

Shorefront Consulting

290 Center St., Dennisport, MA 02639

508-280-8046

shorefrontconsulting@gmail.com

Quotation for Professional Services – Proposed Erosion Control Evaluation and Alternatives Analysis

Prepared for: Chilmark Beach Committee, Attn: Pam Bunker

Reference Property: Lucy Vincent Beach, Chilmark, MA

Property Information:

A phone conversation with Pam Bunker and subsequent email correspondence has identified the need to evaluate the conditions of erosion at Lucy Vincent Beach. After review of several photographs of the site, it appears that there are some solutions available. The area has been subjected to periodic washover, and if the situation is not addressed properly or effectively, the area will likely suffer more damage. It should be noted, however, that mother nature is not interested in saving a beach. Any solution proposed would be subjected to a vastly and quickly changing environment, and will likely require periodic maintenance for any chance of success. There will be no “once and done” solution here.

Due to time constraints during the process of providing a proposal, Shorefront Consulting has not visited the site. However, for the purposes of evaluating the site for prospective solutions, we feel that there is enough information to provide the town with a reasonable estimate of services necessary to provide the proper evaluation and alternatives analysis for this project. Shorefront Consulting will provide alternatives that are of a natural approach, and that no “hard” solutions will be offered. Hard solutions will be more difficult, if not impossible to gain approvals, and will likely cost more to implement. Shorefront Consulting will provide the alternatives analysis with the town’s best interests in mind, and only recommend solutions that we feel will meet the project objectives for both functionality and budget. In addition, Shorefront Consulting passes outside costs (such as surveying, etc.) associated with its services directly, and without markup.

As requested by Pam Bunker, this proposal is “tied” to provide a list of services that are required for each phase of the project. Shorefront Consulting proposes to provide evaluation services for Phase I to determine alternatives, and design and permitting services for the chosen alternative in Phase II. References and a list of qualified contractors are provided at the end of this proposal. You can also check out my latest projects on my Facebook page (Shorefront Consulting), and my website: www.shorefrontconsulting.com.

Outline of Services:

Shorefront Consulting will provide professional services as required to evaluate alternatives and potential costs (Phase I), and draft plans, prepare, and file the necessary permit applications to apply for permits (Phase II) for the proposed work at the above referenced property. This is an estimate for services known to exist in order to permit this type of project. Shorefront Consulting will prepare documents and plans to present the proposed project in the best interest of the client with regard to the applicable regulations at the local and state levels. The permitting process can be full of twist and turns, and the services outlined below will provide the best chance of obtaining the desired permits, but in no way guarantee the approval of any permits.

PHASE I – Feasibility Study and Alternatives Analysis:.....(not to exceed) \$2,850:

- Site inspection to obtain preliminary field measurements, current photographs, and review site conditions.
- On-line review of recorded existing/past permits obtained for any previous work.
- Conduct consultations with local, state and federal regulatory authorities to determine specific permitting requirements for each alternative.
- Provide estimated list of required permits with associated costs, including out-of pocket expenses for each alternative (**See Notes**).
- Provide preliminary cost estimate for each alternative including material, construction, and time requirements (construction provided by others).
- Preliminary design sketch plans showing potential solutions and areas of implementation.
- Written alternatives analysis with recommendations for the proposed alternatives.
- To be completed in November, 2012.

PHASE II – Final Cost Estimate for Chosen Alternative (Design Phase):.....\$(TBD):

- Conduct on-site topographic survey of the area for restoration.
- Prepare detailed design plans (final form for conservation) showing area, elevation details, volumes for nourishment, and general notes, etc.

PHASE III – Permitting (local, state, and federal, as required) for chosen alternative:\$(TDB):

- Prepare applications for Chilmark Beach Committee and Conservation Commission as required (plans completed in Phase II above).
- Attend hearings, at the local level (two hearings anticipated).
- Prepare plans (in different format as required by agency) and applications, for state level permitting (Chapter 91, MEPA, as determined).
- Prepare plans (in different format, as required by agency) and applications, as required for Federal level permitting (Army Corps).
- Followup and correspondence as required, to monitor permitting progress (additional information for permitting process, if required, is NOT included (See Notes).
- Recording of permits at the Registry of Deeds.

Notes:

This proposal is based on finding sufficient field monuments of record and control near the site, that they are recoverable, and their field location agrees with record location within reasonable tolerances. The total estimated fees for professional services for this project are indicated above for each tier, and cover the preparation and filing of plans and applications with the appropriate regulatory authorities, and deliverables as outlined. The services listed above do not include out-of-pocket expenses such as filing fees, advertising fees, required copies and certified mailings, and recording fees. Out of Pocket Expenses for this project are estimated to be approximately \$400 for local permitting, \$175 License application fee, \$160 newspaper add (public notice), and \$75 for recording (Land Court) for each permit.

After an application is filed, the project is reviewed by the regulatory authority. Their interpretation of the project can not be predicted, and additional information or data may be required to address issues. One hearing is included for the conservation commission hearing. If additional information, data or public hearings are required, those services are charged on a time-and-expense basis, as authorized by the client. Projects are invoiced monthly or as phases are completed, with a detailed explanation of services indicating the date, type, and rate of services performed. Payment of an invoice is required within 30 days of the invoice date, and late payments may delay the project.

Fee Schedule:

Shorefront Consulting applies two fee rates depending on the type of service provided. Field work, registry research, drafting, and filling out of applications is charged at the rate of \$65 per hour. Engineering, design, meetings, public hearings and other expert professional services are charged at the rate of \$85 per hour.

The limit of liability of Shorefront Consulting for errors and omissions shall not exceed the fees for services rendered by Shorefront Consulting. Shorefront Consulting is not responsible for errors or omissions caused by others including, but not limited to: Professional Engineers, Surveyors, Contractors, and permitting personnel at the local, state, and federal levels.

Additional Services Available:

Upon completion of the permitting process, Shorefront Consulting can provide construction management services which include bid package submittal and review, contractor selection, progress inspections and reports, invoice approval, and project closeout. An estimate for those services will be submitted upon request.

I look forward to working with you on this endeavor. If you wish to proceed with this project, please sign below and return with a deposit of \$1,000. Please make checks payable to Shorefront Consulting.

Respectfully submitted,



Mark Burgess
Shorefront Consulting

Authorization to proceed:

Client

Date

Permitting experience:

I have been permitting projects all over the cape for the last 12 years. To be clear, I worked at a local engineering firm for 8 years, and have been privately consulting for the last 4. I provide the same services as the larger firm I worked for, but for less cost. I am particularly interested in helping my clients obtain their goals. I have designed and permitted all sorts of waterfront projects including docks, revetments, shorefront erosion control, dredging, elevated walkways and beach access stairs, to name a few. My services span both commercial (municipal) and residential applications.

Shorefront Consulting designed and permitted a "one of a kind" elevated walkway and pier in Dennis. By using innovative design and materials, the walkway was permitted only 28 inches off the ground, eliminating a handrail, reducing costs, and almost hiding the walkway in the marsh. Shorefront Consulting designed and permitted a deck, access stairs, pier, and float on a pond in Sandwich, MA. Shorefront consulting has also designed and permitted a stone wall and landscaping project in Yarmouth on Bass River and on Long Pond in Harwich, a bulkhead maintenance project in the Dennis Fingers area, a dock relocation project on the Parkers River in Yarmouth, a new bulkhead for a homeowner also on the Parkers River, and beach access steps for a property owner in Wellfleet, two piers in Dennis, along with other projects. See my Facebook page for photos of the projects.

References:

John Keane – Dennis, MA. Design and permitting of a pier, ramp, and float in Grand Cove.
774-292-2185.

Joe and Elaine Ferrara – Yarmouth, MA. Relocation of a pier, ramp, and float in Parkers River.
508-398-5340.

James Mattie – Yarmouth, MA. Design and permitting of stone retaining wall and landscaping on Bass River – 617-921-2077.

Paul Mitrokostas – Harwich, MA. Design and permitting of stone retaining wall, landscaping, and pier licensing on Long Pond. 862-812-6282.

Contractors (can also be used as personal references)

Cape Cod Docks - Yarmouth, MA. Larry Demeers and Jennifer Doucette – Marine construction contractor specializing in docks and bulkheads. 508-778-4711

Crossrip Construction – Harwich, MA. Skipper Lee - Another marine construction contractor with a full range of services including docks and bulkheads.

EZ-Doze-It – Wellfleet, MA. Dennis McGinn, owner/operator. The best revetment builder anywhere. Competitive pricing, conscientious and reliable. 508-349-1960

Anchor Marine – South Chatham, MA. Jeff Norgeot, owner/operator. A very good marine contractor capable of installing docks, bulkheads, and revetments. Quality work. 508-255-2577.