



November 1, 2021

Eric Charest
Indian River County Department of Public Works
1801 27th Street
Vero Beach, FL 32960-3388
Email: echarest@ircgov.com

Subject: Proposal to Indian River County for Development of an Indian River Lagoon Management Plan

Dear Mr. Charest:

Tetra Tech, Inc. (Tetra Tech) is pleased to provide Indian River County (IRC) with this proposal for services to carry forward the development of a comprehensive Indian River Lagoon (IRL) Management Plan in IRC.

BACKGROUND

IRC is located along the 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 restore this system, which has been impaired by excessive nutrient inputs that are causing algal blooms and low dissolved oxygen conditions.

IRC has been collecting data on its portion of the IRL and providing regular updates to the County Commission on research areas since 2019. Based on the information provided, the Commission has asked IRC staff to begin preparing a Lagoon Management Plan.

Tetra Tech has been working with IRC to develop the IRL Management Plan since 2018. In 2019, IRC hired an IRL Plan Environmental Specialist who will take the lead on preparing the plan. The proposed plan should include and possibly be organized by the 17 subject areas presented to the County Commissioners. The plan should also include potential projects to achieve the goals and an estimate of the economic benefit of a healthy IRL to ensure projects are being prioritized to achieve the greatest impact in IRC. This plan will be used to guide future project implementation within IRC and to provide information necessary to apply for grants and other matching funds. It is anticipated that the plan will be updated every three to five years.

SCOPE OF WORK

Task 1: Plan Support

Tetra Tech will work collaboratively with IRC staff during plan development to assist IRC's IRL Plan Environmental Specialist to ensure that all necessary information is included. Tetra Tech

Tetra Tech, Inc.

11 Riverside Drive, Suite 204, Cocoa, FL 32922

Tel 321.636.6470 Fax 321.636.6473 www.tetratech.com

will assist with the review of the data gaps for IRC to determine potential projects to achieve the required load reductions. Tetra Tech will also meet with IRC staff and officials from various departments to determine what other specific goals and visions are intended for the IRL Management Plan and compile a list of projects that are already planned or identified within the IRL Basin. Tetra Tech will also compile available economic evaluations for the IRL Basin, which will be used to determine the economic benefit of an improved IRL specifically for IRC.

Tetra Tech will use this information to develop an outline of the IRL Management Plan and an initial vision for a cohesive plan that outlines the potential water quality projects and management actions for the protection and restoration of the IRL in IRC.

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 IRC and Tetra Tech.

Task	Timeline
Notice to Proceed (NTP)	November 1, 2021
Draft IRL Management Plan	July 2022

ASSUMPTIONS

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

- Tetra Tech will review available data provided by IRC. No field sampling or analysis will be conducted by Tetra Tech.
- Tetra Tech staff will be compiling the project information provided by IRC. Tetra Tech will assist in identifying projects; however, design services are not included in this proposal.
- IRC's IRL Plan Environmental Specialist will lead the effort to coordinate with IRC departments to gather information on existing projects, planned projects, priorities, and other necessary details for the plan.
- Additional restrictions or limitations as a result of COVID-19, weather, or other unforeseen circumstances will not inhibit Tetra Techs level of effort or schedule.

PROJECT COST

The estimated 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 IRC and Tetra Tech. Our Time and Materials price proposal includes labor hours and travel costs in the amount of \$40,576.00, as outlined in Table 1.

Tetra Tech will invoice IRC each month for services rendered during the previous calendar month based on work completed for each task. Tetra Tech shall be paid for all invoices within 30 days of an approved submittal.

PERIOD OF PERFORMANCE

Tetra Tech anticipates commencing project activities upon receipt of a task order authorization from IRC. This project is anticipated to be completed by July 31, 2022.

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) 636-6470.

Sincerely,



Matthew D. Shelton
Project Manager

Cc: Marcy Frick, Tetra Tech
Erin Lincoln, Tetra Tech

Table 1

 TETRA TECH, INC.			Task 1			
			Plan Support		TOTAL	
DESCRIPTION			Units	\$	Units	\$
Tetra Tech, Inc. Labor						
	Category	Rate				
	Project Manager	\$173.86	100.00	\$ 17,386.00	100.00	\$ 17,386.00
	Project Manager	\$177.30	100.00	\$ 17,730.00	100.00	\$ 17,730.00
	Senior Analyst	\$122.00	30.00	\$ 3,660.00	30.00	\$ 3,660.00
	Senior Project Administrator	\$105.00	12.00	\$ 1,260.00	12.00	\$ 1,260.00
Total Labor			242.00	\$40,036.00	242.00	\$ 40,036.00
Tetra Tech, Inc. Travel						
	Travel (\$130) Jacksonville to IRC and return			\$ 260.00		\$ 260.00
	Travel (\$70) Cocoa to IRC and return			\$ 280.00		\$ 280.00
G&A to Travel				\$ -		\$ -
Fee to Travel				\$ -		\$ -
Total Travel				\$ 540.00		\$ 540.00
TOTAL				\$40,576.00		\$40,576.00

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

Position/Titles	Raw Labor Rates		Direct Labor Rate Multiplier	Raw Labor Rates x Multiplier	
	Minimum	Maximum		Minimum	Maximum
Project Management					
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
Engineers					
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
Scientists					
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
Design Professionals					
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
Surveyors					
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
Architects					
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
Construction Professionals					
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
GIS Analysts					
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	\$ 10.00	\$ 28.00	3.0	\$ 30.00	\$ 84.00
Project Administration					
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
Subconsultant					
	Cost + 10%				
Reimbursable Expenses					
Engineer's Reimbursable Travel/Mileage	At Cost				
Other Direct Costs	At Cost				

⁽¹⁾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

PROJECT SCHEDULE

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Notice to Proceed (NTP)	November 1, 2021
Draft IRL Management Plan	July 2022