

CS-18-199

(Contract Management Use only)

CONTRACT TRACKING NO. CM1852-TO35

CONTRACT APPROVAL FORM

CONTRACTOR INFORMATION

Name: Olsen Associates, Inc
Address: 2618 Herschel St. Jacksonville FL 32204
Contractor's Administrator Name: Albert E. Browder Ph.D.,P.E. Title: Vice-President & Principal
Tel#: (904) 387-6114 Email: abrowder@olsen-associates.com

CONTRACT INFORMATION

Contract Name: Continuing Contract for Professional Coastal Engineer Contract Value: \$25,000.00
Brief Description: Consultant to acquire updated beach profile survey data (FY 2019)
Contract Dates : From: Execution to: 9/30/19 Status: New Renew Amend# X WA/Task Order
How Procured: Sole Source Single Source ITB RFP RFQ Coop. Other

If Processing an Amendment:

Contract #: Increase Amount of Existing Contract:
New Contract Dates: to TOTAL OR AMENDMENT AMOUNT:

APPROVALS PURSUANT TO NASSAU COUNTY PURCHASING POLICY, SECTION 6

- 1. William R. Moore 4/19/19 SAISSA MSBU
2. Jayson Higgins 4/22/19 43600539-531371
3. M. M. 4/25/19 4.24.19
4. County Attorney (approved as to form only) 4/26/19

Comments:

COUNTY MANAGER - FINAL SIGNATURE APPROVAL

Michael Mullin 4/26/19

RETURN ORIGINAL(S) TO CONTRACT MANAGEMENT FOR DISTRIBUTION AS FOLLOWS:

- Original: Clerk's Services; Contractor (original or certified copy)
Copy: Department
Office of Management & Budget
Contract Management
Clerk Finance

RCVD OMB '19 APR 23 PM4:56

## MEMORANDUM

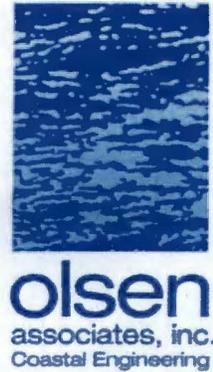
Date: 20 April 2019

To: Bill Moore – SAISS Project Representative

From: Albert E. Browder, Ph.D., P.E. *AEB*  
Principal Engineer, Project Manager

Re: **Task Order #35, Contract CM1852 – REV. 1**  
Year-8 FEMA Beach Profile Survey  
2011 Renourishment: South Amelia Island Shore Stabilization Project

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Please see the attached Task Order for the documentation of engineered beach conditions along the Atlantic Ocean and Nassau Sound shorelines of the South Amelia Island Shore Stabilization Project. The intent of this survey would be to contribute to an island-wide effort to survey all the historical survey monuments on the island, from the St. Marys Entrance south jetty to the A1A bridge at Amelia Island State Park. The City of Fernandina Beach will be surveying their beach profiles southward to the boundary of the traditional SAISSA survey area, and will be collecting digital orthophotography of the entire island (through the TDC) in the summer of 2019. SAISSA will have access to that 2019 photography. The proposed survey described herein would cover the beach from Summer Beach to the A1A bridge, following the same historical profiles SAISSA has collected for many years. The detailed analyses of the beach conditions along the entire shoreline would be sponsored by the City of Fernandina Beach.

The South Amelia Island beaches were last surveyed in June 2018. The June 2019 survey will serve as the pre-storm survey for any major storm event that might occur in the 2019 tropical storm season.

Please do not hesitate to contact us with any questions. Thank you.

**NASSAU COUNTY - SAISSA  
Task Order Memorandum  
Contract CM1852**

**To:** Olsen Associates, Inc.  
2618 Herschel St.  
Jacksonville, FL 32204

**Date:** 20 April 2019  
**Contract:** Coastal Engineering  
**Request Made By:** Bill Moore, SAISSA Rep.  
**Request Received By:** Albert E. Browder, Ph.D., P.E.  
**Task Order No:** CM1852 TO #35 – Rev 1

**Task Order:** YEAR-8 FEMA Beach Profile Survey (FY 2019)  
2011 Renourishment: South Amelia Island Shore Stabilization Project

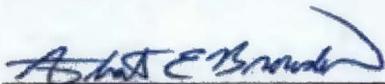
Consultant shall acquire updated beach profile survey data, via qualified subconsultants, along 40 pre-established transects within the limits of the 2011 Renourishment Project (R-55 to R-82 plus historical intermediate monuments). Data shall be collected in concert with separate but similar efforts by the City of Fernandina Beach to achieve a 2019 island-wide survey. All data shall be added to the existing historical survey data base for South Amelia Island. The purpose of this Task is to document the condition of the engineered beach prior to the 2019 hurricane season. Should the project be impacted by a declared disaster, the data would be utilized to substantiate a request for mitigation funding through a Project Worksheet formulated by FEMA technical personnel. The Task Order addresses survey data acquisition, QA/QC by Consultant, and delivery of survey products to Client, including maps and updated beach profile plots.

**Fee: \$ 25,000 (Lump Sum)**

**Requested Completion Date:** 45 days from receipt of survey data (surveys performed in June or July, typ.).

**Olsen Associates, Inc.**

**SAISSA**

  
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Albert E. Browder, Ph.D., P.E.

  
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Andrew L. Wallace, SAISSA President

**Date:** 20 April 2019  
\_\_\_\_\_

**Date:** 04-19-2019  
\_\_\_\_\_

Attest to Chair  
Signature

**Nassau County, Board of County  
Commissioners**

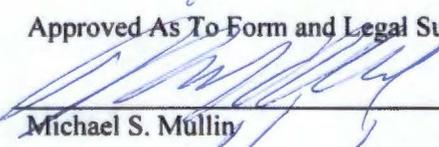
  
\_\_\_\_\_  
Michael S. Mullin  
Its: County Manager

*N/A*  
\_\_\_\_\_  
John A. Crawford  
It's: Ex-Officio Clerk

**Date:** 4/20/19  
\_\_\_\_\_

**Approved As To Form and Legal Sufficiency:**

**Date:** \_\_\_\_\_

  
\_\_\_\_\_  
Michael S. Mullin  
**Date:** 4/20/19  
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