

## **EXECUTIVE SUMMARY**

**Recommendation to approve Scope of Work with Coastal Planning and Engineering (CP&E) for the development of plans, specifications, bid documentation, construction support, post-construction support and project verification for the Wiggins Pass Channel Straightening Project under Contract No. 10-5572 for a not to exceed time and material amount of \$56,471. This proposal also includes the development of a draft Biological Opinion. Make a finding that this item promotes tourism.**

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**OBJECTIVE:** To move forward with the Scope of Work for Wiggins Pass plans, specifications, bid/construction support and project verification including a draft Biological Opinion.

**CONSIDERATIONS:** This will allow for draft of the biological opinion along with, assistance during construction with inspection, pulling together plans and specifications, assistance during inspection, and certification of the project afterwards.

**FISCAL IMPACT:** Funding for this project is budgeted in Fund 195.

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

**ADVISORY COMMITTEE RECOMMENDATIONS:** At the CAC September 13, 2012 meeting this item was approved unanimously by a 9 to 0 vote.

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

**RECOMMENDATION:** To approve Scope of Work with Coastal Planning and Engineering (CP&E) for the development of plans, specifications, bid documentation, construction support, post-construction support and project verification for the Wiggins Pass Channel Straightening Project under Contract No. 10-5572 for a not to exceed time and material amount of \$56,471. This proposal also includes the development of a draft Biological Opinion. Make a finding that this item promotes tourism.

**PREPARED BY:** J. Gary McAlpin, P.E., Coastal Zone Management, Natural Resources Department

**Attachments:** Proposal



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143561

September 12, 2012

Gary McAlpin  
Collier County Government  
W. Harmon Turner Bldg.

Naples, FL 34112

**Subject: Scope of Work under Contract No. 10-5572  
Plan, Specification and Construction Services Phase  
Task Order for Wiggins Pass Permitting, Modeling & Inlet Management**

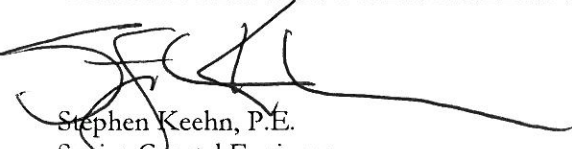
Dear Gary:

This scope of work covers plans and specification development and the construction services phase of the Wiggins Pass Dredging Project for 2013. The work covers preparation of a draft biological opinion for FWS, site visits to the project area, and during construction assistance in support of the County inspection team. It also includes a final site visit, verification of pay volumes, preparation of a post-construction report, and certification of the project. The scope of work, rate sheet, and fee proposal for the work is labeled as Exhibits 1-3, respectively. The fee is based on time and materials not to exceed \$56,471.

If you have any questions regarding this scope of work, please call me.

Sincerely,

COASTAL PLANNING & ENGINEERING, INC.



Stephen Keehn, P.E.  
Senior Coastal Engineer

cc: Nicole Sharp, P.E., CPE  
Sheri Dindial, CPE

\_\_\_\_\_  
Authorized Corporate Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

CLIENT: COLLIER COUNTY GOVERNMENT

Acknowledgement and Acceptance:

\_\_\_\_\_  
Authorized Representative Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

f:marketing/proposals/fl counties/collier/2012/wp construction../cover letter cc wp plans, spec...

**Exhibit 1**  
**Scope of Work**

**Exhibit 1**  
**Scope of Work under Contract No. 10-5572**  
**Plan, Specification and Construction Services Phase**  
**Wiggins Pass Permitting, Modeling & Inlet Management**

This proposal is for coastal engineering services for dredging of Wiggins Pass. This proposal is based upon the approval of the pending permit applications to the Florida Department of Environmental Protection (FDEP) and U.S. Army Corps of Engineers. This scope assumes that the plans and specification will be based on the permit sketches and project description described in the permit application currently on file (September 2012) with FDEP and effort will be limited to the time shown in the Fee Proposal on a T&M NTE basis.

**A. Plans and Specifications**

The construction plans will include plan views and cross-sections sufficient for the construction of the channel dredging project. The plans will provide survey control information which will allow the contractor to control and construct the channel. The spoil site will be delineated within the disposal locations allowed by FDEP and USACE permit conditions. The plans will be based on the 2012 SDI survey and previous plans and specification. The disposal area will be positioned to minimize channel shoaling.

Specifications developed for the project will include: Technical Specifications with Environmental Protection Summary. We will integrate the QA/QC plan and permit conditions into the work. The Engineer will provide plans and specifications in Acrobat and Word format. We will submit two copies of the plans and specifications to FDEP and request the Notice to Proceed. The quantities will be based on the 2012 SDI survey.

**B. Prepare Biological Opinion**

The US Fish and Wildlife Service has promised to accelerate the development of a Biological Opinion needed for a federal permit if the County prepares a draft BO. Using a FWS supplied template for the Biological Opinion suitable to the Southwest coast of Florida, a draft Biological Opinion will be prepared.

**C. Bidding, Award, and Pre-Bid/Contractor Meeting**

CPE will assist the County in the selection of a dredge contractor for the inlet dredging project. CPE will attend the pre-bid meeting by phone, and will prepare a simple one page addendum if needed. We will assist the County in reviewing the bids. CPE will provide a recommendation concerning the selection of the contractor.

**D. Construction Observations**

CPE attend the pre-construction meeting for the inlet dredging project organized by the County. An overview of the project and scope of work will be presented along with a review of the

construction methodology, technical specifications and the schedule. The permits will also be reviewed and discussed. During this phase, the cuts and volumes will be updated by CPE using the contractor's before dredge survey. The pre-, during and post construction surveys will be prepared by the contractor.

A CPE engineer will advise County observers on technical matters. The inspection team will be led by County personal, who will be responsible for reviewing all the contractor's daily progress and quality control reports, including turbidity and dredge positioning reports. The County will be responsible to place those reports in the appropriate format and forwarded them to the FDEP weekly and at the end of the project in compliance with permit requirements. The CPE observer will attend two weekly meetings. Payment requests and survey data will be reviewed and recommendations for payment will be made by CPE twice during construction.

#### **E. Post-Construction Report and Certification**

CPE will develop and submit the post-construction engineering report to the FDEP within 90 days following completion of the post-construction survey, as required by the permit. The contractor will provide the bulk of information for the report. The report will address compliance with the plans and specifications, and adherence to the applicable permit and approval conditions. The report will be based on the contractor's post-construction survey, which CPE will use to verify dredge volume for final payment.

Project closeout and final certification will be completed for the inlet dredging project. Following notification by the Contractor that construction activities are deemed to be complete, the County will inspect the construction areas along with any staging areas used. If applicable, the county will develop a punch list of items unfinished and presented it to the contractor. A final certification of the project will be prepared by CPE, with input for the County inspectors. CPE will provide a written statement of completion and provide the construction completion certification to the regulatory agencies based on contractor and county supplied information.

#### **G. Contingency – Construction Issues/Permit Issues/Modifications**

This task addresses project engineering and environmental contingencies, based on the assumption described above. Additional time sensitive engineering, environmental, or permit requirement may be identified prior to or during construction. This task can cover these requirements as they occur and should be approved by the County as part of the contract. Any work under this task shall be a notice to proceed item.

**Exhibit 2**  
**Rate Sheet**

**Attachment I**

Contract # 10-5572 Wiggins Pass Permitting, Modeling and Inlet Management

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
Junior Engineer	\$85
Inspector	\$65
Senior Planner	\$140
Planner	\$110
Modeler	\$110
Junior Modeler	\$75
Senior Designer	\$115
Geologist / Designer	\$100
Environmental Specialist	\$115
Senior GIS Specialist	\$145
CADD / GIS Specialist	\$100
Intern	\$60
Clerical	\$60
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

Please note: These rates apply to other Coastal Planning & Engineering, Inc. companies  
 A) Coastal Planning & Engineering of North Carolina, Inc.  
 B) Coastal Planning & Engineering of New York, PC  
 C) Coastal Consultoria Ambiental Ltda.



**Exhibit 3**  
**Fee Proposal**

