City of Jacksonville, Florida

Lenny Curry, Mayor

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Engineering & Construction Management Division
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ONE CITY. ONE JACKSONVILLE.

March 12, 2018

TO: Gregory W. Pease, Chairman
Professional Services Evaluation Committee

THRU: John P. Pappas, P.E.
Director

FROM: William J. Joyce, P.E.
Director of Operations

Tom Fallin, P. E.
Chief, Engineering and Construction Management Division

SUBJECT: P-49-15 Coastal Engineering Services for Beach Re-nourishment Projects
Consultant Services Account Nos.: N/A
Contract 9481-01 Amendment 2
Internal Services Account No.: PWEN1F4BE-04904

The subject contract is set to expire May 1, 2018. Section 1.2 of the contract allows for two, two year renewals. Negotiations with Olsen Associates, Inc. for Coastal Engineering Services for Beach Re-nourishment Projects has resulted in the attached Scope of Services, Exhibit E and Fee Summary, Exhibit F to exercise the first of the 2 @ 2 year renewals available. The encouragement plan was utilized for this contract. There is no rate increase associated with this amendment.

Accordingly, this is to recommend that Contract 9481-01 originally executed May 2, 2016, between the City and Olsen Associates, Inc. for Coastal Engineering Services for Beach Renourishment Projects be amended by incorporating the attached Scope of Services, Exhibit E and Fee Summary, Exhibit F; to extend the expiration date to May 1, 2020 and to increase the not to exceed limit for Professional Coastal Engineering Services by $159,807.34 to a new limit of $387,839.83 and to add a new not to exceed limit for Lighting Surveys in the amount of $12,000.00; thereby increasing the maximum indebtedness to the city by $171,807.34 to a new maximum indebtedness of $399,839.83 with all other conditions remaining the same.

TF/lw

Attachments: Exhibits E & F

cc: Lori A. West, Public Works Contract Specialist
Gary Goldsberry, P.E. Project Manager

EXHIBIT E

SCOPE OF SERVICES

COASTAL ENGINEERING SERVICES FOR BEACH RENOURISHMENT PROJECTS

CITY OF JACKSONVILLE, FLORIDA

7 March 2018

1. Olsen Associates, Inc. (Consultant) shall provide professional coastal engineering services to the City of Jacksonville (City) in review and support of the Duval County Federal Shore Protection Project (Project), and related beach management tasks in Duval County, FL in accordance with the scope of work outlined below.

2. The Scope of Work (SOW) reflects activities that are presently anticipated over 24 months from approximately 2 May 2018 through 1 May 2020, more or less. These activities include the Consultant's engineering review and analysis, design, permitting, interagency coordination, physical and environmental monitoring, planning and correspondence, and quality assurance, required on the part of the City – as the non-federal sponsor and permittee -- to implement the Project in accordance with State permits and federal agreements, in addition to review of related activities attendant to dredging, beach-, offshore- or nearshore-disposal of sediment from the St. Johns River along or near the Project area and other tasks related to beach management in and for the City of Jacksonville.

   Principal among these activities shall be (1) Year-1 and -2 physical and environmental monitoring following completion of the 2016/17 Project renourishment and (2) the engineering and coordination required for the next Project renourishment, anticipated to be constructed in late 2018-early 2019 by the US Army Corps of Engineers (Corps), and the reporting and monitoring that is required of the City during the approximate 12 to 20 month period following construction, through April 2020, more or less. Monitoring and reporting requirements that overlap between the 2016/17 and 2018/19 Project renourishments will be combined.

   This SOW includes engineering, monitoring and related work for renourishment of the beach berm as part of the Federal Shore Protection Project. It does not include work required specifically for post-hurricane dune reparations, nor does it include allowance for work to assess damage or coordinate repairs pursuant to another severe storm beyond Hurricane Irma (Sept 2017).

3. Toward permit-required monitoring of the 2016/17 Project renourishment, the Consultant shall provide the following services.

   a) Coordinate with Beaches Sea Turtle Patrol (BSTP) to ensure that the Project beach is monitored for marine turtle nesting activity and success for Years 1 & 2 post construction (Summer 2018, 2019).

   b) Using beach profile data provided by Corps, prepare Year-1 post-construction physical monitoring report (Summer 2018) in compliance with Project permit's Physical Monitoring Plan.. Note – This SOW assumes that all beach profile survey data required for monitoring shall be collected and provided to Olsen Associates Inc by the Corps of Engineers; cost allowance for beach profile surveys is NOT included in this SOW.

c) Conduct two (2) Year-1 post-construction beach lighting surveys, one between 1-15 May 2018 and one between 15-31 July 2018; prepare reports with observations of non-compliant lighting and recommendations for improvement; submit reports to City, Beaches Cities, FDEP/FFWC and USFWS.

d) Assist City with complying with requirements for beach tilling at Year-2 and -3 post-construction (March 2019 and March 2020).

4. Toward implementation and monitoring of the 2018/19 Project renourishment, the Consultant shall provide the following services.

a) Seek Notice-to-Proceed and/or modifications, as required, of the Project's FDEP permit, including submittal of requisite plans and documents stipulated in the permit.

b) Provide technical assistance to the City in completing the Amendment to Lease Agreement with the U. S. Dept. of Interior, Bureau of Ocean Energy Management (BOEM) for use of increased dredged sand quantity from the offshore borrow area identified for the Project.

c) Review the surveys, design, plans and specifications prepared for project construction, by the Corps, for compliance with permit and lease conditions, and to optimize project performance and cost efficiencies, and to appropriately ensure the best technical, economic and environmental interests of the non-federal sponsors.

d) Provide technical review comments and recommendations to the Corps of Engineers pursuant to item c, above. Assist the City in providing the requisite documents, certifications, and non-federal funds necessary for the Corps' advertisement and award for Project construction. Assist the Corps in completing certification of the final Plans & Specifications and Contract Solicitation for advertisement and award.

e) Assist the City in coordination and consultation with the Florida Dept. of Environmental Protection (FDEP), local governments (Cities of Atlantic Beach, Neptune Beach, and Jacksonville Beach), Beaches Sea Turtle Patrol (BSTP), and other relevant agencies and project interests toward implementation of project construction, monitoring, and review of construction activities for compliance with permit conditions and State requirements. This includes pre-construction briefing meetings with the City and local governments.

f) Prepare technical content for draft press releases, website content (text & graphics), public information materials, and briefings for local officials or the community, in regard to the scope, schedule, history, funding, purposes and other aspects of the Project, as directed by the City, for purposes of better ensuring the public's understanding of the scope, schedule, need and objectives of the Project.

g) Prepare for and attend the pre-construction conference, prepare the permit booklets and review the permit monitoring conditions, per FDEP permit requirements. Help ensure that City, Beaches Cities, environmental monitors, and other attendant interests (police, lifeguards, public works, etc.) are represented at the pre-construction conference. Provide to FDEP and BOEM all requisite pre-construction notices of commencement and documentation. Develop with the Corps the matrix that identifies which parties (Corps, COJ/OAI) will be responsible for preparing and submitting the project's various reporting requirements for Project construction.

h) Provide review of the Project construction through limited (minimum weekly) field observation and examination of surveys, sediment, and other data. Attend weekly construction progress meetings. Review turbidity, sand placement progress, and other data for compliance with permit conditions and the project objectives. Ensure that marine turtle and shorebird monitoring are being conducted during construction. Report findings and recommendations to the City and the Corps' Contracting Officer Representative. Coordinate/liaise with the City and the Beaches Cities to assist with project implementation, help ensure safety, and to minimize disruption to the public/residential use of the beach. Respond to questions from the public, city officials, and/or media as directed by COJ. This SOW anticipates a 12-week period for Project construction and review.

i) Assist Corps with development of Sediment QA/QC Plan Summary Compliance report, review report and submit to FDEP. This SOW assumes that the Corps shall conduct the As-Built sediment sampling and laboratory analysis; cost allowance for sediment collection and analysis is NOT included.

j) Coordinate with Corps toward ensuring Corps' collection of pre- and post-construction beach and borrow area surveys required by permit. This SOW assumes that the Corps shall conduct the beach profile and borrow area surveys.

k) Submit post-construction close-out reports required by FDEP permit and BOEM lease agreement -- including analysis of the pre/post-borrow area surveys and preparation and submittal of the Post-Construction summary report for BOEM, completion notice to FDEP, and submittal to FDEP of pre/post-construction data and reports prepared by the Corps. Review the Corps' engineering summary report of pre/post-construction activity and prepare supplemental report and analysis for the City, as required.

5. To comply with the Project monitoring requirements subsequent to the post-construction reporting for the 2018/19 Project Renourishment, the Consultant shall provide the following services.

   a) Ensure that environmental monitoring for marine turtles and shorebirds is continued after construction through 31 October and 31 August, respectively, per FDEP permit.

   b) Conduct beach compaction measurements and/or prepare scope of work for Year-1 and Year-2 post-construction beach tilling requirements & escarpment removal, to be completed before 15 April 2019 and 15 April 2020, per FDEP permit. Assist COJ with contracting and completion of these requirements. Observe or direct the contractor. Engage BSTP for additional marine turtle monitoring if required by permit to ensure nests are marked & avoided for tilling (2 days allowance). Prepare and submit post-action reports to FDEP and US Fish & Wildlife Service after each event.

   c) Conduct two (2) Year-1 beach lighting surveys of the 2018/19 Project beach during the summer following construction -- between 1-15 May and between 15-31 July 2017 -- per FDEP permit requirements. Prepare reports with observations of non-compliant lighting and recommendations for improvement; submit reports to City, Beaches Cities, FDEP/FFWC and USFWS.

d) Using beach profile data provided by Corps, prepare Year-1 post-construction physical monitoring report for 2018/19 project (Summer 2019) in compliance with Project permit's Physical Monitoring Plan. Note – This SOW assumes that all beach profile survey data required for monitoring shall be collected and provided to Olsen Associates Inc by the Corps of Engineers; cost allowance for beach profile surveys is NOT included in this SOW.

e) Coordinate with BSTP to ensure that Year-1 post-construction daily surveys of marine turtle nesting activity are conducted (1 May - 31 Oct 2019) per permit requirements. This SOW presumes that this routine annual activity shall be conducted by BSTP, through its normal operations, at no additional cost to the City or Consultant.

5. Toward acquiring, contracting, and managing State grant cost-share funds for the Project, the Contractor shall provide the following services.

   a) Assist the City in preparing its Local Government Funding Requests for State cost-share funding of the Project, for State FY19/20 and FY20/21.

   b) Prepare Scopes of Work for FDEP approval and amendment to FDEP State cost-share Grant Agreements, and assist the City in review of the Agreements and preparing Reimbursement-Requests for State funding under the Grant Agreements.

   c) Prepare and submit to FDEP quarterly reports summarizing progress completed for each task with the FDEP State Grant Agreements with the City, as required by the Agreements.

   d) Review proposed or existing changes in public beach access or parking to the extent that it may affect State cost-share for the Project.

6. To provide technical coastal engineering review and assistance to the City in regard to other tasks associated with management of the Project and the City's beaches, the Contractor shall provide the following services.

   a) Assist the City in coordination and consultation with the Florida Dept. of Environmental Protection (FDEP), local governments (Cities of Atlantic Beach, Neptune Beach, and Jacksonville Beach), Beaches Sea Turtle Patrol (BSTP), and other relevant agencies and local interests toward implementation of all beach renourishment and subsequent monitoring requirements, including review of and/or coordination associated with potential beach- and/or nearshore-disposal of dredged material from the St. Johns River Entrance along the Duval County shoreline, and Regional Sand Management (RSM) as it relates to dredging and/or modifications to the ocean shorelines of Duval County.

   b) Participate in meetings, correspondence, briefings, and the general provision of technical expertise in assisting the City in formulating, and implementing, best management practices for the maintenance and restoration of Duval County's sandy shores, ocean inlets, and attendant resources.

   c) Initiate preliminary coordination with the Corps for renewal of the Project's federal authorization, which otherwise expires in 2028.

EXHIBIT F

CONTRACT FEE SUMMARY FOR ENGINEERING DIVISION
CITY OF JACKSONVILLE, FLORIDA

PART I - GENERAL

1. Project Coastal Engineering Services for Beach Renourishment Projects (P-49-15)	2. Proposal Number P-49-15 Two Year Extension 2018-20
3. Name of Consultant Olsen Associates, Inc.	4. Date of Proposal 03/07/18

PART II - LABOR RELATED COSTS

5. Direct Labor	Hourly Rate	Estimated Hours	Estimated Cost	TOTAL
Principal	$80.37	2	$160.74	
Principal II	$72.00	480	$34,560.00	
Senior Engineer	$61.09	10	$610.90	
Coastal Engineer I	$46.55	132	$6,144.60	
Coastal Engineer II	$38.55	192	$7,401.60	
Coastal Engineer III	$34.91	124	$4,328.84	
Draftsman	$26.18	94	$2,460.92	
Admin Assistant	$25.46	96	$2,444.16	
TOTAL DIRECT LABOR		1,130	Hours	$58,111.76
6. Overhead (Combined Fringe Benefit & Administrative)			150%	$87,167.64
7. SUBTOTAL: Labor + Overhead (Items 5 & 6)				$145,279.40
8. PROFIT: Labor Related Costs (Item 7)			x 10%	$14,527.94

PART III - OTHER COSTS

9. Miscellaneous Direct Costs			
		$	
		$	
		$	
		$	
MISCELLANEOUS DIRECT COSTS SUB-TOTAL			$0.00
10. SUBCONTRACTS (Lump Sum)			
		$	
		$	
SUB-CONTRACT SUB-TOTAL			$0.00
TOTAL (Items 5, 6, 8, 9 and 10)			$159,807.34
11. REIMBURSABLE COSTS (Limiting Amount)			
Hydrographic surveys *(ARC Surveys & Mapping)*		$ 0.00	
Marine Turtle monitoring & relocation *(BSTP)*		$ 0.00	
Lighting Surveys *(LG2 Env Solutions)*	Summer 2018-2019	$ 12,000.00	
		$ 0.00	
SUB-TOTAL REIMBURSABLES			$12,000.00

PART IV - SUMMARY

TOTAL AMOUNT OF AMENDMENT #6 (Reimbursables) (Items 5, 6, 8, 9, 10 and 11)		**$171,807.34**
12. PRIOR CONTRACT AMOUNT (Through Amendment #	1	$228,032.49
AMENDED AMOUNT OF CONTRACT		**$399,839.83**

LG2 Environmental Solutions Inc.

Shorebird and Beach Lighting Surveys for Permit-Required Monitoring

Task 1: Two (2) beach lighting surveys, 6.7 miles; 1-15 May and 15-31 Aug 2018 [Post 2017 construction]

Task 2: Two (2) beach lighting surveys, 6.7 miles; 1-15 May and 15-31 Aug 2019 [Post 2018-19 construction]

Proposed Cost to Olsen Associates Inc
for City of Jacksonville Beach Renourishment - 2016

LABOR	RATE	O. H. FACTOR	RATE	10% PROFIT	BILLABLE RATE	HRS.	TOTAL	TOTAL LABOR & EQUIPMENT
Task 1 (2 beach lighting surveys, May & July, Post-2017 Renourishment)								
Project Mgr	$ 36.00	1.50	$ 90.00	$ 9.00	$ 99.00	16	$ 1,584.00	
Sr. Scientist	$ 30.00	1.50	$ 75.00	$ 7.50	$ 82.50	24	$ 1,980.00	
Staff Biologist	$ 24.91	1.50	$ 62.28	$ 6.23	$ 68.50	40	$ 2,740.00	
Technician	$ 19.49	1.50	$ 48.73	$ 4.87	$ 53.60	32	$ 1,715.00	
ATV	$ 74.40	/day		6 days			$ 446.40	
Travel-Mileage	$ 10.00	/day		6 days			$ 60.00	
							Task 1 Subtotal	$ 8,525.40
Task 2 (2 beach lighting surveys, May & July, Post-2018/19 Renourishment)								
Project Mgr	$ 36.00	1.50	$ 90.00	$ 9.00	$ 99.00	16	$ 1,584.00	
Sr. Scientist	$ 30.00	1.50	$ 75.00	$ 7.50	$ 82.50	24	$ 1,980.00	
Staff Biologist	$ 24.91	1.50	$ 62.28	$ 6.23	$ 68.50	40	$ 2,740.00	
Technician	$ 19.49	1.50	$ 48.73	$ 4.87	$ 53.60	32	$ 1,715.00	
ATV	$ 74.40	/day		6 days			$ 446.40	
Travel-Mileage	$ 10.00	/day		6 days			$ 60.00	
							Task 2 Subtotal	$ 8,525.40
TOTAL LABOR AND EQUIPMENT								$ 17,050.80

LESS ALLOWANCE IN EXISTING CONTRACT (Not yet expended)		*-$5,000.00*
NET TOTAL LABOR AND EQUIPMENT (Additional Contract Requirement)		$ 12,050.80