

Progress Report

2nd Quarterly Report August 1, 2015 – October 31, 2015

Project Title: *Cape May County NFWF BESCCH Grant*

Institution: *Cape May County Planning Department)*

Project Investigator: *Brian O'Connor*

NFWF Award #: *42279*

Award period: *March 1, 2015 – March 1, 2017*

Reporting Period: *August 1, 2015-October 31, 2015*

Result/Progress to Date:

On 10/8/2015 All Aquaculture Oyster Rack Farms in the project area were GPS, mapping submitted and is on website.

- Task 1- Surveying
 - Cape May County provided Louis Berger with a comprehensive library of mapping data on an external hard drive, which was used to transfer the files from the Cape May County server to the Louis Berger server.
 - Louis Berger completed the procurement process with Gibson Associates. Survey work conducted by Gibson during the reporting period consists of procuring existing lidar and 2012 photography from Cape May County. Control monuments have been setup on site for the project. Shoreline elevations have been field measured up to the mean low water elevation of -3.0 NAVD88 along the entire length of the project. Culvert elevations were also measured within project area. The surveyor also initiated creek soundings task and field measured some bio-benchmark locations. Marsh master from the Cape May mosquito commission will be utilized for current and remaining field work. The survey scope of work for Gibson is approximately 40% complete.

- Task 3. Hydrology Study
 - Louis Berger installed 4 water level gauges within the project site.

- Task 4 – Coastal Ecology
 - Louis Berger conducted an environmental assessment of the project site. Activities included the following field studies: mapping of habitat types, wetland delineation, and an inventory of flora and fauna encountered. Bio benchmarks were located, photographed, and set for collection by the surveyor.

Other Tasks completed but not listed in Milestone/Timeline Schedule Chart:

Conference Calls

Activities conducted within the reporting period that are outside of the original scope but support the overall project progress are described below.

- *Meetings and Site Visits.*

Project communication is central to successful project implementation. The efforts below were accomplished during the reporting period to facilitate communication.

- Louis Berger participated in the bi-weekly stakeholder conference call on Wednesday September 30, 2015. NJDEP, NWF, BBP, PDE, Stevens, Cape May County conduct a bi-weekly conference call to discuss the progress of the project and the components of what each stakeholder is to complete. To not duplicate efforts NJDEP will send to Cape May County the scope of work from each partner which then can be closely coordinated with scope items from Louis Berger.
- A project information flyer with a questionnaire was prepared for the stakeholders in an effort to foster support from the community. It will be mailed and/or emailed in November.

Changes to budget and project plan:

None

Upcoming Activities:

The following activities are planned for the upcoming project period.

- Advance survey field work.
- Download water level monitoring gauges.
- Complete wetland delineation and habitat mapping.
- Conduct Historic Architectural investigation in November.
- Distribute and record results from questionnaire.

Status of Financial Reports:

Total in-kind expenditures for the 2nd quarter came to \$9,171.78 (see “2nd Quarter In Kind attachment”) bringing the total “in kind” to \$14,207.43 (see attachment C). One invoice from Louis Berger was paid in this quarter for \$3,195.45. Attached find the 2nd quarter financial report (August 1, 2015-October 31, 2015) “Cape May County NFWF BESCCH Grant” as well as a State of New Jersey Payment Voucher in the amount of \$3,195.45 with all supporting documentation. I hope this satisfies your needs. Please call this office if you have any questions.

Expenditure Report:

Report included.

Extension Requirement:

No extension is foreseen at this time.

Appendices (optional):

Other Tasks completed but not funded by the NFWF BESCCH project:

None

PROJECT SCHEDULE AND MILESTONE CHART

| TASKS | 2015 | | 2016 | | | | 2017 |
|---|-------------|-----------|-------------|-----------|-----------|-----------|-------------|
| | Q3 | Q4 | Q1 | Q2 | Q3 | Q4 | Q1 |
| Task 1- Surveying Deliverables: Survey | | | | | | | |
| <i>Task A – Collect Existing Information from client</i> | ■ | | | | | | |
| <i>Task B– Initiate Survey Task for Project</i> | ■ | ■ | | | | | |
| <i>Task C - Collect survey Information and develop survey plans & Report</i> | | | ■ | | | | |
| Task 2. Hydrology: Deliverable: Hydrology Report | | | | | | | |
| <i>Task A – Collect H&H Requirements for project</i> | ■ | ■ | | | | | |
| <i>Task B – Perform H & H Modeling for the task</i> | | | ■ | ■ | | | |
| <i>Task C – Develop H&H report for conceptual designs</i> | | | | | ■ | | |
| Task 3. Engineering: Deliverables: Engineering Design of Selected Alternatives | | | | | | | |
| <i>Task A – Initiate Design for project</i> | | | | ■ | | | |
| <i>Task B– Develop three conceptual design alternatives</i> | | | | ■ | ■ | | |
| <i>Task C– Narrow down to preferred alternative</i> | | | | | ■ | ■ | |
| <i>Task D– Develop plans & cost estimate for preferred alternative</i> | | | | | ■ | ■ | |
| <i>Task E– Initiate permit plan development</i> | | | | | | ■ | ■ |
| Task 4. Coastal Ecologist: Deliverables: Permits | | | | | | | |
| <i>Task A - Complete Environmental Assessment</i> | | ■ | ■ | ■ | | | |
| <i>Task B – Initiate permit discussions with regulatory agencies</i> | | | | | ■ | | |
| <i>Task C– Develop draft permit documents & Planting plans, quantities, and cost estimates.</i> | | | | ■ | ■ | ■ | |
| <i>Task D – Finalize permits applications and processing of permit applications</i> | | | | | | ■ | |
| <i>Task E – Coordination with agencies on permits, seasonal restrictions, etc.</i> | | | | | | | ■ |
| Task 5. Public Meetings: Deliverable: Meeting minutes | | | | | | | |
| <i>Task A – Attend Three Public Meetings</i> | | | | | ■ | ■ | ■ |

NOTES: Q1: January-March; Q2: April -June; Q3: July-September; Q4: October-December of Calendar year

Brian O’Connor
Project Manager