



**Ben Cahoon**  
Mayor

**Michael Siers**  
Mayor Pro Tem

**Cliff Ogburn**  
Town Manager

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**M. Renée Cahoon**  
Commissioner

**J. Webb Fuller**  
Commissioner

**Kevin Brinkley**  
Commissioner

## MEMORANDUM

To: Board of Commissioners

From: Cliff Ogburn, Town Manager

Date: April 29, 2020

Re: Beach Nourishment Coastal Engineering and Design Services presentation  
from Moffatt & Nichol

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At its March regular meeting, the Board of Commissioners passed a motion to invite Moffatt & Nichol to make a presentation to the Board, and to authorize the Town Manager to enter into contractual negotiations for coastal engineering services with all relevant material to come back to the Board. The Board also passed a motion to authorize the Town Manager to enter into contractual negotiations with McKim & Creed for beach surveying services.

At the upcoming meeting, the Board will hear a presentation from Johnny Martin of Moffatt & Nichol which will outline the general services and qualifications of his firm as well as the anticipated services that may be provided to support the town in its shoreline management efforts. Staff is recommending that the Board consider a limited scope of services this year, to include surveying services and preparation of a beach monitoring report as well as preliminary engineering to support future modeling and project alternatives analysis. This work could be completed utilizing the existing project ordinance and budgeted funds. The presentation will also describe potential master planning efforts that would be part of future phases of work. It is anticipated that this phase of work would require a new project ordinance and budget which could be considered with the FY 2021/22 budget or at any point deemed necessary by the board.

Staff is coordinating the development of the scope of services and contracts with McKim and Creed and Moffatt and Nichol and anticipates presenting those to the Board in June. This would allow us to get underway in time for our summertime pre-hurricane survey efforts and preparation of the annual monitoring report. Attached is the presentation provided by Moffatt and Nichol as well as the proposals submitted by Moffatt and Nichol and McKim and Creed in response to the town's two RFQs.