

**CCNA2018 WORK ORDER   5**

**Assistance with the Research and Review Phase of the  
Indian River County Lagoon Management Plan**

This Work Order Number   5   is entered into as of this      day of           , 2019, pursuant to that certain Continuing Consulting Engineering Services Agreement for Professional Services entered into as of this 17<sup>th</sup> 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 Tetra Tech, Inc. ("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:**

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

**By:** \_\_\_\_\_  
Matthew Shelton

**By:** \_\_\_\_\_  
Bob Solari, Chairman

**Print Name:** \_\_\_\_\_

**Title:** \_\_\_\_\_  
Project Manager

**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



September 25, 2019

Kendra Cope  
Indian River County Department of Public Works  
1801 27th Street,  
Vero Beach 32960-3388  
Email: [kcope@ircgov.com](mailto:kcope@ircgov.com)

**Subject: Proposal to Indian River County for Assistance with the Research and Review Phase of the Indian River County Lagoon Management Plan**

Dear Ms. Cope:

Tetra Tech, Inc. (Tetra Tech) is pleased to provide Indian River County with this proposal for services to assist in the preparation of the Research and Review Phase of the Indian River County Lagoon Management Plan.

## **BACKGROUND**

Indian River County is located along the Indian River Lagoon (IRL), which is one of the nation's most ecologically diverse estuaries and an important ecosystem in the state of Florida. The local governments and state agencies have been working together to rejuvenate this system, which has been impaired by excessive nutrient inputs that are causing algal blooms and low dissolved oxygen conditions. In 2016, Indian River County voters approved a 15-year extension to the 1% Optional Sales Tax Fund. A portion of this fund will be used for IRL protection and restoration capital projects. Past projects using this fund and grants included Egret Marsh pollution control system Main Relief Canal and Osprey Marsh PC.

In 2018, the County began working on a long term effort to develop an Indian River Lagoon Management Plan (IRL Plan). On July 16, 2019, the Indian River County Board of County Commissioners approved an outline for the development of the IRL Plan. This outline included multiple phases of developing the IRL Plan, the first of which is the Research and Review Phase. Tetra Tech has been asked to provide this proposal to assist the Indian River County in collecting data/research and identifying data gaps in the available research within the 17 outlined Research Review Phase Topics.

## **SCOPE OF WORK**

Tetra Tech will assist in gathering available research to assist in better understanding the issues affecting the IRL within Indian River County boundaries. Tetra Tech will also meet with County staff and officials from various departments to determine what

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questions, issues, and data gaps may be present and will provide recommendations for how to effectively manage these, as needed. Tetra Tech will work collaboratively with Indian River County during the Research Review Phase to ensure that all available and necessary information is included.

Tetra Tech understands that County staff have outlined a tentative quarterly schedule for data gathering and information dissemination for the Indian River County Board of County Commissioners and the general public. This schedule is subject to change, however, Tetra Tech will assist County staff in collecting information based on the tentative schedule.

### **Project Schedule**

The approximate duration noted for each task is based on our current understanding and best estimates of time required to perform the basic services and may be subject to change upon agreement between Indian River County and Tetra Tech.

### **Assumptions**

Tetra Tech's scope of services and project costs were developed with the following assumptions:

- Tetra Tech will review available data provided by Indian River County, provided by other sources, and identified by Tetra Tech. No field sampling or analysis will be conducted by Tetra Tech.
- This project focuses on assisting the County with data gathering and preparing updates to Board of County Commissioners.

<b>Task</b>	<b>Completion Date</b>
Notice to Proceed (NTP)	October 8, 2019
Data gathering and assistance with staff presentation to County Commissioners for Quarter 1 and Quarter 2.	January 21, 2020
Data gathering and assistance with staff presentation to County Commissioners for Quarter 2 and Quarter 3.	April 21, 2020
Data gathering and assistance with staff presentation to County Commissioners for Quarter 3 and Quarter 4.	July 21, 2020

### **Project Cost**

The project costs are based on our current understanding of the project requirements and best estimates of level of effort required to perform the basic services and may be subject to change upon agreement between Indian River County and Tetra Tech. Our price proposal which includes labor hours and rates for the time and materials proposal in the Professional Services hourly Rate Fee Schedule for a fixed fee of \$25,000. Tetra Tech shall be paid for all invoices within 30 days of an approved submittal.

<b>Task</b>	<b>Task 1. Data gathering and assistance with staff presentation to County Commissioners Quarter 1 and 2</b>	<b>Task 2. Data gathering and assistance with staff presentation to County Commissioners Quarter 2 and 3</b>	<b>Task 3. Data gathering and assistance with staff presentation to County Commissioners Quarter 3 and 4</b>	<b>Project Total</b>
<b>Fixed Fee</b>	\$7,000.00	\$8,350.00	\$9,650.00	<b>\$25,000.00</b>

### PERIOD OF PERFORMANCE

Tetra Tech anticipates commencing project activities upon receipt of a Work Order authorization from Indian River County. This project is anticipated to be completed by July 31, 2020.

Tetra Tech looks forward to working with you on this project. We are available to discuss our approach with you in detail at your convenience. Should you have any questions regarding this proposal, please contact me at (321) 637-8099 or Marcy Frick at (850) 536-8115.

Sincerely,



Matthew D. Shelton  
Project Manager

Cc: Marcy Frick, Tetra Tech  
Brian Watson, P.E., Tetra Tech

**Exhibit B**  
**Tetra Tech, Inc.**  
**Indian River County**  
**Professional Services Hourly Rate Fee Schedule**  
**Effective October 1, 2017, through September 30, 2020<sup>(1)</sup>**

Position/Titles	Raw Labor Rates		Direct Labor Rate Multiplier	Raw Labor Rates x Multiplier	
	Minimum	Maximum		Minimum	Maximum
<b>Project Management</b>					
Sr Project Manager	\$ 52.00	\$ 80.00	3.0	\$ 156.00	\$ 240.00
Project Manager	\$ 41.00	\$ 68.00	3.0	\$ 123.00	\$ 204.00
<b>Engineers</b>					
Principal Engineer	\$ 70.00	\$ 99.00	3.0	\$ 210.00	\$ 297.00
Sr. Engineer	\$ 50.00	\$ 79.00	3.0	\$ 150.00	\$ 237.00
Engineer V	\$ 39.00	\$ 61.00	3.0	\$ 117.00	\$ 183.00
Engineer IV	\$ 32.00	\$ 49.00	3.0	\$ 96.00	\$ 147.00
Engineer III	\$ 26.00	\$ 40.00	3.0	\$ 78.00	\$ 120.00
Engineer II	\$ 24.00	\$ 34.00	3.0	\$ 72.00	\$ 102.00
Engineer I	\$ 22.00	\$ 29.00	3.0	\$ 66.00	\$ 87.00
Engineering Technician	\$ 12.00	\$ 22.00	3.0	\$ 36.00	\$ 66.00
<b>Scientists</b>					
Scientist VI	\$ 45.00	\$ 71.00	3.0	\$ 135.00	\$ 213.00
Scientist V	\$ 31.00	\$ 57.00	3.0	\$ 93.00	\$ 171.00
Scientist IV	\$ 27.00	\$ 38.00	3.0	\$ 81.00	\$ 114.00
Scientist III	\$ 24.00	\$ 30.00	3.0	\$ 72.00	\$ 90.00
Scientist II	\$ 20.00	\$ 26.00	3.0	\$ 60.00	\$ 78.00
Scientist I	\$ 19.00	\$ 23.00	3.0	\$ 57.00	\$ 69.00
<b>Design Professionals</b>					
Sr CAD/Eng Designer II	\$ 39.00	\$ 52.00	3.0	\$ 117.00	\$ 156.00
Sr CAD/Eng Designer I	\$ 26.00	\$ 40.00	3.0	\$ 78.00	\$ 120.00
CAD/Engineering Designer III	\$ 24.00	\$ 33.00	3.0	\$ 72.00	\$ 99.00
CAD/Engineering Designer II	\$ 18.00	\$ 24.00	3.0	\$ 54.00	\$ 72.00
CAD/Engineering Designer I	\$ 16.00	\$ 21.00	3.0	\$ 48.00	\$ 63.00
<b>Surveyors</b>					
Sr Land Surveyor	\$ 41.00	\$ 50.00	3.0	\$ 123.00	\$ 150.00
Land Surveyor	\$ 28.00	\$ 40.00	3.0	\$ 84.00	\$ 120.00
Survey Crew Chief	\$ 24.00	\$ 38.00	3.0	\$ 72.00	\$ 114.00
Survey Tech	\$ 17.00	\$ 30.00	3.0	\$ 51.00	\$ 90.00
<b>Architects</b>					
Architectural Program Mgr	\$ 65.00	\$ 85.00	3.0	\$ 195.00	\$ 255.00
Sr Architect	\$ 55.00	\$ 75.00	3.0	\$ 165.00	\$ 225.00
Architect	\$ 35.00	\$ 55.00	3.0	\$ 105.00	\$ 165.00
Architectural Designer	\$ 17.00	\$ 35.00	3.0	\$ 51.00	\$ 105.00
<b>Construction Professionals</b>					
Construction Project Rep	\$ 22.00	\$ 42.00	3.0	\$ 66.00	\$ 126.00
Construction Manager II	\$ 50.00	\$ 70.00	3.0	\$ 150.00	\$ 210.00
Construction Manager I	\$ 38.00	\$ 54.00	3.0	\$ 114.00	\$ 162.00
Construction Administrator	\$ 23.00	\$ 39.00	3.0	\$ 69.00	\$ 117.00
<b>GIS Analysts</b>					
Sr Analyst	\$ 30.00	\$ 65.00	3.0	\$ 90.00	\$ 195.00
Project Analyst II	\$ 24.00	\$ 40.00	3.0	\$ 72.00	\$ 120.00
Project Analyst I	\$ 18.00	\$ 28.00	3.0	\$ 54.00	\$ 84.00
<b>Project Administration</b>					
Sr Project Administrator	\$ 27.00	\$ 35.00	3.0	\$ 81.00	\$ 105.00
Project Administrator	\$ 15.00	\$ 32.00	3.0	\$ 45.00	\$ 96.00
Project Assistant	\$ 12.00	\$ 22.00	3.0	\$ 36.00	\$ 66.00
Contract Administrator	\$ 25.00	\$ 36.00	3.0	\$ 75.00	\$ 108.00
<b>Subconsultant</b>					
		Cost + 10%			
<b>Reimbursable Expenses</b>					
Engineer's Reimbursable Travel/Mileage		At Cost			
Other Direct Costs		At Cost			

<sup>(1)</sup>These hourly billing rates will remain effective for the initial duration of this Agreement, and may be renegotiated should an additional renewal period be exercised.

## Exhibit C

### Assistance with the Research and Review Phase of the Indian River County Lagoon Management Plan

#### PROJECT SCHEDULE

The approximate duration noted for each task is based on our current understanding and best estimates of time required to perform the basic services and may be subject to change upon agreement between Indian River County and Tetra Tech.

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