



Aptim Environmental & Infrastructure, LLC  
6401 Congress Avenue, Suite 140  
Boca Raton, FL 33487  
Tel: +1 561 391 8102  
Fax: +1 561 391 9116  
www.aptim.com

March 31, 2025

Quintin Bergman  
Indian River County  
Natural Resources – Coastal Division  
1801 27th Street, Building A  
Vero Beach, FL 32960

**Subject: Indian River County, FL  
Sector 5 – 2018029 – Work Order #13  
Pre-construction and Engineering Services**

Dear Eric:

This proposal outlines a scope of work for Aptim Environmental & Infrastructure, LLC (APTIM), to provide professional services to Indian River County (the County) in support of the Sector 5 Beach and Dune Restoration Project. The scope of work described herein is to support the County in performing preconstruction services for the commencement of a Sector 5 Project in accordance with the County's Beach Preservation Plan, including agency coordination, design updates, development of plans and specifications, bidding assistance, and late season sea turtle monitoring.

The tasks to perform this work are listed below and described on the following pages. A breakdown of the hours and expenses to develop the cost is attached. The scope and fee proposal were developed following the provisions of the Professional Services Agreement between Indian River County and APTIM, dated April 3, 2018, to provide engineering and biological support services in support of the Sector 5 Beach and Dune Restoration Project (RFQ#2018029).

### **Task 1: Agency Coordination**

APTIM will coordinate with the permitting agencies to set-up a kickoff call to inform them of the County's intent to construct the project at its planned interval. APTIM will also include any requirements into project documents from these discussions.

#### *Deliverable*

APTIM will update the design based upon discussions with the regulatory agencies. APTIM will prepare for and lead a web-based teleconference meeting regarding any questions or comments from the permitting agencies. APTIM will provide the meeting minutes to all participants.

#### *Schedule*

APTIM will coordinate the call immediately upon receiving a notice to proceed from the County.

#### *Cost*

The lump sum cost for this task is \$2,921.00.

**Task 2: Design Update**

Using either the winter or summer of 2025 survey (based upon availability), APTIM will overlay the permit template on the updated survey data and calculate the required fill volume. Profiles will be analyzed at each R-monument to determine a no-net impact bid volume and adjustments to the template will be made, if warranted. APTIM will discuss the updated fill volume with the County and revise the construction template to meet the County's budget and align with the permit conditions.

*Deliverable*

Updated cross-sections will be provided to the County for the Sector 5 project area.

*Schedule*

APTIM will provide the preliminary design within 14 days and final deliverable within 30 calendar days, including revisions, of receipt of the Sector 5 Beach and Dune Restoration Project survey data. It is assumed that the survey data provided by the County has been processed and is considered final.

*Cost*

The lump sum cost for this task is \$14,940.00.

**Task 3: Bid Development, Solicitation, and Awarding**

APTIM will develop construction plans and technical specifications that will provide the necessary details to the County's Contractor to construct the project, establish payment criteria, and define the permit conditions. In conjunction with the construction plans and specifications, front-end documents are developed to assist bid solicitation and award. These documents outline contractual obligations and define the responsible parties and their roles. It is assumed that the County will provide their front-end documents for inclusion into the bid package as in past projects. APTIM will assist the County with the solicitation and award of the project, including attending pre-bid meetings and responses to contractor questions.

*Deliverable*

APTIM will provide the County an electronic version of the draft plans and specifications for the County's review and comments. Once finalized, we will submit an electronic copy of the construction plans and technical specifications to the County.

*Schedule*

The schedule of task specific deliverables is provided in the Scope of Work for this task. An overall fixed schedule cannot be developed as it is unclear when the pre-bid meeting will be held and when technical questions will be received. APTIM will attempt to execute each phase of the work in as expeditious a manner as possible.

*Cost*

The lump sum cost for this task is \$16,642.80.

**Task 4: Pre-Construction Meetings and Submittals**

APTIM will prepare for, attend, and lead a pre-construction meeting with the permitting agencies and the County's Contractor at the County's offices. Following the meeting with the agencies, the County, APTIM and the Contractor will meet to discuss other aspects of the project. APTIM will take notes from the meetings and distribute meeting minutes. APTIM will prepare the required pre-construction submittals to the FDEP in order to commence the project, which may include Plans and Specifications; Turbidity Monitoring Qualifications; and Biological Monitoring Qualifications; and Sea Turtle Nesting Plan. APTIM will upload the submittal to FDEP's JCP Compliance file transfer site.

*Deliverable*

APTIM will provide meeting minutes from the pre-construction meeting. APTIM will also send the Commencement Notification letters to the required permitting agencies after corresponding with the Contractor regarding their schedule to begin construction.

*Schedule*

The schedule of task specific deliverables is provided in the Scope of Work for this task. An overall fixed schedule cannot be developed as the Contractor's schedule is unknown. APTIM will attempt to execute each phase of the work in as expeditious a manner as possible.

*Cost*

The lump sum cost for this task is \$7,154.80.

**Task 5: Late Season Sea Turtle Monitoring**

APTIM will oversee the scope of work proposed by EAI and provide the necessary administrative coordination to the County. EAI has provided the enclosed proposal and cost breakdown for sea turtle monitoring tasks, which states:

*Late season sea turtle monitoring, nest relocation, and ancillary professional services in support of the Sector 5 Beach and Dune Restoration Project.*

*This scope of work was developed based on conditions and requirements set forth in standard regulatory permits and the following documents:*

- *Florida Department of Environmental Protection (FDEP) Joint Coastal Permit (JCP) 0363427-001-JC*
- *U.S. Fish and Wildlife Service (USFWS) Revised Statewide Programmatic Biological Opinion (BO) dated March 13, 2015*

*The following tasks may be performed under this work order include:*

- *Task 1: Late Season Sea Turtle Monitoring (FDEP Specific Condition 11)*
- *Task 2: Late Season Nest Relocation (FDEP Specific Condition 11)*
- *Task 3: Reporting*

*Cost*

The lump sum cost for this task is \$25,820.95.

## Summary

The total lump sum cost to perform the proposed work described herein for Work Order #13 is \$67,479.55. Please refer to Exhibit 1, attached to the end of this proposal, for a summary of the costs and labor hours of each Task. APTIM will proceed with the tasks upon receipt of a signed work order from Indian River County (unless stated otherwise in the schedule). It is noted that some aspects of this Work Order are dependent upon outside party performance and are outside the control of APTIM and the County. As such, the scope, schedule and cost described herein is provided as an estimate. APTIM will strive to execute each phase of the work within budget and in as expeditious a manner according to construction progress. We will coordinate with the County in the event that the scope, schedule, or budget arise due to unforeseen issues or circumstances.

Thank you for the opportunity to serve Indian River County. We look forward to continuing to provide expert professional services to the County. Please do not hesitate to call if you have any questions.

Sincerely,



Nicole S. Sharp, P.E.  
Director, Coastal Sciences & Engineering  
Aptim Environmental & Infrastructure, LLC

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Client Authorized Signature

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Printed Name

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Title

## EXHIBIT 1

Sector 5 - 2018029 - Work Order #13

Pre-construction Services  
Indian River County, FL



### Summary of Labor Hours and Cost

| Labor Title                     | Labor Bill Rate | Agency Coordination |                    | Design Update |                     | Bid Development, Solicitation, and Awarding |                     | Pre-Construction Meetings and Submittals |                    | Late Season Sea Turtle Monitoring |                     | Totals      |                     |
|---------------------------------|-----------------|---------------------|--------------------|---------------|---------------------|---|---------------------|--|--------------------|-----------------------------------|---------------------|-------------|---------------------|
|                                 |                 | Labor Hours         | Cost               | Labor Hours   | Cost                | Labor Hours                                 | Cost                | Labor Hours                              | Cost               | Labor Hours                       | Cost                | Labor Hours | Cost                |
| Principal Engineer/Sr Proj Mngr | \$ 250.00       |                     | \$ -               |               |                     |   |                     |  |                    |                                   |                     |             | \$ -                |
| Program Manager                 | \$ 190.00       | 6                   | \$ 1,140.00        |               | \$ 3,800.00         |   | \$ 3,800.00         |  | \$ 3,420.00        |                                   | \$ 1,520.00         |             | \$ 13,680.00        |
| Sr Coastal Engineer/Proj Mngr   | \$ 165.00       |                     | \$ -               |               |                     |   |                     |  |                    |                                   |                     |             | \$ -                |
| Coastal Engineer III            | \$ 150.00       | 6                   | \$ 900.00          |               | \$ 6,000.00         |   | \$ 6,000.00         |  | \$ 2,100.00        |                                   |                     |             | \$ 15,000.00        |
| Coastal Engineer II             | \$ 125.00       |                     | \$ -               |               | \$ 2,500.00         |   |                     |  |                    |                                   |                     |             | \$ 2,500.00         |
| Coastal Engineer I              | \$ 105.00       |                     | \$ -               |               |                     |   |                     |  |                    |                                   |                     |             | \$ -                |
| Coastal Modeler II              | \$ 130.00       |                     | \$ -               |               |                     |   |                     |  |                    |                                   |                     |             | \$ -                |
| Geologist II                    | \$ 95.00        |                     | \$ -               |               |                     |   |                     |  |                    |                                   |                     |             | \$ -                |
| Geologist I                     | \$ 80.00        |                     | \$ -               |               |                     |   |                     |  |                    |                                   |                     |             | \$ -                |
| Senior Marine Biologist         | \$ 135.00       | 6                   | \$ 810.00          |               | \$ 540.00           |   | \$ 1,080.00         |  | \$ 1,080.00        |                                   | \$ 1,080.00         |             | \$ 4,590.00         |
| Professional Surveyor & Mapper  | \$ 145.00       |                     | \$ -               |               |                     |   |                     |  |                    |                                   |                     |             | \$ -                |
| Senior CAD Operator             | \$ 140.00       |                     | \$ -               |               |                     |   |                     |  |                    |                                   |                     |             | \$ -                |
| CAD Operator                    | \$ 105.00       |                     | \$ -               |               | \$ 2,100.00         |   | \$ 4,200.00         |  |                    |                                   |                     |             | \$ 6,300.00         |
| GIS Operator                    | \$ 105.00       |                     | \$ -               |               |                     |   |                     |  |                    |                                   |                     |             | \$ -                |
| Bookkeeper                      | \$ 80.00        |                     | \$ -               |               |                     |   |                     |  |                    |                                   |                     |             | \$ -                |
| Clerical                        | \$ 71.00        | 1                   | \$ 71.00           |               |                     |   | \$ 568.00           |  |                    |                                   |                     |             | \$ 639.00           |
| Technician                      | \$ 60.00        |                     | \$ -               |               |                     |   |                     |  |                    |                                   |                     |             | \$ -                |
| Mobilization                    |                 |                     | \$ -               |               |                     |   | \$ 994.80           |  | \$ 554.80          |                                   |                     |             | \$ 1,549.60         |
| Sub-Contractors                 | -               | -                   | \$ -               |               |                     |   |                     |  |                    |                                   | \$ 23,220.95        |             | \$ 23,220.95        |
| <b>TOTAL</b>                    |                 | <b>19</b>           | <b>\$ 2,921.00</b> | <b>104</b>    | <b>\$ 14,940.00</b> | <b>116</b>                                  | <b>\$ 16,642.80</b> | <b>40</b>                                | <b>\$ 7,154.80</b> | <b>16</b>                         | <b>\$ 25,820.95</b> | <b>295</b>  | <b>\$ 67,479.55</b> |

### Summary of Cost by Task

| Task Number     | Task Name                                   | Labor               | Sub-contractors     | Mobilization       | Totals              |
|-----------------|---|---------------------|---------------------|--------------------|---------------------|
| Task 1          | Agency Coordination                         | \$ 2,921.00         | \$ -                | \$ -               | \$ 2,921.00         |
| Task 2          | Design Update                               | \$ 14,940.00        |                     |                    | \$ 14,940.00        |
| Task 3          | Bid Development, Solicitation, and Awarding | \$ 15,648.00        |                     | \$ 994.80          | \$ 16,642.80        |
| Task 4          | Pre-Construction Meetings and Submittals    | \$ 6,600.00         |                     | \$ 554.80          | \$ 7,154.80         |
| Task 5          | Late Season Sea Turtle Monitoring           | \$ 2,600.00         | \$ 23,220.95        |                    | \$ 25,820.95        |
| <b>Totals =</b> |   | <b>\$ 42,709.00</b> | <b>\$ 23,220.95</b> | <b>\$ 1,549.60</b> | <b>\$ 67,479.55</b> |

Submitted By: Nicole Sharp  
Submitted To: Indian River County, FL  
Submission Date: 2/11/2025