



**Approval to Issue a Task Authorization to J. Bragg Consulting,  
Inc. for Engineering Services for Crooked Cove and Guerrard  
Cove Watersheds relating Comprehensive Drainage Plan  
Improvements Project (Fiscal Impact: \$231,107.04)**

**Presentation to Town Council**

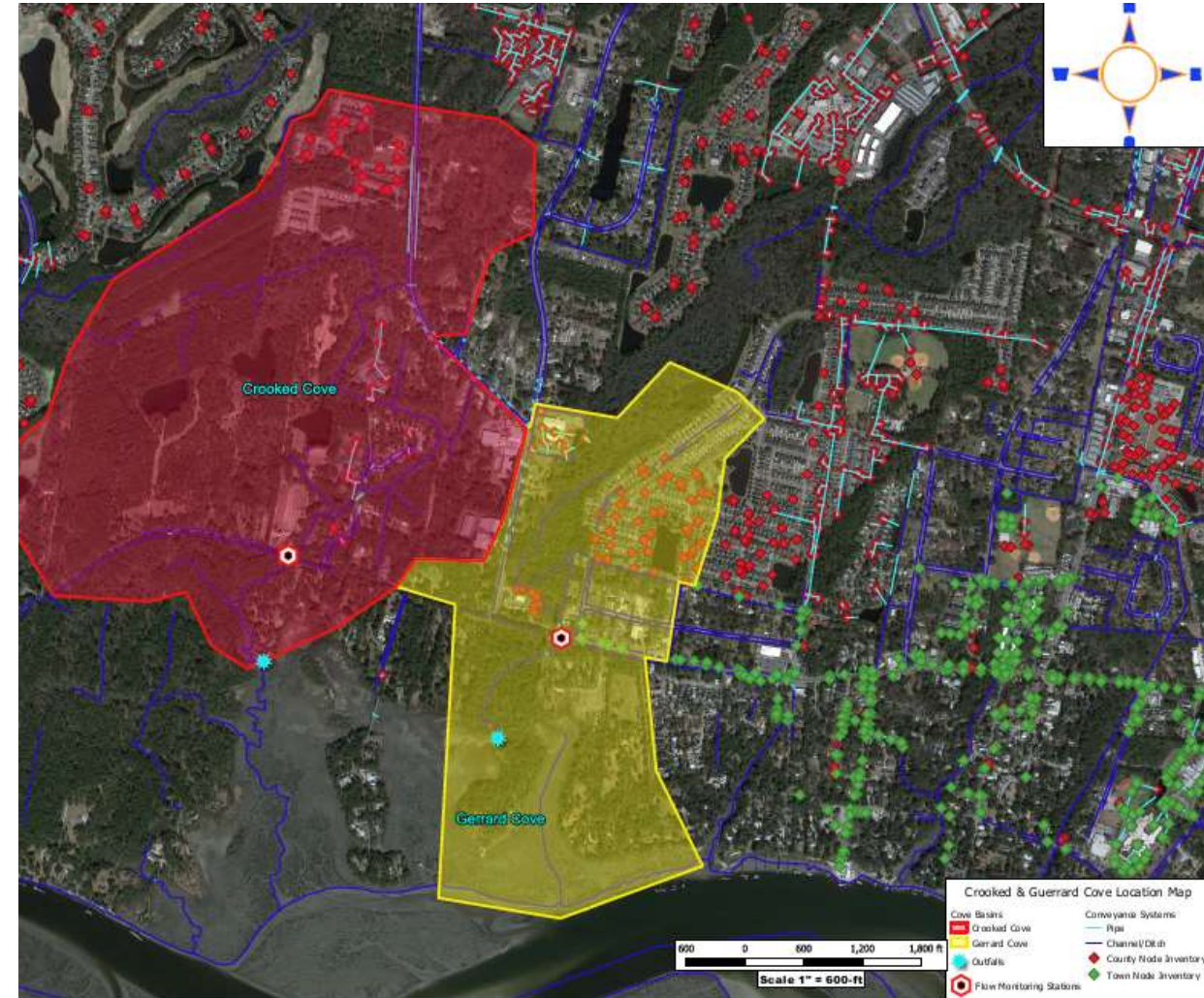
**April 9, 2024**

**Department of Projects & Watershed Resilience**

**Kimberly Washok-Jones, Director of Projects and  
Watershed Resilience**

# Background

- With Fiscal Year 2023 – 2024 Strategic Plan and FY 2024 Consolidated Budget, Town Council directed staff to commence work on Comprehensive Drainage Plan Improvements CIP in Crooked Cove (red area) and Guerrard Cove (yellow area) Watersheds.



# *Background – continued*



- Based on successful completion of the Heyward Cove Watershed Study, Results and Project Recommendations, together with lessons learned and the efficiencies that could be incorporated into the next study area, it was recommended J. Bragg be considered for the next phase of work. A scope of work and MSA Contract proposal was requested from J. Bragg.
- J. Bragg's work under this Task Authorization will consist of the following:
  - Project Management
  - Stormwater Infrastructure Inventory and Assessment for Crooked and Guerrard Coves
  - Existing Conditions Stormwater System Capacity Analysis (Crooked Cove only)
  - Proposed Conditions Stormwater System Capacity Analysis (Crooked Cove only)
  - Preparation of Master Planning Report (Crooked Cove only)
  - Stormwater Flow Monitoring (Crooked Cove and Guerrard Cove)

# Background – continued



- The cost of work to perform the project scope of work (Attachment 3) is \$200,962.04. Staff requests a 15% contingency allowance of \$30,145.00 to cover any unforeseen changes that may arise during performance of the MSA Task Authorization work. The Total potential cost, including contingency, is \$231,107.04.
- The scope of the entire project work will occur and be funded over two fiscal years. As a result, a separate MSA Task Authorization is planned to be issued in FY 25 for completion of the remaining Guerrard Cove work that includes:
  - 2D H/H Model development.
  - Preparation of Guerrard Cove Master Planning Report.
    - Estimated cost for this work is \$90,000.00.

# Recommendation



- Staff recommends Town Council authorize the Town Manager to issue MSA Contract #2021-55 Task Authorization with J. Bragg Consulting, Inc. for \$200,962.04, include an additional 15% contingency of \$30,145.00 and totals \$231,107.04 to perform these services, which is in budget for Fiscal Year 2024.

# *Next Steps*



- Following Council approval of the Task Authorization, staff will schedule a Project Kick off meeting in mid-April 2024 with the consultant to review the goals and objectives of the project and begin work by May 2024.





# ***QUESTIONS & DISCUSSION***



## *Proposed Motion*

*“I move to **approve** authorizing the Town Manager to issue a MSA Task Authorization with J. Bragg Consulting, Inc. for Comprehensive Drainage Plan Improvements work on Crooked Cove and Guerrard Cove with a fiscal impact of \$231,107.04 and includes a 15% contingency of \$30,145.00 to cover unforeseen changes.”*