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April 3, 2020

Mr. James Ennis
Indian River County
Public Works - Coastal Engineering Division
1801 27th St, Building A
Vero Beach, FL 32960

**Subject: Indian River County, FL
Sector 3 – 2018006 – Work Order #7
Pre-Construction Services**

Dear James:

This proposal outlines a scope of work for Aptim Environmental & Infrastructure, Inc. (APTIM) to provide professional services to Indian River County (the County) in support of continued development of the Sector 3 Beach and Dune Renourishment Project. The Sector 3 shoreline has endured long-standing background erosion primarily due to cumulative impacts of large storm events, most recently effects from Hurricane Matthew in October 2016, Hurricane Irma in September 2017, and Hurricane Dorian in September 2019. The Florida Department of Environmental Protection (FDEP) has designated this area as, *“critically eroded with development and recreational interests being threatened”* (Critically Eroded Beaches in Florida, FDEP, 2019) (R-20 to R-51.3). As directed from the most recent update of the County’s Beach Preservation Plan (2015), the Sector 3 shoreline is to be managed with the “beach fill” strategy.

The scope of work described herein is to support the County in continuing to develop the Sector 3 project by performing several pre-construction services. This proposal is intended to follow the design and permitting phase of the Sector 3 project. 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 were developed following the provisions of the Professional Services Agreement between Indian River County and APTIM, dated January 9, 2018, to provide engineering and biological support services for the Sector 3 (Wabasso Beach) Beach and Dune Renourishment Project (RFQ#2018006)

Task 1: Continued Coordination with Permitting Agencies

It is anticipated that FDEP will issue the final permit between April 2020 and May 2020. The continued coordination with permitting agencies task in this work order is to incorporate any additional comments or stipulations issued in the final FDEP and/or USACE permits issued for the project. Language within the technical specifications will be updated to conform to permit requirements. The final sediment QA/QC Plan, final FDEP Permit, and final USACE permit will be included in the bid documents. This task also includes any coordination required with the permitting agencies and the County leading up to the issuance of the Final Order including (Draft Permit, Notice of Intent (NOI), Public Notice, USACE Permit, Pre-Construction Submittals, and coordination and meetings). It is assumed within this scope that meetings held outside of the Pre-Bid meeting, Pre-Construction meeting (with the Contractor), and Pre-

Construction meeting (with permitting agencies) will be held via teleconference. The scope of work and costs associated with the above referenced meetings are included in Task 2 and Task 4.

Task 1: Scope of Work

APTIM will continue coordination with permitting agencies through the issuance of the Final Order. Additional comments or stipulations received from permitting agencies will be incorporated in the technical specifications. The final permit documents will be added to the Bid Documents. If necessary, APTIM will prepare for and lead a web-based teleconference meeting to facilitate coordination with the regulatory agencies.

Task 1: Deliverable

APTIM will update the Bid Documents based on the final permits issued by the regulatory agencies. If necessary, 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.

Task 1: Schedule

The schedule for this task is dependent on the timing of the issuance of permits from the regulatory agencies. APTIM will update the Bid Documents prior to the planned Bid Advertisement date.

Task 1: Cost

The lump sum cost for this task is \$3,711.00.

Task 2: Bid Development, Solicitation, and Awarding

Task 2: Scope of Work and Deliverables

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. APTIM will prepare for and attend a pre-bid meeting at the County's offices to describe the project and answer technical questions for potential bidders. APTIM will respond to questions submitted by potential bidders via an addendum. APTIM will review the bid packages for completeness. Based on the bid packages, APTIM will assess the capability of the bidder to complete the work in a timely fashion; assess the capability of the bidder to perform the work within their bid amount; and assess the capability of the bidder to perform the work in compliance with permit conditions, plans, and specifications. Following this review, APTIM will provide the County a letter of recommendation, via email, as to whether the low bidder is sufficiently responsive and capable to perform the work as required. This letter will be provided within 10 days of the bid submittals.

Task 2: 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.

Task 2: Cost

The lump sum cost for this task is \$12,928.00

Task 3: Pre-Construction Submittals

Task 3: Scope of Work and Deliverables

APTIM will prepare the request for Notice to Proceed from the FDEP. The request will include the documents listed in the forthcoming permit. Based on previous permits issued to the County, anticipated documents include final construction plans and specifications; turbidity monitoring staff qualifications, turbidity monitoring scope of work and a draft turbidity monitoring map; hardbottom biological monitoring staff qualifications; sea turtle and shorebird monitoring staff qualifications; and the USFWS letter documenting application of the SPBO and P³BO. APTIM will upload the submittal to FDEP's JCP Compliance file transfer site. APTIM will also send the Commencement Notification letters to the FDEP and USACE after corresponding with the Contractor regarding their schedule to begin construction. Correspondence regarding the pre-construction submittals will be via phone and email. The County will be informed and/or copied on correspondence regarding this task.

Task 3: 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.

Task 3: Cost

The lump sum cost for this task is \$4,851.00.

Task 4: Pre-Construction Meetings

Task 4: Scope of Work and Deliverables

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 draft meeting minutes via email within 10 days of the meeting. If comments are received, the meeting minutes will be revised and redistributed via email within 5 days that the comments are received.

Task 4: 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.

Task 4: Cost

The lump sum cost for this task is \$8,097.00

Task 5: Pre-Construction Design Update

Task 5: Scope of Work and Deliverables

The County will conduct a pre-construction survey of the project area during regularly scheduled monitoring in the summer of 2020. APTIM will overlay the bid template on the updated survey data and calculate the required fill volume. The updated fill volume will likely differ from the bid volume due to natural changes in the beach profile since the design survey was conducted. 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. A revised template for each pay profile will be provided to the Contractor via email. The County will be copied on correspondence regarding the design update.

Task 5: 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 unknown when the surveys will be collected. APTIM will attempt to execute each phase of the work in as expeditious a manner as possible.

Task 5: Cost

The lump sum cost for this task is \$7,516.00.

Task 6: Coordination with Sector 7 Beach and Dune Restoration Project

Task 6: Scope of Work and Deliverables

It is APTIM's understanding that the County intends to construct the Sector 3 and Sector 7 projects concurrently. As a result, the County has requested that dredging and/or truck haul requirements within the technical specifications for the two projects do not contain conflicting requirements. Under this task, APTIM will coordinate with the County and the County's consultant for the Sector 7 project to ensure that the project specifications for the two projects do not conflict. For the cost associated with this task, it is assumed that APTIM will update and/or coordinate updates to technical specifications for the Sector 3 project. It is also assumed that one (1) coordination meeting between APTIM, the County, and the County's consultant for the Sector 7 project will be required. Any changes required to the technical specifications will be incorporated prior to bid advertisement.

Task 6: 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 unknown when coordination with the Sector 7 project team will occur. However, APTIM will incorporate any changes required to the technical specifications prior to bid advertisement.

Task 6: Cost

The lump sum cost for this task is \$4,530.

Summary

The total lump sum cost to perform the proposed work described herein for Sector 3 – 2018006 – Work Order #7 is \$41,633.00. Please refer to Exhibit A, 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 agency review and are outside the control of APTIM and the County. As such, the scope, schedule and cost described herein is provided as a guideline. APTIM will strive to execute each phase of the work within budget and in as expeditious a manner as possible. We will coordinate with the County if deviations from 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,

Christopher Paul, P.E.
Project Manager | Coastal Engineer
Aptim Environmental & Infrastructure, LLC.

cc: Beau Suthard, PG, APTIM
Eric Charest (IRC)
Quintin Bergman (IRC)
Thomas Pierro, P.E., D.CE, CPE
Stacy Buck, CPE



Authorized Corporate Signature

Beau C. Suthard, PG
Printed Name

Program Director
Title

FEE SCHEDULE
Exhibit 2 – Summary of Cost and Labor Hours

SPM REVISION: REV 20.1



Sector 3 - 2018006 - Work Order #7
Pre-Construction Services
Indian River County, FL

Summary of Cost by Task

Task Number	Task Name	Labor	Sub-contractors	Equipment	Materials	Mobilization/Travel	Totals
Task 1	Continued Coordination with Permitting Agencies	\$ 2,131.00	\$ 1,580.00	\$ -	\$ -	\$ -	\$ 3,711.00
Task 2	Bid Development, Solicitation, and Awarding	\$ 7,052.00	\$ 5,600.00	\$ -	\$ -	\$ 276.00	\$ 12,928.00
Task 3	Pre-Construction Submittals	\$ 2,731.00	\$ 2,120.00	\$ -	\$ -	\$ -	\$ 4,851.00
Task 4	Pre-Construction Meetings	\$ 3,451.00	\$ 4,370.00	\$ -	\$ -	\$ 276.00	\$ 8,097.00
Task 5	Pre-Construction Design Update	\$ 7,016.00	\$ 500.00	\$ -	\$ -	\$ -	\$ 7,516.00
Task 6	Coordination with Sector 7	\$ 2,490.00	\$ 2,040.00				\$ 4,530.00
Totals =		\$ 24,871.00	\$ 16,210.00	\$ -	\$ -	\$ 552.00	\$ 41,633.00