



October 18, 2021

Rob Weber
Coastal Program Manager
Public Works Department
P.O. Box 2029
Palm Beach, FL 33480-2029

**RE: Mid-Town Mitigation Reef Design, Permitting and Construction
Project Proposal**

Dear Mr. Weber:

Please find attached our proposal for the above referenced project. This effort will be conducted with primary support provided by Coastal Eco-Group, Inc. (CEG) for biological surveys and environmental support. Their proposal is provided as an attachment to this letter in addition to ATM's cost summary.

This Work Order, when executed, shall be incorporated in and become an integral part of the Agreement for professional services between the Town of Palm Beach (TOWN), Florida and Applied Technology & Management (CONSULTANT), hereafter referred to as the Agreement.

Project Background

This proposal provides consulting services in support of the design, permitting and construction of a mitigation reef to offset functional habitat losses associated with the Mid-Town Nourishment Project. Reef construction is a regulatory requirement of the FDEP under the Beach Management Agreement (BMA) (**Ref. Permit Mod. No. 0164713-010-JN**). This proposal provides engineering, environmental, and construction support for the mitigation reefs required under this FDEP permit modification. Additional environmental support will be provided by Coastal Eco-Group (CEG) as delineated within this proposal.

Specific Tasks are delineated within the following Scope of Services:



SCOPE OF SERVICES

Task 1: Mitigation Reef Detailed Design

Under this task, ATM in conjunction with CEG will develop a detailed reef design which addresses the regulatory, biological and engineering requirements of this project. It is noted that previously delineated reef areas are no longer viable due to the southern extension of the Federal Mid-Town Nourishment Project requiring the identification of new mitigation areas. Current State and Federal agency provisions including the updated South Atlantic Regional Biological Opinion (SARBO) further influence the siting of mitigation reef areas.

Task 1.1: Field Investigations and Project Siting

Artificial reef siting field investigations will be conducted as delineated within the attached CEG proposal. This field investigation will provide the basis for site delineation and detailed design.

Task 1.1 Deliverable: A field observation memorandum will be prepared at the conclusion of the field investigation. This document will summarize field observations and provide recommendations for reef location and design.

Task 1.2: Mitigation Reef Detailed Design

Based on the results of Task 1.1 a bathymetric survey and engineering evaluation of the identified receiver sites will be conducted. The bathymetric survey will be conducted at no greater than a 200-foot line spacing and will conform to FDEP-BBCS technical standards. An evaluation regarding minimum module and rock size will be developed based on previous regional reef deployments and a performance standard for reef material (rock and module) will be developed. Engineering and easement drawings sufficient for project review and construction will be developed including rock/module sizing, quantities, orientation and deployment locations. It is assumed that multiple locations will be defined for reef deployment.

Task 1.2 Deliverable: A memorandum inclusive of engineering design drawings, project volumes, deployment areas and probable cost will be developed.

Task 2: Project Regulatory Review

It is assumed that the existing major modification (**Permit No. 0164713-010-JN**) will provide the basis for State regulatory review of the project and a Joint Coastal Permit Application (JCP) will not be required. This will require the execution of an appropriate permit vehicle (permit modification, inclusion in the BMA, new Mid-Town permit or equivalent) and submission of the Notice to Proceed items as stated within Specific condition 3 of the previous project permit modification. As the appropriate State permit vehicle has yet to be determined, this Task has been scoped to accommodate whichever path is deemed most appropriate by the FDEP. It is assumed within this proposal that a Federal permit and consultation will be required. Additional support on the biological aspects of the project will be provided by (CEG) as delineated within their attached proposal.



Specific subtasks will include the following:

Task 2.1: FDEP Consultation

The Project Team will consult with FDEP staff regarding both the mitigation plan and approval process. The Project Team will engage with FDEP staff to execute the approval path as defined through agency consultation. The Project Team will prepare review and supporting materials as requested by the FDEP to facilitate this process. It is anticipated that at a minimum supporting documentation will include permit drawings, project plans and specifications and description of project construction means and methods.

Task 2.1 Deliverable: Copies of all correspondence and submittals provided to the FDEP will be submitted to the Town for review and comment prior to submittal.

Task 2.2: Consultation with USACE

As a Joint Coastal Permit (JCP) application is not anticipated to be required, a formal Federal permit request will be developed based on the information developed for the FDEP and the results of Task 1. Upon submittal of the application, the Project Team will schedule and participate in a pre-application meeting. The meeting will either be virtual or held at the USACE's offices in Palm Beach Gardens, FL. ATM will prepare a meeting agenda and present the project design for discussion with USACE. The meeting will identify the critical items and best approach to consultation with the commenting agencies. ATM will continue to coordinate with USACE and provide any requested information needed for subsequent consultations with the commenting agencies. Representation by local NMFS interests at this meeting will be encouraged.

Task 2.2 Deliverable: A draft submittal for the review meeting will be provided to Town Staff for review and comment. A meeting agenda and minutes will be prepared. Copies of all correspondence and submittals provided to the USACE and Federal commenting agencies will be submitted to the Town for review and comment prior to submittal.

Task 2.3: Respond to USACE Public Notice Items

In response to the application, the USACE will likely request additional information to complete the Public Notice. ATM will coordinate delivery of this information to the USACE. The USACE will then publish a Public Notice for the proposed project. ATM will review the comments to the Public Notice as provided by USACE and prepare a response to USACE as appropriate.

Task 2.3 Deliverable: A draft response to Public Comments will be provided to Town Staff for review and comment prior to submittal to the USACE.

Task 2.4 – Respond to USACE, NMFS and FWS Requests for Additional Information

It is anticipated that the regulatory agencies (NMFS, USFWS, USACE) will request additional information during their consultation. ATM will review up to three requests for additional information (RAI's) and prepare a response as appropriate to the additional information requested. ATM will review responses with Town Staff prior to submission.



Task 2.4 Deliverable: Copies of all correspondence and submittals provided to the regulatory agencies will be submitted to the Town for review and comment prior to submittal.

Task 3: Plans, Specifications and Bidding Support

ATM will develop the bid package and provide administration for project bidding. Subtasks include:

Task 3.1. - Plans and Specifications.

ATM will develop a bid set of plans and specifications sufficient for project bidding. This package will consist primarily of the project plans and technical specifications. These will be incorporated into the Town's general front end (boilerplate) bidding/contract documents. It is assumed that the final bid package will be electronic (PDF).

Task 3.1 Deliverable: A draft copy of the plans and specifications will be prepared for Town Staff review.

Task 3.2. - Bid Support

ATM will conduct a pre-bid conference with potential bidders and will address questions received from potential bidders. If necessary, ATM will develop amendments to the bid. Upon receipt of bids, ATM will review the submittal packages and provide a recommendation to the Town regarding bid award.

Task 3.2 Deliverable: Addendums as appropriate will be prepared. All documentation will be provided to Town Staff in draft form for review and comment prior to finalization.

Task 4 : Construction Administration and Observation

The Project Team will provide project administration and observation to support project conformance with the plans and specifications, project permit and conditions of the construction contract.

Task 4.1: Pre-Construction Meeting

ATM will notice and direct a pre-construction conference with relevant parties including relevant regulatory agencies, Town Staff and the project contractor. ATM will prepare a meeting agenda and project overview documents to support meeting execution.

Task 4.1 Deliverable: A draft submittal for the pre-construction conference will be provided to Town Staff for review and comment. A meeting agenda and minutes will be prepared. Copies of all correspondence and submittals provided to the FDEP will be submitted to the Town for review and comment prior to submittal.

Task 4.2: Project Management and Site Inspection: ATM will provide engineering construction support services on an as needed basis as required for Project Certification and as directed by



the Town. ATM will provide construction observation through regular on-site review of construction progress with the Contractor and Town. On-site visits will be conducted based on construction progress by the Contractor and in consultation with the Town. ATM will observe the construction with regard to the Contractor's compliance to the contract plans and specifications and regulatory permit conditions. ATM will notify the Town and construction contractor of any observed deficiencies. ATM will provide on-site coordination with the Contractor and Town as part of this task. During the construction process ATM will provide administrative support on an as-needed basis including Contractor coordination and review of Contractor invoices. Upon notification from the Contractor of completion of construction, ATM will coordinate a site inspection and develop a punch-list for the Contractor to complete prior to a recommendation for final payment. ATM will coordinate with the Town and Contractor as necessary to address field changes, payment requests, punch list completion, and permit-required submittals to the regulatory agencies.

ATM senior staff will attend a weekly project update and coordination meeting with the Town and Contractor. Regular observations will be conducted by local ATM staff within experience in mitigation reef construction.

Task 4.2 Deliverables:

- 1) ATM will provide brief summary reports of project progress to the Town for every onsite observation event. Additional documents will be prepared and submitted to the Town as appropriate during construction.
- 2) ATM will provide the Town with copies of permit-required regulatory agency submittals including project certification.
- 3) ATM will provide the Town with a recommendation for payment associated with Contractor invoice submittals.

FEES

Attachment "A" of this proposal provides detailed costs and expenses. *Invoicing shall be on a time and materials basis not to exceed the total task budget outlined herein consistent with the existing master services agreement rates and conditions. A summary of fees is provided in Table 1 below. All tasks will be completed for a not to exceed fee of \$204,374.00.*



Table 1
Summary of Fees

Task Description and Breakdown		ATM Total Labor	Sub-consultant*	Internal Direct Expenses*	Total Task Budget
Task 1	Field Surveys and Design				
1.1	Field Investigations and Project Siting	\$8,080.00	\$53,784.00		\$61,864.00
1.2	Field Surveys and Design	\$23,490.00		\$2,400.00	\$25,890.00
	Total Cost - Task 1	\$31,570.00	\$53,784.00	\$2,400.00	\$87,754.00
Task 2	Project Regulatory Review				
2.1	FDEP Consultation	\$9,980.00	\$12,820.00		\$22,800.00
2.2	USACE Consultation	\$13,200.00			\$13,200.00
2.3	Respond to Public Notice Items	\$8,960.00			\$8,960.00
2.4	Respond to Fed Agency RAI's	\$12,760.00			\$12,760.00
	Total Cost - Task 2	\$44,900.00	\$12,820.00	\$0.00	\$57,720.00
Task 3	Plans, Specifications and Bidding Support				
3.1	Plans and Specs Development	\$14,620.00			\$14,620.00
3.2	Bidding Support	\$8,370.00			\$8,370.00
	Total Cost - Task 3	\$22,990.00	\$0.00	\$0.00	\$22,990.00
Task 4	Construction Administration and Observation				
4.1	Pre Construction Conference	\$7,280.00			\$7,280.00
4.2	Engineering Observation and Certification	\$26,230.00		\$2,400.00	\$28,630.00
	Total Cost - Task 4	\$33,510.00	\$0.00	\$2,400.00	\$35,910.00
	Total Task Order Costs	\$132,970.00	\$66,604.00	\$4,800.00	\$204,374.00

1. Biological /Environmental Support as delineated in CEG proposal dated 8/20/21

* - Direct Costs/Expenses shall be invoiced at cost per the Agreement.

SCHEDULE

ATM can initiate services immediately upon receipt of Notice to Proceed (NTP). It is noted that execution of this Scope of Services is contingent on receipt of information and Agency action provided by others and cannot ensure the timeliness of agency actions. The following schedule is assumed.

TASK

Task 1: Mitigation Reef Detailed Design
Task 2: Plans, Specifications & Bidding
Task 3: Construction Administration & Observation

ESTIMATED COMPLETION

90 days from NTP
135 days from NTP
225 days from NTP

Should you have any questions regarding this proposal, please feel free to contact me at your convenience.



Sincerely,

Applied Technology & Management, a Geosyntec Company

A handwritten signature in blue ink, appearing to read 'M. Jenkins', with a stylized flourish at the end.

Michael G. Jenkins, Ph.D., P.E.
Senior Principal

Attachments:

Attachment A
CEG Proposal

