



COASTAL PROTECTION ENGINEERING OF NORTH CAROLINA, INC
4038 MASONBORO LOOP ROAD
WILMINGTON, NC 28409
910-399-1905

March 25, 2024

Cliff Ogburn
Town Manager
Town of Southern Shores
5375 N. Virginia Dare Trail
Southern Shores, NC 27949

Re: Proposal: 2024 Annual Monitoring Services, Town of Southern Shores, North Carolina

Dear Mr. Ogburn:

Coastal Protection Engineering of North Carolina, Inc. (CPE) is pleased to provide this proposal for professional services to the Town of Southern Shores (Town). The proposed services are associated with the 2024 annual beach profile monitoring associated with the Town's beach nourishment project. Under this proposal, CPE will conduct 2024 beach monitoring data acquisition, analysis, and update the TOWN's Beach Maintenance Plan. CPE will sub-contract portions of the data acquisition included under Task 1 to McKim & Creed.

The Scope of Professional Services (the Services) is attached to this proposal as Exhibit A. The work included under Tasks 1 – 2 will be performed for a lump sum fee of \$34,882.00. Exhibit B includes a breakdown of costs by Task. Exhibit C provides a list of deliverables and a schedule for each.

CPE's performance of the proposed Services is conditioned upon negotiation of mutually acceptable contract terms and conditions. In that regard, attached to this proposal is our standard Services Agreement for your consideration as the terms and conditions that will govern our performance of the proposed Services.

If this proposal is acceptable to you, please have the attached Services Agreement signed, and return it to me. CPE will then sign the Services Agreement and return a fully executed copy to you for your records.

Sincerely,

A handwritten signature in black ink, appearing to read "Ken Willson", is written over a horizontal line.

Ken Willson
Senior Program Manager
Coastal Protection Engineering of North Carolina, Inc

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