

TASK ORDER APPROVAL FORM

CONTRACT #: C23-3266-PW Department(s) # 3301
TASK ORDER #: 8 Account(s) # 563001 (ST000024)
TASK ORDER AMOUNT: \$ 90,040.00 (Limiting Amount)
Funding Source(s) County/Grant Agency Surtax

Grant Funded? Grant Title/number: _____

CONTRACT: C23-3266-PW

Halff Associates, Inc.

OFFERED BY CONSULTANT:

Halff Associates, Inc.

Santa Rosa Blvd Improvements
EXPIRES: 10/18/2025 w/2 1 yr renewals

FIRM'S NAME

Mark Llewellyn Jr.

REPRESENTATIVE'S PRINTED NAME



SIGNATURE

Senior Vice President

06/19/2025

TITLE

DATE

RECOMMENDED FOR APPROVAL
(Department Director)

Scott
Bitterman

Digitally signed by Scott
Bitterman
Date: 2025.06.20 13:16:33
-05'00'

SIGNATURE

Interim Director of Public Works

TITLE

06.20.2025

DATE

APPROVED BY OKALOOSA COUNTY
(Per Purchasing Manual) Table 1



PURCHASING MANAGER

6-25-25

DATE



OMB Director/DATE

06.25.2025

DATE

John Hofstad Digitally signed by John Hofstad
Date: 2025.06.25 14:16:13 -05'00'

COUNTY ADMINISTRATOR (if applicable)

Paul Mixon, CHAIRMAN (if applicable)

DATE

DATE



**HALFF ASSOCIATES, INC.
AGREEMENT FOR THE PROVISION
OF LIMITED PROFESSIONAL SERVICES**

COUNTY Contact and Title: Scott Bitterman, P.E., County Engineer **Agreement Date:** 6/18/2025
Business Name: Okaloosa County Public Works
Address: 1759 S. Ferdon Boulevard, Crestview, FL 32536
Phone: (850) 689-5772
E-Mail: sbitterman@myokaloosa.com

Project Name: Santa Rosa Boulevard Improvements
Task Work Order No. 8: Side Street Surveys and Site Cure Concept & Detailed Site Visit
Project City, County, Zip Code: Okaloosa Island, Okaloosa County, 32548
Project Latitude/Longitude: 30.391838/-86.596633

Halff Associates, Inc. (CONSULTANT) is pleased to submit our proposal to provide professional services for Okaloosa County (COUNTY) regarding the above referenced project. The abbreviated project description, Scope of Services, COUNTY's responsibilities, schedule, and compensation are as follows:

I. ABBREVIATED PROJECT DESCRIPTION

CONSULTANT will expand the Santa Rosa Boulevard design survey to include adjacent side streets in support of Florida Power & Light (FPL) underground power design. This includes approximately 5.30 miles of side streets (Section 00 & 24, Township 02 South, Range 24 West, Okaloosa County, Florida).

CONSULTANT will provide initial site cure concept planning and coordination regarding the proposed Multiuse Path (MUP) on the south side of Santa Rosa Boulevard east of the 1st Beach Park. To improve safety, the MUP has been shifted onto private property at the site entrances of five properties via proposed easements. The five properties are as follows:

- Gulf Dunes (376 Santa Rosa Boulevard) – a condominium development
- Azure (1150 Santa Rosa Boulevard) – a condominium development
- Sea Oats (1114 Santa Rosa Boulevard) – a condominium development
- Hampton Inn (1112 Santa Rosa Boulevard) – a commercial hotel
- Waterscape Resort (1110 Santa Rosa Boulevard) – a condominium development

II. SCOPE OF SERVICES

1. **Side Street Surveys** – Surveying Services will be provided by Southeastern Surveying and Mapping Corporation (SSMC). SSMC will provide the following tasks:
 - a. Recover existing control previously established and establish additional horizontal control utilizing the Florida North State Plane Grid System, 2011 Adjustment as needed.
 - b. Perform research and sufficient fieldwork to gather pertinent information to determine the Existing right-of-way lines and each intersecting Lot line for adjoining Parcels (Front corners only, with no full parcel/lot boundary surveyed).
 - c. SSMC will locate in 2D all existing Roadway Pavement within each Right of way along with depiction of each adjoining driveway being paved or of other material.

- d. Contact SSOCOF 811 to coordinate with each utility owner to gain Field markings along each side street and augment missing utilities with SSMC providing designation services to obtain field markings on utilities not marked by 811 to provide full subsurface utility picture.
- e. Locate all marked utilities and above ground evidence supporting each utility location.

DELIVERABLE

The final product will be three (3) certified prints, and an electronic file in Civil 3D for your use.

2. **Survey Coordination** – CONSULTANT will coordinate with SSMC, FPL, and COUNTY regarding the Surveying Services provided in Task 1. This includes discussions with FPL regarding the surveying needs for a Binding Cost Estimate to construct underground power on Santa Rosa Island west of Brooks Bridge.
3. **Site Cure Concept Planning & Detailed Site Visit** – CONSULTANT will perform a site visit to further document site constraints and opportunities at the site entrance locations listed above. CONSULTANT shall prepare a Field Review Report documenting relevant field observations and Project/Site Cure intent. It is anticipated that the report will document previously collected survey as well as observed topography, utilities, landscape/hardscape, adjacent site impacts, and drainage considerations. Photographs will be included to record existing conditions.

On the same day as the site visit, a field review meeting will be scheduled with property owners/owners representatives (STAKEHOLDERS). Proposed improvements will be staked out or marked in the field prior to support this engagement. If any STAKEHOLDERS are unavailable at this time, a virtual coordination meeting will be scheduled with them. The focus of this field review will be to garner feedback and preliminary agreement regarding the proposed site entrance improvements.

Note: Based on the coordination and field observations performed in Task 3, Supplemental Services will be required to provide Concept Cure Plans, Cure Plan Design, and incorporation into the project construction documents.

DELIVERABLE

CONSULTANT will submit one (1) Field Review Report as noted above with a summary of each STAKEHOLDER meeting.

III. COUNTY RESPONSIBILITIES

1. Provide CONSULTANT with any information, agreements, and/or restrictions that may be in effect on the property and impact the design guidelines or criteria for the project.
2. The COUNTY will provide CONSULTANT with access to the site for activities necessary for the performance of the services. CONSULTANT will take precautions to minimize damage due to these activities but has not included in the fee the cost of restoration of any resulting damage.

IV. PROJECT SCHEDULE

Upon receipt of a fully executed copy of this Agreement, CONSULTANT shall perform its services and discharge the obligations imposed upon us in a prompt and timely manner and as expeditiously as is



consistent with professional skill and care and the orderly progress of the work. We also acknowledge that the COUNTY is to be regularly and routinely consulted in connection with the performance hereunder.

V. SUPPLEMENTAL SERVICES

Services authorized in writing by the COUNTY other than those specifically listed in the Scope of Services, and which are agreed to be performed by CONSULTANT by written addenda to this Agreement shall be considered Additional Services for which the COUNTY shall compensate CONSULTANT at an agreed upon lump sum fee or CONSULTANT hourly rates.

VI. COMPENSATION

Our fees for the described services shall be provided at the Lump Sum Fee of **\$90,040.00**.

Scope of Services	Lump Sum Fee
1. Side Street Surveys	\$73,500.00
2. Survey Coordination	\$4,380.00
3. Site Cure Concept Planning and Detailed Site Visit	\$12,160.00
TOTAL	\$90,040.00

Prepared by: Mark Llewellyn Jr, PE
Halff Associates, Inc.
2255 Killearn Center Blvd, Suite 200
Tallahassee FL, 32303
850-224-4400