



INTEROFFICE MEMORANDUM
FROM THE OFFICE OF THE
CITY MANAGER

To : Jon Ward, Director, Department of Urban Redevelopment

FROM : Robert J. Bradshaw, City Manager *RJB*

RE : Melody Lane Fishing Pier-Design and Permitting Agreement

DATE : November 20, 2012

At the November 19, 2012 meeting, the Fort Pierce City Commission accepted the proposal from Tetra Tech to provide engineering, design and permitting services for Melody Lane Fishing Pier in an amount not to exceed \$32,951.00; and approve staff's previous execution of said proposal.

RJB:bj

c: Gloria J. Johnson, Finance Director
Tony Barnes, Administrative Services Director




CITY OF FORT PIERCE, FLORIDA

City Commission Meeting

Agenda Item # _____

Commission Meeting November 19, 2012

To : The Honorable Mayor and Members of the City Commission
Through: Robert J. Bradshaw, City Manager
From : Jon Ward, Director, Department of Urban Redevelopment 
Re : **Melody Lane Fishing Pier-Design and Permitting Agreement**
Date : November 6, 2012

ISSUE(S): Approve Agreement with Tetra Tech to provide design and permitting services for Melody Lane fishing pier.

SUMMARY: City Commission Resolution 12-17 previously approved FIND application for funding for pier which requires all permits to be in hand before FIND grant award.

FISCAL IMPACT: City Commission has previously approved of funding 50% grant match of \$258,940 from City impact fees. Tetra Tech Agreement for design and permitting services is in the amount of \$32,951 and will be funded from that source.

RECOMMENDATION: Staff recommends that the City Commission approve of the Agreement with Tetra Tech to provide design, engineering and permitting services for the Melody Lane fishing pier in an amount NTE \$32,951 and further approves of Staff's previous execution of said Agreement.

ALTERNATIVES: n/a.

RESPONSIBLE STAFF: Jon Ward, Libby Woodruff of Urban Redevelopment and Dean Kubitschek of the City Marina.

COORDINATED WITH: Gloria Johnson, Finance and Jack Andrews, Engineering.

ATTACHMENTS: Staff memo, Tetra Tech Agreement, FIND project cost estimate and City Resolution 12-17.

CITY OF FORT PIERCE Florida



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To: Honorable Mayor and City Commissioners

From: Jon Ward, Director,
Department of Urban Redevelopment

Re: Melody Lane Fishing Pier-Approval of Permitting Expenditures

Date: November 6, 2012

CC: Robert Bradshaw, Gloria Johnson, Dean Kubitschek, Libby Woodruff, Melissa Moore

As the Commissioners are aware, the City has been pursuing the construction of a fishing pier on Melody Lane in downtown Fort Pierce for several years, using a FIND grant for funding. The FIND grant requires that we have an Interlocal Agreement in place with the County, as they own the uplands parking lot, and also that we have all permitting in hand before they will fund the grant. In the spring of this year, staff made a presentation to the FIND Board and found strong support on the part of that body to fund the grant and FIND congratulated the City on the continued focus on waterfront access and benefits for the public. However, FIND reiterated the fact that all permits *must be in hand* prior to their second meeting of the year, in September.

In May, 2012, the Interlocal was executed with St. Lucie County.

In June, 2012, staff executed an Agreement with Tetra Tech to handle the design and permitting of the Melody Lane fishing pier. Staff elected to use Tetra Tech because that firm is already under contract with the City to perform the consultant engineering services for the marina island construction and because the extremely limited time frame between then and the second FIND meeting did not give us adequate time to go out for an RFP for those services.

The \$32,643 fee for the design/engineering services was lower than the \$35,400 fee estimate noted in the FIND grant application and in the May Interlocal with the County. Staff relied on the fact that both the County Interlocal and the FIND grant application had previously been approved by the City Commission, both of which clearly identified the need for these fees.

Because this expenditure exceeds Staff's \$10,000 discretionary approval limit, Staff requests that the Board retroactively approve of the Agreement with Tetra Tech to provide design and engineering services for the Melody Lane fishing pier, in an amount NTE \$32,951.

For the Commission's information, we received a number of comments from several permitting agencies on this matter which did not allow us to receive all permits prior to the FIND deadline. As such, staff will reapply for the FIND grant in the 2013 funding cycle.



TETRA TECH

Acct # _____

June 6, 2012

City of Ft Pierce Marina
100 North US Highway 1
Ft Pierce, FL 34950

RE: Fishing Pier at Melody Lane

Dear Mr. Ward,

Tetra Tech's proposed scope of work (SOW) is based on the request for proposal received from the City of Fort Pierce for the design and permitting of the Melody Lane Fishing Pier, proposed to be constructed within the Indian River Lagoon, Fort Pierce, Florida. The SOW is broken down by tasks as outlined below. The project's goal is to receive permission or acknowledgement from both federal and state agencies for the proposed activity. With the goal in mind, we understand that your desire is to have all permitting completed prior to September 15, 2012.

Scope of Work

Task 1 – Engineering and Design

Objective: To develop a general fishing pier layout plan

Approach: For purposes of this proposal, we will present the Conceptual Design, Preliminary Design and Final Design as distinct efforts. Tetra Tech will participate in a kick-off meeting to create a shared vision of the pier and will prepare a conceptual design following the kick-off meeting. The conceptual design will be submitted to FDEP and the USACE in order to begin the permitting process. Tetra Tech will utilize the conceptual design as the basis to begin the preliminary design. The preliminary design will incorporate the necessary engineering and structural components required to build a safe sturdy structure. The final design will incorporate all the environmental and structural components required for construction.

Deliverable: Conceptual, Preliminary, and Final Design documents

Task 2 – Permitting

Tetra Tech will coordinate pre-application meetings with regulatory agencies for the project. The Tetra Tech staff will coordinate with the permitting agencies as necessary including Florida Department of Environmental Protection and the US Army Corps of Engineers. The meetings will be held at agency offices in order to accommodate their staff. Additional meetings with wildlife agencies (NOAA and FWS) and commenting agencies will also be planned and coordinated as needed. The task will include up to 3 meetings with agency staff.

Based on Tetra Tech's evaluation of the proposed scale, environmental features and location of this Project, Tetra Tech **does not** expect the agencies to require benthic resource or seagrass

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10/16 Rpa. Started need 1 min. Approval

mapping efforts. If resource surveys are required, Tetra Tech will coordinate with the City to provide these additional services.

Task 3 – Geotechnical Evaluation

Objective: Provide necessary data for the structural analysis of the pier.

Approach: A geotechnical investigation of the sediments to determine vertical and lateral load capacities for piling systems in the fishing pier area. Assuming the bottom is composed of medium to hard sand, no further testing will be required beyond the basic property tests. If silts or clays underlie the sand veneer, these will be tested for bearing capacity and consolidation. For budgeting purposes, the total number of 4 borings will be assumed. Each tested for basic soil properties, bearing capacity and consolidation. Alternately, re-usable test piles may be driven and field-tested for lateral loading capacity.

Deliverable: Geotechnical Investigation Report including sampling and analysis documentation, results, conclusions and recommendations of design parameter values for the fishing pier.

Summary of Costs and Schedule

Tetra Tech is confident that we can provide you with the highest possible work. The estimates are based upon prior experience with similar projects concerning environmental permitting.

All tasks will be billed monthly based on the projected time and materials not to exceed to proposed budgets.

<u>Task</u>	<u>Description</u>	<u>Budget Not to Exceed</u>
Tasks 1	Engineering and Design	\$22,308
Task2	Permitting	\$10,643
Task 3	Geotechnical Exploration	No budget has been established at this time

If you have any questions, please do not hesitate to contact me.

Sincerely Submitted,



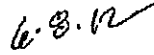
Brian Proctor
Sr. Project Manager

Proposal Acceptance:

We will consider our receipt of this signed proposal and signed Terms and Conditions as our notice to proceed with the tasks identified above.



Jon Ward



Date