



# Agenda Item Summary Sheet

Item No: **K-2**  
Meeting Date: **July 7, 2021**

**Item Title:** Interim Town Manager Garman - Professional Services contract amendment for Year 2 of the Beach Nourishment Master Plan  
- Amendment #1 to Beach Nourishment Master Plan Capital Project Ordinance  
- Amendment to FY 21/22 Budget

## Item Summary:

At the June 2, 2021 Board of Commissioners meeting, Phase 1A of Year 2 of the Multi-Decadal Master Plan was approved to initiate hydrographic surveys, sidescan sonar and sub-bottom profile field surveys to map and characterize the offshore sand borrow area surveys. This work was phased to take advantage of the calmer summer wave conditions.

This request contains the balance of the professional services fee proposal for Year 2 of the Town's Multi-Decadal Master Plan which is a continuation of the Year 1 services through additional borrow area field investigations, engineering, and modelling to progress the engineering side of the Master Plan. The scope of work is broken down into several phases. The attached memorandum outlines the scope of services and associative fees for the Town of Nags Head Multi-Decadal Master Plan- Year 2 – Task 10.

Brian Joyner from Moffat and Nichol will be available to answer questions related to this fee proposal.

Staff recommends acceptance of the total scope of work presented in the Moffat & Nichol submitted fee proposal in conjunction with the Capital Project Ordinance amendment and budget amendment requests. If the Board of Commissioners is in agreement with the staff recommendation, approval of the following actions is required;

1. A motion to authorize the Interim Town Manager to execute the Moffat & Nichol Town of Nags Head Multi-Decadal Master Plan- Year 2, Task 10 proposal.
2. A motion to approve the Capital Project Ordinance amendment.
3. A motion to approve the associated Budget Amendment.

Attachments: - Moffat & Nichol, Town of Nags Head Yr. 2 Multi-Decadal Master Plan, Task 10  
- Capital Project Ordinance Amendment  
- Associated Budget Amendment

Number of Attachments: 3

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## Specific Action Requested:

Provided for Board discussion; approval of attached fee proposal, Capital Project Ordinance Amendment, and Budget Amendment.

Submitted By: Town Engineer David Ryan

Date: July 1, 2021

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## Finance Officer Comment:

Attached Beach Nourishment Master Plan Capital Project Ordinance Amendment #1 and the associated Budget Amendment are provided for your consideration.

Signature: Amy Miller

Date: July 1, 2021

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## Town Attorney Comment:

Signature: John Leidy

Date: July 1, 2021

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## Town Manager Comment and/or Recommendation:

I will participate in the discussion as necessary.

Signature: Andy Garman

Date: July 1, 2021