

CHANGE ORDER APPROVAL FORM

PROJECT: Miscellaneous Beach Restoration Project CHANGE ORDER NUMBER: 1

Related Consultant Services _____ DATE: 01/25/2016

CONTRACT NUMBER: CM1852-TO14

TO CONTRACTOR: Olsen Associates, Inc.

Reason for Change Order: Amend Task Order No. 14 to accept Olsen Associates, Inc. 2016 Labor Rates for the work performed under this task order effective January 1, 2016, see attached.

Original Contract Sum..... \$ 20,000.00

Net Change by Previous Change Order/Supplemental Agreement.	\$.00
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Contract Sum Prior to This Change Order.....	\$	20,000.00
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Amount of This Change Order (Add/Deduct)..... \$.00

New Contract Sum Including this Change Order..... \$ 20,000.00


The contract for substantial completion will be (~~increased~~) (~~decreased~~) (unchanged) by 0 days;

APPROVED BY: William R Moore
Project Manager


DATE: 25-Jan-14

APPROVED BY: Charlotte Young
Contract Manager

DATE: 1/25/16

APPROVED BY: 
5/25/16 Director of Office of Management & Budget

DATE: 1-26-76

APPROVED BY: 
County Manager

DATE: 1/27/16

ACCOUNT NO.: 43600539-531386

Charlotte Young

From: William R. Moore <moor1706@bellsouth.net>
Sent: Monday, January 18, 2016 9:57 AM
To: Charlotte Young
Cc: Cathy Lewis; sreeves@omnihotels.com; abrowder@olsen-associates.com
Subject: Proposed Amendment to TO14
Attachments: 20150921 APPROVED CM1852-TO14 Olsen Associates, Inc..pdf; 20151116 SAISSA BOARD Mtg Minutes 10 26 15 (FINAL).doc

Charlotte,
Task Order 14, Miscellaneous Beach Restoration Project Related Consultant Services was approved by Ted Selby on September 17, 2015 for an effective date of October 1, 2015 (Approved Task Order 14 attached above).

At the fourth Quarter SAISSA Board meeting the Trustees unanimously approved a motion to accept the Olsen Labor Rates for 2016 to be effective January 1, 2016 (Minutes attached above).

Following the Board of Trustees motion, I have discussed with you and Cathy the appropriate method to apply the 2016 Olsen Labor Rates to the work performed under TO14 beginning January 1, 2016. The conclusion was that I should submit a request to Amend the TO14. Since the Task Order was originally approved by Ted, it seems appropriate to submit the amendment to Ted for his consideration. Therefore, Charlotte, would you please prepare the Contract Approval Form to initiate the amendment process for TO14. Is there any additional documentation required for this process?. Thanks, Bill



William R. Moore AICP
5457 Marshview Lane
Amelia Island, Florida 32034
904.753.4178

CM1852

Charlotte Young

From: William R. Moore <moor1706@bellsouth.net>
Sent: Tuesday, October 27, 2015 10:23 AM
To: Charlotte Young
Cc: Cathy Lewis; abrowder@olsen-associates.com
Subject: Olsen Associates Labor Rates for Calendar 2016
Attachments: Labor Rates 2016_SAISSA Rates.pdf

Charlotte,

Yesterday, October 26, 2015, the SAISSA Board of Trustees approved the attached Olsen Associates Labor rates for calendar 2016 effective January 1, 2016. The hourly rates have increase between 1.4% and 1.75% depending on category. What is the process for incorporating the new labor rates into CM1852. Currently we have Task Order 14, Miscellaneous Coastal Engineering Services that will effected by the new rates effective January 1, 2016. Thank You for you review and assistance.

Regards, Bill.



William R. Moore AICP
5457 Marshview Lane
Amelia Island, Florida 32034
904.753.4178

OLSEN ASSOCIATES, INC.

LABOR RATES

2016

Principal	\$230/hr
Principal II	\$205/hr
Senior Engineer	\$174/hr
Coastal Engineer I	\$134/hr
Coastal Engineer II	\$110/hr
Coastal Engineer III	\$101/hr
CADD Technician	\$68/hr
Administrative Assistant	\$72/hr

THE SOUTH AMELIA ISLAND SHORE STABILIZATION ASSOCIATION, INC.
BOARD OF TRUSTEES MEETING
October 26, 2015

A Meeting of the South Amelia Island Shore Stabilization Association, Inc. (SAISSA) was held this date in the Omni Racquet Park Conference Center, Ibis Room, Amelia Island, Florida.

BOARD MEMBERS PRESENT

Drew Wallace, President
Bev Keigwin, Vice President
Steve Ardia
Anne Kendel
Ron Kolar
Mary O'Donnell
Jeff Galanti (*via phone*)

BOARD MEMBERS ABSENT

Steve Kaye
Al Watson
Leena Jadeja
Chris Cates

AMELIA ISLAND MANAGEMENT

Scott Muir, Director
Jane Kalem, Executive Assistant

ATTORNEY PRESENT

Buddy Jacobs, Attorney

CONSULTANTS PRESENT

Bill Moore, William R. Moore Consulting LLC
Erik Olsen and Al Browder, Olsen Associates, Inc.

GUESTS PRESENT

Sign in sheet on file.

CALL TO ORDER

There were seven (7) Board members present in person or by phone, which represented a quorum. President Wallace called the meeting to order at 3:02p.m.

INTRODUCTION AND ACCEPTANCE OF NEW TRUSTEE

President Wallace stated that Steve Kaye is a new Trustee to the Board, as a representative from AIPCA.

CY YELK REMEMBRANCE

President Wallace mentioned that Cy Yelk passed away and called for a moment of silence in his honor.

APPROVAL OF MINUTES

Ron Kolar moved to approve the August 12, 2015 Board of Trustees Meeting Minutes; Steve Ardia seconded and the motion passed unanimously.

NOTE: All Exhibits referenced below are attached.

AMELIA ISLAND CONVENTION & VISITOR'S BUREAU (Langley)

Bill Moore introduced Gil Langley, President and CEO of Amelia Island Convention & Visitor's Bureau.

Gil Langley gave a recap of the tourism industry/year on Amelia Island and discussed several issues:

- 1) Tourist Development Council (TDC)—The TDC program was established in 1988 with leadership from Jack Healan and David Caples. Funding for this program comes solely from a user fee on rentals- the "bed tax" as it popularly termed. Growth in TDC income has been good. Part of the reason why is because twice during the economic downturn, the County Commission increased the bed tax percentage. This gave the program more resources while other communities and programs were required to cut back. The TDC which is part of the Amelia Island Visitors and Convention

Bureau was able to build market share during those times. The Visitors and Convention Bureau has a full time staff of 6 and a part time staff of 4. Fifteen percent (15%) of TDC funding is set aside for administration and market research, 10% of the budget is mandated by law to go to the travel trade, 10% is set aside for beach renourishment and sixty-five percent (65%) of the Program's money is allocated to marketing. The TDC and the Amelia Island Visitors and Convention Bureau are part of Nassau County organizationally. The County Commission set the tax rate and approves their budget including how the 10% beach Renourishment money is spent. Currently the County allocates about \$125,000 on beach cleanup. The County Commission now allows the balance of the 10% collected annually for the beaches to accumulate as a contingency fund for future beach renourishment needs. Currently the fund balance for beach renourishment is about \$1.5 million.

- 2) Abandoned Gear on Beach—The Amelia Island Convention & Visitor's Bureau supports a "Leave No Trace Behind" ordinance. There are environmental and erosion issues that come from trash and other gear being left on the beach. Gil Langley is the Chair for a Committee looking at a solution for moving items off of the beach and making sure abandoned items are removed from the beach. The goal is for the County Commission to adopt the Ordinance and for the City to follow-up with an identical Ordinance. The funding to enforce the Ordinance would likely come from the TDC Beach Program.
- 3) Update on Amelia Island MSTU—the proposal for a Municipal Service Benefit Unit (MSTU) was created to provide a source of money to fund beach Renourishment for the balance of Amelia Island outside of the SAISS-MABU. The County's Consultants have estimated the individual household cost would be about \$20 per year per residence outside of the SAISS-MSBU. This is estimated to generate \$350,000 to \$400,000 annually. [The local funds needed to support the City's Beach Renourishment Project are substantially less than the SAISS Project because a little under eighty (80%) of the City's Project is paid by the Federal Government. The SAISS Project is not eligible for Federal funding since we lack public beach access with parking every ¼ mile.] The City's scheduled Renourishment interval is every five years but the project area has received supplement disposal projects from the Navy's St. Mary Channel Maintenance Dredging. Since this disposal project is regular requirement, the U.S. Army Corps of Engineers has proposed moving the beach disposal site progressively farther to the south so that more of the City's beaches receive the benefit of the annual dredging and disposal. The Corps and Navy are now discussing the idea which may generate an additional cost that the City would have to pay. There is no commitment. At this time it is still just a possibility.

Eric Olsen expounded on the City's plan for the north end of the island. The reoccurring Navy dredging project has continued to put sand on the beach and has greatly helped to mitigate the erosion problem. The Army Corp of Engineers has concluded that it would be more beneficial to the beaches to spread the annual disposal project farther to the south and nourish areas that have not been covered by prior disposals or nourishment projects. There appears to be a potential for as much as 300,000 or 400,000 cubic yards of sand. Since the amount of sand needed would be about one million cubic yards, the City would need to sequentially use Navy sand for this to be an effective replacement for the Shore Protection Project. At the present time, it is unknown if this new strategy would have an additional cost to the City. More information will be provided to the Association if this plan is approved.

LEGISLATIVE MATTERS (Jacobs)

Buddy Jacobs reported that we are unlikely to get any cost-sharing through the Legislature this year. However, he pointed out that we were well treated in the past with Cost-sharing grant of \$117,000 for FY 16 and \$4.263 million for FY 15 and \$8 million in FY 04 and 05 to build the terminal groin, breakwater and several years cost-shared monitoring with the Florida Park Service through FY 10.

ENGINEERING REPORT (Al Browder, Olsen Associates, Inc.)

Mr. Browder discussed the following:

1. Year 4, FEMA Physical survey – TO12 Update

The project's Year-4 beach profile monitoring survey was performed in June 2015. Year-4 survey is not an FDEP permit requirement, but the survey is performed to document the project's pre-2015 storm season condition for FEMA engineered beach status. Since the FDEP permit does not require a Year-4 survey or full engineering study, only a limited analysis was conducted of the survey data in order to update FDEP for purposes of the annual State cost-sharing application.

Dr. Browder reported that as of June 2015, the project's Mean High Waterline lays an average of 193-ft seaward of its initial 1994 pre-nourishment highly eroded beach. The Year-4 MHW shoreline measurement averages 30 to 35 feet better than the same point in time for the last Renourishment cycle (2006). Over the first four years of the 2011 Project, we have lost 685,000 cubic yards (cy) measured above Mean High Water (MHW) or about 32.6% of the volume but we have only lost an estimated 247,700 cubic yards of the placed volume out to a -20 NAVD88 [NAVD88 is an abbreviation for the North American Vertical Datum, 1988]. This amount represents a loss of about 11.8%. However, the beach north of the Breakwater which didn't have a direct benefit from the 2013 placement of material from the Atlantic Intracoastal Waterway lost 670,100 cubic yards or 34.3% of the volume placed in 2011 above MHW. When measured out to 20 feet below sea level, we have lost 337,600 cy or 17.3% of the placed volume.

2. Phase 1, Field Geotechnical Investigation – TO13 Update

The field work component for the Federal waters Field Marine Geotechnical Investigation was completed on 14 October 2015, under BOEM Notice of Scientific Research NA15-001. Thirteen sediment Vibracores were collected along several areas of large-scale offshore ridge features, all in Federal Waters. Athena Technologies, Inc. collected the Vibracores. OAI (Browder) was present for the field work effort.

The immediate on-vessel observations of sediment quality reveal a range of sand quality and sand lens thicknesses atop a stiff gray/green marine clay layer of indeterminate depth. The potential sand layer observed from the Vibracores ranged from a few feet (2 to 3 feet) to over 12 feet. Informal observations of water depths from the vessel fathometer suggest that the sand layer that is draped over the clay may likely exist in the form of discrete sand ridges or sand waves that sit atop the much larger-scale shore-parallel ridge that was the focus of the field work. These waves or ridges are not very large, complicating the assessment of the collected samples.

The Vibracore samples have been delivered to the geotechnical laboratory, where they will be split open, photographed and logged by a professional geologist. The sediments will also be sampled for grain size distribution and other characteristics, including color, fines content, and shell content.

Preliminary Opinion: An initial opinion, based only on the limited boat observations, is that it seems likely that small borrow areas could potentially be developed on the primary ridges offshore, but their development would require high-resolution analyses through multibeam bathymetric survey, sub-bottom sonar profiling, and the collection of multiple additional Vibracores. These tasks would have been required in any case if a borrow area were to be developed in these Federal waters areas, but the resolution and detail of the additional data collection will need to be increased relative to "typical" borrow area development standards in order to target the good sand and avoid the bad (vertically and

horizontally) across the irregular bathymetry. With that preliminary opinion, it is also opined that SAISSA will still need to pursue borrow area sources elsewhere, specifically at Nassau Sound. Ultimately, multiple borrow areas in different locations may need to be pooled in a Permit Application that would span 15 years and allow for two full renourishment projects.

3. Phase II, Sand Search – TO15 Proposal

As a follow-up to our recently completed reconnaissance-level Vibracoring investigation, it is our opinion that the next phased action should be the prompt acquisition of a high resolution bathymetric survey of certain portions of the sandy areas just sampled. The hydrographic data base for the offshore area seaward of Amelia Island is neither current nor sufficiently accurate for this purpose. The acquisition of detailed survey data in these specific areas would allow for an initial estimate of how much sand might potentially be available therein (via volume takeoffs, etc.). Such a survey effort (Task Order 15) would be on the order of \$15,000.00.

Bev Keigwin moved to approve the Phase 1 Field Marine Geotechnical Bathymetric Survey Supplement. Ron Kolar seconded and the motion passed unanimously.

4. Olsen Associates, Proposed FY16 Labor Rates

Discussion ensued regarding the Olsen labor rates for 2016. This is a fixed fee based on a project basis for time and materials.

Ron Kolar moved to approve Olsen Associates labor rates as proposed for 2016 effective January 1, 2016. Bev Keigwin seconded and the motion passed unanimously.

STATE COST-SHARING

- FDEP Grant Status FY16—Bill Moore reported that SAISSA has a FDEP grant for 2016 and was awarded \$117,000 from the legislature last year. The FDEP decided to terminate the current contract since all of the work was finished, and they are writing a new contract for FY16. This means SAISSA will need to go back through the entire process of rewriting the contract with the County. SAISSA will still be moving ahead, though, with the Contract and should be immediately eligible for a portion of the \$117,000.
- State Cost-Sharing Application for 2016-2017 (FY 17) —Bill Moore reported that the application for FY17 has been submitted. FDEP will evaluate and rank all requests submitted for State Cost-sharing Assistance. Typically Legislative funds are distributed in accordance with the ranking of projects with the highest ranked project funded first and so down the list until the funds are exhausted. The Session starts January 12, 2016. By late March, the Association should know whether the legislature will award any money to SAISS-MSBU. The State share requested for FY 17 is \$402,000.

OTHER BUSINESS

President Wallace reported that the By-Laws require an audit and Bill Moore will talk with Shirlene Reeves to get a quote for this audit.

Buddy Jacobs' office will edit the Bylaws and send recommended changes to the Bylaw Committee. Discussion ensued regarding possibly focusing on factual changes first and then addressing additional changes at a later time. This is something the Bylaw Committee can consider and decide what approach to take.

Discussion ensued regarding the delay in opening up the bike path across from the South Bridge. Bill Moore explained that the delay was due to safety issues. There have been a number of meetings to address potential safety concerns before opening the bike path.

AUDIENCE COMMENTS/QUESTIONS FOR ITEMS NOT ON AGENDA

None

NEXT MEETING

The Trustees were reminded the next meeting is Wednesday, February 10, 2016.

ADJOURNMENT

There being no further business, President Wallace called for the meeting to be adjourned at 4.38p.m.

Steve Ardia moved to adjourn the meeting; Bev Keigwin seconded and the motion passed unanimously. The meeting was adjourned at 4:38 p.m.

Respectfully submitted,

Al Watson

Al Watson, Secretary

AW/jk

Attachments: