

COASTAL PLANNING & ENGINEERING OF NORTH CAROLINA, INC.

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September 20, 2013

Christopher Layton
Town Manager
Town of Duck
P.O. Box 8369
Duck, NC 27949

Subject: Invoice 1555561-R8-526 Project Update

Dear Mr. Layton:

This letter serves as an update to you and your staff on CPE-NC's progress with regards to the Permitting and Design Services for the Town of Duck beach nourishment project.

This first invoice reflects our efforts in completing 2.2% of the scope of work as of September 1, 2013. This invoice reflects coordination with Town staff, internal coordination associated with project setup, planning for the beach profile and sand sampling surveys, and calibration efforts associated with the GENESIS modeling.

Throughout the month of August we developed a project schedule and provide the schedule to the Town on August 29th, 2013. Internally, our project permitting and design team have held several meeting to identify specific tasks and assign them as needed. Our survey staff made preparations for the beach profile surveys conducted in early September including researching control information and setting up survey files for the beach profile survey. This included coordination with staff at the USACE Field Research Facility (FRF). Our modeling staff began the calibration of the GENESIS model using existing data.

Subsequent to the close of the invoicing period (September 1, 2013), we completed the beach profile surveys. Surveys were conducted between September 10th and 16th. We also completed sediment sampling of the native beach during that same time frame. We are currently reducing the beach profile data and will begin S-Beach analyses once the data is available. Completion of these tasks will be reflected in the next invoice.

Fieldwork associated with the jet probe reconnaissance survey was completed between September 5th and 9th. We are currently assessing the data gained from the survey to determine the next steps in the sand search investigations. We anticipate holding a meeting with the three northern Dare County beach Town's in early October to discuss our proposed plan for sand investigations.

Please feel free to contact me anytime for further clarification or explanation of the project.

Very truly yours,

COASTAL PLANNING & ENGINEERING OF NORTH CAROLINA, INC.



Kenneth Willson
Project Manager