

SCOPE OF WORK

Services shall include, but will not be limited to developing coastal protection alternatives, feasibility studies, coastal strategic planning, engineering and permitting, construction management, physical monitoring, provide advisory information, and act as expert witnesses for the Town. The following is an overview of the work that may be required:

1. Design of coastal protection and resiliency projects, including but not limited to, beach nourishment, storm protective and erosion control structures, inlet maintenance, and innovative technologies.
2. Perform coastal modeling for beach erosion, wave hydrodynamics, storm recession, shoreline change, inlet bypassing, and sediment transport, using the most advanced and diverse modeling suites available.
3. Provide permitting assistance for both State and Federal approval/authorization of coastal protection projects.
4. Conduct and evaluate topographic and bathymetric surveying.
5. Perform offshore sand search/geotechnical investigations including but not limited to sediment sampling, data collection, evaluation, and reporting.
6. Prepare construction cost estimates and assist in bidding processes, including pre-construction conferences.
7. Perform construction management activities such as field observations, project oversight, construction progress meetings, contract administration, permit compliance, monitoring, and project certification.
8. Provide public outreach assistance regarding coastal protection projects.
9. Develop or assist the TOWN with annual state funding requests.
10. Provide emergency storm damage response including beach condition inspections, monitoring, and reporting, as needed.
11. Assist the Town with inter-governmental coordination.
12. Provide capabilities for administering coastal data within Geographic Information Systems, conduct website development, perform database design and manage document records.
13. Develop estuarine enhancement projects within the Lake Worth Lagoon.

14. Participate in Shore Protection Board and Town Council meetings as deemed necessary by staff or board members.

15. Perform all other coastal engineering duties, as deemed necessary by the Town.

TOWN CONTRACT COORDINATOR

The Town will assign a Contract Coordinator for this project. After the Notice to Proceed/Purchase Order is issued, all communications and correspondence shall be directed to the Contract Coordinator at Town of Palm Beach, 951 Okeechobee Road, West Palm Beach, FL 33401 with copies of the correspondence to the Purchasing Division at 951 Old Okeechobee Road, Suite "D", West Palm Beach, FL 33401.

DESIGNATED PERSONNEL

The Applicant Firm shall designate the personnel to be assigned specifically to the performance of this work. At the time of negotiation for entry into a formal contract, the Town shall have the right to specify those key project personnel for whom the Applicant Firm shall not be allowed to substitute other personnel without prior written permission of the Town.

SUBCONSULTANTS

The Town encourages the use of sub-consultants in various fields of expertise and experience in order to establish the team(s) with the most comprehensive resources to provide all of the services discussed herein. All proposed sub-consultants shall be included in the submittal and their qualifications and utilization presented in detail. The Town reserves the right to approve all sub-consultants hired by the Consultant and/or to require the Consultant to dismiss a sub-consultant, upon request.