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June 25, 2025

Brighton Heard, General Manager
Captiva Erosion Prevention District
11513 Andy Rosse Lane, Unit 4
Captiva, FL 33924

**Re: Proposal for Construction Phase Services
Captiva Island Beach Renourishment Project**

Dear Brighton:

This letter is in response to your request for a proposal for Aptim Coastal Planning & Engineering, LLC (APTIM), to assist the Captiva Erosion Prevention District (CEPD) with Construction Phase Services Assistance for the Captiva Island Beach Renourishment Project. The following Scope of Work describes the proposed services for this effort.

Introduction

The beach renourishment project is located on the west coast of Florida on Captiva Island within Lee County. The project area is located between Florida DEP reference monuments R-84 and R-109 (Captiva Island). The project consists of the placement of approximately 800,000 cubic yards of beach fill along 4.85 miles of shoreline and rehabilitation of existing dunes. The contract calls for fill along the entire Gulf of Mexico shoreline of Captiva Island between Redfish Pass and Blind Pass and the restoration of the dunes. The total base bid volume may be updated within contract allowances or change order as directed by CEPD prior to or during construction.

Scope of Work

This is a proposal for coastal engineering services and construction management for the Captiva Island Beach Renourishment Project. The scope of services assumes a maximum 75-day period for construction of the project, which is based on historical production rates and assumes the loss of an occasional workday due to weather circumstances or mechanical issues.

During those down periods, the on-site Engineer will remain on Captiva Island and utilize the time to conduct administrative tasks such as acquisition of water quality reports, contractor construction reports, engineer observation reports, and basic verification of borrow area excavation and beach placements efforts. If a prolonged period of project cessation is required, the on-site engineer will return to the office and time will not be charged to the project.



Task 1.0 Pre-Construction Services

Using the pre-construction survey provided by the contractor, the design volume will be updated to determine if any volume re-distribution is needed and inform CEPD if it is. The project area will be photo documented before construction begins during this phase. We will observe the contractor's pre-construction operations, including placement of the submerged pipeline, pump out station and/or booster pump.

APTIM will assist with integrating the efforts of the CEPD and various environmental monitors. The CEPD and Contractor will provide environmental monitoring services, which must be integrated with construction and produce reports required by permitting agencies.

Task 2.0 During Construction Services

The APTIM Engineer will be the Captiva Erosion Prevention District's technical representative during the construction period and assist and observe the contractor during construction. The Engineer will make visits to the site at intervals appropriate to the various stages of construction, as the Engineer deems necessary as an experienced and qualified design professional to observe the progress that has been made and the quality of the various aspects of Contractor's executed Work. Based on information obtained during such visits and observations, the Engineer will endeavor for the benefit of the CEPD to determine, in general, if the Work is proceeding in accordance with the Contract Documents. On the basis of such visits and on-site observations, the Engineer will keep the District informed of the progress of the Work and will endeavor to guard the CEPD against defective Work. The Engineer will furnish Resident Project Representative/engineer to assist in providing more continuous observation of the Work. APTIM will establish a local presence during construction. The APTIM Team will maintain a local presence and conduct daily construction observations 7 days a week during construction. The Engineer will manage weekly construction meetings. APTIM personnel will also provide office engineering support as needed during the construction phase. This proposal includes 75-days of site observation.

Emphasis during construction will be placed upon monitoring the timeliness of the Contractor's work and the quality of the sediment placed on the beach. Engineering representatives will observe construction daily and collect sand samples. The APTIM Engineer will be available to address questions concerning the plans and specifications and address other issues of coordination for the beach nourishment project. The Engineer will also accept and review dredge Contractor quality control reports (daily reports), dredge tracks, sand sample results and water quality reports through the duration of the project from mobilization through demobilization from the project site. During construction of the project, the Engineer will require the Contractor to maintain the maximum amount of beach open and accessible to the public as possible. The engineer will provide coordination between the environmental monitors and the contractor and coordinate changes in construction that may be needed to address sea turtle nesting, shorebirds, or other activities.

The Engineer's representative will observe the before and after dredge surveys performed by the Contractor during construction. The Engineer will calculate pay quantities and approve acceptance sections based on these surveys after completion of the entire fill amount of 800,000 cy. The Engineer will review and approve pay estimates and provide this information to CEPD for payment and to support payment authorized by grants during construction. The Engineer will prepare a daily QA report summarizing the construction. These reports will be available to the community representatives on request or at the end of the project.



The Engineer will issue with reasonable promptness such written clarifications or interpretations of the requirements of the Contract Documents (in the form of Drawings or otherwise) as the Engineer may determine necessary, which shall be consistent with the intent of and reasonably inferable from Contract Documents. The Engineer may authorize minor variations in the Work from the requirements of the Contract Documents which do not involve an adjustment in the Contract Price or the Contract Times and are compatible with the design concept of the completed Project as a functioning whole as indicated by the Contract Documents. These may be accomplished by a Field Order or new drawings and will be binding on the District and also on Contractor who shall promptly perform the Work involved. Significant changes in price or scope will be presented to CEPD for the review and approval.

When construction is not taking place for an extended period of time due to weather or the contractor's equipment problems, APTIM will not count the period as part of the 75-day construction period for payment.

Task 3.0 Post-Construction Services

During the immediate post-construction time frame on Captiva Island, APTIM and the CEPD will examine the beach construction site and overall project area and create a punch list of any deficiencies. CEPD's comments and observations will be incorporated into the punch list. A follow-up inspection will be conducted to see that the punch list items are corrected, and the Contractor has demobilized from the project area. The engineer will make a site visit in support of the project certification process to observe the project's compliance with plans, specifications, and permits.

APTIM will verify demobilization of the Contractor, to include removal of equipment from the beach, staging areas and CEPD property; final grading, tilling and scarp leveling of the beach, debris removal and other cleanup operations. If observed, the Contractor will be informed of any equipment or debris left on or offshore. The shoreline development and other affected properties will be inspected for damage, and all damages and claims will be given to the Contractor for resolution. APTIM will make a recommendation to CEPD about any unresolved claims or damages.

The Engineer will review and make recommendation for final invoices and change orders for the CEPD.

Within 30 days, an engineering letter report with as-built drawings (if available) will be prepared containing post-construction results. The Engineer will certify a substantial completion of the project to permit agencies and as required in the FDEP and Corps permits and other agency documents. This certification will be followed by a post-construction report, as described below, which will include the as-built surveys provided by the Contractor for the beach, and the post-construction information required by permit.

Task 4.0 Post-Construction Survey Services

In accordance with the Physical Monitoring Plan for the Captiva Island Beach Renourishment Project, topographic and bathymetric surveys of the beach, offshore, and borrow site areas will be conducted. This not only serves to meet permitting requirements but acts as quality assurance of the contractor's work. The post-construction monitoring event will consist of topographic and bathymetric surveys, borrow area monitoring, and aerial photography. All work activities and deliverables shall be conducted in accordance with the May 2014 (updated October 2014) FDEP Monitoring Standards for Beach



Erosion Control Projects, Section 01200 and under the direct supervision of a Florida Registered Professional Surveyor and Mapper.

Task 4.1 Topographic and Bathymetric Surveys

APTIM surveyors will begin mobilization and survey planning upon receipt of a notice to proceed (NTP). The survey vessel and trailer will be mobilized and inspected by a commercial driver prior to traveling to Captiva, Florida. All survey gear is tested for proper operation prior to departure. Upon completion of the survey task below, surveyors will transport the vessel and personnel back to Boca Raton, FL. A survey report and maps will be prepared by a Florida Registered Professional Surveyor and Mapper.

Prior to the start of the survey, a reconnaissance of the FDEP 2nd order monuments will be conducted to confirm that survey control is in place and undisturbed using Real Time Kinematic Global Positioning System (RTK GPS). To achieve required accuracy, the survey will be controlled using FDEP 2nd order monuments.

The annual monitoring surveys will include published FDEP beach profile lines (reference monuments) within the fill area as well as FDEP profile lines outside the fill area per the physical monitoring plan. All profile surveys will extend seaward to the -13' NAVD contour, 2,000 feet from the shoreline or to the channel center, whichever is least.

Topographic and hydrographic profile surveys will be collected from R-83 through R-109 including intermediate monuments R-83.5, R-83.7, R-84.6, and R-96+326. Profile R-84 will be run at two azimuths for total of 32 lines. All data seaward of the dune will be collected using RTK GPS technology. Upland areas inaccessible to RTK GPS will be collected using standard differential leveling techniques. Upland topography will extend approximately 150 feet landward of the vegetation line or until an obstacle is encountered.

Hydrographic portions of the profile line will be collected from APTIM's 24-foot survey vessel equipped with RTK GPS technology and a dynamic motion sensor. Standard hydrographic procedures will be followed including all necessary quality control checks. To maintain the vessel navigation along the profile lines, HYPACK navigation software will be used. This software provides horizontal position to the sounding data allowing real-time review of the profile data in plan view or cross section format. HYPACK also provides navigation to the helm to control the deviation from the online azimuth. The landward limits of the hydrographic survey will be based on a minimum of 50 feet beyond the seaward extent of the beach profile. Profiles will extend seaward beyond the depth of closure, approximately 2,000 feet offshore. The survey results will be processed, and quality controlled in APTIM's office. The surveys will be conducted using NAVD 88 and Florida State Plane Coordinate System NAD 83.

Task 4.2 Borrow Area Survey

A bathymetric survey of Borrow Area VI-E (and Borrow Area III-B if utilized) excavated for the Beach Renourishment Project using a single beam fathometer with tie lines will be conducted within 60 days following conclusion of the construction project. The hydrographic survey will be conducted from APTIM's 28-foot survey vessel equipped with RTK GPS technology and a dynamic motion sensor. Standard hydrographic procedures will be followed including all necessary quality control checks. To maintain the vessel navigation along the profile lines, HYPACK navigation software will be used. This software provides horizontal position to the



sounding data allowing real-time review of the profile data in plan view or cross section format. Survey grid lines across the borrow area shall be spaced to provide sufficient detail for accurate volumetric calculations or approximately 200 feet apart and 500-foot overlap with undredged adjacent areas and follow historic survey lines. The survey grid lines will extend beyond the boundaries of the borrow site to provide complete coverage similar to the pre-construction survey. The survey will be conducted using NAVD 88 and Florida State Plane Coordinate System NAD 83.

Task 4.3 Survey Report Preparation

Upon completion of the field work, survey data will be processed using industry standards. Hypack hydrographic software and APTIM's proprietary programs will reduce the data to ASCII XYZ format. Plan view maps will be developed showing contoured survey data and other pertinent survey information. All data will be provided relative to the North America Datum of 1983/90 and the North America Vertical Datum of 1988 as required by section 01000 and 01100 of the monitoring standards for Beach Erosion Control Projects. Hydrographic Survey Maps will be signed and sealed by a Florida Registered Professional Surveyor and Mapper.

A certified survey report will be prepared. The report will consist of the required FDEP Monitoring Standards, which include: Beach Profile Survey Report Notes and Certification, Monument Information Report, Federally Compliant Metadata, XYZ data, DEP ASCII files, Profile Plots, Comparative Profile Plots, and Field Book Pages. The survey report will be submitted to FDEP within 90 days of the completion of the survey field work.

Task 5.0 Post-Construction Engineering Report Preparation

APTIM engineers will develop and submit the post-construction engineering report to the FDEP within 90 days following completion of the post-construction survey, as required by the permit. The engineering report will summarize and discuss construction of the project. It will include design details and geotechnical information related to the designated borrow area. The report will address compliance with the plans and specifications, and adherence to the applicable permit and approval conditions.

Task 6.0 Contingency

This task addresses project engineering and environmental contingencies. The project has the potential to be delayed due to stormy weather, environmental restrictions, mechanical problems, or additional volume placed. If the Contractor takes longer than 75 construction days to complete the project, the Engineer's team will need to remain on site until completion. The fee for an additional 30 days is shown in the fee proposal labeled Construction Contingency. Any cost will be pro rata. Additional time sensitive environmental or permit requirements may be identified prior to or during construction. This task can cover these requirements as they occur and should be approved by the District as part of the contract. Any work under this task shall be approved by CEPD on a case-by-case basis.



Fee Proposal

The proposed work will be performed by APTIM, as a Task Order under the terms and conditions of our Master Services Agreement dated October 17, 2012, Exhibit B Rate Schedule Effective January 1, 2015. The work proposed herein will be performed on a lump sum basis as detailed in Exhibit A for a not-to-exceed (NTE) cost of \$478,840.70.

If you have any questions, please feel free to call or email me. Thank you for the opportunity to serve the CEPD.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Nicole S. Sharp'.

Nicole S. Sharp, P.E.
Director, Civil and Coastal Engineering
Aptim Coastal Planning & Engineering, LLC

CLIENT: Captiva Erosion Prevention District

Acknowledgement and Acceptance

Authorized Representative Signature

Printed Name

Title

Date



EXHIBIT A

FEE PROPOSAL

FOR

CAPTIVA ISLAND BEACH RENOURISHMENT PROJECT

CONSTRUCTION PHASE SERVICES

EXHIBIT A
FEE PROPOSAL FOR
CAPTIVA EROSION PREVENTION DISTRICT
CAPTIVA ISLAND RENOURISHMENT PROJECT
CONSTRUCTION PHASE SERVICES

Task Item	Cost	LABOR COSTS													Direct and Equipment Costs (LS)
		Principal Engineer (Hours)	Project Manager/ Senior Coastal Engineer (Hours)	Coastal Engineer III (Hours)	Coastal Engineer II (Hours)	Professional Surveyor and Mapper (Hours)	Project Surveyor (Hours)	Technician/ Survey Technician (Hours)	Senior Marine Biologist (Hours)	Professional Geologist (Hours)	Geologist I (Hours)	Senior CAD Operator (Hours)	CAD Operator (Hours)	Clerical (Hours)	
1.0 Pre-Construction Services	\$26,908.62	40	2	48	48				8	4			16	2	\$1,381
2.0 During Construction Services	\$259,960.00	160	12	450	450	20	100		72	30	80	4	140	4	\$48,788
3.0 Post-Construction Services	\$17,934.62	18	2		54				8	12	12		8	8	\$1,541
4.0 Post-Construction Survey Services	\$61,491.46														\$16,415
4.1 Topographic and Bathymetric Survey		1				16	44	330				1	8		
4.2 Borrow Area Survey		2				8	4	24							
4.3 Survey Report Preparation		1				4	8	14				2	6		
5.0 Post-Construction Engineering Report Preparation	\$34,104.00	40	2	80	40	8	4		2	6	8	4	24	16	\$592
6.0 Contingency	\$78,442.00	30	4	180	180				12	6					\$19,448
	Total Hours =	292	22	758	772	56	160	368	102	58	100	11	202	30	\$88,165
	Rate =	\$215	\$164	\$146	\$128	\$179	\$109	\$85	\$146	\$136	\$95	\$140	\$100	\$68	1.00
	Cost =	\$62,780	\$3,608	\$110,668	\$98,816	\$10,024	\$17,440	\$31,280	\$14,892	\$7,888	\$9,500	\$1,540	\$20,200	\$2,040	\$88,165
LABOR	\$390,676.00														
EQUIPMENT COST	\$9,272.70														
DIRECT COST	\$78,892.00														
TOTAL	\$478,840.70														