



VILLAGE OF KEY BISCAIYNE

Office of the Village Manager

Village Council

Robert L. Vernon, *Mayor*
Jorge E. Mendia, *Vice Mayor*
Michael Davey
Enrique Garcia
Steve Liedman
Thomas Thornton
Patricia Weinman

Village Manager

Genaro "Chip" Iglesias

DT: July 2, 2008

TO: Honorable Mayor and Members of the Village Council

FR: Genaro "Chip" Iglesias, Village Manager

RE: Seagrass Mitigation Mapping

RECOMMENDATION

It is recommended that the Village Council approve the attached Resolution which authorizes Coastal Systems International, Inc. (CSI) to perform Seagrass Mitigation Mapping Services to the Village of Key Biscayne Beach Renourishment Project.

BACKGROUND

Coastal Systems International, Inc. has been retained by the Village as the Engineer in connection with services needed for the Beach Renourishment Project. In order to facilitate beach renourishment activities, it is in the best interest of the Village to utilize CSI for the purpose of providing a seagrass restoration plan. The services included in this proposal include field surveys to ground truth potential seagrass mitigation sites and revise the Village of Key Biscayne Seagrass Mitigation Plan.

Funding for the Mitigation Mapping Services will be obtained from the beach renourishment line item in the capital outlay and will not exceed \$62,311.

RESOLUTION NO. 2008- _____

A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF KEY BISCAYNE, FLORIDA, AUTHORIZING THE FURTHER PROCUREMENT OF ENGINEERING SERVICES FOR THE VILLAGE OF KEY BISCAYNE, FROM THE FIRM OF COASTAL SYSTEMS INTERNATIONAL, INC.; PROVIDING FOR APPROVAL OF WORK AUTHORIZATION CONCERNING SEAGRASS MITIGATION MAPPING SERVICES; PROVIDING FOR IMPLEMENTATION; PROVIDING FOR EFFECTIVE DATE.

WHEREAS, pursuant to a contractual agreement previously entered into between the Village of Key Biscayne and Coastal Systems International, Inc. (the “ Engineer”), the Engineer has been retained by the Village in connection with services needed for the Village of Key Biscayne Beach Renourishment Projects; and

WHEREAS, the Engineer, pursuant to its continuing contract, has proposed to prepare a seagrass restoration plan for the Village, including the performance of certain seagrass mapping services; and

WHEREAS, the Village Council finds that it is in the best interest of the Village to utilize the Engineer for the purpose of providing a seagrass restoration plan, as may be necessary to facilitate future beach renourishment activities of the Village, as described in the attached Work Authorization Confirmation and proposal attached thereto.

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE VILLAGE COUNCIL OF THE VILLAGE OF KEY BISCAYNE, FLORIDA, AS FOLLOWS:

Section 1. Recitals Adopted. That each of the recitals stated above is hereby adopted and confirmed.

Section 2. Work Authorized, Limitation on Fees.

A. That pursuant to the existing continuing contract between the Engineer and the Village, the performance of additional engineering services pertaining to the preparation of a seagrass restoration plan, as more particularly described in the Work Authorization Confirmation and proposal attached hereto, is hereby approved.

B. That the total fees and costs for the services authorized pursuant to the Work Authorization Confirmation and the proposal attached hereto shall not exceed Sixty Two Thousand Three Hundred and Eleven Dollars (\$62,311), in the absence of further Council authorization.

Section 3. Agreement Approved. That the Village Manager is hereby authorized to execute the Work Authorization Confirmation in substantially the form attached hereto, for the engineering work authorized hereunder between the Village and the Engineer, once approved by the Village Attorney as to form and legal sufficiency.

Section 4. Implementation. That the Village Manager is hereby authorized to take any necessary action to implement the purposes of this Resolution and the attached Work Authorization Confirmation and proposal.

Section 5. Effective Date. That this Resolution shall be effective immediately upon adoption hereof.

[remainder of page intentionally left blank]

PASSED AND ADOPTED this ____ day of July, 2008.

ROBERT VERNON, MAYOR

ATTEST:

CONCHITA H. ALVAREZ, CMC

VILLAGE CLERK

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY

Village Attorney

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COASTAL SYSTEMS INTERNATIONAL, INC.
464 South Dixie Highway • Coral Gables, Florida 33146
Tel: 305-661-3655 • Fax: 305-661-1914
www.coastalsystemsint.com

WORK AUTHORIZATION CONFIRMATION

Date: June 10, 2009 Project No.: 135040.01-R

From: Coastal Systems International, Inc.
464 South Dixie Highway
Coral Gables, Florida 33146

To: Mr. Armando Nunez
VILLAGE OF KEY BISCAYNE
88 West McIntyre Street
Key Biscayne, Florida 33149

RE: TASK 31 – SEAGRASS MITIGATION MAPPING
VILLAGE OF KEY BISCAYNE BEACH NOURISHMENT, MIAMI-DADE COUNTY, FLORIDA

This is to confirm that verbal authorization was given to Coastal Systems International to proceed according to the terms of our proposal (or part(s) _____ only) to you dated _____.

This is to confirm authorization for Coastal Systems International, Inc. to provide the following services:

Seagrass mitigation mapping as outlined in attached subconsultant proposal from Continental Shelf Associates (CSA) along with revisions to the seagrass restoration plan for processing through the environmental agencies. Approximately one half day was added to the budget for additional field work due to the extensive seagrass recruitment in prop scars identified from aerials.

Fees for these additional services are:

- Estimated at \$62,311
- Hourly (as per contract rates)
- Lump Sum

Please execute and return one original for our files. Should you have any questions regarding this authorization, please contact our office at (305) 661-3655.

For: Coastal Systems International, Inc. For: VILLAGE OF KEY BISCAYNE

Signed: Signed: _____

Date: June 23, 2008 Date: _____



CSA International, Inc.
8602 SW Kansas Avenue
Stuart, Florida 34987

www.csaintl.com
Phone: 772-218-3000
Fax: 772-218-3010

14 May 2008

Ms. Penny Cutt
Environmental/Permitting Regional Manager
Coastal Systems International, Inc.
2047 Vista Parkway, Suite 101
West Palm Beach, Florida 33411

Re: Detailed breakdown of revised cost proposal to conduct field surveys to ground truth potential seagrass mitigation sites and revise the Village of Key Biscayne Seagrass Restoration and Mitigation Plan

Dear Penny,

CSA International, Inc. (CSA) is pleased to provide you with a revised cost proposal to conduct field surveys to ground truth potential seagrass mitigation sites and revise the Village of Key Biscayne (VKB) Seagrass Restoration and Mitigation Plan. A brief technical and cost proposal was previously provided to you on 6 May 2008 outlining the Scope of Work and fixed costs by proposed task. This revised cost proposal presents an alternate cost proposal with additional detail outlining hourly labor rates for specific tasks as well as a revised daily rate for field efforts. The Scope of Work including the technical approach remains unchanged.

Below are itemized costs for the tasks associated with the field surveys and revision of the Mitigation Plan. Task 1 is presented as fixed price for mobilization and demobilization associated with the field surveys and remains unchanged from the original proposal. Task 2 is presented as a fixed rate per field day and has been reduced from the original proposal. Although estimated to require up to 6 days, CSA will only charge for the actual number of days spent in the field. Tasks 3 and 4 are broken down in detail as an attachment and are based on CSA's estimated labor hours; the labor rates provided are presented as fixed hourly rates. In order to address the possibility of an increase or decrease in the number of estimated labor hours, a time and materials contractual approach for Tasks 3 and 4 based on the fixed labor rates with a Not to Exceed of \$65,000 for the total contract amount is recommended.

Ms Penny Cutt

16 May 2008

The revised estimated costs by Task are as follows:

| | |
|---|------------------|
| Task 1 – Mobilize (Shop) | \$6,190 |
| Task 2 – Field Surveys | \$35,550 |
| <i>7</i> Task 2 (6 days @ \$5,925/day) | \$ 41,475 |
| Task 3 – Data Processing and Reporting | \$7,812 |
| Task 4 – Mitigation Plan | \$6,834 |
| Total Estimated Cost | \$56,386 |

ABA

\$ 62,311

We appreciate the opportunity to provide you with this revised proposal and looks forward to additional collaboration. If you have any questions on the information presented in this letter or would like additional details regarding the proposed methodologies, please call me at your earliest convenience.

Sincerely,

Approved,



Anne McCarthy
Director, Coastal Restoration
CSA International, Inc.



Fredrick B. Ayer, II
Vice President
CSA International, Inc.

Attachment

ATTACHMENT

| DIRECT LABOR PERSONNEL | | | | TOTAL HOURS | TOTAL RATE | TOTAL PRICE |
|--|---|-----------|---|-------------|------------|--------------|
| Data Processing & Reporting | | | | | | |
| Director | - | - | - | - | 228.48 | - |
| Project Scientist 3 | - | 8 | - | 8 | 107.52 | 860 |
| Project Scientist 1 | - | - | - | - | 73.92 | - |
| GIS Analyst | - | 16 | - | 16 | 77.28 | 1,236 |
| Project Administrator | - | - | - | - | 63.84 | - |
| Operations Supervisor 1 | - | 56 | - | 56 | 94.08 | 5,268 |
| Technician 2 | - | - | - | - | 73.92 | - |
| Technician 1 | - | - | - | - | 63.84 | - |
| Tech Editor 1 | - | 2 | - | 2 | 73.92 | 148 |
| Document Processor | - | 4 | - | 4 | 63.84 | 255 |
| Clerical | - | 1 | - | 1 | 43.68 | 44 |
| TOTAL EL. 3: | - | 87 | - | 87 | | 7,812 |

| DIRECT LABOR PERSONNEL | | | | TOTAL HOURS | TOTAL RATE | TOTAL PRICE |
|-------------------------|---|-----------|---|-------------|------------|--------------|
| Mitigation Plan | | | | | | |
| Director | - | 2 | - | 2 | 228.48 | 457 |
| Project Scientist 3 | - | 16 | - | 16 | 107.52 | 1,720 |
| Project Scientist 1 | - | 40 | - | 40 | 73.92 | 2,957 |
| GIS Analyst | - | 8 | - | 8 | 77.28 | 618 |
| Project Administrator | - | 2 | - | 2 | 63.84 | 128 |
| Operations Supervisor 1 | - | - | - | - | 94.08 | - |
| Technician 2 | - | - | - | - | 73.92 | - |
| Technician 1 | - | - | - | - | 63.84 | - |
| Tech Editor 1 | - | 8 | - | 8 | 73.92 | 591 |
| Document Processor | - | 5 | - | 5 | 63.84 | 319 |
| Clerical | - | 1 | - | 1 | 43.68 | 44 |
| TOTAL EL. 3: | - | 82 | - | 82 | | 6,834 |