

# TASK ORDER APPROVAL FORM

CONTRACT #: C20-2968-PW

TASK ORDER #: 3

TASK ORDER AMOUNT: \$ 18,835.93

CONTRACT: C20-2968-PW

DRMP, INC.

HIGHWAY 2 DESIGN & CEI ENGINEERING, SVS

EXPIRES: 08/31/2023 W/2 1 YR RENEWALS

OFFERED BY CONSULTANT:

DRMP, Inc.

FIRM'S NAME

John Alaghemand, P.E.

REPRESENTATIVE'S PRINTED NAME

*John Alaghemand*

SIGNATURE

Office Leader

11/30/2021

TITLE

DATE

**RECOMMENDED FOR APPROVAL  
(Department Director)**

**APPROVED BY OKALOOSA COUNTY  
(Per Purchasing Manual) Table 1**

*Jason Autrey*

Jason Autrey, P.E., Public Works Director

12/1/21

DATE

*Jeffrey A. Huch*

PURCHASING MANAGER

12/02/2021

DATE

OMB DIRECTOR/DATE

DATE

COUNTY ADMINISTRATOR

DATE

DATE



November 15, 2021

**APPROVED**

John Alaghemand  
Office Leader  
DRMP, Inc.  
2111 Thomas Drive, Suite 1  
Panama City Beach, Florida 32408  
JAlaghemand@drmp.com

RE: Proposal for a Phase I Cultural Resource Assessment Survey  
County Road 2 Improvements, Okaloosa County, Florida  
SEARCH Proposal # T021-206

Dear Mr. Alaghemand,

SEARCH is pleased to provide this proposal for a Phase I Cultural Resource Assessment Survey (CRAS) in support of the Design of County Road (CR) 2 in Okaloosa County, Florida. This project is expected to include an archaeological survey and an architectural history survey, as noted below.

## Background

The Project involves the milling and resurfacing, culvert replacements, and minor widening of CR 2 from State Road (SR) 189 to SR 85, a distance of approximately 9.45 miles.

## Scope of Services

SEARCH will conduct a CRAS of the project Area of Potential Effect (APE) for the CR 2 improvements. This CRAS will consist of historical background research, an architectural history survey, examination of historical maps, pedestrian survey, and the excavation of subsurface shovel tests.

The fieldwork and subsequent report will be completed in accordance with Part 2, Chapter 8 of FDOT's PD&E Manual, Chapter 3 (Site Identification) of the FDOT Cultural Resource Management Handbook, the Florida DHR's *Cultural Resource Management Standards and Operation Manual, Module Three: Guidelines for Use by Historic Preservation Professionals*, and Rule Chapter 1A-46 F.A.C. The work will comply with the provisions of Chapter 267, *Florida Statutes*, as well as Section 106 of the National Historic Preservation Act of 1966, as amended (Public Law 113-287 [Title 54 USC]).

## AREA OF POTENTIAL EFFECT (APE)

Given the limited scope of the proposed work within an existing corridor, SEARCH generally recommends that the APE be defined to include the existing right-of-way.

The archaeological survey and architectural survey will be limited to the existing right-of-way within which work is proposed.



**FIELDWORK**

Prior to fieldwork, SEARCH will use the Sunshine State One Call of Florida, Inc. (SSOCOF) system to coordinate for the location of buried utilities within the proposed project area.

Archaeological fieldwork will include 4 days of fieldwork for a team of 2 archaeologists. Architectural fieldwork will be conducted concurrently with the archaeological survey and take less than one day for one architectural historian. Fieldwork will be completed in one field mobilization.

**LAB ANALYSIS AND REPORTING**

This proposal includes the cost of collecting, processing, analyzing, temporarily curating, and shipping up to 40 artifacts; laboratory work for any additional artifacts will be considered a project change.

Upon project completion, any artifacts recovered during the project will be transferred to the appropriate facility for permanent curation.

**Deliverables**

QUANTITY	DELIVERABLE	VIA
1	Certificate of Insurance <sup>1</sup>	Email
1	Draft Corridor Report PDF	Email
1	Final Corridor Report PDF	Email
1	Final Corridor Report with SHPO Project Packet	FedEx
1	Recovered cultural material to permanent curation facility	FedEx

<sup>1</sup> Upon Request

**Project Schedule**

TASK	TIMELINE
Notice to Proceed (NTP)	<i>To be determined by Client.</i>
Background Research	Within two weeks from NTP, SEARCH will initiate background research and begin acquisition of necessary permits for excavation within the Blackwater River State Forest.
Fieldwork	Schedule in coordination with Client. Complete within 60 days from NTP.
Technical Report	SEARCH will submit the Technical Report in electronic format (PDF) via email to the Client within 30 days of EOF. Upon receipt of authorization from Client, SEARCH will prepare and submit a hardcopy of the Technical Report (and appropriate documentation) to the SHPO.
SHPO Review	SHPO has a 30-day review period.

**Staff Hours and Fee**

SEARCH will complete this Scope of Services with an estimated 184 hours for a fee of \$18,835.93.

SEARCH is providing this proposal to complete the Scope of Services described herein and relevant report for the Client’s review and upon their instruction, submission to the appropriate agency. This price is based on the project-specific assumptions noted herein and SEARCH’s standard Expectations & Exclusions (**Attachment A**).



This proposal is valid for 90 days. SEARCH has the capacity and experience to complete this project according to agency and client requirements. If this proposal does not meet your project goals, please let me know and I will be happy to make the necessary revisions or provide you with additional information. On behalf of the SEARCH team, we appreciate this opportunity to work with you.

Sincerely,

A handwritten signature in black ink, appearing to read 'Steve RabbySmith', with a stylized flourish at the end.

Steve RabbySmith, MA, RPA  
Principal Investigator  
[Steve.rabbysmith@searchinc.com](mailto:Steve.rabbysmith@searchinc.com)

**ATTACHMENT A**  
**STANDARD ASSUMPTIONS**



## STANDARD ASSUMPTIONS

The price estimate for the Project is subject to the following Assumptions. In the event that any of these assumptions prove untrue, the Client will be notified and a modification to the Project will be required.

<b>1.0 MANAGEMENT</b>		
1.1	Changes	There will be no changes to the Project area, scope of services, schedule, travel, or the sequencing of tasks.
1.2	Delays	There will be no delays as a result of circumstances beyond the control of SEARCH, such as inclement weather and national emergencies or crises, including disruptions to the project related to COVID-19.
1.3	Data Quality	Project data delivered to SEARCH will be accurate, timely, organized, and will not require conversion, correction, or the purchase of new software or equipment.
<b>2.0 HEALTH, SAFETY, AND ENVIRONMENT</b>		
2.1	Notification	The Client will immediately notify SEARCH of any known hazardous conditions on the Project and provide any applicable site-specific safety training.
2.2	Stop Work Authority	SEARCH may suspend, redirect, or terminate work if it is determined that a hazardous condition exists.
2.3	Specialized Requirements	No special safety equipment, certification, personal protective equipment (PPE), or training required.
2.4	Site Access	There is no specialized vehicle requirements, lighting, placarding, or branding required to drive on-site.
2.5	Support Vehicle	Staff will be able to stay within a safe proximity to a vehicle for emergency support.
2.6	UXO	There is no Unexploded Ordnance (UXO), nor a risk of UXO on the Project, and SEARCH will not be responsible for conducting a UXO detection survey. For sites with UXO potential, the client will provide a qualified UXO tech as an escort, with credentialing and proof of qualification available upon request.
2.7	Hazardous Chemicals/Waste	There is no risk of discovering or coming into contact with any hazardous chemicals or hazardous waste.
2.8	Hunting & Shooting	There is no hunting, illicit hunting, or shooting on or adjacent to the Project.
2.9	Illegal Activity	There is no illegal activity on or adjacent to the Project.
2.10	Opposition	There are no hostile persons, opposition groups, landowners, or neighbors that will engage or threaten SEARCH on the Project, including after work hours.
2.11	Security	Site security, protective services, or police officers will not be required.
2.12	Emergency Response	SEARCH personnel will have ready access to public or private emergency care services without the use of an airlift or sealift.
2.13	Force Majeure	Force Majeure events will not impact the job or the Health and Safety of SEARCH employees to an extent that SEARCH will not be able to fulfill project requirements.
2.14	COVID-19	Regulations, restrictions, advisories, protocols, or best practices issued by the government, client, landowner, or project stakeholder will not affect the project schedule, travel, or team assignments.
<b>3.0 FIELD</b>		
3.1	Access	The Client will secure landowner and/or land manager permission for SEARCH to access the Project and will supply SEARCH with the authorization in advance of fieldwork.
3.2	Keys/Codes	The Client will provide gate keys and security codes to access the Project in advance of fieldwork.
3.3	Ingress/Egress	There will be proximate and direct ingress and egress to the Project.
3.4	Sequential Access	SEARCH will receive sequential access to the Project.
3.5	Accessibility	The Project will be accessible and will not require clearing of heavy vegetation, crossing of water bodies, use of equipment other than hand shovels, or have other access obstacles.
3.6	Known Data	The Client will provide SEARCH with knowledge of rumored, suspected, or unrecorded cultural resources and/or historical events that are known to the Client to be on, adjacent to, or relevant to the Project.



3.7	Buried Utilities	Buried utilities, if present, will be clearly marked by the Client prior to fieldwork; SEARCH will not be required to coordinate with buried utility location contractors except for Department of Transportation projects, when applicable.
3.8	Deep Testing	No deep testing or trenching will be conducted.
3.9	Delineation	Delineation of archaeological sites will comprise no more than 10% of the fieldwork and will not extend outside the Project boundaries.
3.10	Field Expectations	The level of effort, number of cultural resources, and artifact quantities proposed will not be exceeded.
3.11	Artifacts	The artifacts and samples can be inventoried, processed, analyzed, and reported within the allotted laboratory labor hours, as scheduled.
3.12	Burials	Unless otherwise stated in the proposal, no burials, cemeteries, unmarked graves, grave goods, or skeletal remains will be on the Project.
3.13	Archaeological Monitoring	A minimum 24 hours' notice is given per call out; the work day includes travel time to a location, and a minimum eight (8) hours is charged per call-out day.
<b>4.0</b>	<b>TRAVEL</b>	
4.1	Lodging	Suitable overnight accommodations will be located in proximity to the Project.
4.2	Modes of Transportation	Proposed modes of transportation (rental, flight, POV, etc.) will be available at time of booking.
4.3	Bookings	Travel bookings will not exceed the proposed cost.
<b>5.0</b>	<b>REPORTING</b>	
5.1	Cut-off Date	The date of the proposal serves as the cut-off date for the consideration of new research, methods, reports, theories, laws, regulations, guidelines, policies, etc.
5.2	Comments	Comments will be provided via one round of review by the Client and each agency prior to the final deliverable. Comments are expected to: (1) offer clear direction of changes requested; (2) be non-contradictory between reviewers and with previous guidance; (3) not request information or action outside the scope of services; (4) not request substantial reworking of the deliverable; and (5) be delivered within 30 calendar days.
5.3	Digital	Project deliverables will be digital, unless a hard copy is specified in the scope of services with the quantities defined.
<b>6.0</b>	<b>EXCLUSIONS</b>	
6.1	Additional Services	Additional services or products, such as out-of-scope fieldwork, special analysis or tests, subcontractors, travel, meetings, media communications, public outreach, deliverables, reports, other direct costs, fees, tariffs, insurance, or labor requested from a Tribe, Agency, Landowner, Stakeholder, Government, or Client is not included in this Project.
6.2	Curation	Because the size and character of the artifact collection is unknown, the cost to prepare, insure, ship or deliver, and curate the artifact collection at an appropriate repository is not included in this Project.