



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

June 16, 2026

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

Re: Proposal: 2026 Pre-Construction Services for 2027 Beach Renourishment, Town of Southern Shores, North Carolina

Dear Mr. Ogburn:

Coastal Protection Engineering North Carolina, Inc. (CPE) is pleased to provide this proposal for professional services to the Town of Southern Shores (Town), associated with Pre-Construction Services for the proposed 2027 Beach Renourishment Project. Under this proposal, CPE will prepare construction plans and specifications, provide contractor bidding and selection assistance, and provide pre-construction coordination services. These services are planned cooperatively for the Towns of Duck, Southern Shores, Kitty Hawk, and Kill Devil Hills, with the costs shown in this proposal reflecting the Town of Southern Shores's proportionate share of the total effort.

The Scope of Professional Services (the Services) is attached to this proposal as Exhibit A. The Work included under Tasks 1, 2, and 3 will be performed for a lump sum fee of \$62,553.75 (Sixty-two thousand, five hundred fifty-three dollars and seventy-five cents). Exhibit B includes a breakdown of costs by Task.

The following items have been identified by CPE as deliverables to the Town for the completion of the Scope of Professional Services.

- Monthly Progress Reports;
- Construction Plans & Specifications;
- Bid Package; and
- Contractor Recommendation Letter.

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".

Ken Willson

Senior Program Manager

Coastal Protection Engineering of North Carolina, Inc

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Mobile: 910-443-4471

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