

**TOWN OF PLYMOUTH CAPITAL IMPROVEMENT PLAN REQUEST FORM  
FY22 ANNUAL FALL TOWN MEETING REQUEST FORM**

<b>Department:</b> Marine and Environmental Affairs	<b>Priority #:</b> 3
<b>Project Title and Description:</b> Long Beach Coastal Access Project	<b>Total Project Cost:</b> \$68,000

**Department/Division Head:**

**Check if project is:** New  Resubmitted  **Cost estimate was developed:** Internally  Externally

**For project re-submittals, list prior year(s):**

**List any funding sources and amounts already granted:** Funding will come from the Environmental Affairs Fund.

Basis of Estimated Costs (attach additional information if available)			If project has impact on 5 Year Plan and future operating budgets, insert estimated amounts.		
Capital:	Cost	Comments	Fiscal Year:	Capital	Operations & Maintenance
<i>Planning and Design</i>	\$68,000		FY22		
<i>Labor and Materials</i>			FY23		
<i>Administration</i>			FY24		
<i>Land Acquisition</i>			FY25		
<i>Equipment</i>			FY26		
<i>Other</i>					
<i>Contingency</i>					
<b>Total Capital</b>	\$68,000				

**Project Justification and Objective:** The project goal is to engineer and permit a coastal access structure that can be used by the public for access to Long Beach via boat and for fishing access to the inner harbor. It would provide an alternative method to access the beach during OHV restrictions and another public access fishing location.

**For Capital Project Requests:**

Will this project be phased over more than one fiscal year? If yes, enter it on the 5 Year Plan      Yes X      No  
Can this project be phased over more than one fiscal year?      Yes X      No

**For Capital Equipment Requests:**

Check if equipment requested is replacement and enter the year, make & model, VIN and present condition of existing equipment

**What is the expected lifespan of this new/replacement equipment:** \_\_\_\_\_

**Attach backup information, estimates, or justification to support this request.**

July 30, 2021

Consulting  
Engineers and  
Scientists

Mr. David Gould  
Town of Plymouth  
Town Hall  
11 Lincoln Street  
Plymouth, MA 02360

**RE: Long Beach Access (GEI# P41-142)**  
**Subj.: Proposal for Engineering Services**

Dear David,

GEI Consultants, Inc. (GEI) is pleased to submit this proposal for engineering design services associated with replacement/rehabilitation of an old, dilapidated pier on the northwest side of Long Beach in Plymouth, Massachusetts. We understand that the Town is seeking an alternative means to access the beach by way of replacing the pier and adding seasonal gangway and floats.

### **Scope of Services**

GEI proposes to complete the following tasks as part of the scope of services.

#### **Task 1 - Project Kick-off / Site Investigation**

GEI will perform the following as part of the project kickoff and site investigation.

- Meet with Town to confirm project objectives and potential design concept alternatives
- Perform inspection of remaining piles to determine if any can be reused
- Perform limited hydrographic survey/soundings to determine depth of water and MLW line
- Review available provided existing information

#### **Task 2 - Concept Design & Preliminary Design**

GEI will perform the following as part of the concept design development and subsequent preliminary design.

- Develop concept plan of fixed pier with gangway, gangway support lift, and float for the Town to review. The following will be evaluated as part of the concept development.
  - Reuse of existing piles
  - Helical piles vs timber piles for fixed pier, if pile reuses is not viable
  - Providing a gangway with a lift structure and electric winch to lift and secure the gangway seasonally
  - Concrete floats vs timber floats
  - Bottom moored vs pile supported floating dock anchorage
- Submit concept design to the Town for review and comment
- Meet with Town to review concept design
- Incorporate comments and perform preliminary design of the approved alternative  
Preliminary design will include:
  - Timber pier with the selected foundation type
  - Aluminum gangway to the float
  - Gangway lift structure
  - Performance specification of the float

- Develop preliminary plans and sections to approximately 60% design level, suitable for regulatory applications
- Prepare budgetary opinion of probable construction cost
- Develop a preliminary list of specifications
- Submit electronic copy of preliminary design to Town for review and comment
- Meet with Town to review preliminary design

### **Task 3 - Regulatory Approvals**

It is anticipated that the following permits and approvals will be required for the replacement of the timber pier, together with the installation of a gangway, gangway lift structure, and floats.

- Order of Conditions from the Plymouth conservation commission pursuant to the provisions of the Massachusetts Wetlands Protection Act (M.G.L.c. 131, s. 40) and the Town of Plymouth Wetland Bylaw (Chapter 196 of Plymouth Bylaws).
- Department of the Army General Permits GP3, for the construction of piers, floats, and other structures, from the U.S. Army Corps of Engineers, pursuant to the provisions of Section 404 of the Federal Clean Water Act of 1972 and Section 10 of the Rivers and Harbors Act of 1899.
- Chapter 91 Waterways License from the Massachusetts Department of Environmental Protection (DEP).
- Streamlined review of the project and “Take” determination by the Massachusetts Division of Fisheries and Wildlife, Natural Heritage and Endangered Species Program pursuant to the provisions of the Massachusetts Endangered Species Act (MESA).

GEI will prepare all documentation required for the filing of applications for the above-referenced permits and approvals, including all application forms, plans, and project descriptions. Further, GEI will prepare and have published all public notices required under these permit programs. Drafts of all applications will be submitted to the Client for review and approval prior to submission to the regulatory agencies.

GEI will attend up to one (1) public hearing in Plymouth during the conservation commission’s review of the Notice of Intent in support of the filing.

GEI will coordinate the agency reviews of the filed applications, including preparing and submitting responses to agency comments/questions.

### **Task 4 - Final Design and Construction Documents**

GEI will perform the following as part of final design and construction document preparation.

- Perform final design incorporating comments provided from Town based on preliminary design review for:
  - Timber Pier structure & foundation
  - Gangway
  - Gangway lift structure
  - Performance specification of float with the selected float anchorage system
- Update design drawings based on preliminary design comments and advance to 90% design level
- Prepare updated opinion of probable construction cost
- Develop draft bid form

- Prepare 90% contract specifications
- Submit 90% design documents to the Town for review and comment
- Meet with Town to review 90% design.
- Incorporate comments and prepare 100% construction drawings and specifications suitable to be issued for solicitation
- Update opinion of probable construction cost, if required
- Submit electronic copy of ready for construction document to Town

### Assumptions

This proposal is based on the following assumptions:

- Existing pier is licensed
- Dredging is not required
- The floats will be seasonal and removed in the offseason
- Town will provide size vessel assumed to be docking at the float
- Department of the Army Individual Permit is not required for the proposed project.
- No review of this project pursuant to the provisions of the Massachusetts Environmental Policy Act (M.G.L.c. 30 §§61 through 62I) will be required.
- As this is a municipal project, it will be exempt from the payment of all application fees except the fee for streamlined review pursuant to the provisions of MESA.
- GEI will attend only the meeting specified under subtask 3.b. GEI will attend other meetings associated with the permitting process, as may be requested by the Client, as an additional service and for an additional fee.
- Services to be provided under subtask 3.c. are limited to a total of eight (8) hours of labor. Coordination services in excess of these eight hours will be provided, when requested by the Client, as an additional service and for an additional fee.
- Town to pay for public notices and advertisements
- Bid phase support and construction phase services are not part of this proposal
- Meetings are limited to those identified within Scope of Services. Attendance at additional meetings can be requested for an additional fee.

### SUMMARY OF FEES

<b>Task 1 – Project Kick-off/ Site Investigation</b>	<b>\$9,000</b>
<b>Task 2 – Conceptual Design &amp; Preliminary Design</b>	<b>\$15,000</b>
<b>Task 3 - Regulatory Approvals</b>	<b>\$11,500</b>
<b>Task 4 – Final Design and Construction Documents</b>	<b>\$32,500</b>
	<hr/>
	<b>\$68,000</b>

Given the difficulties created by the ongoing COVID-19 crisis, the performance of the services included in this Proposal as well as the satisfaction of the schedule described herein, are contingent and conditioned upon GEI having the ability to deploy the required resources as well as having access to the required site and data/documents to complete the services. These resources include, but are not limited to GEI staff, subcontract vendors and materials providers. GEI will immediately

Mr. David Gould  
July 30, 2021  
Page 4 of 4

(GEI Proposal# P41-142)

notify the Client in the event it becomes aware that services will be interrupted or otherwise delayed as discussed herein.


Thank you for the opportunity to submit this proposal. We hope the above is satisfactory for your needs. If you have any questions or would like to discuss the project or proposal further, please do not hesitate to contact this Alan Pepin at [aepin@geiconsultants.com](mailto:aepin@geiconsultants.com) or (774) 227-6004.

Very truly yours,

**GEI Consultants Inc.**



Alan D. Pepin, PE  
Sr. Project Manager



Daniel B. Robbins, PE (NH)  
Sr. Waterfront Engineer

Enclosure: GEI Franklin 2021 Rate Sheet

**FEE SCHEDULE**

<u>Personnel Category</u>	<u>Hourly Billing Rate</u> \$ per hour
Staff Professional – Grade 1	\$ 96
Staff Professional – Grade 2	\$ 106
Project Professional – Grade 3	\$ 120
Project Professional – Grade 4	\$ 145
Senior Professional – Grade 5	\$ 160
Senior Professional – Grade 6	\$ 155 - 173
Senior Professional – Grade 7	\$ 220
Senior Consultant – Grade 8	\$ 265
Senior Consultant – Grade 9	\$ 290
Senior Principal – Grade 10	\$ 290
-----	
Senior Drafter and Designer	\$ 104
Drafter / Designer	\$ 93
Field Professional	\$ 91
Senior Technician	\$ 98
Technician	\$ 88
Administrative Staff	\$ 103
Word Processor	\$ 98
Office Aide	\$ 78

These rates are billed for both regular and overtime hours in all categories.

Rates will increase up to 5% annually, at GEI's option, for all contracts that extend beyond twelve (12) months after the date of the contract. Rates for Deposition and Testimony are increased 1.5 times.

**OTHER PROJECT COSTS**

**Subconsultants, Subcontractors and Other Project Expenses** - All costs for subconsultants, subcontractors and other project expenses will be billed at cost plus a 5% service charge. Examples of such expenses ordinarily charged to projects are subcontractors; subconsultants: chemical laboratory charges; rented or leased field and laboratory equipment; outside printing and reproduction; communications and mailing charges; reproduction expenses; shipping costs for samples and equipment; disposal of samples; rental vehicles; fares for travel on public carriers; special fees for insurance certificates, permits, licenses, etc.; fees for restoration of paving or land due to field exploration, etc.; state and local sales and use taxes and state taxes on GEI fees. The 5% service charge will not apply to GEI-owned equipment and vehicles or in-house reproduction expenses.

**Field and Laboratory Equipment Billing Rates** – GEI-owned field and laboratory equipment such as pumps, sampling equipment, monitoring instrumentation, field density equipment, portable gas chromatographs, etc. will be billed at a daily, weekly, or monthly rate, as needed for the project. Expendable supplies are billed at a unit rate.

**Transportation and Subsistence** - Automobile expenses for GEI or employee owned cars will be charged at the rate per mile set by the Internal Revenue Service for tax purposes plus tolls and parking charges or at a day rate negotiated for each project. When required for a project, four-wheel drive vehicles owned by GEI or the employees will be billed at a daily rate appropriate for those vehicles. Per diem living costs for personnel on assignment away from their home office will be negotiated for each project.

**PAYMENT TERMS**

Invoices will be submitted monthly or upon completion of a specified scope of service, as described in the accompanying contract (proposal, project, or agreement document that is signed and dated by GEI and CLIENT).

Payment is due upon receipt of the invoice. Interest will accrue at the rate of 1% of the invoice amount per month, for amounts that remain unpaid more than 30 days after the invoice date. All payments will be made by either check or electronic transfer to the address specified by GEI and will include reference to GEI's invoice number.