

TASK ORDER APPROVAL FORM

CONTRACT #: C24-3969-PW

Department(s) # 0112

TASK ORDER #: 6

Account(s) # 3170-562774

TASK ORDER AMOUNT: \$ 40,650.00

Funding Source(s) County/Grant Agency COUNTY

Grant Funded? Grant Title/number: N/A

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

OFFERED BY CONSULTANT:

Kimley-Horn and Associates, Inc.

FIRM'S NAME

Shawn C. Kalbli

REPRESENTATIVE'S PRINTED NAME

Shawn Kalbli, Associate

Digitally signed by Shawn Kalbli, Associate
Date: 2025.05.24 07:38:30 -04'00'

SIGNATURE

ASSOCIATE

TITLE

DATE

RECOMMENDED FOR APPROVAL (Department Director)

Jeff Peters

Digitally signed by Jeff Peters
Date: 2025.05.27 10:30:20
-05'00'

SIGNATURE

Facility and Parks Director

TITLE

5-27-2025

DATE

APPROVED BY OKALOOSA COUNTY (Per Purchasing Manual) Table 1

DeRita Mason

Digitally signed by DeRita
Mason
Date: 2025.05.28 14:17:17
-05'00'

PURCHASING MANAGER

DATE

DeRita Mason

OMB Director/DATE

5/28/2025

DATE

COUNTY ADMINISTRATOR (if applicable)

CHAIRMAN (if applicable)

DATE

DATE

May 21, 2025

Mr. Jeff Peters, Director
Okaloosa County Facilities and Parks
5489 Old Bethel Rd
Crestview, Florida 32536-5512

Re: Professional Services Agreement for Patriot Park, Crestview, Florida

Dear Mr. Peters:

Kimley-Horn and Associates, Inc. ("Kimley-Horn" or "Consultant") is pleased to submit this letter of agreement (the "Agreement") to Okaloosa County Facilities and Parks ("Client") for Patriot Park in Crestview, Florida. These services will be performed in accordance with Okaloosa County General Engineering Services for Public Works Contract No. C24-3969-PW effective on March 26, 2024, and the supplemental agreement to be executed by both parties.

Project Understanding

Kimley-Horn understands that the purpose of this project is the preparation of a design package for approximately 100 acres of land for the future Patriot Park, formerly a golf course. See Attachment A for general limits of work. It is located at a site between Shoal River Drive to the north, the transmission line corridor to the east, Annabelle Lane to the west and the Shoal River to the south. Services include Task 1 – Conceptual Master Plan Services. A construction budget has not been provided.

Program Elements to be Considered Include:

- Restrooms
- Parking
- ADA accessibility
- Playground
- Zip line
- Dog Park
- Low Ropes Course
- Pickleball courts
- Reuse of existing golf course concrete path
- Reuse/renovation of existing boardwalks on former golf cart path
- Small obstacle courses for children along the former golf cart path
- Outlook at the edge of the Shoal River
- Trail connectivity across the transmission line to tie into other trail systems beyond and a beach area along the Shoal River (off of this property)
- Mountain bike paths
- Stormwater facilities

Scope of Services

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

Task 1 – Conceptual Master Plan Services

Task 1.1 – Project Kick-off Meeting

1. Kimley-Horn will attend a kick-off meeting with Client. During the meeting, Client and key members of the Kimley-Horn team will set the parameters for the project and formally initiate the project.
2. Prepare for a project kick-off meeting with the Client. At the meeting:
 - a. Review project scope and schedule;
 - b. Discuss expectations and goals for the project;
 - c. Present a data collection plan for the project;
3. *Deliverables: Project Schedule, Data Collection Plan and Kick-off Meeting notes in electronic format.*

Task 1.2 – Data Collection and Base Map

1. Kimley-Horn will utilize publicly available data for reference in the park master planning process. Data may include any previous boundary, topographic or utility surveys, studies, GIS data including LiDAR and Digital Orthographic Imagery, previous environmental studies, and/or other available data. Kimley-Horn will review the data gathered and advise Client if additional data is needed, beyond what is included in this scope, to complete the master plan.
2. Once data has been collected, Kimley-Horn will prepare a base map.
3. Upon completion of a base map and confirmation of the site limits with Client, Kimley-Horn will conduct a site visit to review features. While on-site, Kimley-Horn staff may utilize handheld GPS units to confirm locations of field elements and incorporate into base mapping.
4. *Deliverables: Base Map electronic format.*

Task 1.3 – Conceptual Master Planning

1. Kimley-Horn will prepare up to two (2) conceptual master plan package(s), each highlighting an alternative development based upon site analysis, input, and program definition. The package(s) will include the following items:
 - a. A two-dimensional CAD color rendered concept plan.
 - b. Up to two (2) case study imagery boards.
 - c. Kimley-Horn will prepare up to one (1) opinion of probable construction (OPCC) cost for each of the conceptual master plans.
 - 1) In the preparation of Opinions of Probable Construction Cost for the entirety of the project, Kimley-Horn has no control over the cost of labor, materials, equipment, or over the Contractor's methods of determining prices or over competitive bidding or market conditions. Opinions of probable construction cost

provided herein are based on the information known to Kimley-Horn at this time and represent only Kimley-Horn's judgment as a design professional familiar with the construction industry. Kimley-Horn cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from its opinions of probable construction cost.

2. Submit the package(s) to Client and attend up to one (1) meeting in-person to present the package and collect input.
3. Based upon consolidated and conformed comments received from the Client prepare a preferred conceptual master plan package consisting of the rendered plan, case study imagery board, and OPCC.
4. Attend up to one (1) County Commission meeting in-person to present the preferred conceptual master plan package.
5. Based upon consolidated and conformed comments received from the Client prepare up to one (1) revision to the preferred conceptual master plan package.
6. Submit final conceptual master plan package.
7. *Deliverables: Conceptual Master Plan Package(s) in electronic format.*

END BASIC SERVICES

Additional Services

Any other services, including but not limited to the following, are not included in this Agreement:

1. Providing services for program items beyond those identified above.
2. Providing more trips, meetings or services than specified.
3. Providing more studies than those outlined above.
4. Providing public engagement services.
5. Preparing development of regional impact, land use / future land use map and zoning amendments.
6. Providing or collecting market data.
7. Preparing design for signage or graphic content for signage panels beyond those identified above.
8. Preparing two and three-dimensional renderings beyond those identified above.
9. Providing services to investigate, survey or prepare permits for hazardous waste remediation.
10. Providing architectural and structural, aquatic, electrical, mechanical, or plumbing engineering services beyond those identified above.
11. Providing LEED® certification services.

Information Provided By Okaloosa County

Kimley shall be entitled to rely on the completeness and accuracy of all information provided by Client or Client's consultants or representatives. Client shall provide all information requested by Kimley-Horn during the project, including but not limited to the following:

1. All base map information and aerial photographs in CAD or GIS format;
2. Special development agreements;
3. Zoning ordinances or other special development agreements;
4. Any additional market survey or reports and/or collected data;
5. Planning and Engineering reports; and
6. Previous studies, master plans, guidelines, design standards and written reports.

Fee and Expenses

Kimley-Horn will perform the services in Task 1 for the total lump sum labor fee below. Individual task amounts are informational only. In addition to the lump sum labor fee, direct reimbursable expenses such as express delivery services, air travel, and other direct expenses will be billed at 1.15 times cost. All permitting, application, and similar project fees will be paid directly by the Client. Should the Client request Kimley-Horn to advance any such project fees on the Client's behalf, an invoice for such fees, with a fifteen (15%) markup, will be immediately issued to and paid by the Client.

Task 1 – Conceptual Master Plan Services	\$40,150.00
<u>Estimated Reimbursable Expenses</u>	<u>\$500.00</u>
Total Lump Sum Labor Fee	\$40,650.00

Lump sum fees and expenses will be invoiced monthly based upon the overall percentage of services performed.

ATTACHMENT A

LIMITS OF WORK
APPROXIMATELY
100 ACRES

EGLIN AFB

Scale 1:9,028 N 30°42'11" W 86°34'12"

Closure

If you want us to proceed with the services, please have an authorized person sign this Agreement below. We will commence services only after we have received a fully-executed agreement. Fees and times stated in this Agreement are valid for sixty (60) days after the date of this letter. To ensure proper set up of your projects so that we can get started, please complete and return with the signed copy of this Agreement the attached Request for Information. Failure to supply this information could result in delay in starting work on your project.

We appreciate the opportunity to provide these services to you. Please contact me if you have any questions.

Very truly yours,

KIMLEY-HORN AND ASSOCIATES, INC.

Signed:



Charlie Johnson, PLA, ASLA
Associate



Shawn C. Kalbli, PLA (SC), ASLA
Assistant Secretary

OKALOOSA COUNTY

SIGNED: Faye Douglas

PRINTED NAME: Faye Douglas

TITLE: OMB Director

Federal Tax ID: _____

Business License No.: _____

Street Address: _____

Attachment A – Project Area Map