed Landfill, suitable for submission to the FDEP, and;
4. Completion of one (1) landfill gas sampling event and preparation of a Gas Migration Report suitable for submission to the FDEP.

TCG will use groundwater level measurements, field test measurements and laboratory results from analyses of collected water samples to complete the quarterly data reporting requirements of the FDEP. The Quarterly Groundwater Monitoring Reports for the Sumter County Closed Landfill will be prepared in accordance with the requirements of FDEP Rule 62-701.510(9)(a), F.A.C.

The Quarterly Reports for Sumter County will include, but may not be limited to:

- a. Facility basic information, sample collection dates and laboratory analyses dates;
- b. Original laboratory report results, QA/QC notations for analytical results, method detection limits, applicable water quality standards and STORET code numbers for all parameters analyzed;
- c. Maps showing monitoring locations for groundwater and monitoring point identification numbers;
- d. Water level measurements, measuring point elevations and land surface elevations at each monitoring point reported to a precision of 0.01 feet NGVD(1929);
- e. Updated groundwater contour maps, with contour intervals no greater than 1 foot, indicating groundwater elevations and direction of groundwater flow;
- f. Summary of any water quality standards or criteria that are exceeded, and;
- g. FDEP Electronic Data Deliverable created with FDEP's ADaPT program.

The annual Gas Migration Report will include results of field methane gas measurements at gas vents, gas probes and inhabited closed work areas and a map showing locations of measuring points within the landfill property.

## **FEES AND COSTS**

TCG proposes to complete the above Scope of Services on a not-to-exceed fee basis in accordance with our personnel standard hourly fee rates. Analytical laboratory services will be subcontracted to an FDEP-approved and certified commercial analytical laboratory. Total professional fees, laboratory costs and

other direct costs to complete four (4) Quarterly Groundwater Monitoring Sampling Events and Reports and one (1) annual Gas Sampling/Reporting Event for the Sumter County Closed Landfill over the coming one-year period are presented below, as follows:

TCG Professional Labor	\$ 24,140.00
Subcontract Analytical Laboratory	14,312.00
TCG Other Direct Costs:	
Travel (1,000 miles @\$0.45/mi.)	450.00
Field instrument rental, expendable field sampling supplies, telephone charges, miscellaneous office supplies	<u>850.00</u>
<b>TOTAL FEES AND COSTS</b>	<b>\$ 39,752.00</b>

A breakdown of fees and direct costs to complete each of the four (4) routine quarterly sampling/reporting events and one (1) gas sampling/reporting event is provided below. A breakdown of professional labor fees is provided in Attachments A and B to this proposal.

#### Fees and Costs by Quarter

	QTR II 2011	QTR III 2011	QTR IV 2011	QTR I 2012	Total Cost
<b>Professional Labor</b>	\$ 5,785.00	\$ 5,785.00	\$ 6,785.00	\$ 5,785.00	\$ 24,140.00
<b>Laboratory Cost</b>	\$ 3,234.00	\$ 3,234.00	\$ 4,610.00	\$ 3,234.00	14,312.00
<b>Other Direct Cost</b>	\$ 325.00	\$ 325.00	\$ 325.00	\$ 325.00	1,300.00
<b>Quarter Total</b>	<b>\$ 9,344.00</b>	<b>\$ 9,344.00</b>	<b>\$11,720.00</b>	<b>\$ 9,344.00</b>	<b>\$ 39,752.00</b>
<b>Total One-Year Fees and Costs</b>					<b>\$ 39,752.00</b>

Higher total quarter cost for Quarter IV 2011 is the result of the annual gas sampling and reporting event required by the county's FDEP long-term-care permit, Specific Condition No.10 and increased laboratory costs required by the expanded once-per-year (Quarter IV) monitoring parameter list provided for in the FDEP long-term-care permit, Specific Condition No.16d.

#### PROJECT COMPLETION

We estimate approximately 45 days to complete each sampling event and deliver the written and bound Quarterly Groundwater Monitoring Report for each quarter, including the Gas Migration Report for Quarter IV 2011. TCG will prepare reports

for submission to the FDEP on or before the reporting deadlines for each quarter specified in the landfill's long-term-care permit.

TCG will prepare one (1) draft electronic copy of the report via email for review and approval by Sumter County. Upon approval, we will prepare and submit three (3) final copies of the report: One (1) report is intended for submission to the FDEP Southwest District Office in Tampa; the remaining two (2) reports are for the County's files.

I trust this proposal is suitable for your budget and contracting needs, If you have any questions or require further information, please do not hesitate to contact me at your convenience.

Very truly yours,  
**THE COLINAS GROUP, INC.**

  
Richard L. Potts, Jr., P.G.  
Principal Consultant  
FL P.G. Reg. No.1113

**ATTACHMENT A**

**SUMTER COUNTY CLOSED LANDFILL  
QUARTERLY SAMPLING AND REPORTING**

**MAN-HOURS BY LABOR CATEGORY  
PER SAMPLING/REPORTING EVENT**

<b>Labor Category</b>	<b>Proj. Man. and Admin.</b>	<b>Field Sampling</b>	<b>Data Reduction</b>	<b>Lab QA/QC</b>	<b>Data Analysis</b>	<b>Report Prep.</b>	<b>Total Hours</b>
<b>Principal Consultant</b>	4	---	---	---	2	4	<b>10</b>
<b>Sr. Hydrogeologist</b>	---	2	4	2	8	8	<b>24</b>
<b>Field Personnel</b>	---	24	---	---	---	---	<b>24</b>
<b>Draftsperson</b>	---	---	---	---	---	4	<b>4</b>
<b>Clerk/Word Processor</b>	---	---	4	---	---	6	<b>10</b>

**PROFESSIONAL LABOR FEE**

Principal Consultant	10 Hours @ \$120.00/Hour.....	\$ 1,200.00
Sr. Hydrogeologist	24 Hours @ \$100.00/Hour.....	2,400.00
Field Personnel	24 Hours @ \$ 65.00/Hour.....	1,560.00
Draftsperson	4 Hours @ \$ 50.00/Hour.....	200.00
Clerk/Word Proc.	10 Hours @ \$ 42.50/Hour.....	425.00

**TOTAL LABOR FEE           \$ 5,785.00**

**ATTACHMENT B**

**SUMTER COUNTY CLOSED LANDFILL  
ANNUAL GAS MIGRATION SAMPLING/REPORTING**

**MAN-HOURS BY LABOR CATEGORY  
PER SAMPLING/REPORTING EVENT**

<b>Labor Category</b>	<b>Proj. Man. and Admin.</b>	<b>Field Sampling</b>	<b>Data Reduction</b>	<b>Lab QA/QC</b>	<b>Data Analysis</b>	<b>Report Prep.</b>	<b>Total Hours</b>
<b>Principal Consultant</b>	---	---	---	---	---	---	---
<b>Sr. Hydrogeologist</b>	1	---	---	---	---	2	<b>3</b>
<b>Field Personnel</b>	---	10	---	---	---	---	<b>10</b>
<b>Draftsperson</b>	---	---	---	---	---	1	<b>1</b>
<b>Clerk/Word Processor</b>	---	---	---	---	---	---	---

**PROFESSIONAL LABOR FEE**

Principal Consultant	0 Hours @ \$120.00/Hour.....	\$ 0.00
Sr. Hydrogeologist	3 Hours @ \$100.00/Hour.....	300.00
Field Personnel	10 Hours @ \$ 65.00/Hour.....	650.00
Draftsperson	1 Hours @ \$ 50.00/Hour.....	50.00
Clerk/Word Proc.	0 Hours @ \$ 42.50/Hour.....	0.00

**TOTAL LABOR FEE           \$ 1,000.00**