

RESOLUTION NO. CRA-2017-13

A RESOLUTION OF THE CITY OF HOLLYWOOD, FLORIDA, COMMUNITY REDEVELOPMENT AGENCY ("CRA"), AUTHORIZING THE APPROPRIATE CRA OFFICIALS TO ISSUE A NOTICE TO PROCEED FOR THE ATTACHED PROPOSAL WITH APPLIED TECHNOLOGY AND MANAGEMENT COMPANY, TO PROVIDE COASTAL ENGINEERING CONSULTING SERVICES FOR THE HOT SPOTS BEACH RENOURISHMENT PROJECT IN AN AMOUNT NOT TO EXCEED \$111,995.00.

WHEREAS, CRA staff identified two areas, each of which is above and below the Mean High Water line, within the Beach CRA district that have severe erosion conditions and other areas above the Mean High Water line outside the Beach CRA district that also have severe erosion conditions; and

WHEREAS, in order to secure permits for placement of sand above and below the Mean High Water line for the areas described in the preceding paragraph, the survey and monitoring need to be extended approximately one mile north and one mile south of the sand placement areas; and

WHEREAS, on October 21, 2008, the CRA passed and adopted R-BEACH-CRA-2008-19 for the CRA's sponsorship of the Beach Renourishment Construction and Monitoring Project located approximately at DEP Monument R-122; and

WHEREAS, on September 24, 2009, the CRA passed and adopted R-BEACH-CRA-2009-25 for the CRA's sponsorship of the Beach Renourishment Construction and Monitoring Project located approximately at DEP Monument R-108; and

WHEREAS, on July 21, 2010, the CRA passed and adopted R-BEACH-CRA-2010-38 reaffirming the CRA's continued sponsorship of the Beach Renourishment Construction and Monitoring Project; and

WHEREAS, Resolution No. R-CRA-2017-10 authorized appropriate CRA Officials to negotiate and execute continuing contracts with ranked firms to provide professional services for designated coastal projects; and

WHEREAS, Applied Technology and Management Company was ranked as one of the qualified firms for consideration; and

WHEREAS, the CRA entered into a continuing contract with Applied Technology & Management to provide coastal construction engineering plans and specifications in order for the City and CRA to obtain all required agency permits; and

WHEREAS, the Project described in the attached proposal from Applied Technology & Management includes the truck haul placement of beach fill sand in two segments of beach and incidental related work including monitoring; and

WHEREAS, the necessary funds for this project are available from the CRA Public Beach Sand Renourishment account number 63.0100.22059.554.006312;

NOW, THEREFORE, BE IT RESOLVED BY THE HOLLYWOOD, FLORIDA, COMMUNITY REDEVELOPMENT AGENCY:

Section 1: That it hereby authorizes the issuance, by the appropriate CRA Officials, of a Notice to Proceed for the attached proposal between Applied Technology and Management Company and the Beach District of the CRA, together with such non material changes as may subsequently be agreed to by the CRA Executive Director and approved as to form and legality by the CRA General Counsel, in the an amount not to exceed \$111,995.00.

Section 2: That this resolution shall be in full force and effect immediately upon its passage and adoption.

PASSED AND ADOPTED this 3rd day of May, 2017.

ATTEST:



PHYLLIS LEWIS
BOARD SECRETARY

HOLLYWOOD, FLORIDA
COMMUNITY REDEVELOPMENT
AGENCY


JOSH LEVY, CHAIR

APPROVED AS TO FORM & LEGALITY
For the use and reliance of the Hollywood,
Florida Community Redevelopment Agency
only.



JEFFREY P. SHEFFEL, GENERAL COUNSEL *af*



April 20, 2017

Susan Goldberg, Architect, NCARB, AIA
City of Hollywood, Department of Public Utilities
Engineering & Construction Services
2717 Van Buren Street
Hollywood, Florida 33020

Re: 2017 Beach Project Engineering Support
Work Order #1

Dear Mrs. Goldberg:

Applied Technology & Management (ATM) is pleased to provide this proposal to the City of Hollywood for engineering services in support of the City's 2017 Beach Project. It is our understanding that the City wishes to renourish it's established beach template (via truck haul) within the boundaries of the CRA. In conjunction with this effort an upper beach placement (above MHW) will be placed on beaches within the City limits north of the CRA boundary.

This proposal provides survey, engineering and construction administration tasks to support the design, bidding and construction oversight of both project phases (the CRA project and the upper beach placement north of the CRA). It is assumed that regulatory engagement for both tasks will be conducted by Coastal Systems International (CSI) in coordination with ATM.

SCOPE OF SERVICES

The following Scope of Services is proposed:

Task 1. Site Condition Survey

ATM will conduct a physical (beach profile) survey of both project areas to support project design, permitting and bidding. All topographic and bathymetric profile surveys of the beach and offshore will be conducted by a Florida licensed surveyor. Topographic and bathymetric surveys will be conducted within the bounds of the CRA beach fill area and along 5,000 feet of the adjacent shoreline to both the north and south ends of the beach fill area (this are includes the upper beach placement area north of the CRA project). Profile surveys will be conducted at each of the Department of Environmental Protection's reference monuments within the following areas:

Hollywood North Segment:

- R-99 to R-107 6,000 feet up drift of Project Area
- R-107 to R-109+300 Project Area
- R-110 to R-115 5,000 feet down drift of Project Area

Hollywood South Segment:

- R-114 to R-119 5,000 feet up drift of Project Area
- R-119-380 to R-124-280 Project Area
- R-124 to R-2 (Dade Co.) 5,000 feet down drift of Project Area

All profile surveys will be measured along the previously established azimuths and locations of each historical monument. The profiles will extend from the monument or at least 100-ft landward of the dune/vegetation/seawall line to at least 2,000 ft. offshore of the monument or to the -30 ft. NAVD seabed contour, whichever is greater. Wading profiles will extend to at least -4 feet NAVD. All survey activities and deliverables will be conducted in accordance with the latest update of the DEP BBCS Monitoring Standards for Beach Erosion Control Projects, Section 01000 – Beach Profile Topographic Surveying and Section 01100 – Offshore Profile Topographic Surveying.

Task 1 Deliverable:

ATM will provide all survey data, as well as resultant survey drawings to the City both as electronic files (dwg, pdf and raw data x,y,z files) and one set of signed and sealed 11x17 drawings.

Task 2. Project Design, Volume and Cost Estimate

The project volumes and construction template will be updated based on the surveys collected in Task 1. Within the CRA project the design volume will be estimated based on the established project template. For the upper beach project a template will be developed based on existing conditions and available upper beach area as determined within the Task 1 survey. An estimate of project cost for each project phase will be developed based on realized unit rates for recent, similar projects.

Task 2 Deliverable:

ATM will submit a letter report providing preliminary project drawings, estimated volumes and costs for each project phase.

Task 3.0. Permit Drawings, Plans, Specifications and Bidding Support

ATM will support the development of permit drawings, plans specifications and will support project bidding in coordination with City CRA staff.

Subtasks include:

Task 3.1 Permit Drawings, Plans and Specifications.

ATM will develop a permit drawing set to support CCCL permitting of the upper beach placement project phase. This permit drawing set will be signed and sealed by the project engineer and will include project surveys acquired in Task 1.

A set of plans sufficient for project bidding will be developed for each project phase. A set of bid technical specifications will be developed for the combined project. This package will consist primarily of the project plans and technical specifications. These will be incorporated into the City's general front end (boilerplate) bidding/contract documents. This effort will be conducted in coordination with City CRA staff.

Task 3.1 Deliverable: A draft copy of the plans and specifications will be prepared for City staff review. A final plans and specifications set will be provided based on staff input.

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 addendums to the bid. Upon receipt of bids, ATM will review the submittal packages and provide a recommendation to the City regarding bid award.

Task 3.2 Deliverable: An agenda for the pre-bid conference will be prepared. Addendums as appropriate will be prepared. All documentation will be provided to City staff in draft form for review and comment prior to finalization.

Task 4: Construction Administration and Observation

ATM 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: Engineering Observation and Administration

ATM will provide engineering construction support services on an as needed basis as required for Project Certification. ATM will provide construction observation through regular on-site review of construction progress with the Contractor and City. On-site visits will be conducted based on construction progress by the Contractor and in consultation with the City. 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 City and construction Contractor of any observed deficiencies. ATM will provide on-site coordination with the

Contractor and City 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 City 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 City and Contractor. Regular observations will be conducted by local ATM staff with experience in beach construction.

Task 4.1 Deliverables:

- 1) A Daily observation report will be prepared by the on-site construction representative. This will be submitted to the City electronically within 24 hours of the observations.
- 2) ATM will provide brief summary reports of project progress to the City on a weekly basis. Additional documents will be prepared and submitted to the City as appropriate during construction.
- 3) ATM will provide the City with a recommendation for payment associated with Contractor invoice submittals.

Task 4.2: Project Review and Certification

ATM will prepare Project Certification documentation. This will include development of signed and sealed Project Certifications. In addition, a construction project monitoring report will be developed consistent with regulatory requirements. The scope of this report will be limited to construction activities. Project performance monitoring as required by project permit will be conducted under annual monitoring efforts beyond this scope. ATM will prepare a final project sediment QA report consistent with the requirements of the project QA/QC Plan. This effort will include collection of sand samples for mechanical sieving which will be completed under this task.

Task 4.2 Deliverables:

- 1) Project certification letter
- 2) Project Physical Monitoring Report
- 3) Project QA Sediment Report
- 4) Any additional correspondence or documentation as required

PROJECT SCHEDULE

The following table summarizes the project schedule.

Task	Schedule
Task 1	June 2017
Task 2	30 days after completion of surveys
Task 3	45 – 60 days after completion of surveys
Task 4	December 2017

PROJECT RATES

The following hourly rates for key staff will be utilized under this scope of work. Effort will be charged on a time and materials not to exceed basis.

Staff Position	Hourly Rate (\$/hr)
Project Principal	\$170.00
Project Manager	\$140.00
Senior Surveyor	\$120.00
Staff Engineer/Tech.	\$105.00
Survey Technician	\$85.00
CAD Tech/GIS	\$90.00
Administrative	\$75.00

COMPENSATION

The following table summarizes the time and materials (labor and expenses) required to complete the Scope of Work detailed herein.

Task Description and Breakdown		ATM Total Labor	Internal Direct Expenses*	Total Task Budget
Task 1	Site Condition Survey			
1.1	Survey	\$17,325	\$5,500	\$22,825
Total Cost - Task 1		\$17,325	\$5,500	\$22,825
Task 2	Project Design Volume and Cost			
2.1	Project Design Volume and Cost	\$11,290	\$0	\$11,290
Total Cost - Task 2		\$11,290	\$0	\$11,290
Task 3	Drawings, Plans and Specs and Bid Support			
3.1	Permit Drawings, Plans and Specs	\$14,500	\$100	\$14,600
3.2	Bid Support	\$8,220	\$0	\$8,220
Total Cost - Task 3		\$22,720	\$100	\$22,820
Task 4	Construction Administration			
4.1	Eng. Obs. and Admin.	\$36,100	\$5,000	\$41,100
4.2	Project Certification	\$11,460	\$2,500	\$13,960
Total Cost - Task 4		\$47,560	\$7,500	\$55,060
Total Task Order Costs		\$98,895	\$13,100	\$111,995

Proposal to Mrs. Susan Goldberg
April 20, 2017
Page 7 of 7

If the above meets with your understanding and approval, please sign one (1) original of this proposal, initial the attachments and return for our files. Receipt of the signed original shall serve as our authorization to proceed. If you feel modifications to this proposal are required, please do not hesitate to call.

Regards,

Sincerely,

Applied Technology & Management, Inc.



Michael G. Jenkins, Ph.D., P.E.
Coastal Engineering Principal

APPROVED and ACCEPTED this _____ day of _____, 2017.

By _____

Name: _____
(Please type name and title)

LEGEND

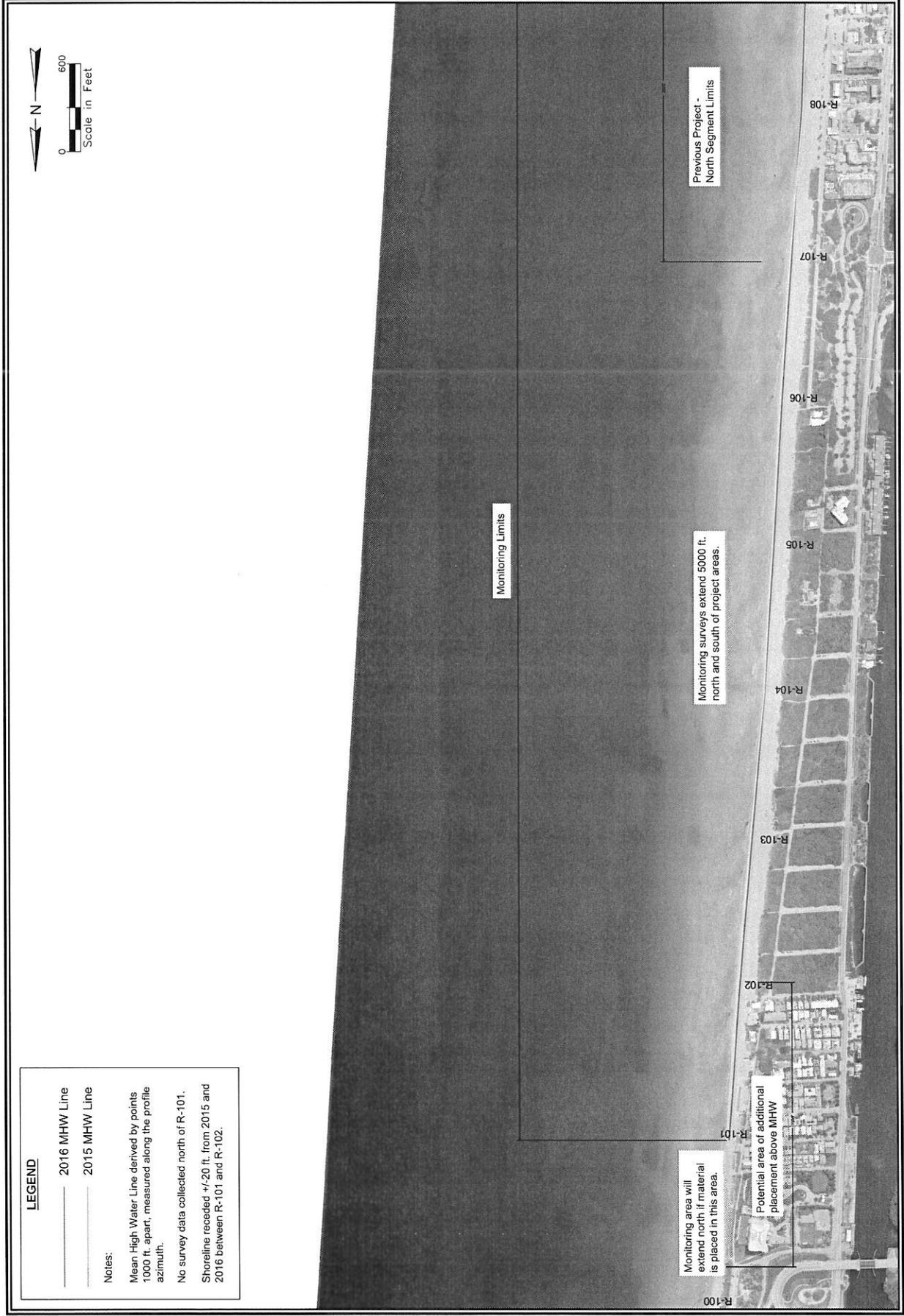
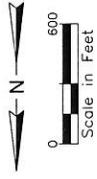
- 2016 MHW Line
- 2015 MHW Line

Notes:

Mean High Water Line derived by points 1000 ft. apart, measured along the profile azimuth.

No survey data collected north of R-101.

Shoreline receded +/-20 ft. from 2015 and 2016 between R-101 and R-102.



Monitoring area will extend north if material is placed in this area.

Potential area of additional placement above MHW

Monitoring surveys extend 5000 ft. north and south of project areas.

Monitoring Limits

Previous Project - North Segment Limits

R-100

R-101

R-102

R-103

R-104

R-105

R-106

R-107

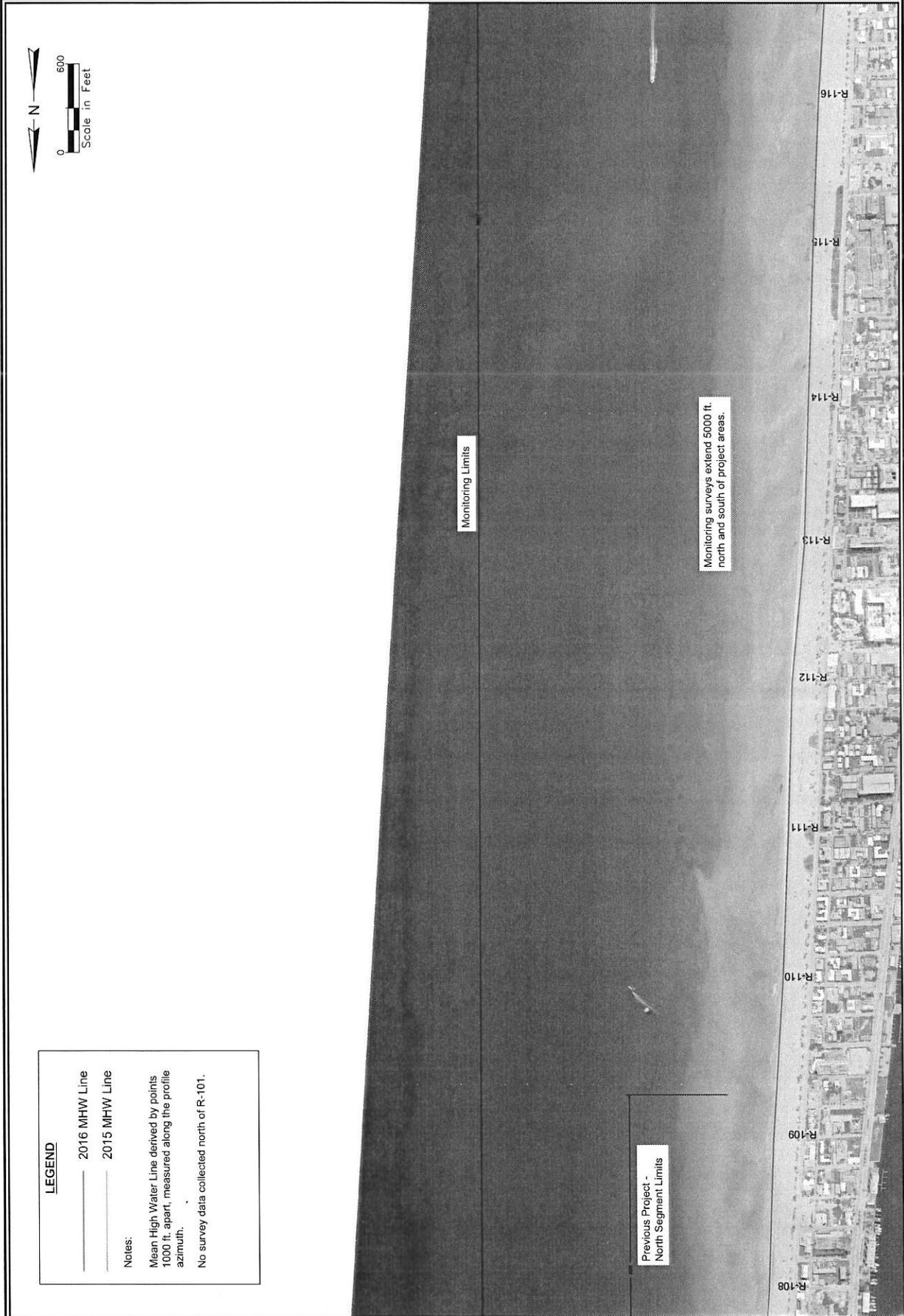
R-108

Hollywood Beach Project Area
Plan View

ISSUE	
DATE	01-03-17
NUMBER	
JOB	
ISSUE	
DATE	
NUMBER	
JOB	
ISSUE	
DATE	
NUMBER	
JOB	

Applied Technology & Management, Inc.
2047 Vista Parkway, Suite 201
West Palm Beach, Florida 33411
(561) 959-0041
Certificate of Accreditation #2009

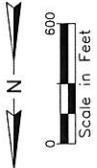
DESIGN	DATE	ISSUE
CHM	01-05-17	
FM		
FM		
FM		
JOB NUMBER		



LEGEND

—— 2016 MHW Line
 - - - - 2015 MHW Line

Notes:
 Mean High Water Line derived by points
 1000 ft. apart, measured along the profile
 azimuth.
 No survey data collected north of R-101.



Monitoring Limits

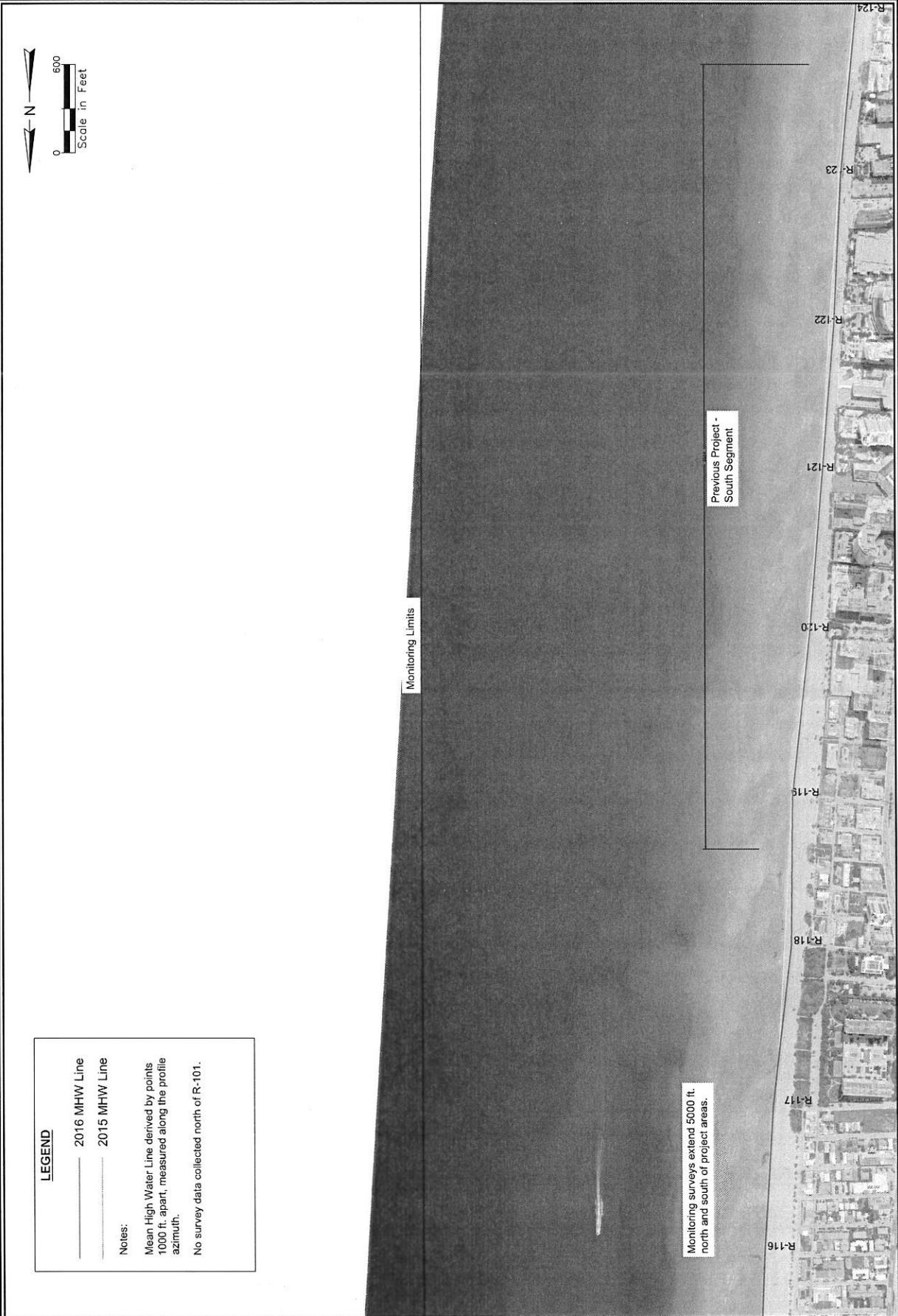
Monitoring surveys extend 5000 ft.
north and south of project areas.

Previous Project -
North Segment Limits

R-108
R-109
R-110
R-111
R-112
R-113
R-114
R-115
R-116

ISSUE DATE	01-03-17
ISSUE NUMBER	
JOB NUMBER	
DATE	
ISSUE	
DATE	
ISSUE	
DATE	

SECTION	SPWN	CHWD
FTW	FTW	FTW
CHWD	FTW	FTW



LEGEND

—— 2016 MHW Line
 - - - - 2015 MHW Line

Notes:
 Mean High Water Line derived by points 1000 ft. apart, measured along the profile azimuth.
 No survey data collected north of R-101.

Monitoring surveys extend 5000 ft. north and south of project areas.

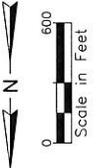
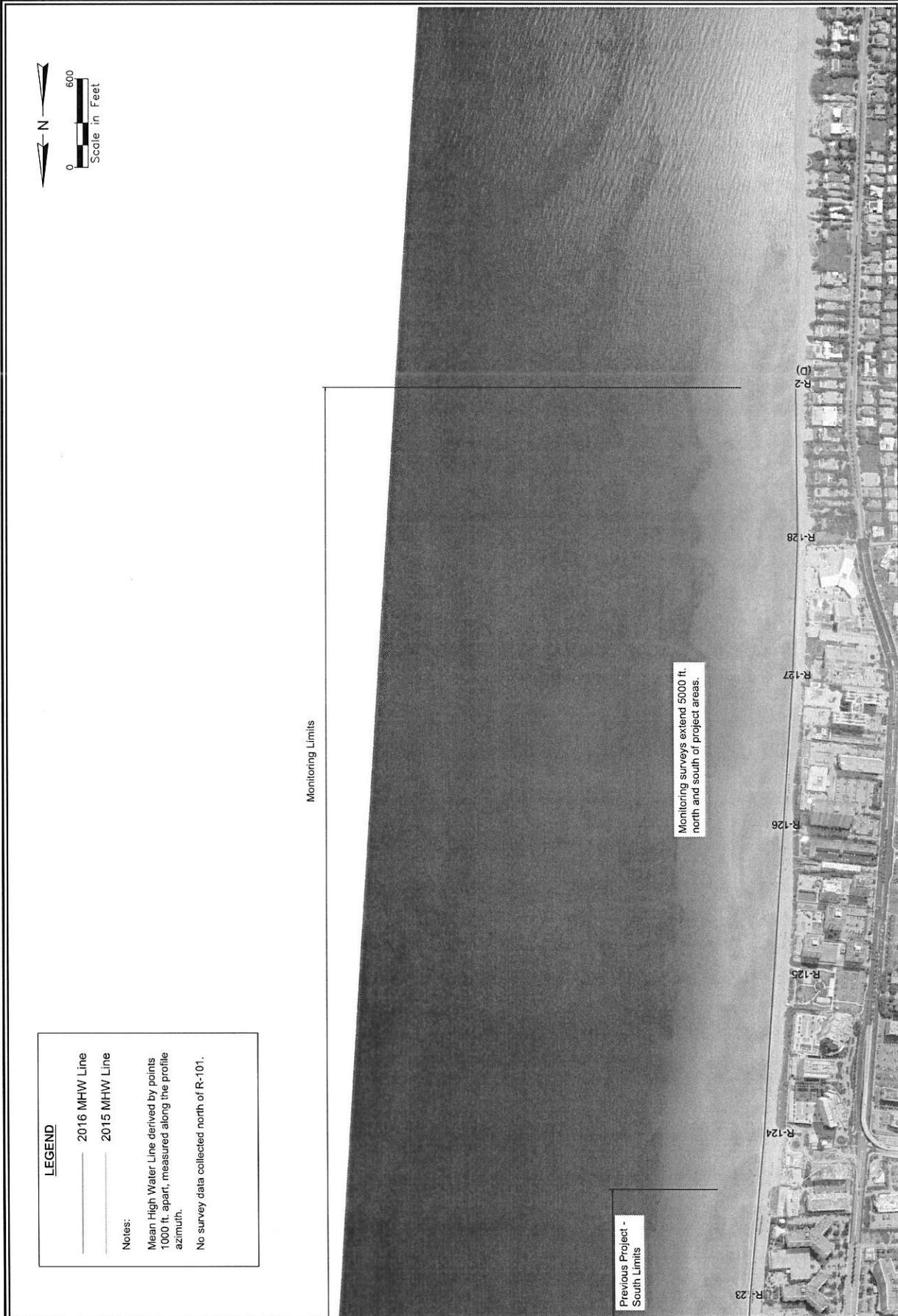
Monitoring Limits

Previous Project - South Segment

R-124
 R-23
 R-122
 R-121
 R-120
 R-119
 R-118
 R-117
 R-116

Hollywood Beach Project Area
 Plan View

ISSUE	
DATE	01-03-17
PROJECT	
JOB	
DATE	
BY	
CHECKED	



LEGEND

—— 2016 MHW Line
 - - - - 2015 MHW Line

Notes:
 Mean High Water Line derived by points
 1000 ft. apart, measured along the profile
 azimuth.
 No survey data collected north of R-101.

Monitoring Limits

Monitoring surveys extend 5000 ft.
 north and south of project areas.

Previous Project -
 South Limits

**CITY OF HOLLYWOOD
COMMUNITY REDEVELOPMENT AGENCY
INTEROFFICE MEMORANDUM**

TO: CRA Board Members

DATE: April 25, 2017

FROM: Jeffrey P. Sheffel, City Attorney

SUBJECT: Proposed Agreement with Applied Technology and Management Company for Coastal Engineering Services for the “Hot Spots” Beach Renourishment Project

I have reviewed the above-captioned agreement for form and legality, and the general business terms and other significant provisions are as follows:

- 1) Department/Office involved – Beach CRA
- 2) Type of Agreement – Notice to Proceed pursuant to a continuing contract under CCNA
- 3) Method of Procurement (RFP, bid, etc.) – RFQ
- 4) Term of Contract
 - a) initial – The project is scheduled to be completed in December 2017.
 - b) renewals (if any) –
 - c) who exercises option to renew –
- 5) Contract Amount – Not to exceed \$111,995.00.
- 6) Termination rights – City can terminate without cause.
- 7) Indemnity/Insurance Requirements – Consultant will indemnify City and provide insurance.
- 8) Scope of Services – Vendor will provide coastal engineering services for the “Hot Spot” beach renourishment project.
- 9) City’s prior experience with Vendor – Yes.
- 10) Other significant provisions – None.

cc: Wazir A. Ishmael, Ph.D., City Manager

STATEMENT OF BUDGET IMPACT
Budgetary Review of Proposed Resolution &
Ordinances with Financial Implication.

Date: April 24, 2017

File: BIS CRA 17-06

Proposed Legislation:

A RESOLUTION OF THE CITY OF HOLLYWOOD, FLORIDA, COMMUNITY REDEVELOPMENT AGENCY ("CRA") AUTHORIZING THE APPROPRIATE CRA OFFICIALS TO ISSUE A NOTICE TO PROCEED FOR THE ATTACHED PROPOSAL WITH APPLIED TECHNOLOGY AND MANAGEMENT COMPANY TO PROVIDE COASTAL ENGINEERING CONSULTING SERVICES FOR THE HOT SPOTS BEACH RENOURISHMENT PROJECT IN AN AMOUNT NOT TO EXCEED \$111,995.00.

Statement of Budget Impact:

1. No Budget Impact associated with this action;
2. Sufficient budgetary resources identified/available;
3. Budgetary resources not identified/unavailable;
4. Potential increase in Revenue is possible with this action;

Explanation:

CRA staff identified two areas, each of which is above and below the Mean High Water line, within the Beach CRA district that have severe erosion conditions and other areas above the Mean High Water line outside the Beach CRA district that also have severe erosion conditions.

In order to secure permits for placement of sand above and below the Mean High Water line for the areas described in the preceding paragraph, the survey and monitoring need to be extended approximately one mile north and one mile south of the sand placement areas.

Since October 21, 2008, the CRA has adopted three separate resolutions (R-BEACH-CRA-2008-19; R-BEACH-CRA-2009-25; R-BEACH-CRA-2010-38) affirming and reaffirming the CRA's sponsorship of the Beach Renourishment Construction and Monitoring Project.

On March 1, 2017, via Resolution R-CRA-2017-10, authorization was given to the appropriate staff to negotiate and execute continuing contracts with ranked firms to provide professional services for designated coastal projects. Applied Technology and Management Company was ranked as one of the qualified firms for consideration.

The CRA entered into a continuing contract with Applied Technology & Management to provide coastal construction engineering plans and specifications in order for the City and CRA to obtain all required agency permits

The project includes the truck haul placement of beach fill sand in two segments of beach and incidental related work including monitoring. The necessary funds for this project are available from the Beach CRA Public Beach Sand Renourishment account number 63.0100.22059.554.006312.

APPROVED BY: Yvette Scott-Phillip
Budget Manager
Hollywood Community Redevelopment Agency