



**Beach Preservation Ad Hoc Committee  
9:00 a.m., Friday, February 7, 2025  
City Hall Council Chambers  
1207 Palm Boulevard, Isle of Palms, SC 29451**

**Agenda**

1. Call to order and acknowledgement that the press and the public have been duly notified of this meeting in accordance with the Freedom of Information Act
2. Discussion of next steps of getting a second opinion
3. Review of draft guidelines being presented to City Council for future Beach Preservation Committee
4. Next steps
5. Adjournment

City of Isle of Palms  
Request for Qualifications (RFQ 2025-01) for  
Beach Management- Second Opinion

## BACKGROUND

The city is requesting qualifications from firms that specialize in managing beaches that suffer from erosion to provide City Council with guidance on beach erosion and management practices, plans and policies.

The Isle of Palms has a long history of dealing with erosion on the northern end of the island, but over the last two years the island has suffered severe erosion in new areas.

In response to these issues, the Council created an Ad Hoc Committee in early 2024. The objective of this committee was to provide the Council with recommendations on how the beach could be more proactively managed and identify funding sources to fund beach renourishment and protection.

In January of 2025, this committee presented a series of recommendations (see attached) to the Council and one of those recommendations was to seek a second opinion on emergency measures, protective actions, the future beach nourishment program and possible other beach protection options (groins, sandbag installation and other emergency protective actions taken during the last 2 years).

This request for qualifications is the first step in the process of obtaining the second opinion described in that report.

## SCOPE AND DELIVERABLE OF SECOND OPINION

The chosen firm will be expected to:

1. Review of existing data and information, including:
  - a. Report and recommendations from Beach Ad Hoc Committee
  - b. Prior beach management efforts
  - c. Planned future projects
  - d. City regulations that prohibit erosion control structures within 250 feet of mean high water
  - e. Beach monitoring reports
  - f. Existing imagery to understand inlet shoal bypass events
2. Provide a written report that includes:
  - a. Opinions on the value and benefit of each item listed above
  - b. Opinions on possible solutions and alternatives to reduce erosion and enhance the effectiveness of renourishment projects
  - c. Opinions on causes of recent acceleration of erosion on southern end
3. Present the findings, opinions, and recommendations to City Council and be prepared to answer questions (expectation would be that this would be an person meeting and last about 45 minutes).

## REQUEST FOR QUALIFICATIONS SUBMITTAL INSTRUCTIONS

Consistent with the purchasing procedures specified in Section 1-10-7 of the city code, the city is requesting qualifications based on demonstrated competence and qualifications.

By the close of business on **Friday, February 14**, please provide a document via email to [dkerr@iop.net](mailto:dkerr@iop.net) that illustrates the firm's qualifications and includes:

- No more than 6 pages
- A cover letter introducing the firm
- A description of the firm's qualifications
- A description of the key personnel that would be involved in the project and a description of their areas of expertise
- Examples of similar projects including references

## EVALUATION PROCESS AND CRITERIA

To choose a firm to provide these services, a city committee (expected to be the Beach Preservation Committee) or City Council, will evaluate the qualifications of each firm that responds and develop a method to determine an order of preference of which firm to engage. The preferred firm will be contacted and an attempt will be made to negotiate a fair and reasonable cost for the project. If a satisfactory cost cannot be negotiated with the firm considered to be most qualified, negotiations with that firm shall be formally terminated and negotiations with the next most preferred firm will begin and this process will repeat until an agreement is reached or the process is terminated or modified.

**From:** [Douglas Kerr](#)  
**To:** [Scott Pierce](#); [Desiree Fragoso](#); [Phillip Pounds](#); [Katie Miars](#); ["Tim Ahmuty"](#); ["Cindi Solomon"](#); ["Andrew James Vega"](#); ["Daniel S Slotchiver"](#)  
**Subject:** list of potential firms to give second opinion  
**Date:** Thursday, January 30, 2025 1:31:00 PM  
**Attachments:** [image001.png](#)  
[image002.png](#)

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The following list is a result of talking to Steven Traynum, Nichole Elko and Chris Creed (with Olsen engineering who handles Hilton Head and we have spoken to before).

Please let me know if you think there are any to add or subtract. The request was for names of highly experienced and highly regarded experts in the field. I explained that I thought experience outside of SC would be important as well as a familiarity of the SC regulations.

I have been advised that this request may be challenging to get responses to given that some firms will expend significantly on responding and the City's expected budget is \$25-50k. To overcome this, I will try to create an easy process of a short initial response, a zoom meeting or two to discuss outcomes, and then a simple proposal. More to come on this, but I wanted the group to know where we are planning to head.

Here's the list so far:

- HDR: <https://www.hdrinc.com/services/coastal-engineering-restoration-resiliency>
  - Cameron Perry, William Fuller, Angela Schedel
- APTIM: <https://www.aptim.com/services/resilience-and-infrastructure-solutions/professional-engineering/coastal-sciences-and-engineering/>
  - Beau Suthard
- Taylor Engineering: <https://taylorengeering.com/services/>
  - Chris Bender; Wendy Laurent
- Froth Olsen Associates: <https://www.olsen-associates.com/>
  - Chris Creed
- Coastal Protection Engineering: <https://coastalprotectioneng.com/>
  - Tara Marden, Ken Wilson
- UNCW: <https://people.uncw.edu/longjw/people.html>
  - Joe Long
- Humiston and Moore: <https://www.humistonandmoore.com/>
  - Brett Moore
- Coastal Engineering Consultants Inc.: <https://coastalengineering.com/>
  - Michael Poff
- Intera: <https://www.intera.com/>
  - Mike Trudnak (Gainesville, FL office)

Thanks, Douglas

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Text **"Hello"** to **(877) 607-6467**

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**From:** Douglas Kerr

**Sent:** Thursday, January 30, 2025 11:52 AM

**To:** Scott Pierce <spierce@iop.net>; Desiree Fragoso <desireef@iop.net>; Phillip Pounds <ppounds@iop.net>; Katie Miars <kmiars@iop.net>; 'Tim Ahmuty' <tahmuty@comcast.net>; 'Cindi Solomon' <cindi@me.com>; 'Andrew James Vega' <andrew.j.vega.1@gmail.com>; 'Daniel S Slotchiver' <dan@slotchiverlaw.com>

**Cc:** Amy Lee <amyw@iop.net>; Nicole DeNeane <Nicoled@iop.net>

**Subject:** process to get a second opinion

Good morning- I wanted to touch base with everyone and update you on what has been discussed as a process going forward since the recommendations were handed over from this Committee to Council.

But first I wanted to give Cindi a virtual round of applause for her fantastic presentation to the Council- I think she boiled almost a year of work and a knot of issues down to a concise and easy to follow talk that had exactly the impact that we all hoped it would- thank you Cindi and great job!

Council already enacted one of the recommendations and has created a new permanent Beach Advisory Committee. The work to get residents on board and up to speed is underway and forthcoming, but probably realistically cannot begin meeting until March or April. This work will be handled primarily by the Administrative Committee

In the meantime, Council has asked that the group here to jump in and to start the work of getting a second opinion.

The plan to make the second opinion happen is:

1. staff to identify a list of roughly 10 qualified firms (or individuals) to perform this work;
2. staff to send those firms an explanation of what the City is wanting to achieve and request they provide by a description of their firm's qualifications and experience with this type of work;
3. Once we receive the responses, we would like to hold a meeting of this group to cull the list down to the best fit (one or two firms) and then ask those firms for proposals. Then the group could make a recommendation to Council
4. Assuming the cost of the proposal is within what the City is willing to spend on the exercise, an agreement would be struck and the work underway.

So please let me know if you have any questions or suggestions about the plan above. I will forward the list of candidates identified already to the group later today and hopefully a draft of what we are looking for from those firms early next week.

I do not foresee a need to meet in person until we have qualifications back and I will just keep everyone plugged in via email on the list of firms and the request to those firms, but if you feel differently, please let me know.

Thanks, Douglas

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## **City of Isle of Palms, South Carolina Beach Preservation Committee**

Residents of the Isle of Palms are invited to apply to be a member of the Beach Preservation Committee. The online application is available below. The deadline to submit an application is 5:00 p.m., Wednesday, February 26, 2025.

### **Purpose of the Beach Preservation Committee:**

City Council formed the Beach Preservation Committee to advise City Council on matters of the beach including the preservation, enhancement, protection and conservation of the beach by exploring innovations, best practices & data around changes.

The Beach Preservation Committee may address matters as requested by City Council and its committees, and on its own accord take up issues and initiatives that fit within its mission, with regular reporting to the council.

### **Goals of the Beach Preservation Committee:**

- Advise and make recommendations on best management practices for promoting a healthy beach.
- Advise and make recommendations on innovations that could be considered to reduce the financial burden of beach nourishment and preservation.
- Identify and pursue financial opportunities for beach preservation and nourishment.
- Advise and make recommendations on state, federal and local policies that impact the city's ability to maintain and enhance a healthy beach.
- Support Isle of Palms as a strong advocate for South Carolina beaches and model for other coastal communities.
- Develop and support partnerships with related community groups and stakeholders.

### **Qualifications:**

- Membership is open without regard to race, color, religion, sex, age, national origin, physical or mental disability, marital status, family status, veteran status, or membership in any other group protected by law in accordance with applicable federal, state, and local laws.
- Applicants shall demonstrate an ability to understand complex issues and respect the diversity of interests of community members.
- Applicants shall demonstrate and encourage flexibility when considering perspectives of non-participating citizens and interest groups.
- Candidates will be selected by the Administration Committee based on ensuring that it is representative of a diversity of community members.
- Applicants must be available to meet every other month or as needed. Meetings may generally last one hour.

### **General Conditions:**

- The board will consist of five (5) adult citizens and a City Council liaison, with a preference of having three (3) ocean front property owners and representation from each geographic area of the island.
- Members shall serve 3-year staggered terms.
- Members shall be recommended by the Administration Committee at a public meeting and appointed by City Council.
- All members shall serve without compensation.
- Failure of any member to attend three consecutive meetings; misconduct; or nonperformance of duty, may be cause for removal from the advisory board by the Council.
- The advisory board shall have no authority to make any expenditures on behalf of the City or to obligate the City for payments of sums of money, without prior Council approval.

- All meetings will conform to legal requirements for public meetings, including public notice and record-keeping.



**From:** [Douglas Kerr](#)  
**To:** [John Bogosian \(jbogosian@iop.net\)](#); [Phillip Pounds](#); [Jimmy Ward](#)  
**Cc:** [Nicole DeNeane](#)  
**Subject:** Beach Preservation Committee guidelines  
**Date:** Tuesday, February 4, 2025 9:33:00 AM  
**Attachments:** [Beach Preservation Committee Guidelines 2-4-25 DRAFT.docx](#)  
[image001.png](#)  
[image002.png](#)

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This will be handed out at today's admin meeting for discussion, but I wanted you to have it beforehand.

The path we are contemplating follows pretty closely to the process the city used to create the Environmental Advisory Committee. I would expect the steps to be:

- Admin Committee to give feedback on the guidelines (attached)
- Full council to give feedback on the guidelines at workshop (Feb workshop)
- Staff begins soliciting applicants on the city's website (just after workshop)
- The Admin Committee vet the applicants and make a recommendation to Council on membership (March Admin meeting)
- Full council appoint committee members (March Council meeting)
- New committee holds its first meeting (April)

Thanks, Douglas

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