

TASK ORDER APPROVAL FORM

CONTRACT #: C24-3969-PW Department(s) # 4301 - Waste Resources
TASK ORDER #: TO-15 Account(s) # 54930X 549305 - NLF
TASK ORDER AMOUNT: \$ 103,800.00
Funding Source(s) County/Grant Agency Public Works-Waste Resources
Grant Funded? Grant Title/number: NA

OFFERED BY CONSULTANT:

Kimley-Horn and Associates, Inc

FIRM'S NAME

Brooke Arriaga

REPRESENTATIVE'S PRINTED NAME

Brooke Arriaga

SIGNATURE

Regional Contract Lead

04/18/2025

TITLE

DATE

RECOMMENDED FOR APPROVAL (Department Director)

Scott
Bitterman

Digitally signed by
Scott Bitterman
Date: 2025.05.12
12:44:46 -05'00'

SIGNATURE

TITLE

DATE

COUNTY ADMINISTRATOR (if applicable)

John Hofstad
5/20/25

DATE

Revised January 13, 2025

APPROVED BY OKALOOSA COUNTY (Per Purchasing Manual) Table 1

DeRita Mason

Digitally signed by DeRita Mason
Date: 2025.05.14 06:42:26 -05'00'

PURCHASING MANAGER

DATE

Faye Douglas

OMB Director/DATE
Faye Douglas

5/20/25

DATE

CHAIRMAN (if applicable)

Paul Mixon
5/20/25

DATE



CONTRACT: C24-3969-PW
KIMLEY-HORN & ASSOCIATES, INC.
GENERAL ENG. SERVICES FOR PW
EXPIRES:09/30/2027 W/2 1 YR RENEWALS

April 14, 2025

Mr. Scott Henson
Okaloosa County Public Works
84 Ready Avenue
Fort Walton Beach, FL 32548

RE: Niceville Landfill Environmental Services

Dear Scott:

Kimley-Horn and Associates, Inc. ("Kimley-Horn" or "Consultant") is pleased to submit this Task Order (the "Task Order") to Okaloosa County ("Client") for providing environmental services at the Niceville Landfill in Okaloosa County. This Task Order, dated April 14, 2025, describes a specific agreement between Kimley-Horn and Associates, Inc. ("the Consultant") and Okaloosa County ("the Client") in accordance with the terms of the Master Services Agreement C24-3969-PW Continuing Professional Services dated March 26th, 2024 ("Agreement"), which is incorporated herein by reference.

PROJECT UNDERSTANDING

The Niceville Landfill is a landfill located in Okaloosa County, Florida. Kimley-Horn will use AECOM ("Subconsultant") to perform the environmental services in this Task Order. In accordance with the closure permit for Niceville Landfill, Permit No. 0078402-007-SF, semi-annual reports for compliance and remedial action sampling are required, for a total of two (2) compliance/assessment reports (per year). The Subconsultant proposes to perform the sampling in-house and subcontract laboratory analyses to Advanced Environmental Laboratories, Inc (AEL), a National Environmental Laboratory Accreditation Program (NELAP)-approved laboratory.

Consultant is retaining Subconsultant to provide the services described herein solely for the administrative convenience of the County. The County acknowledges that Consultant will not be reviewing the work product of Subconsultant and agrees that Consultant shall not be liable for it in any way. If the County has any future claim related to these services, the County will pursue the claim against Subconsultant directly and hold harmless Consultant from any such claim.

The following describes the proposed semi-annual sampling events for Spring and Fall of 2025 which will include field sampling activities, water quality analyses, and technical reporting of findings.

SCOPE OF SERVICES

Kimley-Horn will provide the services specifically set forth below:

Task 1 – Landfill Environmental Services (Subconsultant)

Kimley-Horn will retain the services of the Subconsultant to provide the scope of services in this Task 1 as follows:

Task 1a – Water Quality Sampling:

Water quality sampling will include the collection of groundwater samples, and when available, collection of surface water and seep samples. Groundwater sample collection will be performed for compliance and assessment to meet permit requirements. Field work, sampling methodologies, data evaluation, and data Quality Assurance/Quality Control (QA/QC) will be performed in accordance with Chapter 62-160, FAC, Standard Operating Procedures (DEP-SOP- 001/01) (SOPs) and the closure permit.

Subconsultant will perform compliance and assessment sampling to meet the requirements listed within the closure permit. Semi-annual sampling will be performed during March and September. Please note these months could vary slightly due to weather or scheduling with the other two sampling events in Okaloosa County. As required by Chapter 62-701.510(9) (a), AECOM will electronically notify the FDEP 14 days prior to the scheduled sampling event and will also coordinate sampling with the County.

Prior to the initiation of sample collection, field instruments will be calibrated according to factory instructions. Instrument calibrations will be documented on a field log and submitted to the County with the field sampling logs and laboratory analytical results. Prior to sampling, static water levels in each required well will be obtained on the same day using an electronic water level indicator to the nearest 0.01 foot. During the collection of the static groundwater elevations, each monitoring well will be visually inspected. If any problems with the monitoring well are observed, Subconsultant will immediately notify the County of the problem.

Low-flow groundwater purging, and sample collection procedures (FDEP SOPs) will be followed in the field using a submersible pump or similar device, where dedicated pumps are not present. Sampling equipment will be decontaminated prior to all phases of purging and sample collection to reduce the potential for cross contamination between sample locations. Required Quality Assurance/Quality Control samples will be collected including duplicates, equipment blanks, and trip blanks.

During the purging and sampling operations, the groundwater will be monitored for pH, dissolved oxygen, specific conductance, temperature, turbidity, oxidation reduction potential (ORP), color, odors, and sheens (by observation) for monitoring wells which have been selected for Monitoring Natural Attenuation (MNA). Monitoring of these parameters will provide an indication of stabilization of the groundwater quality prior to sample collection. These parameters will be

recorded on the sampling log. Once the indicator values are stabilized and a sufficient volume purged from the well, sample collection will begin.

After sample collection, the samples will be prepared, preserved as necessary, and delivered to AEL using standard chain-of-custody procedures.

Task 1b – Laboratory Analysis & Review:

Water quality analyses will be performed by AEL in accordance with Chapter 62-160, FAC DEP-SOP-001/01 and the closure permit. AEL is certified by the Florida Department of Health Environmental Laboratory Certification Program (DoH ELCP). AEL will perform analyses as listed within the Okaloosa County compliance permit and RAPMOD in standard turn-around times (approximately 3-4 calendar weeks) and provide an electronic report and data package deliverable to AECOM, including the ADaPT deliverable(s).

A quality control data package will be included within the laboratory report for each sampling event. Upon receipt of the laboratory report and data package, Subconsultant will perform a quality assurance/quality control (QA/QC) review.

Task 1c – Reporting:

Subconsultant will review the analytical data, and prepare tables, figures, and a written report for the Spring and Fall sampling events. The reports will include analysis of results from compliance monitoring. An annual assessment report will also be completed summarizing the results from the assessment wells for the two sampling events. The sampling event reports will be submitted to the County in draft format for review and comment. Subconsultant will prepare the final draft version for submittal to the FDEP electronically using the online business portal.

Task 1d – Agency Coordination:

Subconsultant will coordinate with the FDEP as needed on behalf of the County on sampling, reporting, and additional maintenance tasks that arise during 2025. Subconsultant will continue to coordinate with the County, FDEP and Eglin to complete the pump testing and the remedial design work planned for the site. work with the County to compile the data required for the Five-Year technical report for the site.

Task 2 – Project Management

Kimley Horn will provide project management services during the duration of the project. It is anticipated that this will require approximately 2 to 4 hours per month.

Task 3 – Meetings and Coordination

Kimley-Horn is available to attend meetings with the County, Agencies Having Jurisdiction (AHJ's) and other design team members during the duration of the project. Attendance at up to ten (10)

meetings is included in this task. Meetings can be either in person or via tele-/video-conference. Email correspondence is also included under this task.

Kimley-Horn will coordinate with the AHJ's and County throughout the Project. This Task is intended to capture the effort required to coordinate, prepare for, attend, and follow-up for the meetings, conference calls and design coordination for this Project.

This task will also include preparation of County requested, schedules, site visits, additional meetings with neighborhood or public outreach groups, and other tasks as may be requested by the County beyond the estimated budget. Since the scope of this task cannot be fully determined at this time, these services will be provided on an hourly basis.

SERVICES NOT INCLUDED

Any other services beyond those specifically mentioned above are not included in this scope of services.

ADDITIONAL SERVICES

The services listed above are believed to be sufficient to design and permit the project. However, the following is a list of additional services that may arise during the life of the project that Kimley-Horn is available to perform:

- Engineering planning, design or support services
- Bid Support Services
- Limited Construction Administration and Certifications
- Grant Applications and/or Writing Services
- Grant Administration Services
- As-built drawings
- Landscape design and irrigation services
- Leading community meetings
- Stormwater Master Planning
- Survey Services beyond those listed above.
- Roadway Design Services
- Environmental Services beyond those listed above.
- Attendance at meetings beyond those listed above.

Should the need for additional services arise during the life of the project, an amendment will be prepared defining the scope and fee for the additional service.

INFORMATION PROVIDED BY COUNTY

Kimley-Horn shall be entitled to rely on the completeness and accuracy of all information provided by the County or the County's consultants or representatives.

RESPONSIBILITIES OF COUNTY

In addition to other responsibilities set out in this Agreement, the County shall:

- Allow for access to the site.
- Pay application submittal fees and other development fees.
- Provide signatures on applications and supporting documentation demonstrating control of property, as needed for permits.
- Review plans within a reasonable timeframe.
- Provide available information on existing drainage features within the project area.
- Provide Construction Contract for project.
- Lead the Bid process.

SCHEDULE

Kimley-Horn will provide the scope of services listed above as expeditiously as practicable with the goal of meeting a mutually agreed upon schedule.

FEE AND EXPENSES

Kimley-Horn will perform the services in Task 1 for the total lump sum fee below. Tasks 2-3 will be performed on an hourly basis per the rates as shown in the Agreement. The fees for the hourly tasks are based on the information known at the time of this Task Order preparation, budgets have been estimated below to help County with budgeting. Actual fees will be based on actual effort accrued and may be less or more than the budgeted amounts indicated below. Consultant will obtain a written authorization from County prior to exceeding the fees shown below.

In addition to the lump sum labor fee, direct reimbursement expenses such as large format printing, report printing and binding, express delivery fees, travel and other direct expenses will be billed per the Agreement. All permitting, application and similar project fees will be paid directly by the County.

Task	Fee
Task 1 - Landfill Environmental Services (Subconsultant)	\$ 92,400*
Task 2 - Project Management	HOURLY
Task 3 - Meetings and Coordination	HOURLY
Lump Sum Fee	\$ 92,400*
Task 2 - Project Management Hourly Budget	\$ 6,400
Task 3 - Meetings and Coordination Hourly Budget	\$ 5,000
Total Hourly Budget Fee	\$ 11,400

*Task 1 includes a 5% markup on all invoices for special services by subconsultants not listed in Appendix A of the CSA

Lump sum fees will be invoiced monthly based upon the overall percentage of services performed. Payment will be due within 30 days of County's receipt of the invoice and should include the invoice number and Kimley-Horn project number.

Labor fee for hourly tasks will be billed on an hourly basis according to the rates in the Agreement. For hourly tasks, a percentage of labor fee will be added to each invoice to cover certain other expenses such as telecommunications, in-house reproduction, postage, supplies, project related computer time, and local mileage. All permitting, application and similar project fees will be paid directly by the County.



Brooke Arriaga
Regional Contract Lead



Chris Hartman, PE
Project Manager

Okaloosa County

SIGNED: _____

PRINTED NAME: _____

TITLE: _____

DATE: _____