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May 22, 2019

Robert Weber
Coastal Program Manager
Town of Palm Beach
951 Old Okeechobee Road, Suite A
West Palm Beach, FL 33401

RE: PROPOSAL FOR MID-TOWN BEACH RENOURISHMENT PROJECT PERMITTING & CONSTRUCTION SUPPORT, TOWN OF PALM BEACH, FLORIDA

Dear Rob:

This proposal is being provided at your request for Aptim Environmental & Infrastructure, LLC (APTIM) to provide permitting services and construction administration support to the Town of Palm Beach (Town) for the Mid-Town Beach Renourishment Project (project). It is our understanding that the project will be constructed under the direction and supervision of the U.S. Army Corps of Engineers (USACE), utilizing the Town's regulatory authorizations. Accordingly, APTIM will assist the Town with professional services related to obtaining regulatory approvals, construction administration support, and project coordination. This proposal is being submitted to act as the Town's agent in providing engineering support, facilitate project coordination with the regulatory agencies and the USACE, advise the parties involved on permit requirements, attend the pre-construction conference and construction progress meetings, perform construction observations, assemble and submit documents required for permit compliance, and prepare the post-construction report required by the projects permits.

In order to maintain the USACE's expedited schedule for construction, currently planned for the upcoming 2019/2020 season, it is assumed that the project will be constructed in substantially the same manner as the previous Mid-Town nourishment with an approved offshore borrow source. Regulatory approval from the Florida Department of Environmental Protection (FDEP) will be through authorization by the Beach Management Agreement (BMA), for which APTIM will apply for an Individual Project Approval (IPA) for construction. Likewise, regulatory approval from the federal government will be based on documentation associated with the Town's existing Department of the Army Permit, for which APTIM will apply for construction approval and permit modification as deemed necessary through coordination with the USACE.

APTIM will prepare and submit the regulatory approval requests, coordinate with agencies, assist in preparing and/or reviewing construction documents as may be requested by the USACE's design team, and provide onsite observations and engineering support during construction of the project on an hourly basis as further described in the attached Scope of Services. The total cost for these services has been estimated Not-To-Exceed \$198,932.00 and will be billed monthly on a time and materials basis in accordance with this proposal and the terms of the Professional Services Agreement (PSA) 2017-35 between the Town of Palm Beach



and APTIM dated September 15, 2017. The billing rates for services rendered under this proposal will be based on the schedule of hourly billing rates incorporated by reference and attached to the PSA. A Scope of Services is provided in Exhibit A and the Cost Summary is provided in Exhibit B.

Thank you for the opportunity to serve the Town of Palm Beach on this important project.

If you have any questions, please feel free to call me directly.

Sincerely,

Thomas P. Pierro, P.E., D.CE
Director of Operations
Aptim Environmental & Infrastructure, LLC

cc: Jordon Cheifet, P.E., APTIM
Stacy Buck, APTIM



EXHIBIT A – SCOPE OF SERVICES

The Scope of Services described herein is for Aptim Environmental & Infrastructure, LLC (APTIM) to assist the Town of Palm Beach (Town) with professional services related to obtaining regulatory approvals, construction administration support, and project coordination for the Mid-Town Beach Renourishment Project (project). This proposal is being submitted for APTIM to act as the Town's agent in providing engineering support, facilitate project coordination with regulatory agencies and the U.S. Army Corps of Engineers (USACE), advise the parties involved on permit requirements, attend the pre-construction conference and construction progress meetings, perform construction observations, assemble and submit documents required for permit compliance, and prepare the post-construction report required by the projects permits.

Task 1 – Permit Assistance and Coordination

PROJECT COORDINATION

APTIM staff will assist the Town with project documentation and coordination efforts with regulatory agencies and the USACE. If required, we will develop a draft letter for the Town's use requesting that the USACE recognize APTIM as the County's agent for the construction phase of the project. As information is available, we will provide project progress and status updates to the Town, attend meetings as the Town's agent, and conduct other associated management tasks to assist the Town with monitoring the quality and progress of the project, with particular attention to compliance with the project permits held by the Town.

PRE-PROJECT MEETINGS AND PERMITTING

The Mid-Town Beach Renourishment project includes sand placement between R-89 and R-102. It is currently permitted by the Florida Department of Environmental Protection (FDEP) under the Palm Beach Island Beach Management Agreement (BMA) and the U.S. Army Corps of Engineers (USACE) under File No. SAJ-1995-03779 (SP-LCK).

Pre-project meetings will be held via conference call with regulatory agencies to identify potential data gaps and/or concerns and discuss a clear path forward to expedite the process for obtaining approvals to proceed with construction. It is assumed that the USACE will provide the design and construction details and the construction plans and specifications for the Mid-Town project. APTIM will be available to assist with preparing and/or reviewing this information in support of the Town and the USACE. A modification to the USACE permit may be required and will be discussed with the USACE regulatory division for time extension and notice to proceed from the Department of the Army for this construction event.

The FDEP Individual Project Authorization (IPA) process includes an informal pre-application process and formal individual project review based on the submitted application. An IPA application will be developed and submitted to FDEP to obtain a notice to proceed. APTIM will utilize the information and design documents/data provided by USACE to prepare permit sketches for submittal to FDEP and assemble the application attachments. The permit sketches will include plan view and cross-sections of the beach fill template, available construction access(es) and staging areas, topographic and bathymetric survey data, identified regulatory restrictions, known hardbottom areas, and borrow area(s). The permit sketches will be signed and sealed by a Professional Engineer registered in the State of Florida and provided with the application. The application will include permit sketches, borrow area information, design and construction details, final construction plans and specifications (when available from the USACE) and other related information required by FDEP as per the BMA.



AGENCY RESPONSE & COORDINATION

Under the IPA process, FDEP will schedule an application review meeting to occur within two (2) weeks after receipt of the application. This meeting begins the formal review of an IPA application, which is assumed to take place by conference call. FDEP will then provide the applicant with a sufficiency letter within seven (7) days of the review meeting indicating whether the application is complete or to request additional information. Once the application is deemed complete, FDEP has 60 days to review for compliance with the BMA and reasonable assurance that the terms of the BMA as applied in the IPA will be met. The USACE may request additional information (RAI) as well, which may include comments from USFWS and NMFS.

APTIM will attempt to consolidate the agencies' RAIs into a single response. We will coordinate with the Town on the extent of the response and what the implication may be to the permitting process and construction. We will draft a response and submit this to the Town for review prior to submittal to the agencies.

This phase includes ongoing coordination with State agencies, including FDEP and FWC, to respond to RAIs during the permit review process. In cases where coordination and response efforts may exceed the level of effort estimated herein, APTIM will contact the Town to discuss an approach and can develop a supplemental proposal if requested.

Task 2 – Construction Phase Services

PRE-CONSTRUCTION SUPPORT

APTIM will support the Town with pre-construction assistance for the Mid-Town Beach Renourishment project for the primary purpose of compliance with the Town's permits. It is assumed that the project will be advertised for bid and administered by the USACE.

APTIM will assist the USACE with preparing/reviewing construction plans necessary for executing the beach nourishment project. The plans will be developed from the permitted template and will include plan views and cross-sections of the beach and borrow area to be provided in digital format to the USACE for inclusion in their bid package. APTIM will also assist with the specifications, which may include, but is not limited to, review of the technical specifications that are prepared by the USACE and providing supplemental sections as necessary for topics that are specific to the Town. Based on the volume of material required, the placement methods, coordination with the USACE and additional factors, APTIM can assist with development of a cost estimate for construction. Actual construction costs for similar and recent projects will be used as the basis to develop the estimate.

During the bidding period, APTIM will communicate as needed with Town and USACE staff and assist where appropriate as directed by the Town. APTIM's assistance may include, but is not limited to, participation in planning meetings via conference call, participation in the pre-bid meeting via conference call, providing responses to bid inquiries and interpretation of the bid documents, and reviewing bids. It is assumed that the USACE will lead the pre-bid meeting and responses to prospective Contractor/Bidder inquiries. Bid review may include review for accuracy, completeness, and Contractor qualifications.

CONSTRUCTION OBSERVATIONS AND PERMIT COMPLIANCE

APTIM will assist the Town with periodic technical assistance during construction and observations in order to observe and document the project construction activities and provide permit compliance support.



APTIM will attend one (1) pre-construction meeting and up to eight (8) progress meetings to discuss the project during an estimated 8-week construction (dredge and fill) schedule. It is assumed that progress meetings will be held onsite, concurrent with the construction site visits. APTIM will also provide construction observations during project construction. It is anticipated that APTIM will perform daily site visits, seven (7) days a week during construction and will provide up to twelve (12) hours of assistance per day, including time to attend progress meetings, with observation reports prepared as directed by the Town. Construction observations will be conducted to determine if construction is substantially in compliance with the plans and specifications, and in compliance with permitting and approval restrictions and permit authorizations granted for the work. We will coordinate with the USACE, as directed by the Town, through completion of the beach renourishment project. Office engineering support will also be provided for the project, including review of shop drawings and technical interpretation/clarification of the plans and specifications (including permit conditions) upon request by the Town, USACE, or Contractor.

APTIM will review daily quality control reports and other submittals submitted by the Contractor for compliance with the permits. APTIM will also be available to review applications for payment on behalf of the Town and assist with payment recommendations if needed. Payment recommendations will be based on submittals provided by the Contractor, coordination with the USACE, and construction observations by APTIM.

CONSTRUCTION COMPLETION AND POST-CONSTRUCTION ENGINEERING REPORT

After construction is complete and the contractor has demobilized from the site, APTIM will provide a written statement of completion and certification for regulatory compliance. This certification will state whether the project was constructed in substantial compliance with the plans and specifications. Our certification will be qualified and based on the extent of APTIM's involvement in construction progress, contract directives by the USACE, and knowledge obtained from our observations. As part of the project certification documents, APTIM will develop a Project Completion Report to include a summary of the work performed along with a compilation of the pertinent correspondence and reports.

A post-construction engineering report will be prepared following construction for compliance with regulatory permits and project documents. We will obtain the physical monitoring data from the USACE and develop and submit the post-construction engineering report and monitoring data to the Town and the FDEP within 90 days following completion of the post-construction survey, as required by the permit. The engineering monitoring report will summarize and discuss the pre- and post-construction survey data, and determine the volume placed within the construction templates to document the beach nourishment construction effort. Appendices will include plots of the survey profiles and the report will include graphical representations of pre-construction and post-construction volumetric and shoreline position changes for the monitoring area. Results will be analyzed for patterns, trends, and changes between pre/post-construction surveys and provide a basis for future annual monitoring.

This Task has been developed based on an estimated 8-week construction schedule. It also assumes that there will be an additional month of set-up (mobilization) and close-out (demobilization) work with limited or no equipment on the beach. Permit requirements will require notification of various agencies of project kick-off and completion. APTIM will coordinate with the Town and agencies to provide the required notifications of project commencement and completion for compliance with the permits.



EXHIBIT B – COST SUMMARY

The services proposed herein will be billed monthly on a time and materials basis. The services proposed herein will be performed in accordance with this proposal and Professional Services Agreement (PSA) 2017-35 between the Town of Palm Beach and APTIM dated September 15, 2017. The billing rates for services rendered under this proposal will be based on the schedule of hourly billing rates incorporated by reference and attached to the PSA. Although this proposal is detailed by separable items and estimated by specific staff and categories, it is anticipated that some work elements will exceed the estimate while others fall below the estimate to complete. Our staff will be used as needed to achieve the scope of services and to meet the stated objectives and timelines. Should the project require additional services not represented in this proposal, APTIM will coordinate with the Town on a mutually agreeable revised scope of work, if requested.