

✓WORK ORDER/PURCHASE ORDER

Contract 18-7432-CZ "Professional Services Library Coastal Engineering Category"

Contract Expiration Date: March 9, 2025 ✓

This Work Order is for professional Engineering Services for work known as:

✓Project Name: FDEP LGFR Analysis

✓Project No: 90065.1

The work is specified in the proposal dated November 6, 2023 which is attached hereto and made a part of this Work Order. In accordance with Terms and Conditions of the Agreement referenced above, this Work Order/Purchase Order is assigned to: APTIM Environmental & Infrastructure, LLC.

Scope of Work: As detailed in the attached proposal and the following:

- * Task I South Marco Beach LGFR Application
- * Task II North County Beaches & Doctors Pass LGFR Application
- * Task III Wiggins Pass LGFR Application

Schedule of Work: Complete work within 210 days from the date of the Notice to Proceed which is accompanying this Work Order. The Consultant agrees that any Work Order that extends beyond the expiration date of Agreement # 18-7432-CZ will survive and remain subject to the terms and conditions of that Agreement until the completion or termination of this Work Order.

Compensation: In accordance with the Agreement referenced above, the County will compensate the Firm in accordance with following method(s): Negotiated Lump Sum (NLS) Lump Sum Plus Reimbursable Costs (LS+RC) Time & Material (T&M) (established hourly rate – Schedule A) Cost Plus Fixed Fee (CPFF), as provided in the attached proposal.

Task I	\$8,614.00 ✓
Task II	\$9,782.00 ✓
Task III	\$8,614.00 ✓

TOTAL FEE	<u>\$27,010.00 /</u>
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PREPARED BY: MillerAndrew Digitally signed by MillerAndrew Date: 2023.11.06 14:24:41 -05'00'

_____ Date

APPROVED BY: Andrew Miller, Manager - CZM Digitally signed by Andrew Miller Date: 2023.11.20 13:08:20 -05'00'

_____ Date

APPROVED BY: Beth Johnssen, Division Director

APPROVED BY: AhmadJay Digitally signed by AhmadJay Date: 2023.12.29 09:31:13 -05'00'

Trinity Scott, Department Head

_____ Date

By the signature below, the Firm (including employees, officers and/or agents) certifies, and hereby discloses, that, to the best of their knowledge and belief, all relevant facts concerning past, present, or currently planned interest or activity (financial, contractual, organizational, or otherwise) which relates to the proposed work; and bear on whether the Firm has a potential conflict have been fully disclosed.

Additionally, the Firm agrees to notify the Procurement Director, in writing within 48 hours of learning of any actual or potential conflict of interest that arises during the Work Order and/or project duration.

ACCEPTED BY: Aptim Environmental & Infrastructure, LLC

Sharp, Nicole

Digitally signed by Sharp, Nicole
Date: 2023.12.01 09:54:23
-05'00'

Nicole Sharp, Program Manager

Date

(Remainder of page intentionally left blank)

IN WITNESS WHEREOF, the parties hereto, have each, respectively, by an authorized person or agent, have executed this Work Order on the date and year first written below.

ATTEST:

, Clerk of Courts

BOARD OF COUNTY COMMISSIONERS
COLLIER COUNTY, FLORIDA

By: _____

By: _____
, Chairman

Dated: _____
(SEAL)

Name of Firm Aptim Environmental & Infrastructure, LLC

First Witness

By: _____
Signature
Nicole Sharp, Program Manager

↑Type/print witness name↑

↑Type/print signature and title↑

Second Witness

↑Type/print witness name↑

Approved as to Form and Legality:

Assistant County Attorney

Print Name



APTIM
6401 Congress Avenue, Suite 140
Boca Raton, FL 33487
Tel: +1 561 391 8102
www.aptim.com

October 26, 2023
Revised December 14, 2023

Andy Miller
Collier County Coastal Zone Management
2685 S. Horseshoe Drive
Naples, FL 34104

**Re: 2025-2026 Local Government Funding Request (LGFR) Preparation
Collier County, Contract No. 18-7432-CZ**

Dear Andy:

This letter is in response to Collier County's (County) request for a proposal for support service from Aptim Environmental & Infrastructure, LLC (APTIM). The services will include funding and technical support to assist the County with submittal of the 2025-2026 Local Government Funding Requests (LGFR) for Collier County's: South Marco Island Beach Renourishment Project, North County Beach Renourishment Program including Doctors Pass, and the County's inlet project at Wiggins Pass.

Included as Exhibits are: Scope of Work (Exhibit A), Estimated Fee Proposal (Exhibit B), and Rates Schedule (Exhibit C). APTIM proposes to provide these services on a time and materials basis not-to-exceed \$27,010 under the terms and conditions of the existing Contract No. 18-7432-CZ dated March 10, 2020, and as amended May 7, 2020. Barring any unforeseen circumstances, all work will be completed within 210 days of receiving the Notice to Proceed.

Sincerely,

A handwritten signature in blue ink, appearing to read "Nicole S. Sharp".

Nicole S. Sharp, P.E.
Coastal Market Lead
Aptim Environmental & Infrastructure, LLC

Client Authorized Signature

Name

Title

cc: Steve Keehn, P.E., APTIM
Erica Carr-Betts, APTIM



Exhibit A
Scope of Work



2025-2026 Local Government Funding Requests (LGFR) Collier County, Florida Scope of Work

Introduction

To distribute state funds for shore protection and inlet management projects, the Florida Department of Environmental Protection (FDEP) requests that local sponsors submit an annual Local Government Funding Request (LGFR) for their projects. This scope of work details the tasks required to assist the County with preparing and submitting the 2025-2026 LGFRs to the FDEP and responding to both the FDEP's Application Review and Project Assessment for Collier County's South Marco and North County Beach Renourishment projects, and inlet maintenance projects at Doctors Pass, and Wiggins Pass. Once a draft of the LGFR applications have been completed, a copy will be provided to Collier County for review and comment prior to Collier County submittal to the FDEP.

Following application submission, the FDEP will review the application in detail and provide initial project rankings and initial project assessments. APTIM will perform a review of the initial project assessment on behalf of Collier County and, if warranted, provide the County with a draft letter to the FDEP identifying the areas within the applications that may provide additional points to the County.

1. South Marco Beach LGFR Application

APTIM will assist the County with preparation of the 2025-2026 LGFR for Collier County's South Marco Island Renourishment Project. Building upon past LGFR applications, APTIM will update the application response to account for updates to the project. All the elements of the projects as they apply to the 62B-36 Rule and the LGFR application and guidance document will be evaluated to optimize FDEP ranking and cost sharing opportunities where practical. Additionally, maps will be updated and the FDEP's application response will be reviewed and, if required, a response to the draft assessment will be completed.

2. North County Beaches & Doctors Pass LGFR Application

APTIM will assist the County with preparation of the 2025-2026 LGFR for Collier County's North County beaches (Vanderbilt, Park Shore, and Naples Beach) and Doctors Pass projects. Building upon past LGFR applications, APTIM will update the application response to account for current project status and cost information. All the elements of the projects as they apply to the 62B-36 Rule and the LGFR application and guidance, document will be evaluated to optimize FDEP ranking and cost sharing opportunities where practical. Additionally, maps will be updated and the FDEP's application response will be reviewed and, if required, a response to the draft assessment will be completed.

3. Wiggins Pass LGFR Application

APTIM will assist the County with preparation of the 2025-2026 LGFR for Collier County's Wiggins Pass inlet maintenance project. All the elements of the project as they apply to the 62B-36 Rule, LGFR application, and guidance document will be evaluated to increase FDEP ranking and cost sharing opportunities where practical. Additionally, maps will be updated and the FDEP's application response will be reviewed and, if required, a response to the draft assessment will be completed.



Exhibit B
Estimated Fee Proposal

ESTIMATED FEE PROPOSAL FOR

**2025-2026 LOCAL GOVERNMENT FUNDING REQUEST (LGFR) PREPARATION
COLLIER COUNTY, Contract No. 18-7432-CZ**

October 24, 2023

PREPARED BY:

Aptim Environmental & Infrastructure, LLC

**ESTIMATED FEE PROPOSAL FOR
2025-2026 LOCAL GOVERNMENT FUNDING REQUEST (LGFR) PREPARATION
COLLIER COUNTY, Contract No. 18-7432-CZ**

October 24, 2023

Task Item	Cost	Senior Project Manager (Hours)	Senior Engineer (Hours)	Engineer (Hours)	GIS Specialist (Hours)	Clerical/ Administrative (Hours)																					
1 South Marco Beach LGFR Application	\$8,614.00	8	24	10	10	4																					
2 North County Beaches & Doctors Pass LGFR Application	\$9,782.00	8	28	10	14	4																					
3 Wiggins Pass LGFR Application	\$8,614.00	8	24	10	10	4																					
<table border="0" style="width: 100%;"> <tr> <td>Total Hours =</td> <td align="right">24</td> <td align="right">76</td> <td align="right">30</td> <td align="right">34</td> <td align="right">12</td> <td></td> </tr> <tr> <td>Rate =</td> <td align="right">\$203</td> <td align="right">\$177</td> <td align="right">\$130</td> <td align="right">\$115</td> <td align="right">\$73</td> <td></td> </tr> <tr> <td>Cost =</td> <td align="right">\$4,872</td> <td align="right">\$13,452</td> <td align="right">\$3,900</td> <td align="right">\$3,910</td> <td align="right">\$876</td> <td></td> </tr> </table>							Total Hours =	24	76	30	34	12		Rate =	\$203	\$177	\$130	\$115	\$73		Cost =	\$4,872	\$13,452	\$3,900	\$3,910	\$876	
Total Hours =	24	76	30	34	12																						
Rate =	\$203	\$177	\$130	\$115	\$73																						
Cost =	\$4,872	\$13,452	\$3,900	\$3,910	\$876																						
TOTAL \$27,010.00																											



**Exhibit C
Rate Schedule**

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SCHEDULE B-ATTACHMENT 1
RATE SCHEDULE

Title	Hourly Rate
Principal	\$231
Senior Project Manager	\$203
Project Manager	\$160
Senior Engineer	\$177
Engineer	\$130
Senior Inspector	\$126
Inspector	\$93
Senior Planner	\$150
Planner	\$120
Senior Designer	\$140
Designer	\$105
Environmental Specialist	\$120
Senior Environmental Specialist	\$167
Scientist/Geologist	\$115
Senior Scientist/Geologist	\$153
Marine Biologist/Hydrogeologist	\$120
Senior Marine Biologist/Hydrogeologist	\$145
Senior GIS Specialist	\$155
GIS Specialist	\$115
Clerical/Administrative	\$73
Senior Technician	\$103
Technician	\$83
Surveyor and Mapper	\$125
CADD Technician	\$107
Survey Crew - 2 man	\$145
Survey Crew - 3 man	\$180
Survey Crew - 4 man	\$215
Senior Architect	\$160
Architect	\$125

The above hourly rates are applicable to Time and Materials task(s) only. The above list may not be all inclusive. Hourly rates for additional categories required to provide particular project services shall be mutually agreed upon by the County and firm, in writing, on a project by project basis, as needed, and will be set forth in the Work Order agreed upon by the parties.

Grant Funded: The above rates are for purposes of providing estimate(s), as required by the grantor agency.

* * * * *



Direct Select Form

Request Date	Contract No.	Proposal Cost Estimate	Construction Cost Estimate
10/27/2023	18-7432-CZ	27,010	N/A
Requested By <i>(Use name as it appears in Outlook):</i> Andrew Miller		Division / Department: Capital Project Planning, Impact Fees, & Program Management	
Administrative Agent <i>(If different from Requestor):</i>			
Library Category: Coastal Engineering		Vendor Name: APTIM Environmental & Infrastructure, LLC	
Work Assignment Title: Professional Support Services 2025-2026 LGFR			
Description of Requested Services: APTIM will assist the County with preparation of the 2025-2026 LGFR (Local Government Funding Request) for Collier County's South Marco Island Beach Renourishment Project, North County Beach Renourishment program including Doctors Pass, and the County's inlet project at Wiggins Pass.			
Justification: <i>(Select all that apply and explain below)</i>		<input checked="" type="checkbox"/> Past experience with project <input type="checkbox"/> Continuation of previous work assignment <input type="checkbox"/> Unique qualifications <input type="checkbox"/> Other	
Comments / Explanation of Direct Select: APTIM prepares the LGFR applications annually 45-217655 FY 2022 and 45-211503 FY 21 and provides cost effective and efficient services due to their previous experience.			
Requestor: Andrew Miller		Signature: MillerAndrew <small>Digitally signed by MillerAndrew Date: 2023.10.27 11:23:58 -04'00'</small>	Date:
Division Director: Beth Johnssen		Signature: Johnssen_b <small>Digitally signed by Johnssen_b Date: 2023.10.30 13:08:32 -04'00'</small>	Date:
Procurement Director:		Signature: SarahHamilton <small>Digitally signed by SarahHamilton Date: 2023.11.03 10:31:05 -04'00'</small>	Date:

Return this completed form to: ProcurementSrvcsReq@colliercountyfl.gov.

Please be sure to attach the fully approved form to the requisition in SAP.