

TASK ORDER APPROVAL FORM

CONTRACT #: C24-3968-PW

TASK ORDER #: 1

TASK ORDER AMOUNT: \$87,720

C24-3968-PW
HDR ENGINEERING, INC.
General Engineering Services for PW
Expires: 09/30/2027 W/ (2) 1 Yr Renewals


OFFERED BY CONSULTANT:

HDR Engineering, Inc.

FIRM'S NAME

Katie E. Duty

REPRESENTATIVE'S PRINTED NAME



SIGNATURE

Vice President

TITLE

04/05/2024

DATE

RECOMMENDED FOR APPROVAL (Department Director)

Jason T. Autrey,
PE, CPM

Digitally signed by Jason T. Autrey, PE, CPM
Date: 2024.04.08 17:28:09 -05'00'

SIGNATURE

Public Works Director

TITLE

04.08.2024

DATE

APPROVED BY OKALOOSA COUNTY (Per Purchasing Manual) Table 1

DeRita Mason

Digitally signed by DeRita Mason
Date: 2024.04.09 11:59:44 -05'00'

PURCHASING MANAGER

April 9, 2024

DATE

Faye Douglas

Digitally signed by Faye Douglas
Date: 2024.04.09 12:50:20 -05'00'

OMB DIRECTOR/DATE

04.09.2024

DATE

P.P. Craig Coffey

Digitally signed by Craig Coffey
Date: 2024.04.10 09:49:46 -05'00'

COUNTY ADMINISTRATOR (if applicable)

CHAIRMAN (if applicable)

DATE

DATE

College Blvd / Forest Rd Multi-Use Pathway Final Design

The scope of work is to perform final plans development services for the referenced multi-use pathway project utilizing the topographic survey and preliminary plans tasks recently performed. Initial tasks include project management, pathway layout & design, and coordination services with the Eglin AFB Real Property Office and the County in order to determine necessary actions in getting the project to bid. The project limits begin at the intersection of Palm Boulevard @ College Boulevard continue east on College Boulevard for approximately 2 miles and then south from the intersection of College Boulevard @ Forest Road for approximately 1.1 miles to the intersection of College Boulevard @ Derby Downs Circle. HDR's approach, assumptions, and estimated fees are outlined below.

The Total Fee for this scope of services is a Lump Sum amount of **\$87,720**.

TASK 1: PROJECT MANAGEMENT & COORDINATION

Objective: Maintain communication, coordination, and documentation with Okaloosa County Project Manager (PM) and stakeholder.

HDR Activities:

- Initiate kickoff meeting to finalize design preferences and verify schedule of activities.
- Provide County PM a monthly status report to accompany invoices.
- Maintain an organized project filing system to retain documentation, subject to HDR's document retention policy.
- Meetings with project stakeholders are included in previous task orders. The primary effort for this task order will be coordination with Eglin AFB including supplying project information for a possible 813 process. Assume that plans and limited exhibits will be prepared. Exhibit will include a roll plot, as preferred by Eglin, with the proposed project location within the Okaloosa County existing easement. A gis shapefile of the path will be provided if requested for Eglin's review.
- Provide two site visits to verify design; wetlands have already been delineated for the project

HDR Deliverables: Meeting minutes and monthly status reports.

TASK 2: ENGINEERING DESIGN & PLANS PRODUCTION

Objective: Utilizing the preliminary design, HDR will produce 60% and Final Construction Plans deliverables for County approval.

Activities:

- Utilize the 2023-2024 FDOT Standard Plans, the 2023 Florida Design Manual (FDM), and MUTCD to establish and document design criteria for the multi-use pathway.
- Provide design iterations based on coordination with County Staff and utility companies. Design will include horizontal and vertical alignments, cross section design, driveway and side street modifications, and drainage structure design and calculations. The path design will be designed to ADA standards for longitudinal and cross slope.
- Produce 60% and Final Plans for the project including, key sheet, typical sections, general notes, project layout, plan & profile, cross sections, and special details required to provide adequate information for bidding the project. Plan view will be produced at 50-scale and will consist of approximately 24 sheets based on the project length. Cross sections will be cut at

College Blvd / Forest Rd Multi-Use Pathway Final Design

100-foot increments and will consist of approximately 21 sheets. Special considerations such as design at existing culvert crossings, intersections, and driveways will be included in the plans, cross sections, and supplemental detail sheets.

- Drainage design will consist of areas where the pathway crosses exiting conveyance features in the project limits. Calculations and design for each of these crossings will be provided.
- Selective clearing and grubbing areas will be shown in the plan view which identify where the path impacts tree/vegetative buffer areas adjacent to existing residential property. Tree impact information will be detailed in the plans. Preliminary design indicated areas mainly at intersections and along Forest Road.
- Erosion control design will be provided for the project limits utilizing the plan view.
- Driveway profile design will be limited to driveways impacted by the path and included in the cross section sheets.
- Signing and Pavement Marking sheets will consist of approximately 12 sheets. Selective locations will include supplemental detail as needed.
- Utility coordination on the project has previously commenced. Utility impacts are expected to be minimal, but dispositions will be shown in the plan view as necessary. Dispositions will be communicated with utility owners with each deliverable.
- Traffic Control or Maintenance of Traffic plans will be provided utilizing FDOT Standard Plans. Locations including the three existing culvert crossings will include roadway work and specific details will be provided for these areas.
- Provide Summary of Quantity tables for the pay items utilized for the project. These will be summarized on Summary of Pay Items sheet. The Summary of Pay Items sheet will provide pay item specific notes as required to explain special payment conditions.
- Produce a design documentation report which includes all criteria and decisions used in design. The report will also include construction cost estimates for each deliverable.
- Each design deliverable will be provided to the County for review and approval. The County will forward the design submittal for FDOT review per the conditions of the project grant funding. HDR will respond to FDOT ERC comment review. County and FDOT comments will be incorporated prior to coordination with stakeholders and prior to the subsequent deliverable.
- Design will continue to avoid wetland impacts. Preliminary plans provided indicate no wetland impacts.
- Environmental permitting is not included in this scope of work. The project is expected to be exempt from ERP permitting since the only new impervious area is the multiuse pathway which is specified as an exemption.
- FDOT permitting is not included in this scope of work. FDOT permitting will not be required since FDOT is providing ERC review through the grant funding program.
- HDR assumes two field reviews will be required to verify design and to collect data for the plans. HDR will note any additional infrastructure issues located in the project limits and communicate additional needs with the County.
- Following acceptance of Final Plans, HDR provide the County with issue for bid plans and an electronic bid form for the County project manual.

Design Deliverables:

- 60% Plans and Design Documentation
- Final Plans and Design Documentation
- Bid Package Documents

Design Assumptions:

- References to the FDOT Standard Plans will be utilized for detailed construction drawings. FDOT Specifications for Road and Bridge construction will be utilized for the project.
- Structural design services are not expected and are not included in the design scope & fee.

College Blvd / Forest Rd Multi-Use Pathway Final Design

- Geotechnical services are not included in this scope and fee due to the surficial nature of the project.
 - Future needs not included in this scope of work may consist of:
 - Environmental Baseline Survey (EBS) – to be determined
 - Environmental Assessment (EA) – to be determined
 - Cultural Resource Assessment Survey (CRAS) – to be determined
 - Environmental Permitting – to be determined
 - Construction Engineering Inspection (CEI) – to be determined
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Schedule:

HDR anticipates the following project schedule following NTP.

Task	Timeframe
Kickoff	1 day
60% Plans	6 weeks
County Review	2 weeks
100% Plans	6 weeks
County Review	2 weeks
Stakeholder Meetings	4 weeks
Total	20 weeks

Upon receiving NTP, HDR will submit an updated project schedule to reflect the actual due dates based on the NTP date. If any conditions or issues arise during the course of work that impact the schedule, HDR will coordinate with Okaloosa County as soon as practicable to update the overall project schedule.

ACCEPTED BY: _____