

EXECUTIVE SUMMARY

Recommendation to approve Work Order with Atkins North America, Inc. for Clam Pass Joint Coastal Permit under contract CE-FT-09-5262-CZ for a not to exceed amount of \$7,672.00.

OBJECTIVE: To approve Work Order with Atkins North America, Inc. under contract CE-FT-09-5262-CZ for a not to exceed amount of \$7,672.00.

CONSIDERATIONS: The intention of this Work Order assigned to Atkins North America, Inc. under Contract CE-FT-09-5262-CZ is to provide professional engineering guidance, preparation of project documentation, respond to peer review comments and expert review of project information for the Clam Pass Project. On August 23, 2011, the USACE provided a package to Atkins North America, Inc. in association with the previous Clam Pass Permit Application process that included approximately 30 plus public comments/questions regarding the permit application.

In compliance with the permit requirements in connection with the Clam Pass Joint Coastal Permitting conditions the applicant Coastal Zone Management Department under the representation of the design professional Atkins North America, Inc. is required to provide responses in a timely manner to the "Request for Additional Information" (RAI) from the USACE/FDEP regulatory agencies during the permitting review process. Therefore, in order to meet the above required permitting conditions, staff is requesting approval to execute this Work Order to Atkins North America, Inc. for the intended scope of required professional engineering services.

FISCAL IMPACT: The Source of funds is from Category "A" Tourist Development Tax. Budget is available for the project in Fund 195.

GROWTH MANAGEMENT IMPACT: There is no impact to the Growth Management Plan related to this action.

ADVISORY COMMITTEE RECOMMENDATION: At the January 12, 2012 CAC meeting award of this Work Order in the amount of \$7,672 to Atkins North America was unanimously approved 7 to 0.

LEGAL CONSIDERATIONS: This item has been reviewed by the County Attorney's Office, requires majority vote, and is legally sufficient for Board action. – CMG

RECOMMENDATION: To approval Work Order with Atkins North America, Inc. for Clam Pass Joint Coastal Permit under Contract CE-FT-09-5262-CZ for a not to exceed amount of \$7,672.00.

PREPARED BY: J. Gary McAlpin, P.E., Director, Coastal Zone Management Department

WORK ORDER/PURCHASE ORDER # _____
Agreement for Atkins North America
Contract Dated: 3.8.11 (CE-FT-09-5262-CZ)

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

Project Name: Clam Pass Joint Coastal Permit (JCP)
Project No: 195-90060.1

The work is specified in the proposal dated December 13, 2011 which is attached hereto and made a part of this Work Order. In accordance with Terms and Conditions of the Agreement referenced above, Work Order/Purchase Order # _____ is assigned to: Atkins North America, Inc.

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

Task I: JCP Permitting Services (Clam Pass Application)
(FDPE & USACE)


Schedule of Work: Complete work within 180 days from receipt of the Notice to Proceed authorizing commencement of work.

Compensation: In accordance with Article Five of the Agreement, the County will compensate the Firm in accordance with following method(s): Time & Material not to exceed amount of work order.

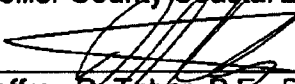
Task I: JCP Permitting Services \$7,672.00 (T/M)
(FDPE & USACE)

TOTAL FEE \$ \$7,672.00 (T/M)


Any change made subsequent to final department approval will be considered an additional service and charged according to Schedule "A" of the original Contract Agreement.

PREPARED BY: 
Clint L. Perryman, CGC, Project Manager
Collier County Coastal Zone Management Dept.

12.28.11
Date

ACCEPTED BY: 
Jeffrey R. Tabar, P.E., Project Director
Atkins North America, Inc.

12/29/11
Date

APPROVED BY: 
J. Gary McAlpin, P.E., Director
Collier County Coastal Zone Management Dept.

1/3/12
Date

Contract#09-5262-CZ
Work Order #1

December 13, 2011

CLAM PASS JOINT COASTAL PERMIT (JCP)

Atkins North America is pleased to provide a scope of work for Clam Pass/Bay Estuary. The intention of this Work Assignment is to provide professional guidance, preparation of project documentation, respond to peer review comments and expert review of project information for Clam Pass. In accordance with Collier County Contract Number 09-5262-CN the following scope of work is presented herein.

Permit Progress and Understanding

Based on correspondence received December 13, 2011 from Linda Elligott (USACE): *"The Applicant must provide a written response to comments received as a result of the re-issued Public Notice. Upon receipt and review of these items, the permit review process will proceed."* On August 23, 2011 the USACE provided a package to Atkins that included approximately 30 plus public comments/questions regarding the permit application. As part of the permit process these questions will have to be addressed.

SCOPE OF WORK

ICP Permit Services - Clam Pass Application

Acquisition of Project Permits

Material and documentation required for to respond to the RAI will be prepared and submitted to the regulatory agency; Florida Department of Environmental Protection (FDEP) and United State Army Corps of Engineers (USACE). A total of two (2) meetings will be held with the regulatory agencies to review the public comments, and prepare necessary response(s), etc. Appropriate changes to the design documents, if necessary, will be made following review and approval by County staff.

This scope of services does not include for any type of detailed environmental documentation such as a mitigation plan, Environmental Assessment (EA) or Environmental Impact Statement (EIS). Any items out-of-scope will be discussed with the County and a scope of services will be provided.

FDEP Response: Based on correspondence from Lainie Edwards (FDEP) dated December 14, 2011 the items will be completed:

- Review the draft permit for completeness and provide the County with any comments and suggested revisions.

USACE Response: Based on the comments received from USACE (dated August 23, 2011) the following areas will be addressed:

- Due to the magnitude of comments/questions received (30 plus), the substantive issues raised in the comment letters will be addressed; and responses will be grouped by topic. The comments are generally much the same, such that there is no need to respond to each individual comment letter, but Atkins will capture the essence of the concerns in the responses and will look at the individual comments

in order to prepare an adequate response. Also, please note that the responses will be prepared to and for the USACE, and are not to the commenting parties; however, a future request could prompt release of the documents subject to coordination with the USACE Office of Counsel.

- Review the draft permit for completeness and provide the County with any comments and suggested revisions.

Note: this task does not include services for responding to legal objections, preparing for expert testimony or preparing for litigation to the project. If necessary, these services will be provided under separate scope and fee to the County.

SCHEDULE

The above scope is based on an estimated six (6) month schedule of participation. The work assignment may be amended if the schedule is extended beyond the six months.

Atkins will complete weekly updates to County staff on the schedule, task and present budget of the project. In addition, quarterly progress reports will be prepared, if necessary, that outline project expenses to date and review the budget and schedule.

BUDGET

In accordance with Collier County Contract Number 09-5262-CZ compensation for the above scope of work will be based on a Time & Materials charge not to exceed the amount listed below without authorization from the County.

JCP Permit Services: \$7,672 (T&M)



December 14, 2011

Jeffrey R. Tabar
Project Director
Atkins North America

Date



ATTACHMENT B-Statement of Work (Budget Estimate)

Client: Collier County

Charge Type: T & M

Project: Clam Pass JCP

Project No: TBD

Prepared By: JRT

Labor rates will be billed at or below rates established per the agreement number contract #09-5262-CZ

Note: time may vary depending upon the task assignment and labor rate assigned

<u>Labor Costs</u>		Permit Application	Total Hours	Labor Cost
Sr. Project Manager	\$165.00	8	8	\$1,320
Engineer	\$119.00	8	8	\$952
Designer	\$100.00	16	16	\$1,600
CADD Tech	\$95.00	40	40	\$3,800
Total Hours		72	72	
Labor Cost		\$7,672		\$7,672

<u>Reimbursable Costs</u>	<u>Task No. 3</u>		<u>Reimbursable Costs</u>
Sub-Contractors			\$0
Total Reimbursables	\$0		\$0

Total Project Budget	\$7,672		\$7,672
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Schedule B

Contract No: 09-5262 "County Wide Engineering Services"

Standard Hourly Rate Schedule for all disciplines

<u>Personnel Category</u>	<u>Standard Hourly Rate</u>
Principal	\$195
Senior Project Manager	\$165
Project Manager	\$148
Senior Engineer	\$155
Engineer	\$119
Senior Inspector	\$85
Inspector	\$65
Senior Planner	\$140
Planner	\$110
Senior Designer	\$115
Designer	\$100
Environmental Specialist	\$115
Senior GIS Specialist	\$145
GIS Specialist	\$100
Clerical	\$60
Surveyor and Mapper	\$130
CADD Technician	\$85
Survey Crew - 2 man	\$130
Survey Crew - 3 man	\$160
Survey Crew - 4 man	\$180

This list is not intended to be all-inclusive. Hourly rate fees for other categories of professional, support and other services shall be mutually negotiated by the County and firm on a project by project basis as needed.