

## CONTRACT, LEASE, AGREEMENT CONTROL FORM

Date: 01/12/2021

Contract/Lease Control #: C14-2080-PW

Procurement#: PW 25-13

Contract/Lease Type: CONTRACT

Award To/Lessee: MOTT MACDONALD

Owner/Lessor: OKALOOSA COUNTY

Effective Date: 10/03/2013

Expiration Date: UNTIL ALL TASK ORDRES OR COMPLETED

Description of: ENG. CONSULTANT SVS

Department: PW

Department Monitor: AUTREY

Monitor's Telephone #: 850-689-5772

Monitor's FAX # or E-mail: JAUTREY@MYOKALOOSA.COM

Closed:

Cc: BCC RECORDS





## CONTRACT, LEASE, AGREEMENT CONTROL FORM

Date: 05/12/2020

Contract/Lease Control #: C14-2080-PW

Procurement#: PW 25-13

Contract/Lease Type: CONTRACT

Award To/Lessee: MOTT MACDONALD

Owner/Lessor: OKALOOSA COUNTY

Effective Date: 10/03/2013

Expiration Date: UPON COMPLETION OF ALL TASK ORDERS

Description of ENG CONSULTANTS SVS

Department: PW

Department Monitor: AUTREY

Monitor's Telephone #: 850-689-5772

Monitor's FAX # or E-mail: JAUTREY@MYOKALOOSA.COM

Closed:

Cc: BCC RECORDS



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
06/26/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Willis of New Jersey, Inc. c/o 26 Century Blvd P.O. Box 305191 Nashville, TN 372305191 USA	<b>CONTACT NAME:</b> Willis Towers Watson Certificate Center <b>PHONE (A/C, No, Ext):</b> 1-877-945-7378 <b>FAX (A/C, No):</b> 1-888-467-2378 <b>E-MAIL ADDRESS:</b> certificates@willis.com	
	<b>INSURER(S) AFFORDING COVERAGE</b>	
<b>INSURED</b> Mott MacDonald Florida, LLC Hatch Mott MacDonald Florida, LLC 111 Wood Avenue South Iselin, NJ 088304112	<b>INSURER A:</b> Fireman's Fund Insurance Company <b>NAIC #</b> 21873	<b>INSURER B:</b> American Automobile Insurance Company <b>21849</b>
	<b>INSURER C:</b> Travelers Property Casualty Company of Ame <b>25674</b>	<b>INSURER D:</b> Lloyd's Syndicate 1886 <b>C5136</b>
	<b>INSURER E:</b>	
	<b>INSURER F:</b>	

**COVERAGES**      **CERTIFICATE NUMBER:** W16982535      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS		
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	Y	USC016868200	06/30/2020	06/30/2021	EACH OCCURRENCE \$ 2,000,000		
	GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC OTHER:					DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000		
B	<input checked="" type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED <input type="checkbox"/> NON-OWNED <input type="checkbox"/> AUTOS ONLY <input type="checkbox"/> AUTOS ONLY <input checked="" type="checkbox"/> Comp/Coil <input checked="" type="checkbox"/> \$1,000	Y	SCV007067-20-01	06/30/2020	06/30/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000		
	BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$							
C	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000		ZUP-15S91842-20-NF	06/30/2020	06/30/2021	EACH OCCURRENCE \$ 3,000,000		
	PER STATUTE    OTH-ER E.I. EACH ACCIDENT \$ 1,000,000 E.I. DISEASE - EA EMPLOYEE \$ 1,000,000 E.I. DISEASE - POLICY LIMIT \$ 1,000,000					AGGREGATE \$ 3,000,000		
A	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> <input type="checkbox"/> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N No	N/A	Y	SCW015126-20-01	06/30/2020	06/30/2021	E.I. EACH ACCIDENT \$ 1,000,000 E.I. DISEASE - EA EMPLOYEE \$ 1,000,000 E.I. DISEASE - POLICY LIMIT \$ 1,000,000
D	Professional Liab.		B080120388P20	06/30/2020	06/30/2021	Per Claim \$1,000,000 Per Aggregate \$1,000,000		

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
Contract numbers C14-2080-PW and C06-1343-PW.

Okaloosa County Board of County Commissioners is included as Additional Insured as respects to General Liability and Auto Liability as per written contract or agreement.

Waiver of Subrogation applies in favor of Okaloosa County Board

**CERTIFICATE HOLDER**

Okaloosa County Board of County Commissioners  
302 N. Wilson St., Suite 302  
Crestview, FL 32536

**CAN**

SH TH AC

**CONTRACT#: C14-2080-PW**  
**MOTT MACDONALD**  
**ENG CONSULTANT SVS**  
**EXPIRES: UPON COMPLETION OF ALL TASK ORDERS**

**AUTHORIZED REPRESENTATIVE**

## CONTRACT, LEASE, AGREEMENT CONTROL FORM

Date: 08/22/2019

Contract/Lease Control #: C14-2080-PW

Procurement#: PW 25-13

Contract/Lease Type: CONTRACT

Award To/Lessee: MOTT MACDONALD

Owner/Lessor: OKALOOSA COUNTY

Effective Date: 10/03/2013

Expiration Date: 09/30/2018 W/RENEWALS

Description of Contract/Lease: ENG. CONSULTANTS SVS

Department: PW

Department Monitor: AUTREY

Monitor's Telephone #: 850-689-5772

Monitor's FAX # or E-mail: JAUTREY@MYOKALOOSA.COM

Closed:

Cc: Finance Department Contracts & Grants Office



# TASK ORDER APPROVAL FORM

CONTRACT #: C14-2080-PW

TASK ORDER #: 9 - Revised

TASK ORDER AMOUNT: \$ 88,165

**CONTRACT: C14-2080-PW**  
**MOTT MACDONALD FLORIDA, LLC**  
**ENG. CONSULTANT SERVICES**  
**EXPIRES: 09/30/2018 W/1 1 YR RENEWAL**

OFFERED BY CONSULTANT:

Mott MacDonald Florida, LLC

FIRM'S NAME

David D. Skipper, PE

REPRESENTATIVE'S PRINTED NAME

SIGNATURE

Senior Vice President

TITLE

8/16/19

DATE

**RECOMMENDED FOR APPROVAL**  
**(Department Director)**

SIGNATURE

PUBLIC WORKS DIRECTOR

TITLE

DATE

8/21/19

COUNTY ADMINISTRATOR (if applicable)

DATE

8/26/19

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

- \$25,000 or less approved by Purchasing Manager
- \$25,001 to \$50,000 approved by OMB Director
- Between \$50,001 and \$100,000 approved by Purchasing Director and County Administrator
- In excess of \$100,000 approved by the Board.

PURCHASING MANAGER

DATE

OMB Director/DATE

DATE

CHAIRMAN (if applicable)

DATE

Jeffrey A. Hyde  
08/22/2019

Gaydon

08/23/2019



Mr. Scott Bitterman  
County Engineer  
Okaloosa County Public Works  
1759 S. Ferdon Boulevard  
Crestview, FL 32536

**Your Reference**  
C14-2080-PW

**Our Reference**  
366295

220 West Garden Street  
Suite 700  
Pensacola FL 32502  
United States of America

T +1 (850) 484 6011  
F +1 (850) 484 8199  
mottmac.com/americas

**RE: Lloyd Street Drainage Improvements – Fort Walton Beach, FL**

October 9, 2017 / **August 13, 2019 (Revised)**

Dear Mr. Bitterman:

Mott MacDonald is pleased to provide this proposal for purposes of providing civil engineering design and permitting assistance for drainage improvements on Lloyd Street in Fort Walton Beach, FL. Lloyd Street is an area of very poor drainage, as the area does not have an effective outfall. Mott MacDonald will evaluate the area for potential outfall solutions.

This Scope of Work will be performed in accordance with the existing Contract #C14-2080-PW between Mott MacDonald Florida, LLC and Okaloosa County dated 10/03/2013.

#### **Proposal Conditions**

- Construction Observation Services are not included in this scope of work, but can be negotiated at a future date if required.
- It is understood that Okaloosa County will provide survey adequate for design and plan preparation. If additional survey is required, Okaloosa County will gather and provide more data upon request from Mott MacDonald.
- Storm water infrastructure data for Navy Street and Mayflower Avenue will be provided by Okaloosa County.
- This proposal is limited to anticipated improvements along Lloyd Street and Navy Street. Upgrades to existing storm water infrastructure to the ultimate outfall beyond the assumed connection at Navy Street and Mayflower Avenue is not included in this scope of work.
- Storm water lift station design is not included in this scope of work

#### **Scope of Services**

##### **Task 1 – 30% Design Services**

The following Tasks will be performed as part of 30% Design Services for the project.



### ***Stormwater Modeling***

Mott MacDonald will use field verification, available LiDAR data for the area, as well as the survey data provided by Okaloosa County to perform hydraulic analysis of the existing conditions and model potential outfall options for the project.

### ***Utility Location***

Mott MacDonald recommends subsurface utility engineering (SUE) for location of existing utilities along Lloyd Street and Navy Street. Mott MacDonald will subcontract a qualified SUE firm to perform the works to avoid utility conflicts to the greatest extent possible.

### ***Geotechnical Engineering***

~~A geotechnical engineering evaluation and report will be performed for the project to determine the characteristics of the existing soil in order to specify fill for outfall embankment and to design slope stabilization.~~

~~A signed and sealed geotech report will be provided with Task 1.~~

### ***30% Civil Engineering Design***

Based on the stormwater model results, Mott MacDonald will summarize the findings and recommended improvements in a preliminary design report provided to Okaloosa County for review. Based on the report review and discussion with Okaloosa County, the design criteria for the project will be established.

Mott MacDonald will prepare civil design drawings at a 30% complete status along with an opinion of probable construction cost.

Civil design drawings will include:

- Existing conditions with proposed demolition and erosion control
- Site dimension and layout plan
- Grading plan
- Construction details

### ***Services Added to Original Scope as Part of Revised Task 1***

- *Background: Original Project Limits were expanded approximately 0.5 miles during the concept phase*
- *Additional Services: Mott MacDonald completed the following tasks at the County's request*
  - *Design* – Mott MacDonald performed concept analysis and stormwater modeling of multiple alternatives
  - *Subsurface Utility Exploration (SUE)* – Performed by Infrastructure Specialty Services, Inc. (ISS) <http://issglobal.com/>
  - *Video Pipe Inspection* – Performed by Southeastern Surveying and Mapping Corp. (SSMC) <http://www.southeasternsurveying.com/>

### ***Task 2—Construction Plan Development***

~~After receiving Okaloosa County approval, Mott MacDonald will provide 90% design plans for review and final plans (100% design) for project construction.~~

~~Construction Documents will include:~~

- ~~▪ Existing conditions with proposed demolition and erosion control~~
- ~~▪ Site dimension and layout plan~~
- ~~▪ Grading plan~~
- ~~▪ Construction details~~





• Project Specifications

Bidding assistance and Issued for Construction documents will be provided during this Task.

**Task 3 – Permitting**

Mott MacDonald will prepare and submit required documentation to NFWFMD, FDEP, and USACE as may be required for permitting the project.

This phase will consist of drawings, reports, calculations and applications for the proposed design for the project. Mott MacDonald will respond to comments received by reviewing agencies during this Task.

This Task does not include permit application fees.

**Construction Observation**

Construction Observation is not included in this scope of work. It is anticipated that some construction observation will be required by the Engineer of Record in order to certify project completion. The fee for Construction Observation (if required) will be negotiated at a future date.

**Summary**

In summary, our not to exceed fee amount is **\$88,165** for Task 1. We look forward to working with you on this project.

Sincerely,  
**Mott MacDonald**

A blue ink signature of T. Heath Jenkins.

T. Heath Jenkins, PE  
Principal Project Manager

A blue ink signature of David D. Skipper.

David D. Skipper, PE  
Senior Vice President

**Recommended for Approval:  
Department Director**

---

Jason Autrey, PE – Public Works Director

## CONTRACT, LEASE, AGREEMENT CONTROL FORM

Date: 7/27/14

Contract/Lease Control #: C14-2080-PW

Bid #: PW 25-13

Contract/Lease Type: AGREEMENT

Award To/Lessee: HATCH MOTT MACDONALD FLORIDA, LLC

Owner/Lessor: OKALOOSA COUNTY

Effective Date: 10/03/2013

Term: 09/30/2017 W/ 2 - 1 YEAR RENEWALS

Description of Contract/Lease: ENG. CONSULTANT SVS

Department: PW

Department Monitor: HOFSTAD

Monitor's Telephone #: 850-689-5772

Monitor's FAX # or E-mail: jhofstad@co.okaloosa.fl.us

Date Closed: \_\_\_\_\_

cc: Finance Department Contracts & Grants Office

# TASK ORDER APPROVAL FORM

CONTRACT #: C14-2080-PW

TASK ORDER #: 12

TASK ORDER AMOUNT: \$ 70,580

OFFERED BY CONSULTANT:

Mott MacDonald Florida, LLC

FIRM'S NAME

David D. Skipper, PE

REPRESENTATIVE'S PRINTED NAME

SIGNATURE

Senior Vice President

TITLE

2/22/2018

DATE

**RECOMMENDED FOR APPROVAL  
(Department Director)**

SIGNATURE

Public Works Director

TITLE

DATE

2/28/18

COUNTY ADMINISTRATOR (if applicable)

DATE

3/1/18

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

- \$50,000 or less approved by Purchasing Director
- Between \$50,001 and \$100,000 approved by Purchasing Director and County Administrator
- In excess of \$100,000 approved by the Board.

PURCHASING DIRECTOR

DATE

CHAIRMAN (if applicable)

DATE

[Signature]

3/1/18





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
06/22/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER  
Willis of New Jersey, Inc.  
c/o 26 Century Blvd  
P.O. Box 305191  
Nashville, TN 372305191 USA

**RECEIVED**  
JUL 03 2018  
BY: *P.R.C.H.*

CONTACT NAME:  
PHONE (A/C. No. Ext): 1-877-945-7378 FAX (A/C. No): 1-888-467-2378  
E-MAIL ADDRESS: certificates@willis.com

INSURED  
Mott MacDonald Florida, LLC  
Hatch Mott MacDonald Florida, LLC  
111 Wood Avenue South  
Iselin, NJ 088304112

Received by  
JUL 02 2018  
Risk Management

INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A:	Fireman's Fund Insurance Company	21873
INSURER B:	Travelers Property Casualty Company of Ame	25674
INSURER C:	American Automobile Insurance Company	21849
INSURER D:	Underwriters at Lloyd's London	15792
INSURER E:		
INSURER F:		

### COVERAGES

CERTIFICATE NUMBER: W6563882

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR		Y	MZX80988373	06/30/2018	06/30/2019	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000	
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY		Y	MZX80988373	06/30/2018	06/30/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$	
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			ZUP-15S91842-18-NF	06/30/2018	06/30/2019	EACH OCCURRENCE \$ 3,000,000 AGGREGATE \$ 3,000,000	
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N No	N/A	Y	SCW0029061801	06/30/2018	06/30/2019	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D	Professional Liab.			B080120388P18	06/30/2018	06/30/2019	Per Claim/Aggregate: \$1,000,000	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Contract numbers C14-2080-PW and C06-1343-PW.

Okaloosa County Board of County Commissioners is included as Additional Insured as respects to General Liability and Auto Liability as per written contract or agreement.

Waiver of Subrogation applies in favor of Okaloosa County Board of County Commissioners with respects to Worker's

### CERTIFICATE HOLDER

Okaloosa County Board of County Commissioners  
302 N. Wilson St., Suite 302  
Crestview, FL 32536

### CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  
AUTHORIZED REPRESENTATIVE  
*Mitt*



**ADDITIONAL REMARKS SCHEDULE**

AGENCY Willis of New Jersey, Inc.		NAMED INSURED Mott MacDonald Florida, LLC Hatch Mott MacDonald Florida, LLC 111 Wood Avenue South Iselin, NJ 088304112	
POLICY NUMBER See Page 1		EFFECTIVE DATE: See Page 1	
CARRIER See Page 1	NAIC CODE See Page 1		

**ADDITIONAL REMARKS**

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,  
 FORM NUMBER: 25 FORM TITLE: Certificate of Liability Insurance

Compensation as agreed to by written contract for all states and permitted by law.

Recieved by  
 JUL 02 2018  
 Risk Management

**RECEIVED**  
 JUL 03 2018  
 BY: PURCH



# Courtesy Notice of Cancellation for Other Than Nonpayment of Premium to Designated Entities - 145977 01 11

Policy Amendment Policy Number: Policy Number: MZX80988373 Effective Date: 06/30/2018;  
SCW0029061801 Effective Date: 06/30/2018 General Liability; Auto Liability, Workers Compensation

## Schedule

### Name and Address of Person(s) or Organizations

On File with Carrier, as required by written contract

### Number of Days Notice if other than 10 days:

Cancellation Number of Days Notice- 60

When we don't Renew (Non-Renewal)- 30

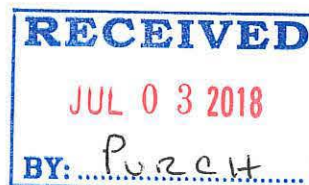
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

This policy is amended as follows:

- A. If We cancel this policy prior to expiration for any reason other than non payment of premium or at Your request, and we have been notified that You are required under a current contractual obligation to notify a certificate of insurance holder or holders when this policy is canceled, then We will endeavor to mail or deliver a copy of such written notice of cancellation to the certificate holder(s) shown in the Schedule above, as follows:
1. To the name and address corresponding to each certificate of insurance holder indicated in the Schedule above; and
  2. At least 10 days prior to the effective date of the cancellation, as shown in our notice to the first Named Insured, or, if indicated, the longer number of days notice shown in the Schedule above.
- B. Notwithstanding the foregoing, such notice of cancellation is provided on an informational basis and solely to assist You in informing the certificate of insurance holder(s) in advance of pending cancellation in coverage to assist you in meeting Your contractual notice requirements to such parties. Our failure to provide such advance notification to the certificate of insurance holder(s) shown in the Schedule of this endorsement will not extend any policy cancellation date, negate any cancellation of the policy, or grant, alter or extend any rights or obligations under this policy and we shall have no liability for any failure to provide the notice(s) as provided herein.

All other terms and conditions of this policy remain unchanged.

**Recieved by**  
**JUL 02 2018**  
**Risk Management**





Mr. Scott Bitterman, PE  
County Engineer  
Okaloosa County Public Works  
1759 S. Ferdon Boulevard  
Crestview, FL 32536

**Your Reference**  
C14-2080-PW

**Our Reference**  
396147

220 West Garden Street  
Suite 700  
Pensacola FL 32502  
United States of America

T +1 (850) 484 6011  
F +1 (850) 484 8199  
mottmac.com/americas

**RE: High Ridge Road Improvements – Crestview, FL**

February 22, 2018

Dear Mr. Bitterman:

Mott MacDonald is pleased to provide this proposal to develop the design for High Ridge Road improvements. This dirt road has been identified as a significant maintenance challenge, as it experiences extensive erosion and sedimentation issues attributed to its steep grade and elevation differences. Mott MacDonald will provide the design for cost-effective roadway improvements, prepare a plan set, and calculate required quantities.

This Scope of Work will be performed in accordance with the existing Contract #C14-2080-PW between Mott MacDonald Florida, LLC and Okaloosa County dated 10/03/2013.

**Proposal Conditions**

- Okaloosa County will provide survey data adequate for design and plan preparation. If additional survey is required, Okaloosa County will gather and provide more data upon request from Mott MacDonald.
- No right of way acquisition is anticipated for this project; proposed work along High Ridge Road will be designed within the existing 66-foot right of way width.
- It is understood that proposed work along Evergreen Parkway will be limited to: (1) the High Ridge Road intersection and its approaches, and (2) the existing 20-foot wide County easement to the west of Evergreen Parkway.
- Services not included in this scope of work are surveying, utility coordination, and construction observation.



## Scope of Services

### **Task 1 – Concept Design**

Mott MacDonald will perform engineering analysis and design to upgrade High Ridge Road from a dirt to paved roadway. Task 1 conceptual design will be reviewed and approved by Okaloosa County prior to proceeding to Task 2.

#### ***1.1 Engineering Analysis***

Survey data provided by Okaloosa County, in conjunction with site observation, will be used as a basis for analysis and design. Mott MacDonald will coordinate with Sunshine 811 in an effort to obtain existing utility information.

Roadway analysis will include an assessment of alignment and profile grade options. Hydraulic analysis will include stormwater calculations for existing and proposed conditions.

Task 1 activities may include collaboration with County, NWFWMMD, and other contacts through meetings and phone or email correspondence. Mott MacDonald will coordinate with Okaloosa County prior to contacting external agencies.

#### ***1.2 Geotechnical Analysis***

Mott MacDonald will obtain soil borings and related geotechnical engineering evaluation to assist in pavement and drainage design. A signed and sealed geotechnical report will be submitted as part of this task.

#### ***1.3 Preliminary Design***

Upon performing an initial site visit, Mott MacDonald will develop a preliminary design incorporating the following:

- New construction of a paved roadway, 22-feet in width, along High Ridge Road from Evergreen Parkway to Clear Creek Road
- New construction of a paved intersection at High Ridge Road and Evergreen Parkway
- Drainage and grading improvements (within High Ridge Road right of way and within the Evergreen Parkway easement) designed for a 10-year storm event

**Preliminary Design Report** – Mott MacDonald will summarize Task 1 findings and recommended improvements in a preliminary design report provided to Okaloosa County for review.

**Concept Plans** – Mott MacDonald will prepare conceptual civil design drawings at a 30% complete status, to include:

- Typical sections and miscellaneous construction details
- Plan and profile sheets showing existing and proposed features
- Cross sections showing existing and proposed features

Based on the report and drawings reviewed and discussed with Okaloosa County, the final design criteria and approach for the project will be established.

### **Task 2 – Construction Plans and Documentation**

Mott MacDonald will prepare 90% and final plan sets, a quantity summary, a final design report, and permitting documents based on Task 1 design outcomes.



### **2.1 90% Plans**

Following County review of 30% concept plans, revisions will be incorporated into the plan set. The following sheets will be added after the approach is finalized:

- Erosion and sedimentation control plans
- Maintenance of traffic details

### **2.2 Final Plans**

Following County review of 90% plans, minor revisions will be incorporated into the final plan set, to be signed and sealed for construction with a specifications package.

### **2.3 Summary of Quantities**

Mott MacDonald will provide a summary of quantities for all items required to construct the proposed project. No cost estimate is required for this project.

### **2.4 Final Design Report**

Mott MacDonald will prepare and submit a Design Report to include a narrative of design decisions, assumptions, and requirements.

## **Task 3 – Permitting**

Mott MacDonald will prepare and submit required documentation to NFWFMD, FDEP, and USACE as may be required for permitting the project. Early coordination will be completed to ensure regulatory compliance.

This phase will consist of drawings, reports, calculations and applications for the proposed design for the project. Mott MacDonald will respond to comments received by reviewing agencies during this Task.

This Task does not include permit application fees.

## **Task 4 – Coordination and Management**

The following activities are required to ensure open communication and ultimately streamline Tasks 1 – 3. Mott MacDonald will prepare and distribute meeting notes as applicable for each coordination event.

### **4.1 In-person Meetings**

- Okaloosa County review of 30% Plans
- Permitting agency concept review
- Okaloosa County review of 90% Plans
- Pre-construction meeting

### **4.2 Site Visits**

- Initial site visit upon TO approval
- Site visit as required for clarifications following review or construction inquiry

### **4.3 Task Management**

- General coordination and administration activities related to task order delivery



**Summary**

In summary, our not to exceed fee amount is **\$70,580** to include Tasks 1 – 4. We look forward to working with you on this project.

Sincerely,  
**Mott MacDonald**

A handwritten signature in blue ink, appearing to read 'T. Heath Jenkins'.

T. Heath Jenkins, PE  
Senior Project Manager

A handwritten signature in blue ink, appearing to read 'David D. Skipper'.

David D. Skipper, PE  
Senior Vice President

**Recommended for Approval:  
Department Director**

A handwritten signature in blue ink, appearing to read 'Jason Autrey'.

Jason Autrey, PE  
Public Works Director

# TASK ORDER APPROVAL FORM

**Contract # C14-2080-PW**  
**MOTT MACDONALD FLORIDA, LLC**  
**ENG. CONSULTANT SERVICES**  
**EXPIRES: 09/30/2018 W/ 1 1 YR RENEWAL**

CONTRACT #: C14-2080-PW

TASK ORDER #: 11

TASK ORDER AMOUNT: \$ 22,948


OFFERED BY CONSULTANT:

Mott MacDonald Florida, LLC

FIRM'S NAME

David D. Skipper, PE

REPRESENTATIVE'S PRINTED NAME



SIGNATURE

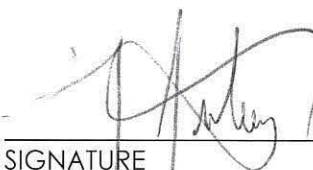
Senior Vice President

TITLE

1/24/2018

DATE

## RECOMMENDED FOR APPROVAL (Department Director)



SIGNATURE

Robert W. Jones Dir.

TITLE

1/26/18

DATE

## APPROVED BY OKALOOSA COUNTY (Per Purchasing Manual)

- \$50,000 or less approved by Purchasing Director
- Between \$50,001 and \$100,000 approved by Purchasing Director and County Administrator
- In excess of \$100,000 approved by the Board.



PURCHASING DIRECTOR

1/29/18

DATE

\_\_\_\_\_  
COUNTY ADMINISTRATOR (if applicable)

\_\_\_\_\_  
DATE

\_\_\_\_\_  
CHAIRMAN (if applicable)

\_\_\_\_\_  
DATE





Mr. Scott Bitterman  
County Engineer  
Okaloosa County Public Works  
1759 S. Ferdon Boulevard  
Crestview, FL 32536

**Your Reference**  
C14-2080-PW

**Our Reference**  
395229

220 West Garden Street  
Suite 700  
Pensacola FL 32502  
United States of America

T +1 (850) 484 6011  
F +1 (850) 484 8199  
mottmac.com/americas

**RE: SR 85 and John King Road Intersection Improvements – Crestview, FL**

January 24, 2018

Dear Mr. Bitterman:

Mott MacDonald is pleased to provide this proposal to support development of the 2018 FDOT District Three County Incentive Grant Program (CIGP) application for SR 85 and John King Road intersection improvements. This intersection is recognized as the most constrained along the SR 85 signalized corridor, with close proximity to Interstate 10. To prepare a compliant and compelling CIGP application package, Mott MacDonald will perform preliminary engineering analysis and design of the intersection upgrades. This package will include application form inputs and the required aerial map of the design concept, typical sections, and cost estimate.

This Scope of Work will be performed in accordance with the existing Contract #C14-2080-PW between Mott MacDonald Florida, LLC and Okaloosa County dated 10/03/2013.

**Proposal Conditions**

- For cost and schedule efficiency, Okaloosa County will provide or facilitate access to existing documentation, to include: signalization reports, safety and environmental studies, public involvement documentation, construction plans and approved typical sections, right of way maps, pavement design and geotechnical reports, and other information from local agencies or stakeholders deemed relevant to the CIGP application.
- It is understood that the proposed intersection construction by Southcrest Developers (as approved by the City of Crestview and Okaloosa County, and currently in FDOT review) will be considered as the existing conditions for this Task Order's preliminary design and estimating purposes.
- Services not included in this scope of work are pond design and analysis, surveying, and utility coordination.



## **Scope of Services**

### **Task 1 – Engineering**

Mott MacDonald will perform preliminary engineering analysis and design of proposed improvements based on the Okaloosa County concept sketch provided January 11, 2018. Task 1 deliverables noted below will be submitted on or before February 9, 2018.

#### ***1.1 Research and Analysis***

Mott MacDonald will review available references provided by Okaloosa County. Reference data will include signalization reports, safety and environmental studies, public involvement documentation, construction plans and approved typical sections, right of way maps, pavement design and geotechnical reports, and other information from local agencies or stakeholders deemed relevant to the CIGP application.

Mott MacDonald will use site observation in conjunction with publicly available LiDAR and GIS data and permitting resources as a basis for roadway and drainage analysis.

Research and analysis activities may also include collaboration with Okaloosa County, City of Crestview, FDOT, OWTPD, and NFWFMD contacts through in-person meetings and phone or email correspondence. Mott MacDonald will coordinate with Okaloosa County prior to contacting external agencies and organizations.

#### ***1.2 Design***

Upon gathering and analyzing data and performing an initial site visit, Mott MacDonald will perform preliminary design of the following requirements:

- An additional left turn lane on SR 85 SB at the John King Rd intersection
- An additional through lane on John King Rd EB, extending from SR 85 to Live Oak Church Rd
- A proposed 5-foot sidewalk along John King Rd WB, extending from SR 85 to Live Oak Church Rd
- Proposed curb and gutter and drainage improvements on John King Rd
- Delineation of anticipated right of way requirements to construct all improvements
- Any realignment or widening required to accommodate the proposed design

Preliminary design of roadway, drainage, and signalization elements will be in accordance with current FDOT standards and guidelines.

#### ***1.3 Draft Aerial Location Map***

As required by the CIGP application, Mott MacDonald will develop an Draft Aerial Location Map to illustrate preliminary design elements and limits of required right of way.

#### ***1.4 Draft Typical Sections***

As required by the CIGP application, Mott MacDonald will develop Draft Typical Sections SR 85 and John King Rd depicting existing and proposed conditions.



### ***1.5 Draft Design Report***

Mott MacDonald will prepare and submit a Draft Design Report to include a narrative of design decisions, assumptions, and permit requirements.

## **Task 2 – Documentation**

Following Task 1 review and approval by Okaloosa County, Mott MacDonald will prepare a CIGP application package compliant with all FDOT requirements. Task 2 efforts include all final revisions following Okaloosa County review of the package. Task 2 deliverables detailed below will be submitted on February 23, 2018.

### ***2.1 CIGP Application***

Mott MacDonald will draft all CIGP application entries with input from Okaloosa County. The application form requires the following items be addressed:

- **Project Overview Information** – Background data and a project location map
- **Project Eligibility Criteria** – Descriptions of 1) the project's alignment to CIGP evaluation criteria and 2) the project scope and specific considerations
- **Additional Project Information** – Discussion of right of way, public involvement, and funding elements relevant to the proposed project
- **Project Cost Estimate** – Summary of estimated cost with a breakdown of CIGP and Local funds for design, construction, and CEI

### ***2.2 Final Aerial Location Map***

The Aerial Location Map will be revised to concur with Okaloosa County design review of Task 1.

### ***2.3 Final Typical Sections***

The Typical Sections will be revised to concur with Okaloosa County design review of Task 1.

### ***2.4 Final Cost Estimate***

Mott MacDonald will use available reference data and preliminary design information to approximate required construction quantities and schedule. A cost estimate will be developed for design, construction, and CEI items based on FDOT Basis of Estimates and Historical Cost Information for Area 1, which includes Okaloosa County.

### ***2.5 Final Design Report***

The Design Report will be updated to reflect final design decisions and assumptions related to the CIGP application.

## **Task 3 – Coordination**

The following activities are required to ensure open communication and ultimately streamline design and documentation Tasks 1 and 2. Mott MacDonald will prepare and distribute meeting notes as applicable for each coordination event.

### ***3.1 In-person Meetings***

- Okaloosa County and FDOT review of ongoing adjacent projects
- Okaloosa County review of Task 1 deliverables
- Okaloosa County review of Task 2 deliverables

**3.2 Site Visits**

- Initial site visit upon TO approval
- Site visit as required for clarifications following review

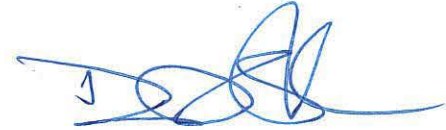
**Summary**

In summary, our not to exceed fee amount is **\$22,948** to include Tasks 1 – 3. We look forward to working with you on this project.

Sincerely,  
**Mott MacDonald**

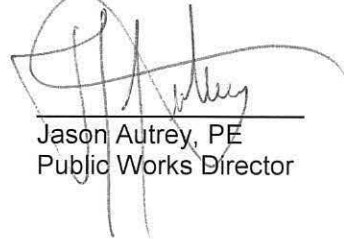


T. Heath Jenkins, PE  
Senior Project Manager



David D. Skipper, PE  
Senior Vice President

**Recommended for Approval:  
Department Director**



Jason Autrey, PE  
Public Works Director



# TASK ORDER APPROVAL FORM

CONTRACT #: C14-2080-PW

TASK ORDER #: 10

TASK ORDER AMOUNT: \$ 89,025

**Contract # C14-2080-PW**  
**MOTT MACDONALD FLORIDA, LLC**  
**ENG CONSULTANT SERVICES**  
**EXPIRES: 09-30-2018 W/1 1 YR RENEWAL**

OFFERED BY CONSULTANT:

Mott MacDonald Florida, LLC

FIRM'S NAME

David D. Skipper, PE

REPRESENTATIVE'S PRINTED NAME

SIGNATURE

Senior Vice President

TITLE

12/11/2017

DATE

## RECOMMENDED FOR APPROVAL (Department Director)

SIGNATURE

PUBLIC WORKS DIRECTOR

TITLE

DATE

12/13/17

COUNTY ADMINISTRATOR (if applicable)

John Hofstad

DATE

12/14/17

## APPROVED BY OKALOOSA COUNTY (Per Purchasing Manual)

- \$50,000 or less approved by Purchasing Director
- Between \$50,001 and \$100,000 approved by Purchasing Director and County Administrator
- In excess of \$100,000 approved by the Board.

PURCHASING DIRECTOR

Greg Kisela

DATE

12/14/17

CHAIRMAN (if applicable)

DATE



Mr. Scott Bitterman  
County Engineer  
Okaloosa County Public Works  
1759 S. Ferdon Boulevard  
Crestview, FL 32536

Your Reference  
C14-2080-PW

**RE: Beachview Drive Drainage Improvements – Fort Walton Beach, FL**

Our Reference  
366295

October 9, 2017

220 West Garden Street  
Suite 700  
Pensacola FL 32502  
United States of America

Dear Mr. Bitterman:

T +1 (850) 484 6011  
F +1 (850) 484 8199  
mottmac.com/americas

Mott MacDonald is pleased to provide this proposal for purposes of providing civil engineering design and permitting assistance for drainage improvements on Beachview Drive in Fort Walton Beach, FL. We understand that a portion of Beachview Drive floods frequently after moderate rain events, as the area does not have an effective outfall. Mott MacDonald will evaluate the area and model the drainage patterns for critical storm events to have an understanding of the overall system and determine potential solutions for the flooding.

This Scope of Work will be performed in accordance with the existing Contract #C14-2080-PW between Mott MacDonald Florida, LLC and Okaloosa County dated 10/03/2013.

#### **Proposal Conditions**

- We understand that the flooding on Beachview Drive impacts the FDOT maintained Eglin Parkway during certain storm events. The Scope of Services for work with the FDOT is limited as outlined in the tasks below.
- For the purposes of this proposal, it is assumed that the existing County easement / right of way along Beachview Drive can be utilized as the project outfall. Coordination with FDOT for an easement for outfall, or the design of a storm water pump station is not included in this scope of work.
- Construction Observation Services are not included in this scope of work, but can be negotiated at a future date if required.
- It is understood that Okaloosa County will provide survey adequate for design and plan preparation. If additional survey is required, Okaloosa County will gather and provide more data upon request from Mott MacDonald.

#### **Scope of Services**

##### **Task 1 – 30% Design Services**

The following Tasks will be performed as part of 30% Design Services for the project.

### ***Stormwater Modeling***

Mott MacDonald will use field verification, available LiDAR data for the area, as well as the survey data provided by Okaloosa County to perform hydraulic analysis of the existing conditions. The model will be used to evaluate potential upgrades or improvements to the system.

Mott MacDonald will coordinate a meeting with FDOT and Okaloosa County to discuss the project area potential solutions for the overall project. Mott MacDonald anticipates that the County project can be completed on County property and that permitting with FDOT will not be required. Any FDOT permitting or coordination required after this meeting will be negotiated as additional work.

### ***Utility Location***

Mott MacDonald recommends subsurface utility engineering (SUE) for location of existing utilities along Beachview Drive. Mott MacDonald will sub contract a qualified SUE firm to perform the works to avoid utility conflicts to the greatest extent possible.

### ***Geotechnical Engineering***

A geotechnical engineering evaluation and report will be performed for the project to determine the characteristics of the existing soil in order to specify fill for outfall embankment and to design slope stabilization.

A signed and sealed geotech report will be provided with Task 1.

### ***30% Civil Engineering Design***

Based on the stormwater model results, Mott MacDonald will summarize the findings and recommended improvements in a preliminary design report provided to Okaloosa County for review. Based on the report review and discussion with Okaloosa County, the design criteria for the project will be established.

Mott MacDonald will prepare civil design drawings at a 30% complete status along with an opinion of probable construction cost.

Civil design drawings will include:

- Existing conditions with proposed demolition and erosion control
- Site dimension and layout plan
- Grading plan
- Construction details

### **Task 2 – Construction Plan Development**

After receiving Okaloosa County approval, Mott MacDonald will provide 90% design plans for review and final plans (100% design) for project construction.

Construction Documents will include:

- Existing conditions with proposed demolition and erosion control
- Site dimension and layout plan
- Grading plan
- Construction details
- Project Specifications



Bidding assistance and Issued for Construction documents will be provided during this Task.

### **Task 3 – Permitting**

Mott MacDonald will prepare and submit required documentation to NWFWMD, FDEP, and USACE as may be required for permitting the project. FDOT Permitting is not included in this task.

This phase will consist of drawings, reports, calculations and applications for the proposed design for the project. Mott MacDonald will respond to comments received by reviewing agencies during this Task.

This Task does not include permit application fees.

### **Construction Observation**

Construction Observation is not included in this scope of work. It is anticipated that some construction observation will be required by the Engineer of Record in order to certify project completion. The fee for Construction Observation (if required) will be negotiated at a future date.

### **Summary**

In summary, our not to exceed fee amount is **\$89,025** to include Tasks 1 - 3. We look forward to working with you on this project.

Sincerely,  
**Mott MacDonald**

A blue ink signature of T. Heath Jenkins, written in a cursive style.

T. Heath Jenkins, PE  
Senior Project Manager

A blue ink signature of David D. Skipper, written in a cursive style.

David D. Skipper, PE  
Vice President

**Recommended for Approval:  
Department Director**

A blue ink signature of Jason Autrey, written in a cursive style.

Jason Autrey, PE – Public Works Director



# TASK ORDER APPROVAL FORM

**Contract # C14-2080-PW**  
**MOTT MACDONALD FLORIDA, LLC**  
**ENG CONSULTANT SERVICES**  
**EXPIRES: 09-30-2018 W/1 1 YR RENEWAL**

CONTRACT #: C14-2080-PW

TASK ORDER #: 9

TASK ORDER AMOUNT: \$ 88,165


OFFERED BY CONSULTANT:

Mott MacDonald Florida, LLC

FIRM'S NAME

David D. Skipper, PE

REPRESENTATIVE'S PRINTED NAME



SIGNATURE

Senior Vice President

TITLE

12/11/2017

DATE

**RECOMMENDED FOR APPROVAL**  
**(Department Director)**



SIGNATURE

David D. Skipper, PE

TITLE

12/13/17

DATE

John Hofstad

COUNTY ADMINISTRATOR (if applicable)

John Hofstad

12/14/17

DATE

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

- \$50,000 or less approved by Purchasing Director
- Between \$50,001 and \$100,000 approved by Purchasing Director and County Administrator
- In excess of \$100,000 approved by the Board.



PURCHASING DIRECTOR

**Greg Kisela**

12/14/17

DATE

CHAIRMAN (if applicable)

DATE



Mr. Scott Bitterman  
County Engineer  
Okaloosa County Public Works  
1759 S. Ferdon Boulevard  
Crestview, FL 32536

**Your Reference**  
C14-2080-PW

**Our Reference**  
366295

220 West Garden Street  
Suite 700  
Pensacola FL 32502  
United States of America

T +1 (850) 484 6011  
F +1 (850) 484 8199  
mottmac.com/americas

**RE: Lloyd Street Drainage Improvements – Fort Walton Beach, FL**

October 9, 2017

Dear Mr. Bitterman:

Mott MacDonald is pleased to provide this proposal for purposes of providing civil engineering design and permitting assistance for drainage improvements on Lloyd Street in Fort Walton Beach, FL. Lloyd Street is an area of very poor drainage, as the area does not have an effective outfall. Mott MacDonald will evaluate the area for potential outfall solutions.

This Scope of Work will be performed in accordance with the existing Contract #C14-2080-PW between Mott MacDonald Florida, LLC and Okaloosa County dated 10/03/2013.

**Proposal Conditions**

- Construction Observation Services are not included in this scope of work, but can be negotiated at a future date if required.
- It is understood that Okaloosa County will provide survey adequate for design and plan preparation. If additional survey is required, Okaloosa County will gather and provide more data upon request from Mott MacDonald.
- Storm water infrastructure data for Navy Street and Mayflower Avenue will be provided by Okaloosa County.
- This proposal is limited to anticipated improvements along Lloyd Street and Navy Street. Upgrades to existing storm water infrastructure to the ultimate outfall beyond the assumed connection at Navy Street and Mayflower Avenue is not included in this scope of work.
- Storm water lift station design is not included in this scope of work

**Scope of Services**

**Task 1 – 30% Design Services**

The following Tasks will be performed as part of 30% Design Services for the project.



### ***Stormwater Modeling***

Mott MacDonald will use field verification, available LiDAR data for the area, as well as the survey data provided by Okaloosa County to perform hydraulic analysis of the existing conditions and model potential outfall options for the project.

### ***Utility Location***

Mott MacDonald recommends subsurface utility engineering (SUE) for location of existing utilities along Lloyd Street and Navy Street. Mott MacDonald will subcontract a qualified SUE firm to perform the works to avoid utility conflicts to the greatest extent possible.

### ***Geotechnical Engineering***

A geotechnical engineering evaluation and report will be performed for the project to determine the characteristics of the existing soil in order to specify fill for outfall embankment and to design slope stabilization.

A signed and sealed geotech report will be provided with Task 1.

### ***30% Civil Engineering Design***

Based on the stormwater model results, Mott MacDonald will summarize the findings and recommended improvements in a preliminary design report provided to Okaloosa County for review. Based on the report review and discussion with Okaloosa County, the design criteria for the project will be established.

Mott MacDonald will prepare civil design drawings at a 30% complete status along with an opinion of probable construction cost.

Civil design drawings will include:

- Existing conditions with proposed demolition and erosion control
- Site dimension and layout plan
- Grading plan
- Construction details

### **Task 2 – Construction Plan Development**

After receiving Okaloosa County approval, Mott MacDonald will provide 90% design plans for review and final plans (100% design) for project construction.

Construction Documents will include:

- Existing conditions with proposed demolition and erosion control
- Site dimension and layout plan
- Grading plan
- Construction details
- Project Specifications

Bidding assistance and Issued for Construction documents will be provided during this Task.

### **Task 3 – Permitting**

Mott MacDonald will prepare and submit required documentation to NFWFMD, FDEP, and USACE as may be required for permitting the project.



This phase will consist of drawings, reports, calculations and applications for the proposed design for the project. Mott MacDonald will respond to comments received by reviewing agencies during this Task.

This Task does not include permit application fees.

### **Construction Observation**

Construction Observation is not included in this scope of work. It is anticipated that some construction observation will be required by the Engineer of Record in order to certify project completion. The fee for Construction Observation (if required) will be negotiated at a future date.

### **Summary**

In summary, our not to exceed fee amount is **\$88,165** to include Tasks 1 - 3. We look forward to working with you on this project.

Sincerely,  
**Mott MacDonald**

A blue ink signature of T. Heath Jenkins.

T. Heath Jenkins, PE  
Senior Project Manager

A blue ink signature of David D. Skipper.

David D. Skipper, PE  
Vice President

**Recommended for Approval:  
Department Director**

A blue ink signature of Jason Autrey.

Jason Autrey, PE – Public Works Director

# TASK ORDER APPROVAL FORM

**Contract # C14-2080-PW**  
**MOTT MACDONALD FLORIDA, LLC**  
**ENG CONSULTANT SERVICES**  
**EXPIRES: 09-30-2018 W/1 YR RENEWAL**

CONTRACT #: C14-2080-PW

TASK ORDER #: 8

TASK ORDER AMOUNT: \$ 73,160

OFFERED BY CONSULTANT:

Mott MacDonald Florida, LLC

FIRM'S NAME

David D. Skipper, PE

REPRESENTATIVE'S PRINTED NAME



SIGNATURE

Senior Vice President

TITLE

12/11/2017

DATE

## RECOMMENDED FOR APPROVAL (Department Director)

  
SIGNATURE

PUBLIC WORKS DIRECTOR

TITLE

12/13/17  
DATE

  
COUNTY ADMINISTRATOR (if applicable)  
John Hofstad

12/14/17  
DATE

## APPROVED BY OKALOOSA COUNTY (Per Purchasing Manual)

- \$50,000 or less approved by Purchasing Director
- Between \$50,001 and \$100,000 approved by Purchasing Director and County Administrator
- In excess of \$100,000 approved by the Board.

  
PURCHASING DIRECTOR

12/14/17  
DATE

CHAIRMAN (if applicable)

DATE





Mr. Scott Bitterman  
County Engineer  
Okaloosa County Public Works  
1759 S. Ferdon Boulevard  
Crestview, FL 32536

**Your Reference**  
C14-2080-PW

**Our Reference**  
366295

220 West Garden Street  
Suite 700  
Pensacola FL 32502  
United States of America

T +1 (850) 484 6011  
F +1 (850) 484 8199  
mottmac.com/americas

**RE: 6<sup>th</sup> Street Drainage Improvements - Shalimar, FL**

October 9, 2017

Dear Mr. Bitterman:

Mott MacDonald is pleased to provide this proposal for purposes of providing civil engineering design and permitting assistance for drainage improvements on 6<sup>th</sup> Street in Shalimar, FL. The project includes evaluation of the existing storm pipe network running south on 6<sup>th</sup> Street and the branches of the network that connect the adjacent streets. The existing system has been installed in multiple phases over time and is a variety of pipe sizes and materials. The intent is to evaluate the entire system for capacity and condition, size the system to current standards, and replace components including pipe and structures requiring upgrade due to capacity or condition.

This Scope of Work will be performed in accordance with the existing Contract #C14-2080-PW between Mott MacDonald Florida, LLC and Okaloosa County dated 10/03/2013.

#### **Proposal Conditions**

- Construction Observation Services are not included in this scope of work, but can be negotiated at a future date if required.
- It is understood that Okaloosa County will provide survey adequate for design and plan preparation. If additional survey is required, Okaloosa County will gather and provide more data upon request from Mott MacDonald.

#### **Scope of Services**

##### **Task 1 – 30% Design Services**

The following Tasks will be performed as part of 30% Design Services for the project.

##### ***Stormwater Modeling***

Mott MacDonald will use field verification as well the survey data provided by Okaloosa County to update the ICPR storm model created by Mott MacDonald for the project area. The model will be used to evaluate the existing system and provide data for proposed upgrades or improvements to the system.



### ***Utility Location***

Mott MacDonald recommends subsurface utility engineering (SUE) for location of existing utilities along 6<sup>th</sup> Street. Mott MacDonald will subcontract a qualified SUE firm to perform the works to avoid utility conflicts to the greatest extent possible.

### ***Geotechnical Engineering***

A geotechnical engineering evaluation and report will be performed for the project to determine the characteristics of the existing soil in order to specify fill for outfall embankment and to design slope stabilization.

A signed and sealed geotech report will be provided with Task 1.

### ***30% Civil Engineering Design***

Based on the storm water model results, Mott MacDonald will summarize the findings and recommended improvements in a report provided to Okaloosa County for review. Based on the report review and discussion with Okaloosa County, the design criteria for the project will be established.

Mott MacDonald will prepare civil design drawings at a 30% complete status along with an opinion of probable construction cost.

Civil design drawings will include:

- Existing conditions with proposed demolition and erosion control
- Site dimension and layout plan
- Grading plan
- Construction details

### **Task 2 – Construction Plan Development**

After receiving Okaloosa County approval, Mott MacDonald will provide 90% design plans for review and final plans (100% design) for project construction.

Construction Documents will include:

- Existing conditions with proposed demolition and erosion control
- Site dimension and layout plan
- Grading plan
- Construction details
- Project Specifications

Bidding assistance and Issued for Construction documents will be provided during this Task.

### **Task 3 – Permitting**

Mott MacDonald will prepare and submit required documentation to NFWFMD, FDEP, and USACE as may be required for permitting the project.

This phase will consist of drawings, reports, calculations and applications for the proposed design for the project. Mott MacDonald will respond to comments received by reviewing agencies during this Task.

This Task does not include permit application fees.



### Construction Observation

Construction Observation is not included in this scope of work. It is anticipated that some construction observation will be required by the Engineer of Record in order to certify project completion. The fee for Construction Observation (if required) will be negotiated at a future date.

### Summary

In summary, our not to exceed fee amount is **\$73,160** to include Tasks 1 - 3. We look forward to working with you on this project.

Sincerely,  
**Mott MacDonald**

A blue ink signature of T. Heath Jenkins, consisting of stylized initials and a surname.

T. Heath Jenkins, PE  
Senior Project Manager

A blue ink signature of David D. Skipper, consisting of stylized initials and a surname.

David D. Skipper, PE  
Vice President

**Recommended for Approval:  
Department Director**

A blue ink signature of Jason Autrey, consisting of stylized initials and a surname.

Jason Autrey, PE – Public Works Director

## CONTRACT, LEASE, AGREEMENT CONTROL FORM

Date: 09-27-2017

Contract/Lease Control #: C14-2080-PW

Procurement#: NA

Contract/Lease Type: AGREEMENT

Award To/Lessee: MOTT MACDONALD FLORIDA, LLC

Owner/Lessor: OKALOOSA COUNTY

Effective Date: 10/06/2013

Expiration Date: 09/30/2018 W/1 1 YR RENEWAL

Description of Contract/Lease: ENG. CONSULTANT SVS

Department: PW

Department Monitor: AUTREY

Monitor's Telephone #: 850-689-5772

Monitor's FAX # or E-mail: JAUTREY@CO.OKALOOSA.FL.US

Closed:

Cc: Finance Department Contracts & Grants Office

# PROCUREMENT/CONTRACT/LEASE INTERNAL COORDINATION SHEET

Procurement/Contract/Lease Number: C14-<sup>2080</sup>~~2070~~-PW Tracking Number: 2341-17  
Procurement/Contractor/Lessee Name: Mott McDonald Grant Funded: YES  NO   
Purpose: amendment #2  
Date/Term: 9-30-18 1.  GREATER THAN \$50,000  
Amount: \_\_\_\_\_ 2.  GREATER THAN \$25,000  
Department: PW 3.  \$25,000 OR LESS  
Dept. Monitor Name: Autry

**Purchasing Review**  
Procurement or Contract/Lease requirements are met:  
DeRita Mason Date: 8-9-17  
Purchasing Director or designee Greg Kisela, Charles Powell, DeRita Mason, Matthew Young

**2CFR Compliance Review (if required)**  
Approved as written: NA  
\_\_\_\_\_  
Grants Coordinator Renee Biby Date: \_\_\_\_\_

**Risk Management Review**  
Approved as written:  
Laura J. Porter Date: 8-14-17  
Risk Manager or designee Laura Porter or Krystal King

**County Attorney Review**  
Approved as written: see email attached  
\_\_\_\_\_  
County Attorney Gregory T. Stewart, Lynn Hoshihara, Kerry Parsons or Designee Date: 8-21-17

Following Okaloosa County approval:

**Contracts & Grants Office**  
Document has been received:  
\_\_\_\_\_  
Contracts & Grants Manager Marcella Eubanks, Mindy Kovalsky, Ashley Endris Date: \_\_\_\_\_



## DeRita Mason

---

**From:** Parsons, Kerry <KParsons@ngn-tally.com>  
**Sent:** Monday, August 21, 2017 10:00 AM  
**To:** DeRita Mason  
**Cc:** Lynn Hoshihara  
**Subject:** RE: C14-2080-PW renewal

This is approved for legal purposes.

---

**From:** DeRita Mason [mailto:dmason@co.okaloosa.fl.us]  
**Sent:** Monday, August 21, 2017 9:13 AM  
**To:** Parsons, Kerry  
**Cc:** Lynn Hoshihara  
**Subject:** RE: C14-2080-PW renewal

Here you go.

---

**From:** Parsons, Kerry [mailto:KParsons@ngn-tally.com]  
**Sent:** Sunday, August 20, 2017 5:19 PM  
**To:** DeRita Mason <dmason@co.okaloosa.fl.us>  
**Cc:** Lynn Hoshihara <lhoshihara@co.okaloosa.fl.us>  
**Subject:** RE: C14-2080-PW renewal

DeRita:

This is not an amendment, it is a renewal. Please revise accordingly.

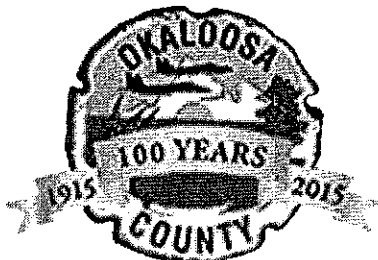
Thank you,  
Kerry

---

**From:** DeRita Mason [mailto:dmason@co.okaloosa.fl.us]  
**Sent:** Wednesday, August 09, 2017 11:43 AM  
**To:** Parsons, Kerry  
**Cc:** Lynn Hoshihara  
**Subject:** C14-2080-PW renewal

Please review and approve.

DeRita



DeRita Mason  
Contracts and Lease Coordinator

RENEWAL NO. 2  
CONTRACT FOR MOTT MACDONALD FLORIDA, LLC.  
CONTRACT # C14-2080-PW

This Second Renewal made and entered into this 29th <sup>ML Carson</sup> ~~September~~ August <sup>BCC Records</sup> ~~20th~~ day of August, 2017, hereby renews contract C14-2080-PW, dated October 3, 2013, by and between Okaloosa County, Florida, (hereinafter the "County") and MOTT MACDONALD FLORIDA, LLC. (hereinafter the "Contractor").

WHEREAS, on October 3, 2013 the County and Contractor entered into a contract, C14-2080-PW, which provides engineering consulting services (the "Contract"); and

WHEREAS, the initial term of the Contract expired on September 30, 2016, and provides for three (3) one (1) year renewals; and

WHEREAS, the First Amendment executed on July 21, 2016 under the Contract authorized the renewal of the first one (1) year term, altering the expiration to September 30, 2017.

NOW THEREFORE, in consideration of the mutual covenants herein and other good and valuable consideration, the parties herby agree to renew the Contract as follows:

1. The Contract is hereby renewed for an additional term. The contract renewal period shall begin October 1, 2017 and will expire September 30, 2018.
2. All other provisions of the Contract shall remain in full force and effect through the duration of the renewal.

IN WITNESS WHEREOF, the parties hereto have executed this renewal as of the day and year first written.

MOTT MACDONALD FLORIDA, LLC.

  
\_\_\_\_\_

By: David D. Skipper, P.E.  
Vice President

Date: August 29, 2017

GENERATED A TRUE  
AND CORRECT COPY

JD PEEBLOK II  
CLERK OF DISTRICT COURT

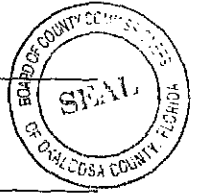
BY:   
DEPUTY CLERK

DATE: September 26, 2017



OKALOOSA COUNTY, FLORIDA

Carolyn N. Ketchel  
Carolyn N. Ketchel, Chairman



Date: 20 Sept 17

ATTEST:

Samy J. Stupford  
S.D. Peacock II, Clerk



## CONTRACT, LEASE, AGREEMENT CONTROL FORM

Date: 12/09/2016

Contract/Lease Control #: C14-2080-PW

Bid #: NA

Contract/Lease Type: AGREEMENT

Award To/Lessee: MOTT MACDONALD

Owner/Lessor: OKALOOSA COUNTY

Effective Date: 10/06/2013

Expiration Date: 09/30/2017 W/2 1 YR RENEWALS

Description of Contract/Lease: ENG CONSULTANT SVS

Department: PW

Department Monitor: AUTREY

Monitor's Telephone #: 850-689-5772

Monitor's FAX # or E-mail: JAUTREY@CO.OKALOOSA.FL.US

Closed:

Cc: Finance Department Contracts & Grants Office



Okaloosa County  
5479A Bethel Rd.  
Crestview, FL 32536

**Contract # C14-2080-PW**  
**MOTT MCDONALD**  
**ENG. CONSULTING SERVICES**  
**EXPIRES: 09/30/2017**

**Subject: Our New Beginning and Name Change**

July 13, 2016

Dear Valued Client

I am writing to let you know about an important change at our company.

For twenty years, we have done business in North America as a joint venture company called Hatch Mott MacDonald. As of April 26, 2016, we are branding ourselves as simply Mott MacDonald. In due course you'll see our name change and a new logo appear on our communications with you. Please update your files with our new name.

This change gives us a much stronger platform to expand our services into more sectors and markets across the whole of North America and globally, enabling us to bring even more value for our clients and teaming partners.

As far as Okaloosa County is concerned, very little will change – we're the same team with the same unwavering commitment to our partnership and to working with you to give you, our client, the highest quality service.

I am attaching a copy of our W-9 to ensure your records are correct.

Thank you very much for your time and for your continuing partnership and collaboration. I look forward to your continued support as we move forward as Mott MacDonald.

Sincerely,

Mike Sattan

220 West Garden St.  
Suite 700  
Pensacola, FL 35202  
United States of America

T +1 (850) 484 6011

[mottmac.com/americas](http://mottmac.com/americas)



## Zan Fedorak

---

**From:** Parsons, Kerry <KParsons@ngn-tally.com>  
**Sent:** Saturday, August 27, 2016 12:11 PM  
**To:** Zan Fedorak  
**Cc:** Hoshihara, Lynn; Scott Bitterman  
**Subject:** RE: Hatch Mott Name Change

Hey Zan:

I did some research on the company, and as it is just a name change and not an assignment to a new entity, all that will be necessary is to have the Board acknowledge the name change so that they can get paid for their outstanding invoices.

Let me know if you have any questions,  
Kerry

---

**From:** Zan Fedorak [mailto:zfedorak@co.okaloosa.fl.us]  
**Sent:** Tuesday, August 23, 2016 1:30 PM  
**To:** Parsons, Kerry  
**Cc:** Hoshihara, Lynn  
**Subject:** Hatch Mott Name Change

Good Afternoon Kerry,

Can you please review the attached letter in reference to a name change for Hatch Mott McDonald. The company has not been sold, nor has there been any other changes except for the name. Is this a situation where we would need to do anything other than add this letter to the contract files we have with this company? (C06-1343-PW, C14-2080-PW, C14-2135-AP)

Thanks,  
Zan

**From:** Scott, Regina F [mailto:Regina.Scott@mottmac.com]  
**Sent:** Wednesday, July 13, 2016 2:48 PM  
**To:** Zan Fedorak <zfedorak@co.okaloosa.fl.us>  
**Cc:** purchaseinfo <purchaseinfo@co.okaloosa.fl.us>; Skipper, David D <David.Skipper@mottmac.com>  
**Subject:** Name Change Letter

Mr. Fedorak,

As requested attached is a letter of explanation for our recent name change from Hatch Mott MacDonald to Mott MacDonald. As discussed nothing else has changed except for our name.

Please let me know if you need anything else to process this in your system.

Best Regards,

Regina Scott  
South Divisional Accountant

T +1 (850) 484 6011      D +1 (850) 602-9509      F +1 (850) 484 8199  
regina.scott@mottmac.com



Mott MacDonald  
220 West Garden Street  
Suite 700  
Pensacola FL 32502  
United States of America

[Website](#) | [Twitter](#) | [LinkedIn](#) | [Facebook](#) | [YouTube](#)

---

Attention: This e-mail  
and any files transmitted with it from Mott MacDonald are confidential and intended solely for use of the  
individual or entity to whom they are addressed. If you have received this e-mail in error please immediately  
notify the sender.

---

## Request for Taxpayer Identification Number and Certification

Give Form to the  
 requester. Do not  
 send to the IRS.

**1** Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.  
**Mott MacDonald Consultants, Inc.**

**2** Business name/disregarded entity name, if different from above  
**Mott MacDonald Florida, LLC (59-1294824)**

**3** Check appropriate box for federal tax classification; check only one of the following seven boxes:  
 Individual/sole proprietor or single-member LLC  
 C Corporation  
 S Corporation  
 Partnership  
 Trust/estate  
 Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶  
 Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner.  
 Other (see instructions) ▶

**4** Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):  
 Exempt payee code (if any) **5**  
 Exemption from FATCA reporting code (if any)  
 (Applies to accounts maintained outside the U.S.)

**5** Address (number, street, and apt. or suite no.)  
**111 Wood Avenue South**

**6** City, state, and ZIP code  
**Iselin, NJ 08830**

**7** List account number(s) here (optional)

Print or type  
See Specific Instructions on page 2.

**Part I Taxpayer Identification Number (TIN)**

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I Instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

**Note.** If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

Social security number								
OR								
Employer identification number								
2	2	-	3	5	6	6	2	3

**Part II Certification**

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

**Sign Here**      Signature of U.S. person ▶ *[Signature]*      Date ▶ *6/18/14*

**General Instructions**

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at [www.irs.gov/fw9](http://www.irs.gov/fw9).

**Purpose of Form**

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding?* on page 2.

By signing the filled-out form, you:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
- Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.

# TASK ORDER APPROVAL FORM

CONTRACT #: C14-2080-PW

TASK ORDER #: 7

TASK ORDER AMOUNT: \$ 49,830

OFFERED BY CONSULTANT:

Mott MacDonald Florida, LLC

FIRM'S NAME

David D. Skipper, PE

REPRESENTATIVE'S PRINTED NAME

SIGNATURE

Vice President

TITLE

8/4/2016

DATE

## RECOMMENDED FOR APPROVAL (Department Director)

## APPROVED BY OKALOOSA COUNTY (Per Purchasing Manual)

- \$25,000 or less approved by Purchasing Director
- Between \$25,001 and \$50,000 approved by Purchasing Director and County Administrator
- In excess of \$50,000 approved by the Board.

SIGNATURE

Public Works Director

TITLE

DATE

COUNTY ADMINISTRATOR (if applicable)  
JOHN HOFSTAD

DATE

PURCHASING DIRECTOR  
ZAN FEDORAK

DATE

CHAIRMAN (if applicable)

DATE



Mr. Scott Bitterman  
County Engineer  
Okaloosa County Public Works  
1759 S. Ferdon Boulevard  
Crestview, FL 32536

**Your Reference**  
C14-2080-PW

**Our Reference**  
366295

220 West Garden Street  
Suite 700  
Pensacola FL 32502  
United States of America

T +1 (850) 484 6011  
F +1 (850) 484 8199  
mottmac.com/americas

**RE: Golf Links Drainage Improvements - Fort Walton Beach, FL**

August 4, 2016

Dear Mr. Bitterman:

Mott MacDonald is pleased to provide this proposal for purposes of providing civil engineering design, environmental assessment, and permitting assistance for drainage improvements near the Golf Links Apartments in Fort Walton Beach, FL. The project includes repair and replacement of stormwater features from Mooney Rd east to an outfall at Chula Vista Bayou. The existing system has sustained extensive damage, resulting in erosion along the outfall and silt deposition at Chula Vista Bay. The intent is to size the system to current standards, replace all components including pipe and structures, and repair eroded areas. The project will also address siltation of Chula Vista Bay and restore the shoreline directly adjacent to the stormwater outfall to pre-deposition depths.

This Scope of Work will be performed in accordance with the existing Contract #C14-2080-PW between Mott MacDonald Florida, LLC and Okaloosa County dated 10/03/2013.

#### **Proposal Conditions**

- Construction Observation Services are not included in this scope of work, but can be negotiated at a future date if required.
- It is understood that Okaloosa County will provide survey adequate for design and plan preparation. If additional survey is required, Okaloosa County will gather and provide more data upon request from Mott MacDonald.

#### **Scope of Services**

##### **Task 1 – 30% Design Services**

The following Tasks will be performed as part of 30% Design Services for the project.

##### ***Jurisdictional Determination***

A jurisdictional determination of wetland areas in the immediate proximity of the project will be determined by an environmental scientist under another approved task and applied to this project. Permitting activities by the environmental scientist will be performed outside of Task 1.



### ***Geotechnical Engineering***

A geotechnical engineering evaluation and report will be performed for the project to determine the characteristics of the existing soil in order to specify fill for outfall embankment and to design slope stabilization.

A signed and sealed geotech report will be provided with Task 1.

### ***30% Civil Engineering Design***

Mott MacDonald will perform an assessment of the contributing stormwater basin for the project and summarize the findings and recommended improvements in a report provided to Okaloosa County for review. Based on the report review and discussion with Okaloosa County, the design criteria for the project will be established.

Mott MacDonald will prepare civil design drawings at a 30% complete status along with an opinion of probable construction cost.

Civil design drawings will include:

- Existing conditions with proposed demolition and erosion control
- Site dimension and layout plan
- Grading plan
- Construction details

### **Task 2 – Construction Plan Development**

After receiving Okaloosa County approval, Mott MacDonald will provide 90% design plans for review and final plans for project construction.

Construction Documents will include:

- Existing conditions with proposed demolition and erosion control
- Site dimension and layout plan
- Grading plan
- Construction details
- Project Specifications

Bidding assistance will be provided during this Task.

### **Task 3 – Permitting**

Mott MacDonald will prepare and submit required documentation to NFWFMD, FDEP, and USACE for permitting required for the project.

This phase will consist of drawings, reports, calculations and applications for the proposed design for the project. Mott MacDonald will respond to comments received by reviewing agencies during this Task.

This Task does not include permit application fees.

### **Construction Observation**

Construction Observation is not included in this scope of work. It is anticipated that some construction observation will be required by the Engineer of Record in order to certify project completion. The fee for Construction Observation (if required) will be negotiated at a future date.



**Summary**

In summary, our not to exceed fee amount is **\$49,830** to include Tasks 1 - 3. We look forward to working with you on this project.

Sincerely,  
**Mott MacDonald**

A handwritten signature in blue ink, appearing to read 'T. Heath Jenkins', written over a horizontal line.

T. Heath Jenkins, PE  
Project Manager

A handwritten signature in blue ink, appearing to read 'David D. Skipper', written over a horizontal line.

David D. Skipper, PE  
Vice President

**Recommended for Approval:  
Department Director**

A handwritten signature in blue ink, appearing to read 'Jason Autrey', written over a horizontal line.

Jason Autrey, PE – Public Works Director

**RENEWAL AND AMENDMENT TO CONTRACT C14-2080-PW  
HATCH MOTT MACDONALD FLORIDA, LLC.**

This Renewal and 1<sup>ST</sup> Amendment made and entered into this 21<sup>st</sup> day of July, 2016, hereby renews and amends contract C14-2080-PW, dated 10/03/13, by and between Okaloosa County, Florida, (hereinafter the "County") and HATCH MOTT MACDONALD FLORIDA, LLC. (hereinafter the "Contractor").

**WHEREAS**, on 10/03/13, the County and Contractor entered into a contract, C14-2080-PW, which provides ENGINEERING CONSULTANT SERVICES; and

**WHEREAS**, the initial term of C14-2080-PW shall expire on 09/30/16, however the contract provides for up to THREE 1 YEAR renewals; and

**WHEREAS**, the parties desire to amend the Contract to include language in the Contract pertaining to Public Records as has recently been amended by the Florida Legislature in the 2016 Laws of Florida chapter 20.

**NOW THEREFORE**, in consideration of the mutual covenants herein and other good and valuable consideration, the parties hereby agree to renew and amend C14-2080-PW as follows:

1. C14-2080-PW is hereby renewed for an additional term. The contract renewal period shall begin 10/01/16 and will expire 09/30/17.
2. C14-2080-PW is hereby amended to include the following additional provision:

**Public Records**

**IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT OKALOOSA COUNTY RISK MANAGEMENT DEPARTMENT 5479 OLD BETHEL ROAD CRESTVIEW, FL 32536 PHONE: (850) 689-5977 [riskinfo@co.okaloosa.fl.us](mailto:riskinfo@co.okaloosa.fl.us).**

Contractor must comply with the public records laws, Florida Statute chapter 119, specifically Contractor must:

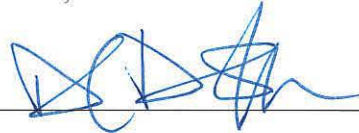
- a. Keep and maintain public records required by the County to perform the service.
- b. Upon request from the County's custodian of public records, provide the County with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in chapter 119 Florida Statutes or as otherwise provided by law.
- c. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the contractor does not transfer the records to the County.

d. Upon completion of the contract, transfer, at no cost, to the County all public records in possession of the contractor or keep and maintain public records required by the County to perform the service. If the contractor transfers all public records to the public agency upon completion of the contract, the contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the contractor keeps and maintains public records upon completion of the contract, the contractor shall meet all applicable requirements for retaining the public records. All records stored electronically must be provided to the public agency, upon the request from the public agency's custodian of public records, in a format that is compatible with the information technology systems of the public agency.

3. All other provisions of the Contract shall remain in full force and effect through the duration of the renewal.

IN WITNESS WHEREOF, the parties hereto have executed this renewal and amendment as of the day and year first written.

HATCH MOTT MACDONALD  
FLORIDA, LLC



By: David D. Skipper, P.E., Vice President

Date: May 24, 2016

ATTEST:

Witness

Witness

OKALOOSA COUNTY, FLORIDA

  
Charles K. Windes, Jr.  
Charles K. Windes, Jr., Chairman

Date: 7/21/16

ATTEST:

J.D. Peacock, II  
J.D. Peacock, II, Clerk of Courts





# TASK ORDER APPROVAL FORM

CONTRACT #: C14-2080-PW

TASK ORDER #: 6

TASK ORDER AMOUNT: \$ 8,210

**Contract #C14-2080-PW  
HATCH MOTT MACDONALD FLORIDA  
ENG. CONSULTING SERVICES  
Expires: 09/30/2017**

OFFERED BY CONSULTANT:

Mott MacDonald Florida, LLC

FIRM'S NAME

David D. Skipper, PE

REPRESENTATIVE'S PRINTED NAME

  
SIGNATURE

Vice President

TITLE

7/15/2016

DATE

**RECOMMENDED FOR APPROVAL  
(Department Director)**

  
SIGNATURE

Public Works Director

TITLE

8/2/16  
DATE

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

- \$25,000 or less approved by Purchasing Director
- Between \$25,001 and \$50,000 approved by Purchasing Director and County Administrator
- In excess of \$50,000 approved by the Board.

  
PURCHASING DIRECTOR

8/5/16  
DATE

\_\_\_\_\_  
COUNTY ADMINISTRATOR (if applicable)

\_\_\_\_\_  
DATE

\_\_\_\_\_  
CHAIRMAN (if applicable)

\_\_\_\_\_  
DATE



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

**Your Reference**  
C14-2080-PW

**Our Reference**  
366295

220 West Garden Street  
Suite 700  
Pensacola FL 32502  
United States of America

T +1 (850) 484 6011  
F +1 (850) 484 8199  
[www.mottmac.com/americas](http://www.mottmac.com/americas)

**RE: South Avenue Pipe Replacement - Fort Walton Beach, FL**

July 15, 2016

Dear Mr. Bitterman:

Mott MacDonald is pleased to provide this proposal for purposes of providing civil engineering design pipe replacement near South Avenue in Fort Walton Beach, FL. We understand that the project is time sensitive to Okaloosa County due to roadway damage that the current system is causing. The project consists of providing construction plan drawings to upgrade the existing pipe and inlets along South Avenue and through the existing Okaloosa County drainage easement.

This Scope of Work will be performed in accordance with the existing Contract #C14-2080-PW between Mott MacDonald Florida, LLC and Okaloosa County dated 10/03/2013.

**Proposal Conditions**

- Construction Observation Services are not included in this scope of work, but can be negotiated at a future date if required.
- The project is based on Okaloosa County survey data. If additional survey is required, Okaloosa County will gather and provide more data upon request from Mott MacDonald.
- Mott MacDonald understands that the work is likely to be performed by Okaloosa County Public Works. Therefore notes and instruction to the Contractor are not included in this scope.

**Scope of Services**

**Task 1 – 100% Design Services**

Mott MacDonald will utilize the survey data provided by Okaloosa County to create construction plans to replace the existing pipe and inlets with new pipe and inlets. The plans will show the existing conditions, proposed pipe profile and details for construction.





Our not to exceed fee amount is **\$8,210** for the work described for Task 1. We look forward to working with you on this project.

Sincerely,  
**Mott MacDonald**

A handwritten signature in blue ink, appearing to read 'T. Heath Jenkins', written over a horizontal line.

T. Heath Jenkins, PE  
Project Manager

A handwritten signature in blue ink, appearing to read 'David D. Skipper', written over a horizontal line.

David D. Skipper, PE  
Vice President

**Recommended for Approval:**  
**Department Director**

A handwritten signature in blue ink, appearing to read 'Jason Autrey', written over a horizontal line.

Jason Autrey, PE – Public Works Director

## CONTRACT, LEASE, AGREEMENT CONTROL FORM

Date: 10/03/2013

Contract/Lease Control #: C14-2080-PW

Bid #: PW 25-13

Contract/Lease Type: AGREEMENT

Award To/Lessee: HATCH MOTT MACDONALD FLORIDA, LLC

Owner/Lessor: OKALOOSA COUNTY

Effective Date: 10/03/2013

Term: 09/30/2016 W/ THREE - 1 YEAR RENEWALS

Description of Contract/Lease: ENG. CONSULTANT SVS

Department: PW

Department Monitor: HOFSTAD

Monitor's Telephone #: 850-689-5772

Monitor's FAX # or E-mail: jhofstad@co.okaloosa.fl.us

Date Closed: \_\_\_\_\_

cc: Finance Department Contracts & Grants Office

# TASK ORDER APPROVAL FORM

CONTRACT #: <sup>2080</sup> C14-280-PW

TASK ORDER #: <sup>H5</sup> \_\_\_\_\_  
<sub>of 7/1/16</sub>

TASK ORDER AMOUNT: \$ 69,595

OFFERED BY CONSULTANT:

Hatch Mott MacDonald Florida, LLC

FIRM'S NAME

David Skipper, PE

REPRESENTATIVE'S PRINTED NAME



SIGNATURE

**CONTRACT # C14-2080-PW  
HATCH MOTT MACDONALD FLORIDA  
ENG. CONSULTING SERVICES  
EXPIRES: 09/30/2016**


Vice President

TITLE

4/28/2016

DATE

**RECOMMENDED FOR APPROVAL  
(Department Director)**



SIGNATURE

JASON ANTLEY

Public Works Director

TITLE

5/11/16

DATE

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

- \$25,000 or less approved by Purchasing Director
- Between \$25,001 and \$50,000 approved by Purchasing Director and County Administrator
- In excess of \$50,000 approved by the Board.



PURCHASING DIRECTOR

ZAN FEDORAK

5/11/16

DATE



COUNTY ADMINISTRATOR (if applicable)

JOHN HOFSTAD

5/11/16

DATE


CHAIRMAN (if applicable)

CHARLES K. WINDES, JR.

5/18/16

DATE



**Hatch Mott MacDonald**  
5111 North 12th Ave  
Pensacola, FL 32504  
T 850.484.6011 www.hatchmott.com

AAC000035 EB0000155 LB00006783

April 28, 2016  
Mr. Scott Henson  
Public Works Program Director  
Okaloosa County Public Works  
84 Ready Avenue  
Fort Walton Beach, FL 32548

**RE: Meigs Drive Drainage Improvements – Shalimar, FL**

Dear Mr. Henson:

Hatch Mott MacDonald (HMM) is pleased to provide this proposal for purposes of providing civil engineering design, environmental assessment and permitting assistance for improvements to Meigs Drive in Shalimar, FL as described in Okaloosa County Stormwater Improvements Report (HMM Project #301252) "Meigs Drive - Alternate No. 2."

This Scope of Work will be performed in accordance with the existing Contract #C14-2080-PW between Hatch Mott MacDonald Florida, LLC and Okaloosa County dated 10/03/2013.

**Proposal Conditions**

- Construction Observation Services are not included in this scope of work, but can be negotiated at a future date if required.
- The project design is based on "Meigs Drive Alternate 2" as shown in Figure 4.1 of the Okaloosa County Stormwater Improvements Report (HMM #301252).

**Scope of Services**

**Task 1 – 30% Design Services**

The following Tasks will be performed as part of 30% Design Services for the project.

***Jurisdictional Determination***

A jurisdictional determination of wetland areas in the immediate proximity of the project will be determined by an environmental scientist. These limits will be used to determine the quantity of impact for the proposed project. Permitting activities by the environmental scientist will be performed outside of Task 1.



### ***Right of Way and Topographic Survey***

HMM will perform a survey to determine the existing grades for the site within the limits of construction. Right of way, property lines, easements and environmentally sensitive delineations in the project area will be located.

Task deliverables consist of Civil 3D drawing of the existing conditions for use in the Civil Design of the project.

### ***Geotechnical Engineering***

A geotechnical engineering evaluation and report will be performed for the project to determine the characteristics of the existing soil in order to specify roadway fill for the raised roadway, culvert bearing design and pavement design.

A signed and sealed geotech report will be provided with Task 1.

### ***30% Civil Engineering Design***

HMM will prepare civil design drawings at a 30% complete status along with an opinion of probable construction cost.

Civil design drawings will include:

- Existing conditions with proposed demolition and erosion control
- Site dimension and layout plan
- Grading plan
- Construction details

## **Task 2 – Construction Plan Development**

After receiving Okaloosa County approval in writing, HMM will provide 90% design plans for review and final plans for project construction.

Construction Documents will include:

- Existing conditions with proposed demolition and erosion control
- Site dimension and layout plan
- Grading plan
- Construction details
- Project Specifications

Bidding assistance will be provided during this Task.



### Task 3 – Permitting

HMM will prepare and submit required documentation to NWFMD, FDEP, and USACE for permitting required for the project.

This phase will consist of drawings, reports, calculations and applications for the proposed design for the project. HMM will respond to comments received by reviewing agencies during this Task.

This Task does not include permit application fees.

### Construction Observation

Construction Observation is not included in this scope of work. It is anticipated that some construction observation will be required by the Engineer of Record in order to certify project completion. The fee for Construction Observation (if required) will be negotiated at a future date.


### Summary

In summary, our not to exceed fee amount is **\$69,595** to include Tasks 1 - 3. We look forward to working with you on this project.

Sincerely,  
**Hatch Mott MacDonald**




T. Heath Jenkins, PE  
Project Manager



David D. Skipper, PE  
Vice President

**Recommended for Approval:**  
**Department Director**



Jason Autrey, PE – Public Works Director





February 25, 2016

Mr. Heath Jenkins, PE  
Hatch Mott MacDonald  
220 West Garden Street, Suite 700  
Pensacola, Florida 32502

**SUBJECT: Geotechnical Exploration Proposal  
Meigs Drive Pavement  
Shalimar, Florida**

Dear Mr. Jenkins:

*Larry M. Jacobs & Associates, Inc. (LMJ)* sincerely appreciates the opportunity to submit the following proposal for providing a geotechnical exploration for the subject project. The purpose of the exploration is to determine the subsurface conditions in the pavement area and use this information to provide recommendations for earthwork and pavement design. The following sections outline our recommended scope of services, a cost estimate for providing these services, and the proposed terms and conditions.

#### **PROJECT AND SITE DESCRIPTION**

The project site is located on Meigs Drive where it crosses Lake Vivian in Shalimar, Florida. Reportedly, the project consists of the replacement of roughly 500 feet of Meigs Drive, as well as raising the grade of that length of the road about two feet. We understand that the project includes the construction of a new culvert with headwalls. Reportedly, the roadway is known to flood. If any of this information is incorrect, please let us know as it may require changes to our scope.

#### **PROPOSED SCOPE OF SERVICES**

The following proposed scope of services is based on the information supplied and our experience in the area with similar projects. We propose to perform the following:

- ▼ Locate the borings at the site with a hand held GPS unit.
- ▼ Clear registered utilities at the site with the Sunshine Network. Non-registered or private utilities are the responsibility of the client to clear.
- ▼ Mobilize a truck mounted and tripod mounted drill rig(s) and drill team to the site.
- ▼ Use proper MOT to close one lane of Meigs Drive to allow drilling operations, and we have included prices for sign rental and two flagmen. If the county or city will provide flagmen, we can forgo that fee. Drilling operations are expected to take roughly 1-1.5 days.
- ▼ Core the asphalt pavement at two locations (4 inch diameter) in order to obtain accurate information on existing pavement thickness.
- ▼ Patch core holes after completion of drilling operations.
- ▼ Drill 2 Standard Penetration Test (SPT) borings to a depth of 15 feet in the new roadway at the core locations. Since grades are being raised about two feet, these borings are being drilled deeper than normal roadway borings to check for the presence of compressible peat or clay.
- ▼ Drill 2 SPT borings at the culvert headwall locations to a depth of 25 feet, and these borings will be drilled with our portable tripod mounted drill rig since access is difficult and narrow.



- ▼ Perform a visual classification and laboratory testing of the soil samples obtained during our exploration. Our proposal includes a small budget for basic properties testing like natural moisture content, Atterberg limits and sieve analysis to evaluate and document basic soil properties.
- ▼ Analyze the test data to develop geotechnical engineering recommendations for the project.

A professional geotechnical engineer licensed in the state of Florida will manage the project, and the results of the exploration will be presented in a report that will address the following:

- ▼ Existing site characteristics.
- ▼ Exploration, testing, and sampling methods.
- ▼ Subsurface soils encountered and soil classifications.
- ▼ Depth to groundwater at the time of drilling.
- ▼ A discussion of laboratory test results.
- ▼ Site preparation recommendations, including fill placement and compaction recommendations.
- ▼ General recommendations for design of asphalt pavement, including recommend asphalt and base types, as well as compaction and testing recommendations. Recommendations for subgrade stabilization will be provided if needed. We will provide typical asphalt and base thickness for roadways of this category.
- ▼ Shallow foundation design recommendations for culvert headwalls, including allowable bearing capacity and estimated settlement.

#### ESTIMATED COSTS & SCHEDULE

Our cost breakdown for this work is attached as **Figure #1**. LMJ proposes to provide the geotechnical scope of services in this proposal for an estimated fee of **\$3,625.00**. If done by LMJ, MOT and flagmen during drilling operations is estimated to cost an additional **\$1,350.00**, for an estimated total project cost of **\$4,975.00**. This proposal assumes that the boring locations are accessible with our truck mounted or tripod mounted drill rig, we have right of entry to the boring locations, and that we will not experience excessive delays due to debris at borehole locations or for other reasons outside of our control. If such conditions are encountered that may cause the cost of the exploration to exceed the budget figure, we will notify the client and obtain approval for the additional work before proceeding. At this time, we estimate that drilling operations could start 1-2 weeks after written authorization is received, weather permitting.

#### AUTHORIZATION

To authorize us to proceed with this project, please complete, sign, and return a copy of the attached **Agreement for Professional Services (Figure #2)** to our office. If the authorization for this work is faxed or emailed to initiate the work, the original signed authorization is needed for our records, which can be forwarded by return mail. **LMJ** appreciates the opportunity to present you with this proposal, and we look forward to working with you on this project. If you have any questions or comments, please call us at your convenience.

Sincerely,

**LARRY M. JACOBS AND ASSOCIATES, INC.**

Terry Niemann  
Project Manager  
Attachments



Figure #1

## LMJ COST BREAKDOWN

<b>CLIENT:</b>	Hatch Mott MacDonald
<b>PROJECT:</b>	Meigs Drive, Shalimar, Florida

UNIT FEE	EST. QTY	EST. COST
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### FIELD TESTING/DRILLING SERVICES

MOBILIZATION	0-25 MI	\$350.00 /EA		
	26-75 MI	\$425.00 /EA	1	425.00
STANDARD PENETRATION TEST BORINGS <b>2 @ 15 ft</b>	0-40 FT	\$13.00 /LF	30	390.00
	41-80 FT	\$15.00 /LF		
TRIPOD BORINGS <b>2 @ 25 ft</b>	0-30 FT	\$19.00 /LF	50	950.00
	31-60 FT	\$21.00 /LF		
TWO FLAGMEN		\$100.00 /HR	12	1,200.00
MOT SIGNS RENTAL		\$150.00 /EA	1	150.00
OBTAIN UNDISTURBED/SHELBY TUBE/BULK SAMPLE		\$80.00 /EA		
CORE & PATCH ASPHALT PAVEMENT		\$80.00 /EA	2	160.00
ENG. TECH. (LOCATE BORINGS & CLEAR UTILITIES)		\$50.00 /HR	3	150.00
<b>FIELD TESTING/DRILLING TOTAL</b>				<b>\$3,425.00</b>

### LABORATORY TESTING SERVICES

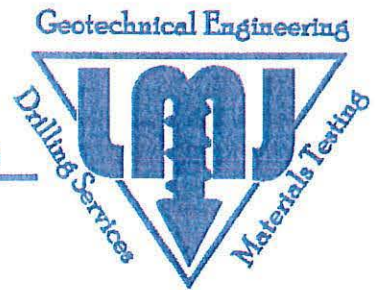
WATER CONTENT	\$15.00 /EA			
SIEVE ANALYSIS	\$55.00 /EA			
WASH #200 SIEVE	\$35.00 /EA			
PERMEABILITY, UNIT WEIGHT & MOISTURE CONTENT	\$100.00 /EA			
ATTERBERG LIMITS TEST	\$85.00 /EA			
CONSOLIDATION TEST	\$475.00 /EA			
BASIC PROPERTIES TESTING ALLOWANCE			200.00	
<b>LABORATORY TESTING TOTAL</b>				<b>\$200.00</b>

### ENGINEERING SERVICES

SENIOR PRINCIPAL GEOTECHNICAL ENGINEER	\$130.00 /HR			
PRINCIPAL GEOTECHNICAL ENGINEER	\$110.00 /HR			
PROJECT ENGINEER	\$100.00 /HR	1	100.00	
PROJECT MANAGER	\$95.00 /HR	12	1,140.00	
CAD TECHNICIAN	\$55.00 /HR	2	110.00	
<b>ENGINEERING TOTAL</b>				<b>\$1,350.00</b>

<b>TOTAL ESTIMATED COST</b>	<b>\$4,975.00</b>
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AN AGREEMENT FOR PROFESSIONAL SERVICES

<b>CLIENT:</b> Mr. Heath Jenkins, PE Hatch Mott MacDonald 220 West Garden Street, Suite 700 Pensacola, Florida 32502	<b>DATE:</b> February 25, 2016 <b>PHONE:</b> 850.602.9778 <b>EMAIL:</b> heath.jenkins@hatchmott.com
<b>SUBJECT:</b> Geotechnical Exploration Proposal Meigs Drive Pavement, Shalimar, Florida	

The attached letter forwards our cost proposal for providing a Geotechnical Exploration for the subject project. We propose to provide the geotechnical services as described and under the terms and conditions presented in the attached letter for a fee of **\$3,625.00**. LMJ can provide MOT and flagmen during drilling for an additional estimated cost of **\$1,350.00**, and check the following box if we are to provide those services.

We look forward to working with you on this project. Please have the party responsible for payment of our services **FILL IN THE BOXED SECTION** of this form, **SIGN YOUR AUTHORIZATION** and **RETURN ONE ORIGINAL** of this form to our office to activate our services including the distribution of our report. If the authorization for this work is faxed to initiate the work, we will still need the signed original authorization for our records, which can be forwarded by return mail. If you have any questions or comments, please feel free to call.

THE TERMS AND CONDITIONS ON PAGE TWO OF THIS FORM ARE PART OF THIS AGREEMENT.

**FOR:** LARRY M. JACOBS & ASSOCIATES, INC.  
**BY:** [Signature]  
 President

**TERMS:**  Net 30 Days

Herein constitutes my authorization to proceed with and obligates payment for the subject services referenced above in the proposal and if necessary personally guarantees said payment. Invoices are due when rendered. *Invoices shall be considered past due if not paid within 30 days after the invoice date*, unless a previous agreement for extended time for payment has been arranged, and Larry M. Jacobs & Associates, Inc. (LMJ) may without waving any claim or right against Client, and without liability whatsoever to the Client, terminate the performance of the service. Retainers shall be credited on the final invoice. A service charge will be charged at 1.5% (or the legal rate) per month on the past due balance(s). In the event any portion or all of an account remains unpaid 90 days after billing the Client agrees to pay cost of collection, including all credit bureau, collection agency, and/or reasonable attorney's fees.

<b>PROPERTY OWNER:</b>			
Name _____	Phone #: (____) _____		
Address _____	Fax #: (____) _____		
City, State _____ Zip Code _____	Email: _____		
<b>PARTY RESPONSIBLE FOR PAYMENT (If different than Client):</b>			
Name _____	Phone #: (____) _____		
Address _____	Fax #: (____) _____		
City, State _____ Zip Code _____	Email: _____		
<b>CLIENT'S NAME:</b> _____			
<b>AUTHORIZED BY:</b> _____			
(Please Print or Type)		Title	Date
<b>Signature:</b> _____			
(Must be signed by a Principal or Officer of the Company)			



## TERMS AND CONDITIONS

*Larry M. Jacobs & Associates, Inc. (LMJ)* its officers, stockholders, and employees, hereinafter referred to as the Geotechnical Engineer of Record (GER), shall perform the services outlined in this agreement for the stated fee agreement.

### **Access To Site and Hidden Utilities**

Unless otherwise stated, the GER will have access to the site for activities necessary for the performance of the services. The GER 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. The GER shall not be responsible for damage to hidden utilities. It is the Clients' responsibility to provide the GER with the locations of said hidden utilities.

### **Fee**

The total fee shall be understood to be an estimate, based on an agreed upon Scope of Services, and shall not be exceeded without approval of the Client.

### **Indemnification**

The Client shall indemnify and hold harmless the GER and all of its personnel from and against any and all claims, damages, losses and expenses (including reasonable attorneys fees) arising out of or resulting from the performance of the services, provided that any such claims, damage, loss or expense is caused in whole or in part by the negligent act of omission, and/or strict liability of the Client, anyone directly or indirectly employed by the Client (except the GER) or anyone for whose acts any of them may be liable.

### **Hidden Conditions**

A geotechnical condition is hidden if it is not encountered in the planned geotechnical investigation which incorporates currently accepted standards of Geotechnical Engineering. If the GER has reason to believe that such a condition may exist, the client shall authorize and pay for all costs associated with the investigation of such a condition and, if necessary, all costs necessary to correct said condition. If (1) the client fails to authorize such investigation or correction after due notification, or (2) the GER has no reason to believe that such a condition exists, the client is responsible for all risks associated with this condition, and the GER shall not be responsible for the existing condition or any resulting damages to persons or property. The GER shall also not be responsible for the release or aggravation of any hazardous materials encountered by the geotechnical investigation.

### **Risk Allocations**

In recognition of the relative risks, rewards and benefits of the project to both the Client and the GER, the risks have been allocated so that the Client agrees that, to the fullest extent permitted by law, the GER's total liability to the Client, for any and all injuries, claims, losses, expenses, damages or claim expenses arising out of this agreement, from any cause or causes, shall not exceed the total amount of \$50,000, the amount of the GER's fee (whichever is greater) or other amount agreed upon when added under special conditions. Such causes, include, but are not limited to the GER's negligence, errors, omissions, strict liability, breach of contract or breach of warranty.

### **Termination of Services**

This agreement may be terminated upon 10 days written notice by either party should the other fail to perform his obligations hereunder. In the event of termination, the Client shall pay the GER for all services, rendered to the date of termination, all reimbursable expenses, and reimbursable termination expenses.

### **Ownership Documents**

All documents produced by the GER under this agreement shall remain the property of the GER and may not be used by this Client for any other endeavor without the written consent of the GER.

### **Applicable Law**

Unless otherwise specified, the laws of the principal place of business of the GER shall govern this agreement.

### **Mediation**

In an effort to resolve any conflicts that arise during the design or construction of the project or following the completion of the project, the Client and the GER agree that all disputes between them arising out of or relating to this agreement shall be submitted to non-binding mediation unless the parties mutually agree otherwise.

# TASK ORDER APPROVAL FORM

CONTRACT #: C14-2080-PW

TASK ORDER #: 04 (Fairchild Road Paving CEI Services)

TASK ORDER AMOUNT: NTE \$127,068.58

CERTIFIED A TRUE  
AND CORRECT COPY  
JD PEACOCK II  
CLERK CIRCUIT COURT

BY Jenisa Ward  
DEPUTY CLERK

DATE 4-26-16



OFFERED BY CONSULTANT:

Hatch Mott MacDonald Florida, LLC

FIRM'S NAME

David D. Skipper, P.E.

REPRESENTATIVE'S PRINTED NAME

[Handwritten Signature]

SIGNATURE

Vice President

3/17/2016

TITLE

DATE

**RECOMMENDED FOR APPROVAL  
(Department Director)**

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

- \$25,000 or less approved by Purchasing Director
- Between \$25,001 and \$50,000 approved by Purchasing Director and County Administrator
- In excess of \$50,000 approved by the Board.

[Handwritten Signature]

SIGNATURE

Public Works Director

TITLE

3/30/16

DATE

[Handwritten Signature]

Zan Fedorak, Purchasing Manager

4/1/16

DATE

[Handwritten Signature]

John Hofstad, County Administrator

DATE

[Handwritten Signature]

Charles K. Windes, Jr., Chairman

4/25/16

DATE



**SCOPE OF WORK  
CONSTRUCTION ENGINEERING & INSPECTION FOR  
Fairchild Road (North) Improvements**

---

**SCOPE OF SERVICES SUMMARY**

The Scope of Work for this project is to provide Construction Engineering and Inspection Services for the Fairchild Road (North) Project in Okaloosa County. The consultant shall also provide all required project management services as necessary to ensure that the project is constructed in substantial conformance with the Project Plans and Specifications. This document gives the Consultant the same responsibility and authority as Okaloosa County when administering this County construction project contract. The administration of the Fairchild Road (North) Project will be conducted by the Consultant in full cooperation with Okaloosa County. The consultant shall also coordinate with the Engineer of Record. Okaloosa County will have the final word in regard to challenges of Consultant authority by the Contractor or decisions made by the Consultant regarding the work. The ultimate goal of Okaloosa County and the Consultant should be to administer the contract in a highly professional manner, conducive to a cooperative relationship between the Consultant, Contractors, and Okaloosa County, and to complete the work on budget and on time with minimum inconvenience and maximum safety for the public.

The responsibilities of the Consultant on this project are, but not limited to:

- 1. Erosion Control and Preconstruction Conferences:** Prepare for and conduct the Erosion Control and Preconstruction Conferences. Address and resolve all issues that arise at the meetings with appropriate offices, agencies and divisions. Prepare and distribute detailed minutes of the meeting.
- 2. Attend Progress Meetings:** Prepare the agenda, attend, and conduct a Progress Meeting weekly or bi-weekly with Okaloosa County personnel, Contractor, Sub-Contractors, Utility personnel and other agencies affected by the project. Be prepared to discuss recent progress, upcoming events, the schedule, and problems associated with the project. Record significant information revealed and discussed at the meeting. Distribute written minutes to the appropriate agencies.
- 3. Project Administration:** Provide project administration and coordinate with the assigned Okaloosa County Construction Project Manager. Prepare for, cooperate with, and assist auditors who may be assigned to review project records, payments, reports, etc. Provide ample inspectors and assistance to adequately oversee all work being done on the contract. Monitor contractor's hours worked and materials on the project and verify all pay requests for accuracy. Prior to starting work, submit to the Okaloosa County Construction Project Manager a listing of personnel assigned to the project for review and approval. In addition, a list of persons with emergency phone numbers should be supplied to the Okaloosa County Construction Project Manager and be available at any time in the case of an emergency on the project. The Consultant should also obtain from the Contractor a list of personnel that will be responsible for any occurrence that may arise on the project, for the life of the project.
- 4. Provide Construction Inspection:** Provide effective and qualified supervision of all inspection services being conducted by Prime Contractor and Sub-Contractors. Field technicians must be certified in the applicable FDOT certification workshops listed below:

Asphalt Roadway Paving Inspector



Asphalt Plant Inspection  
Class 1 Concrete Technician  
Soils and Aggregate Technician  
Earthwork Technician  
Nuclear Gauge Trained and Proficient  
SWPPP Certified

Certification from another State Highway Department, nationally recognized institution, or other approved agency **may** be acceptable in lieu of the FDOT certification. **Prior approval is required.**

**5. Conduct Field Surveys:** Verify surveying services to obtain original, final, as well as, progress estimate quantities for payment of all earthwork pay items to the Contractor. Be prepared to justify quantities in case of discrepancies between the Contractors and the project plans. Upon request, check construction layout when deemed necessary by the Okaloosa County Construction Project Manager.

**6. Supplemental Agreements/Construction Changes:** Notify the Okaloosa County Construction Project Manager of the necessity of any Supplemental Agreements/Construction Changes. Negotiate prices for additional pay items with the Contractor while adhering to the "Average Unit Price" listing when possible. Coordinate acceptance of prices with the Okaloosa County Construction Project Manager.

**7. Shop Drawings & Quality Control Plans:** Preview and approve all shop drawings and the Quality Control (QC) Plan submitted by the contractor, in coordination with the Design Engineer of Record. Shop drawings shall be approved by the Engineer of Record and the Consultant prior to the Contractor submitting a finalized order from the appropriate Vendor. The Consultant shall coordinate with the Engineer of Record and respond to the Contractor's QC Plan within 21 day of receipt from the contractor with any required changes or revisions. The Consultant shall ensure the contractor is in compliance with the approved QC plan, requiring and reviewing any revisions to the QC plan as necessary.

**8. Quality Assurance, Testing for Acceptance, and Training:** Copies of all certifications should be filed in the project records for review by Okaloosa County at any time. Any temporary waivers of certification or licensing will be reviewed by Okaloosa County for the final decision. Provide certification training to Consultant personnel for all necessary field-testing and inspection. Monitor the testing provided by the Contractor in the field as defined in the Contract, Plans or Specifications. Document Consultant testing on standard forms provided by Okaloosa County and distribute as required. Monitor documentation of testing by the Contractor. Field test verification by the Consultant includes, but is not limited to, all asphalt related testing to include asphalt plant inspection and all concrete related testing for acceptance by Okaloosa County, nuclear density testing of earthwork, base stone, asphalt, structural backfill and pipe backfill as defined in the Standard Specifications and Okaloosa County's sampling and testing schedule. The Consultant will also verify aggregate analysis and moisture testing for roadway embankment and base stone materials as defined in the Standard Specifications and Okaloosa County's sampling and testing schedule. (Note: All tests normally performed by Okaloosa County personnel will be performed by the Consultant.) Also Consultant's responsibilities include the random checking of application rates, dimensions and bearings to assure conformance to the Plans and Specifications. In case of notification of defective concrete as defined in the Specifications, the Consultant will submit the initial information on forms supplied by Okaloosa

County and will receive the final disposition of the material after review. Certifications of material submitted by the Contractor will be reviewed by the Consultant for conformity to the Project Specifications. The certification documents submitted to Okaloosa County will also be reviewed for completeness and conformance to the Okaloosa County's standard form of submission. A Final Materials and Tests Certification will be submitted to Okaloosa County Construction Project Manager with the Final Records.

**9. Progress Payments:** The Consultant will document and assemble accurate quantities for Monthly Progress Payments to the Prime Contractor from actual project field records, as directed by Special Provisions in the contract, from Supplemental Agreements/Construction Changes. The quantities for payment will be referenced to field records prior to submission for payment. Test reports will be on file prior to payment. The Okaloosa County Construction Project Manager must approve any waiver of testing documents prior to payment. Pay quantities will be submitted to the Okaloosa County Construction Project Manager for review and payment. Payments for stockpiled material may be made as defined in the Standard Specifications and approved by the Okaloosa County Construction Project Manager. Copies of approved Sub Contractors should be on file prior to the first Progress Payment.

**10. Revisions to the Contract Plans:** Any revisions to the contract plans or cross sections will be submitted to the Okaloosa County Construction Project Manager and Design Engineer of Record for review and processing.

**11. Distribution of Correspondence:** Submit to the Okaloosa County Construction Project Manager a copy of all correspondence between the Consultant, Contractor, Sub Contractors, or others concerning matters related to the project. Maintain an electronic file of all correspondence for submission with the project Final Records.

**12. Inspection of Work:** Provide inspection services for conformance to Plans and Specifications for all roadway, structures, and specialty items that are being incorporated into the project. Observe, measure, and record all quantities for payment. Record all field measurements in project records for review by Okaloosa County or auditors. The records will be recorded on a standard form (field book) supplied or defined by Okaloosa County and/or on field inspection forms to be submitted to Okaloosa County. Check traffic control daily, and additionally as required or requested. Notify the contractor of deficiencies or problems immediately. Document weekly (or as often as required) project traffic control on forms supplied by Okaloosa County and distribute as required. Inspect daily erosion control items for conformance to the plans as well as effectiveness in the field. Notify the contractor of deficiencies. Prepare to justify any and all pay quantities in the case of questions from the contractor or Okaloosa County. Prepare an accurate daily diary, signed by the inspector, consisting of, but not limited to:

- A record of the contractors on the project
- Their personnel (number and classification)
- Equipment (number and type or size)
- Location and work performed by each Contractor or Subcontractor
- Orders given to the Contractor
- Events of note on the project
- Accidents on the project and any details surrounding the accident such as police report number, fatalities, causes, time, etc. Obtain a copy of the police report for the project records whenever possible.

- Weather, amount of precipitation, temperature at morning, noon, and evening, cloudy, clear, etc.
- Days charged, with explanation if not charged
- Equipment arriving or leaving the project, idle equipment
- Any other details that may be important later in the project life

**13. Reports:** There are numerous reports, documents, etc., that shall be generated in the process of Contract Administration. Submit a formatted (Okaloosa County standard format) of selected project records to Okaloosa County Construction Project Manager after project completion. Any questions regarding the requirements shall be forwarded to the Okaloosa County Construction Project Manager for clarification.

**14. Final Records:** Submit a final estimate (electronic format) for the project at this time. Coordinate Consultant hours after project completion with the Okaloosa County Construction Project Manager for approval.

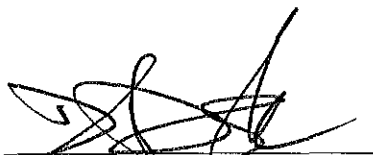
**15. Project Claims:** Prepare documentation and assist in the defense of Okaloosa County, when requested, in preparation for Claims or possible Claims resulting in the execution of the contract.

**16. Utility Relocations:** Utility relocations associated with this contract will be observed by the Consultant. Relocations that are reimbursable will be inspected for quantities that will be reviewed and verified, comparing utility company records prior to payment by Okaloosa County. Utility relocations by other utility providers will require some coordination efforts by the Consultant with assistance from the Okaloosa County Construction Project Manager.

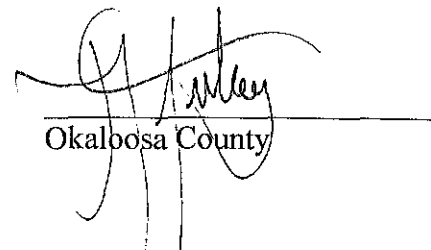
**17. Plan Review:** Review submitted construction plans from the design engineers prior to construction for completion, comments, concerns and observations.

**18. Citizen Interface:** The Consultant shall provide project status updates and information related to traffic pattern changes and impacts to the traveling public to the Okaloosa County Construction Project Manager. Okaloosa County shall be responsible for dissemination of the information to the Public and as applicable to the FDOT Public Information Office. Okaloosa County shall be responsible for the coordination and publication of all public notices related to construction of the project.

**19. Contract time:** Work authorized for this contract will be the same time allotted for the construction contract. Two hundred and forty (240) calendar days have been established by bid documents.



David D. Skipper, P.E.  
Vice President  
Hatch Mott MacDonald



Okaloosa County

# TASK ORDER APPROVAL FORM

CONTRACT #: 2/18/16  
St  
C14-2080-PW  
~~C14-280-PW~~

TASK ORDER #: \_\_\_\_\_

TASK ORDER AMOUNT: \$ 1,000

**CONTRACT # C14-2080-PW**  
**HATCH MOTT MACDONALD FLORIDA**  
**ENG. CONSULTING SERVICES**  
**EXPIRES: 09/30/2016**

OFFERED BY CONSULTANT:

Hatch Mott MacDonald Florida, LLC

FIRM'S NAME

David D. Skipper, PE

REPRESENTATIVE'S PRINTED NAME



SIGNATURE

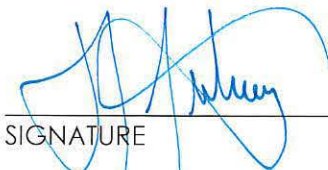
Vice President

TITLE

1/8/2016

DATE

**RECOMMENDED FOR APPROVAL**  
**(Department Director)**



SIGNATURE

Jason Autrey

**Public Works Director**

TITLE

1/26/16

DATE

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

- \$25,000 or less approved by Purchasing Director
- Between \$25,001 and \$50,000 approved by Purchasing Director and County Administrator
- In excess of \$50,000 approved by the Board.

  
PURCHASING DIRECTOR

2/22/16  
DATE

\_\_\_\_\_  
COUNTY ADMINISTRATOR (if applicable)

\_\_\_\_\_  
DATE

\_\_\_\_\_  
CHAIRMAN (if applicable)

\_\_\_\_\_  
DATE



**Hatch Mott MacDonald**  
5111 North 12th Ave  
Pensacola, FL 32504  
T 850.484.6011 www.hatchmott.com

AAC000035 EB0000155 LB00006783

January 5, 2016  
Mr. Scott Henson  
Public Works Program Director  
Okaloosa County Public Works  
84 Ready Avenue  
Fort Walton Beach, FL 32548

**RE: Golf Links Project – Wetland Delineation – Okaloosa County**

Dear Mr. Henson:

Hatch Mott MacDonald (HMM) is pleased to provide this proposal for purposes of providing wetland delineation and associated project management and drafting services for the referenced project.

This Scope of Work will be performed in accordance with the existing Contract #C14-2080-PW between Hatch Mott MacDonald Florida, LLC and Okaloosa County dated 10/03/2013.

**Scope of Services**

Wetland Sciences, Inc., as sub-consultant to Hatch Mott MacDonald, will perform a jurisdictional determination of the wetlands near Melanie Lane in Okaloosa County Florida. The wetlands will be located using a Trimble Geo XT Differentially Corrected Global Positioning System (DGPS) and will be provided to Okaloosa County in AutoCAD format.

Wetland Delineation Fee:	\$600
Project Management and Drafting:	\$400

In summary, our not to exceed fee amount is **\$1,000** for this task. We look forward to working with you on this project.

Sincerely,  
**Hatch Mott MacDonald**

T. Heath Jenkins, PE  
Project Manager

David D. Skipper, PE  
Vice President





December 22, 2015

Heath Jenkins PE  
Hatch Mott McDonald  
5111 N. 12<sup>th</sup> Avenue  
Pensacola, Florida 32504

***Okaloosa Deposition evaluation N. Melanie Lane/Garnier Bayou  
WSI Reference #2015-597***

Dear Mr. Jenkins;

Per our discussion, the following shall serve as a proposal of our firm to provide a wetland jurisdictional assessment within the two parcels described above. This proposal considers the following scope of work.

**Field Work**

A jurisdictional determination of all wetlands regulated by the Department of the Army Corps of Engineers per 33 *CFR part 320-330* (2008 Interim Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Atlantic and Gulf Coastal Plain Region) and the Northwest Florida Water Managment District (WMD) per 62-340, *F.A.C.* (Florida Unified Wetland Delineation Methodology). This effort will involve members of our staff to first conduct a non-binding jurisdictional determination in which WSI staff will physically identify all wetland resources and provide a written narrative describing our findings. In addition, Wetland Sciences, Inc. will locate the jurisdictional lines using a Trimble Geo XT Differentially Corrected Global Positioning System (DGPS) with post data collection processing capabilities, which is typically within 1 meter accurate within this coastal setting. This jurisdictional locate data will be overlain onto aerial photographs, imported electronically into an AutoCAD drawing of the property survey, or used to generate an AutoCAD drawing with the parcel's boundaries approximated which will be attached to the report.

Our costs associated with the performance of a non-binding wetland determination will be lump sum fixed fee of **\$600**. Please allow 10-14 business days for field identification, survey overlays and report preparation. If available, an ACAD file of the property boundary, and topographic conditions will aid in the mapping portion of the project.

If you are interested in pursuing the above scope of work and agree with the above estimate, please notify the undersigned and Wetland Sciences, Inc. will initiate the review. If any further questions arise, please do not hesitate to contact me at (850) 453-4700.

**WETLAND SCIENCES, INC.**

CraigD. Martin  
Sr. Scidentist

# TASK ORDER APPROVAL FORM

CONTRACT #: C14-2080-PW

TASK ORDER #: 02

TASK ORDER AMOUNT: NTE \$9,039.40

OFFERED BY CONSULTANT:

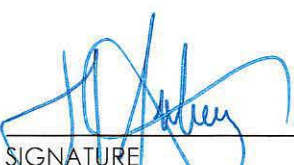
Hatch Mott MacDonald Florida, LLC  
FIRM'S NAME

David D. Skipper, P.E.  
REPRESENTATIVE'S PRINTED NAME

  
SIGNATURE

Vice President 6/21/15  
TITLE DATE

## RECOMMENDED FOR APPROVAL (Department Director)

  
SIGNATURE

Public Works Director  
TITLE

5/22/15  
DATE

## APPROVED BY OKALOOSA COUNTY (Per Purchasing Manual)

- \$25,000 or less approved by Purchasing Director
- Between \$25,001 and \$50,000 approved by Purchasing Director and County Administrator
- In excess of \$50,000 approved by the Board.

  
PURCHASING DIRECTOR

**Zan Fedorak**

6/15/15  
DATE

\_\_\_\_\_  
COUNTY ADMINISTRATOR (if applicable)

\_\_\_\_\_  
DATE

\_\_\_\_\_  
CHAIRMAN (if applicable)

\_\_\_\_\_  
DATE





**Hatch Mott MacDonald**  
5111 North 12th Ave  
Pensacola, FL 32504  
T 850.484.6011 www.hatchmott.com

AAC000035 EB0000155 LB00006783

March 31, 2015

 **COPY**  
5-22-15

Mr. Jason Autrey, P.E.  
Okaloosa County Public Works Director  
1759 S. Ferdon Blvd.  
Crestview, Florida 32536

**Re: Additional Services Proposal for Fairchild Road North Dirt Road Paving  
HMM Project No. 319433**

Dear Jason,

We are pleased to submit our additional services proposal to provide professional engineering services for transportation design and plan production based on our discussions following the 75% review meeting.

We have prepared for your review a scope of services and man-hour estimate for the required tasks. As part of the man-hour estimate, we have included time for survey, preparing a legal sketch and description, and wetland and stormwater permitting.

Please review the scope and man-hours and provide any comments you may have. We thank you for the opportunity to be of service on this important paving project for the County.

If you have any questions or need any additional information, please don't hesitate to contact our office.

Sincerely,

**Hatch Mott MacDonald, LLC**



Thomas McLendon, PE  
Project Engineer



David D. Skipper, PE  
Vice President

**Additional Scope of Services for  
Fairchild Road North  
Dirt Road Paving  
Okaloosa County, Florida**

March 31, 2015

Hatch Mott MacDonald (HMM) is pleased to submit our proposal to provide additional services for the above referenced project located along Fairchild Road from CR 188 (Airport Road) south to the existing pavement at the entrance to L-3 Crestview Aerospace located in Okaloosa County, Florida. The existing dirt road is approximately 1.82 miles (+/- 9600 LF) in length. It is our understanding that the requested services include additional survey, preparation of legal sketches and descriptions as well as wetland and stormwater permitting with the goal of delivering final construction plans and permits to pave Fairchild Road from the limits described above. This proposal is based on our understanding of the project, the level of effort required to complete the scope of services defined below, as well as past experience with projects of similar size and scope.

**TASK 1 – Data Collection**

HMM shall collect and review available information pertaining to the existing conditions within the defined areas. This shall include survey of the critical areas and evaluating this information to determine ownership within the included project limits.

**1.1 Survey**

This subtask shall include establishing horizontal and vertical control for additional areas within the project limits. These efforts include collecting limited topographic surveys, which include, but not limited to, above ground facilities, structures, pavements, existing property markers in order to stake and establish existing easement(s) or other legal encumbrances in the field.

**1.2 Prepare Legal Sketches and Descriptions**

This subtask shall include preparing a legal sketch and description for the additional right-of-way needed for the project from L-3 Crestview Aerospace (approximately from Station 51+25 to Station 52+65).

**TASK 2 – Wetland and Stormwater Permitting**

HMM, and our sub-consultant Wetland Sciences, Inc., shall coordinate this project with the State and Federal agencies in order to obtain the necessary permits to pave Fairchild Road from the limits described above. This shall include any additional field work necessary to facilitate permitting, coordination with both agencies, the preparation of wetland sketches and permit applications, submission of the applications and the response to any requests for additional information (RAI's).

From a State of Florida permitting perspective, it is our understanding that this project should qualify under the General Permit (GP) 62-330.448 Florida Administrative Code (F.A.C.) to allow the repair, stabilization, or paving of an existing county maintained road and the repair or replacement of bridges that are part of the roadway, within the Northwest Florida Water Management District (NFWFMD). It is our understanding that the activities for this project should qualify under the Nationwide Permit #14 Program in order to comply with the Federal permitting regulations. This program authorizes activities

required for the construction, expansion, modification, or improvement of linear transportation projects in waters of the United States. Both the State of Florida GP and the Federal nationwide permit program authorize up to ½ acre of non-tidal impacts to regulated wetlands, impacts greater than ½ acre will require an individual permit and additional permitting fees.

2.1 Prepare wetland delineation sketches and coordination

This subtask shall include, but not be limited to, preparing wetland delineations sketches, all necessary coordination with the permitting agencies and the preparation of all required permits. This subtask shall include providing wetland legal sketches and preparing written narrative descriptions of the findings to be used in the necessary permits for both State and Federal regulatory agencies for wetland resource permit.

2.2 Prepare and Submit Permits

This subtask shall consist of preparing written narrative descriptions of the findings to be used in the necessary permit applications for both State and Federal regulatory agencies for environmental resource permits. This also includes the submission of the applications and the response to any RAI's.

**Total Fee (Not to Exceed) for Tasks 1-2 - \$9,039.40**

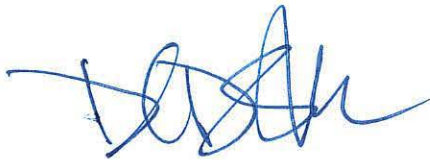
The above tasks shall include the following **List of Deliverables**:

- 2 Hard Copies of the Legal Sketches and Descriptions
- 1 Hard Copy of the Wetland and Stormwater Permit

This additional scope of services fee estimate includes the required permit application fees, which are estimated at \$320 for this project.

Sincerely,

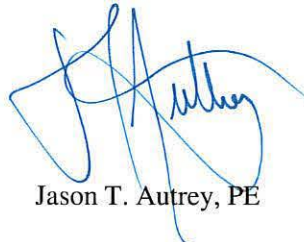
**Hatch Mott MacDonald Florida, LLC**



David D. Skipper, PE

Vice President

**Accepted by Okaloosa County Public Works**

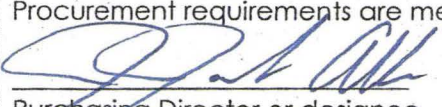


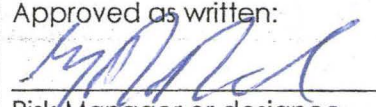
Jason T. Autrey, PE

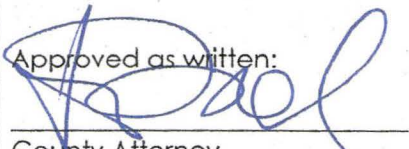
Public Works Director

## CONTRACT & LEASE INTERNAL COORDINATION SHEET

Contract/Lease Number: <u>C14-2080-PW</u>	Tracking Number: <u>726-13</u>
Contractor/Lessee Name: <u>HATCH MOTT MACDONALD</u>	Grant Funded: YES ___ NO <input checked="" type="checkbox"/>
Purpose: <u>Master Services Agreement for Consultant Services</u>	
Date/Term: <u>9/30/2016 w/3, 1 year renewals</u>	1. <input checked="" type="checkbox"/> GREATER THAN \$50,000
Amount: <u>as per rate schedules</u>	2. <input type="checkbox"/> GREATER THAN \$25,000
Department: <u>Public Works</u>	3. <input type="checkbox"/> \$25,000 OR LESS
Dept. Monitor Name: <u>J. Holsted / J. Autrey</u>	
Document has been reviewed and includes any attachments or exhibits.	

<b>Purchasing Review</b>	
Procurement requirements are met:	
	Date: <u>9/9/13</u>
Purchasing Director or designee	

<b>Risk Management Review</b>	
Approved as written:	
	Date: <u>9/9/13</u>
Risk Manager or designee	

<b>County Attorney Review</b>	
Approved as written:	
	Date: <u>9/11/13</u>
County Attorney	

Following Okaloosa County approval:

<b>Contracts &amp; Grants</b>	
Document has been received:	
_____	Date: _____
Contracts & Grants Manager	

Search Results

**Current Search Terms: HATCH\* MOTT\* macdonald\* florida\* LLC\***

Your search for "HATCH\* MOTT\* MACDONALD\* FLORIDA\* LLC\*" returned the following results...

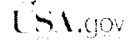
**Notice:** This printed document represents only the first page of your SAM search results. More results may be available. To print your complete search results, you can download the PDF and print it.

Entity	<b>HATCH MOTT MACDONALD FLORIDA, LLC</b>	Status: <b>Active</b> 
DUNS: <b>061919205</b>	CAGE Code: <b>1PYK0</b>	<a href="#">View Details</a>
Has Active Exclusion?: <b>No</b>	DoDAAC:	

SAM | System for Award Management 1.0

IBM v1.1149.20130801-1829

**Note to all Users:** This is a Federal Government computer system. Use of this system constitutes consent to monitoring at all times.





**Okaloosa County  
Florida**

**Action Item  
1829**

**Adopted**  
Jul 16, 2013 8:30 AM

**Request approval of firms recommended by the selection committee for  
Engineering Services for the Public Works Department. District: All**

**Information**

**Department:** Purchasing      **Sponsors:**  
**Category:** Approval

**Attachments**

Printout  
Approval to Adv Eng Serv & Est Selection Committee

**Body**

**STATEMENT OF ISSUE:** Proposals were received from twenty-one (21) firms on April 19, 2013 to provide Engineering Services for the County Public Works Department. The Board approved Selection Committee (see attached) met on June 25, 2013 to review and rank all proposals received. Six firms were selected after discussion and numerical standing to recommend entering into contract with:

Larry M. Jacobs, Pensacola, FL  
HDR, Pensacola, FL  
Preble Rish Inc., Ft. Walton Beach, FL  
Hatch Mott MacDonald, Pensacola, FL  
SCS Engineering, Pensacola, FL  
Avcon, Inc., Niceville, FL

**BACKGROUND:** The resulting contracts will start on October 1, 2013 and replace contracts currently in place which expire on September 30, 2013. Funding will be available in the FY 13-14 Budget.

**OPTIONS:** Approve or Reject.

**RECOMMENDATIONS:** Staff recommends approval of the Committee recommendation allowing staff to negotiate fee schedules with the six firms and authorize the Chairman to sign the resulting contracts.

**Meeting History**



Jul 16, 2013 8:30 AM Video **Board of County Commissioners Regular Meeting (South)**

 **Draft**

**RESULT:** **ADOPTED [UNANIMOUS]**  
**MOVER:** Nathan Boyles, Commissioner, District 3  
**SECONDER:** Wayne Harris, Commissioner District 1  
**AYES:** Don Amunds, Nathan Boyles, Wayne Harris, Dave Parisot, Kelly Windes

## Public Discussion

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 Add Comment

Powered by **IQM2**  
Intelligent Meeting Management Solutions

**TASK ORDER AGREEMENT FOR CONSULTANT SERVICES  
(Master Services Agreement)**

This Agreement made on October 3, 2013 between Board of County Commissioners, Okaloosa County, FL [CLIENT], whose address is 101 East James Lee Boulevard, Crestview, Florida 32536, and Hatch Mott MacDonald Florida, LLC [CONSULTANT], a Florida Corporation having a Florida office located at 5111 North 12th Avenue, Pensacola, FL 32504.

**RECITALS**

WHEREAS, CLIENT will require the services of qualified firms to perform certain professional and technical services for CLIENT's projects, as determined by the CLIENT; and

WHEREAS, pursuant to Section 287.055, Florida Statutes, CLIENT has selected CONSULTANT through a competitive selection process; and

WHEREAS, the CONSULTANT has the expertise and has thorough knowledge of such services, and has presented its expertise and knowledge in the statement of qualifications the CONSULTANT submitted to CLIENT dated April 19, 2013 in response to RFQ #PW25-13; and

NOW, THEREFORE, in consideration of the mutual promises herein, CLIENT and the CONSULTANT agree as follows:

**SECTION 1. BASIC SERVICES**

**1.1. Recitals.** The recitals set forth above are true and correct and are incorporated herein as essential terms of this Agreement.

**1.2. Basic Services.** The services to be performed under this Agreement shall be specifically described for each Assignment in individual Task Orders written and executed in accordance with this Agreement.

Each Assignment will have the following characteristics:

*All professional services required to complete any public infrastructure project including, but not limited to: engineering studies; surveys; engineering design; preparation of plans, specifications and contract documents; preparation of cost estimates; obtaining necessary federal, state and local governmental agency permits (fees to be provided by County); construction inspections; construction management; contract administration; project completion certifications and as-builts as may be required; presentations to the Board of County Commissioners and the general public; right-of-way identification, appraisal and assistance in acquisition; assistance in identifying and acquiring grants and loans from federal agencies or other applicable sources of funding. The types of public infrastructure projects which may be assigned include: road construction; road reconstruction; signalization projects; traffic studies; storm water management; erosion control; coastal management; environmental investigations; solid waste management; water and wastewater; parks and recreation; facilities management; and any other type of project which may be under the purview of the Public Works Department or any other County department. Services of the consultant shall be under the general direction of the County Department Director initiating the work or his or her designee, who shall act as the County's representative during the performance of the scope of services.*

*On an as-needed basis, CLIENT will issue Task Orders to the CONSULTANT describing the work required for each Assignment to be undertaken under this Agreement. In response, the CONSULTANT will prepare a scope of work and cost estimate which shall become part of the Task Order upon execution by both parties. No work will commence until a fully executed Task Order is received by the CONSULTANT.*

**1.3. Term of Agreement.** This Agreement will become effective upon completion of signatures by both parties and will run through September 30, 2016. This agreement may be renewed three (3) times for one (1) year increments for a maximum duration of six (6) years. Renewals may only occur upon signed agreement by both parties. When this Agreement expires, it will be automatically extended for any individual executed Task Orders until the scope of work is completed and final invoice is paid. Regarding the previous contract (if applicable), any existing Task Orders for work not yet completed shall proceed and be extended under the terms and conditions of the previous contract.

## **SECTION 2. ADDITIONAL SERVICES**

**2.1. Written Authorization.** Additional services may be required in carrying out the work in each Task Order. These Additional Services will be undertaken only upon written amendment to a Task Order and upon authorization by CLIENT.

## **SECTION 3. OBLIGATIONS OF CLIENT**

**3.1. CLIENT Responsibilities.** It is agreed that certain obligations shall be performed or furnished by CLIENT. These obligations include:

- 3.1.1.** Designating a representative who shall have authority to transmit instructions, receive information and enunciate CLIENT's policies and decisions; CLIENT's representative shall be identified in each Task Order.
- 3.1.2.** Arranging for and holding promptly any required meetings.
- 3.1.3.** Providing access to and obtaining permission for the CONSULTANT to enter upon public and/or private lands as required for CONSULTANT to perform surveys, observations, or other necessary functions. CONSULTANT will reasonably rely upon the accuracy, timeliness, and completeness of the information provided by CLIENT.
- 3.1.4.** Making available to the CONSULTANT all known existing information which may, in any way, be pertinent to the work herein described. CONSULTANT will reasonably rely upon the accuracy, timeliness, and completeness of the information provided by CLIENT.
- 3.1.5.** Responding within a reasonable time to the CONSULTANT's requests for written decisions or determinations, pertaining to the work, so as not to delay the services of the CONSULTANT.
- 3.1.6.** Giving prompt written notice to the CONSULTANT whenever CLIENT becomes aware of any event, occurrence, condition or circumstance which may substantially affect the CONSULTANT's performance of services under this Agreement.

### **3.2. Contractor Indemnification and Claims.**

- 3.2.1.** CLIENT agrees to include the provisions of Section 11.17 of this Agreement in all construction contracts with contractors.
- 3.2.2.** CLIENT agrees to include provisions providing contractor indemnification of CLIENT and CONSULTANT for other contractor's negligence.
- 3.2.3.** CLIENT shall require construction contractor(s) to name CLIENT and CONSULTANT as additional insureds on the contractor's general liability insurance policy.
- 3.2.4.** CLIENT agrees to include the following clause in all contracts with equipment or materials suppliers:

*"Contractors, subcontractors, and equipment and material suppliers on the Project, or their sureties, shall maintain no direct action against CONSULTANT, CONSULTANT's officers, employees, affiliated corporations, and subcontractors for any claim arising out of, in*

*connection with, or resulting from the CONSULTANT services performed. CLIENT will be the only beneficiary of any undertaking by CONSULTANT."*

- 3.2.5. Changes.** CLIENT may make or approve changes within the scope of Services under a Task Order. If such changes affect CONSULTANT's cost of or time for performance of the Services, an equitable adjustment may be made through an amendment to the affected Task Order.

#### **SECTION 4. TIME SCHEDULE**

- 4.1. Authorization.** Unless otherwise directed by CLIENT, the CONSULTANT shall commence the performance of the Basic Services upon execution of a Task Order by both parties which shall constitute Authorization to Proceed.
- 4.2. Additional Services.** Performance of any of the Additional Services described in Section 2 will commence as described in an executed written amendment to a Task Order by CLIENT and shall be completed in accordance with a schedule set forth in the authorization.

#### **SECTION 5. AMOUNT AND METHOD OF PAYMENT**

- 5.1. Method of Payment.** For services provided under Section 1, Basic Services, and Section 2, Additional Services, payment shall be made in accordance with the Task Order. CONSULTANT will submit invoices for each Task Order or Task Directive to CLIENT each month covering services completed to date and for those deliverables being completed and submitted. In addition invoice shall include as applicable, materials and equipment delivered and stored on-site or off-site. Each invoice will be prepared in CONSULTANT's standard form and supported by documentation according to CONSULTANT's standard practice. Within 30 days of receipt of the invoice, CLIENT shall give detailed, written notice of any sums which it may reasonably dispute or contest. If the parties are unable to resolve the matter within 30 days, only that portion so reasonably contested may be withheld from payment. Invoices will be numbered sequentially and specify the time period for charges, the work performed, the amount requested for that invoice and a total amount paid to date and budget remaining. The CONSULTANT shall clearly state "Final Invoice" on the CONSULTANT's final/last invoice to the CLIENT. This shall indicate that contracted services have been performed and all charges and costs have been invoiced to the CLIENT. This invoice shall close this Task Order to future billings and future charges shall be waived by CONSULTANT. CONSULTANT shall deliver to the CLIENT for approval and acceptance, and before being eligible for final payment of any amounts due, all documents and materials required by the respective Task Order.
- 5.2. Compensation.** The compensation for Services to be defined in each Task Order for each assignment to this Agreement will be based on either a lump sum amount basis, or on CONSULTANT's Rates, included as Exhibit A, for the actual time worked on the Project. Rates are not subject to change for the three-year term. Rates are subject to change for the additional three-year renewal period, upon agreement by both parties. Reimbursement for Direct Expenses is also included in Exhibit A.
- 5.2.1.** Direct Expenses are those necessary costs and charges incurred for the Project as described in the Task Order and further explained in Exhibit A. CONSULTANT has represented that they are local providers; therefore, in general, travel expenses are not allowed expenses and will not be reimbursed. Travel expenses may only be approved/reimbursed by the COUNTY for specialized technical support, which would be authorized in advance in the specific Task Order. Any and all direct expenses requested by the CONSULTANT shall only be eligible for reimbursement when proper documentation is provided with the invoice and payment request form. Fees not expressly provided on the rate schedule are not eligible for payment or reimbursement unless specifically authorized by a Task Order or through a subsequent modification of this contract.

**5.2.2.** Rates to be utilized for the duration of this contract are as described in the fee schedule included as Exhibit A. These rates include all allowances for salary, overhead, and fees, but do not include allowances for Direct Expenses, as outlined in Exhibit A.

**5.3. Payment by CLIENT.** CLIENT will process payment to the CONSULTANT within 30 days after receipt of CONSULTANT's invoice.

**5.4. Delay in Payment.** If CLIENT fails to pay CONSULTANT for any undisputed billing within 30 calendar days after receipt of any invoice, CONSULTANT will be entitled to any or all of the following:

**5.4.1. Suspension of Work.** If CLIENT fails to make payment in full within 45 calendar days of the date due for any undisputed billing, CONSULTANT may, after giving 7 calendar days' written notice to CLIENT, suspend Services under this Agreement until paid in full. CONSULTANT shall be entitled to an adjustment in compensation and the work schedule for the affected Task Order pursuant to Section 8.

## **SECTION 6. CHANGES**

**6.1. Written Authorization.** CLIENT may, at any time, by written fully executed amendment to a Task Order, make changes in the services or work to be performed within the general scope of this Agreement, including alterations, reductions, therein or additions thereto.

**6.2. Equitable Adjustment.** Upon receipt by the CONSULTANT of the CLIENT's notification of a contemplated change, the CONSULTANT shall (1) if requested by the CLIENT, provide an estimate for the increase or decrease in cost due to the contemplated change, (2) notify the CLIENT of any estimated change in the completion date, and (3) advise the CLIENT in writing if the contemplated change shall affect the CONSULTANT's ability to meet the completion dates or schedules of any Task Order. If such changes cause an increase or decrease in the Consultant's cost of, or time required for, performance of any services under any Task Order, an equitable adjustment may be made and the Task Order shall be modified in writing accordingly.

## **SECTION 7. DISPUTES**

**7.1. Dispute Resolution.** If a dispute or complaint [Dispute] arises concerning this Agreement, CONSULTANT and CLIENT will use their best efforts to negotiate a resolution of the Dispute, including the use of alternative dispute resolution options.

## **SECTION 8. DELAY OR SUSPENSION OF WORK**

**8.1. Convenience of CLIENT.** CLIENT may order the CONSULTANT to suspend, delay, or interrupt all or any part of the CONSULTANT's services under any Task Order for such period of time as CLIENT may determine to be appropriate for the convenience of CLIENT.

**8.2. Adjustment for Delay or Suspension of Work.** If the performance of all or any part of the CONSULTANT's services is suspended, delayed, or interrupted for the convenience of CLIENT, an appropriate extension of time and compensation for the affected Task Order shall be made, and the Task Order modified in writing accordingly. In the event CONSULTANT is delayed in performance of Services by any act or neglect of CLIENT, the CLIENT, or anyone for whom CLIENT is responsible or by Acts of God, strikes, lockouts, accidents, or other events beyond the control of CONSULTANT, then CONSULTANT's compensation and the work schedule for the affected Task Order shall be equitably adjusted in writing. In the event delays to the Task Order work is encountered for any reason, the parties agree to undertake reasonable steps to mitigate the effect of such delays.

## **SECTION 9. TERMINATION OF AGREEMENT**

**9.1. Written Notice.** This Agreement may be terminated for convenience with 30 calendar days' written notice or for cause if either party fails substantially to perform through no fault of the other and does



not commence correction of such nonperformance within 5 calendar days of written notice and diligently complete the correction thereafter.

- 9.2. Adjustment for Services Performed.** In the event that this Agreement is terminated by either CLIENT or the CONSULTANT, the CONSULTANT shall be compensated for all services satisfactorily performed to the date of termination including reimbursable expenses, then due, and subcontractor termination costs. Such compensation shall be based on the arrangement set forth in each Task Order, unless otherwise agreed.

## **SECTION 10. INSURANCE**

- 10.1. CONSULTANT's Coverage.** Prior to commencing work, the CONSULTANT shall obtain and maintain in effect for the duration of this Agreement at its own cost and expense the following insurance with insurance companies licensed in the State of Florida and shall provide certificates evidencing such insurance, including coverage for contractual liability, to CLIENT in a form acceptable to CLIENT. Insurance carriers for General Liability and Motor Vehicle Liability shall be A+ rated by AM Best Company, and insurance carriers for Professional Liability shall be A rated by AM Best Company. All insurance carriers shall have a financial size as specified below or higher.
- 10.2. Additional Insured.** The CONSULTANT's policies or certificates for general and motor vehicle liability insurance shall name the CLIENT as an Additional Insured.
- 10.3. Certificate of Insurance.** All policies or certificates therefore, shall provide that 30 days prior to cancellation or material change in the policies, notice of same shall be given to CLIENT by certified mail, return receipt requested, for all policies so affected.
- 10.4. Minimum Coverage.** The minimum required coverage is the following:
- 10.4.1. Worker's Compensation and Employer's Liability.** Worker's Compensation in compliance with the statutory requirements of the State and Employer's Liability in compliance with the statutory requirements of the State.
- 10.4.2. General Liability.** Comprehensive general liability insurance covering operations, completed operations, contractual agreements, and independent contractors, each with minimum limits of liability as set forth below, issued to and covering the liability of the CONSULTANT with respect to all work performed by the CONSULTANT under this Agreement.
- Bodily Injury, including death:  
\$1,000,000 each person  
\$1,000,000 each accident  
Property Damage: \$500,000 each accident
- 10.4.3. 10.4.3 Motor Vehicle Liability.** Motor vehicle liability insurance including all owned, hired, or non-owned vehicle equipment for minimum limits of:
- Bodily Injury, including death:  
\$1,000,000 each person  
\$1,000,000 each accident  
Property Damage: \$500,000 each accident
- 10.4.4. Professional Liability.** Professional liability insurance in an amount of at least \$1,000,000 total limit of liability per claim and aggregate.

## **SECTION 11. GENERAL PROVISIONS**

- 11.1. Indemnification.** CONSULTANT to the fullest extent permitted by law, shall indemnify and hold harmless the CLIENT, its officers and employees for any claims, damages, losses, and costs, including,

but not limited to, reasonable attorney's fees and litigation costs, arising out of claims by third parties for property damage or bodily injury, including death, to the proportionate extent caused by the negligence or willful misconduct of CONSULTANT, CONSULTANT's employees, affiliated corporations, and subcontractors in connection with Services performed under Task Orders issued hereunder.

- 11.2. Successors.** This Agreement is binding on the successors and assigns of CLIENT and CONSULTANT. The Agreement may not be assigned in whole or in part to any third parties without the written consent of both CLIENT and CONSULTANT.
- 11.3. Independent Contractor.** CONSULTANT represents that it is an independent contractor and is not an employee of CLIENT and CONSULTANT shall be solely responsible for withholding of all taxes, social security and insurance payments for its employees or agents.
- 11.4. Interpretation.** Interpretation and enforcement of this Agreement shall be in accordance with the laws of the State of Florida.
- 11.5. Notices.** Written notices may be delivered in person or by certified mail, or by facsimile, or by courier. All notices shall be effective upon the date of receipt by the party. Notices shall be delivered or sent to the designated representative of the other party at the address given on the last page of this Agreement. An address may only be changed by written notice.
- 11.6. Entire Agreement.** This Agreement, including any Task Orders, schedules, attachments and referenced documents, is the entire agreement between CLIENT and the CONSULTANT. Any prior or contemporaneous agreements, promises, negotiations or representations not expressly stated herein are of no force and effect. Any changes to this Agreement shall be in writing and signed by CLIENT and CONSULTANT.
- 11.7. Waivers and Severability.** Unless otherwise specified in this Agreement, a waiver or breach of any term, condition, or covenant by a party shall not constitute a waiver or breach of any other term, condition or covenant. If any court of competent jurisdiction declares a provision of this Agreement invalid, illegal, or otherwise unenforceable, the remaining provisions of the Agreement shall remain in full force and effect. Limitations of liability, indemnities, and other express representations shall survive termination of this Agreement for any cause.
- 11.8. Covenants.**
- 11.8.1.** The standard of care applicable to CONSULTANT's engineering or related services will be the degree of skill and diligence normally employed by professional engineers or consultants performing the same or similar services at the time said services are performed. CONSULTANT will re-perform any engineering or related services not meeting this standard without additional compensation. CONSULTANT represents that it has or will secure at its own expense all necessary personnel and equipment required to perform the services required by Task Orders to this Agreement, unless modified by the Task Order. Such personnel shall not be employees of, or have a contractual relationship with the CLIENT. CONSULTANT shall be solely responsible for adequate management and supervision of its employees, agents, and its subcontractors, the means, methods and techniques of performing its services and the technical accuracy and adequacy of reports of analysis and other deliverables required under the Task Order and this Agreement.
- 11.8.2.** CONSULTANT warrants that it will perform its services in accordance with and comply with applicable Federal, State and local laws, ordinances, and regulations, including but not limited to, applicable provisions of the Federal Clean Air Act, as amended and the Federal Occupational Health and Safety Act, as amended at the time said services are performed.
- 11.9. Lower-Tier Subcontracts.** CONSULTANT warrants that it will not subcontract any portion of the services to be performed under this Agreement or any Task Order(s) without the prior written

consent of CLIENT, which consent may be withheld at CLIENT's sole discretion. CONSULTANT warrants that it will bind all approved, lower-tier subcontractors to the provisions of this Agreement. However, neither this Agreement, nor any lower-tier subcontracts will create any contractual relationship between any lower tier subcontractor and CLIENT, nor shall CLIENT have any liability to any lower-tier subcontractor. The CONSULTANT shall be solely responsible for the satisfactory performance of services subcontracted by the CONSULTANT.

**11.10. Confidentiality.** CONSULTANT warrants that it will not disclose and will hold confidential all technical data or other information furnished to CONSULTANT by CLIENT, or reviewed or generated by CONSULTANT, including without limitation, all data reports, opinions, conclusions, or recommendations prepared by CONSULTANT.

**11.10.1.** Notwithstanding the foregoing, CONSULTANT shall not be obligated to maintain confidentiality of any such information if (1) its disclosure is required by applicable law or regulation; (2) its disclosure is ordered by a court of competent jurisdiction or other governmental order or directive; (3) CLIENT consents in writing (4) the information is/ or becomes part of the public domain through no fault or negligence of CONSULTANT; or (5) CONSULTANT lawfully possessed the information prior to receipt from CLIENT, provided however, in the event the CONSULTANT shall be so required to disclose any such information pursuant to (1) or (2) above, CONSULTANT shall prior to disclosure, give notice to CLIENT, who shall have the right, at its own expense, to interpose all objections it may have to the disclosure of the information.

**11.11. Conflict of Interest.** Upon receipt of each Task Order and its understanding of the Project, the CONSULTANT shall determine if a conflict of interest exists. Accordingly, CONSULTANT warrants that it and its employees do not have, nor shall they acquire any interest, direct or indirect which would constitute a conflict of interest in the performance of the services required under this Agreement and any authorized Task Orders. A conflict of interest is defined to be any interest which in CLIENT's reasonable judgment has the affect or appearance of affecting CONSULTANT's impartial performance of its services.

**11.12. General CONSULTANT Obligations.** In addition to the specific scope(s) of service required under each authorized Task Order, CONSULTANT shall be responsible for the following:

**11.12.1.** CONSULTANT shall designate in writing a person to act as CONSULTANT's representative with respect to the services to be rendered under this Agreement and each Task Order. Such person shall have complete authority to receive instructions and information from CLIENT and interpret and define CONSULTANT's policies, specifications, and reports.

**11.12.2.** CONSULTANT shall retain complete and accurate analytical and financial records of all work performed pursuant to this Agreement for the longer of (1) the period of two years following completion of services under a Task Order; or (2) the minimum period specified by the Florida Department of State. This record retention period may, upon notice to the CONSULTANT by CLIENT, be automatically extended during the course of any administrative or judicial action involving the CLIENT regarding matters to which the records are relevant.

**11.13. No Third Party Beneficiary Rights.** Nothing in this Agreement shall be interpreted or construed to give any rights or benefits to anyone other than the CONSULTANT, and CLIENT. Therefore, there are no third party beneficiaries of this Agreement.

**11.14. Order of Precedence.** In the event of conflict between provisions of this Agreement, the conflict or ambiguities shall be resolved by giving precedence as follows: (a) an individual Task Order subject to the conflict, (b) this Agreement, and (c) the Contract's terms and provisions.

**11.15. Publicity.** CONSULTANT shall not disclose the CLIENT's name or the nature of its services being provided under any Task Order, or engage in any other publicity or public media disclosures with respect to its services to be performed under this Agreement or under any Task Order without the prior written consent of CLIENT.

**11.16. Representatives.**

**11.16.1.** The authorized representatives of the CLIENT shall be:

Name:	John Hofstad
Title:	Director
Company:	Okaloosa County Public Works
Address:	1759 S Ferdon Blvd Crestview, FL 32536
Telephone:	850.689.5772
Facsimile:	850.689.5715
E-Mail:	jhofstad@co.okaloosa.fl.us

**11.16.2.** The authorized representative for CONSULTANT shall be:

Name:	David D. Skipper, P.E.
Title:	Vice President
Company:	Hatch Mott MacDonald Florida, LLC
Address:	5111 North 12th Avenue Pensacola, FL 32504
Telephone:	(850)484-6011
Facsimile:	(850)484-8199
E-Mail:	david.skipper@hatchmott.com

**11.17. CONSULTANT's Personnel at Construction Site.**

**11.17.1.** In the event the presence or duties of CONSULTANT's personnel is necessary pursuant to a Task Order at a construction site, whether as onsite representatives or otherwise, do not make CONSULTANT or CONSULTANT's personnel in any way responsible for those duties that belong to CLIENT and/or the construction contractors or other entities, and do not relieve the construction contractors or any other entity of their obligations, duties, and responsibilities, including, but not limited to, all construction methods, means, techniques, sequences, and procedures necessary for coordinating and completing all portions of the construction work in accordance with the construction contract documents and any health or safety precautions required by such construction work.

**11.17.2.** CONSULTANT and CONSULTANT's personnel have no authority to exercise any control over any construction contractor or other entity or their employees in connection with their work or any health or safety precautions and have no duty for inspecting, noting, observing, correcting, or reporting on health or safety deficiencies of the construction contractor(s) or other entity or any other persons at the site except CONSULTANT's own personnel.

**11.17.3.** The presence of CONSULTANT's personnel at a construction site is for the purpose of providing to CLIENT a greater degree of confidence that the completed construction work will conform generally to the construction documents and that the integrity of the design concept as reflected in the construction documents has been implemented and preserved by the construction contractor(s). CONSULTANT neither guarantees the performance of

the construction contractor(s) nor assumes responsibility for construction contractor's failure to perform work in accordance with the construction documents.

## **SECTION 12. SPECIAL PROVISIONS, EXHIBITS AND SCHEDULE**

**12.1.** This Agreement is subject to the following special provisions:

**12.1.1. Opinions of Cost, Financial Considerations, and Schedules.** In providing opinions of cost, financial analyses, economic feasibility projections, and schedules, CONSULTANT has no control over cost or price of labor and materials; unknown or latent conditions of existing equipment or structures that may affect operation or maintenance costs; competitive bidding procedures and market conditions; time or quality of performance by operating personnel or third parties; and other economic and operational factors that may materially affect the ultimate cost or schedule. Therefore, CONSULTANT makes no warranty that actual costs, financial aspects, economic feasibility, or schedules will not vary from CONSULTANT's opinions, analyses, projections, or estimates. CLIENT will employ an independent cost estimator, contractor, or other appropriate advisor if CLIENT requires greater assurance as to any element of cost, feasibility, or schedule.

**12.1.2. Advertisements, Permits, and Access.** Unless otherwise agreed to in the Task Order, CLIENT will obtain, arrange, and pay for all advertisements for bids; permits and licenses required by local, state, or federal authorities; and land, easements, rights-of-way, and access necessary for CONSULTANT's services or Project construction.

**12.1.3. CONSULTANT's Deliverables.** CONSULTANT's deliverables, including record drawings, are limited to the sealed and signed hard copies. Computer-generated drawing files furnished by CONSULTANT are for CLIENT's convenience. Any conclusions or information derived or obtained from these files will be at user's sole risk.

**12.1.4. Legal Assistance.** The Scope of Services in this Agreement does not include costs of CONSULTANT for required or requested assistance to support, prepare, document, bring, defend, or assist in litigation undertaken or defended by CLIENT. All such services required or requested of CONSULTANT by CLIENT, except for suits or claims between the parties to this Agreement, or where both are parties to a suit or claim, will be reimbursed as mutually agreed, and payment for such services will be in accordance with a separate Task Order. That, CLIENT will pay CONSULTANT for labor and expenses incurred in satisfying the requirements and assisting in any audit required by CLIENT, the United States Environmental Protection Agency, and Comptroller General, the United States Department of Labor, the State Regulatory Agency or any of their duly authorized representatives unless the necessity of the audit is caused by CONSULTANT's negligence. The basis of payment will be defined as a Task Order to this Agreement.

## **SECTION 13. ATTACHMENTS, SCHEDULES, AND SIGNATURES**

**13.1.** This Agreement, including its attachments and schedules, constitutes the entire Agreement, supersedes all prior written or oral understandings, and may only be changed by a written amendment executed by both parties. Attachments included are:

**13.1.1.** Exhibit A –Hourly Per Diem Rate Schedule and Standard Rates for Direct Expenses for Professional Consulting Engineering Services to OCPW.

**13.1.2.** Execution Authority. This Agreement is a valid and authorized undertaking of CLIENT and CONSULTANT. The representatives of CLIENT and CONSULTANT who have signed below have been authorized to do so.


IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement as of the day and year shown on the cover page.



**CLIENT**  
**Okaloosa County Public Works Department**

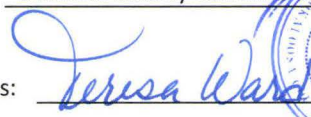

**CONSULTANT**  
**Hatch Mott MacDonald Florida, LLC**


By:   
Don R. Amunds  
Chairman

By:   
David D. Skipper, P.E.

Title: Board of County Commissioners

Title: Vice President

Witness:   


Witness: 

**Address for Giving Notice:**  
1759 S Ferdon Blvd  
Crestview, FL 32536

5111 North 12th Avenue  
Pensacola, FL 32504

\*\*\*\*\* END \*\*\*\*\*

**HATCH MOTT MACDONALD**  
**Okaloosa County 2013 Hourly Rate Schedule**

	<u>Per Hour*</u>
Principal .....	\$225.00
Principal Project Manager / Principal Architect / Principal Engineer / Principal Landscape Architect.....	\$190.00
Sr. Project Engineer / Sr. Project Architect / Sr. Project Manager / Sr. Landscape Architect.....	\$155.00
Project Manager .....	\$135.00
Project Engineer .....	\$105.00
Project Architect.....	\$105.00
Engineer III/IV / Architect III/IV .....	\$95.00
Engineer I/II / Architect I/II .....	\$75.00
Sr. Specialist.....	\$150.00
Specialist V/ Designer V .....	\$108.00
Specialist IV/Designer IV .....	\$90.00
Specialist III /Designer III.....	\$ 78.00
Technician II .....	\$ 60.00
Technician I.....	\$ 50.00
Inspector V.....	\$ 90.00
Inspector IV.....	\$ 85.00
Inspector III.....	\$ 65.00
Inspector II/Specialist II .....	\$ 60.00
Inspector I/Specialist I.....	\$ 45.00
Senior Surveyor .....	\$110.00
Surveyor V .....	\$108.00
Surveyor IV.....	\$ 95.00
Surveyor III .....	\$ 70.00
Surveyor II .....	\$ 50.00
Surveyor I .....	\$ 42.00
Administrative Assistant III & IV .....	\$ 65.00
Administrative Assistant I & II .....	\$ 45.00
1 – Person with robotic equipment.....	\$ 90.00
2 – Person Survey Crew .....	\$125.00
3 – Person Survey Crew .....	\$165.00
4 – Person Survey Crew .....	\$210.00

**Notes**

- \* Hourly rates for special consultations and services in conjunction with litigation are available on request.
- \* Rates are for straight time hours. Rates multiplied by 1.5 for overtime hours for applicable personnel.
- \* Rates for additional personnel can be provided upon request.

EXHIBIT     A



ORIGINAL

*Proposal for General Engineering Services for Okaloosa County  
Okaloosa County Board of County Commissioners*

*PW 25-13*

*Submitted by Hatch Mott MacDonald*

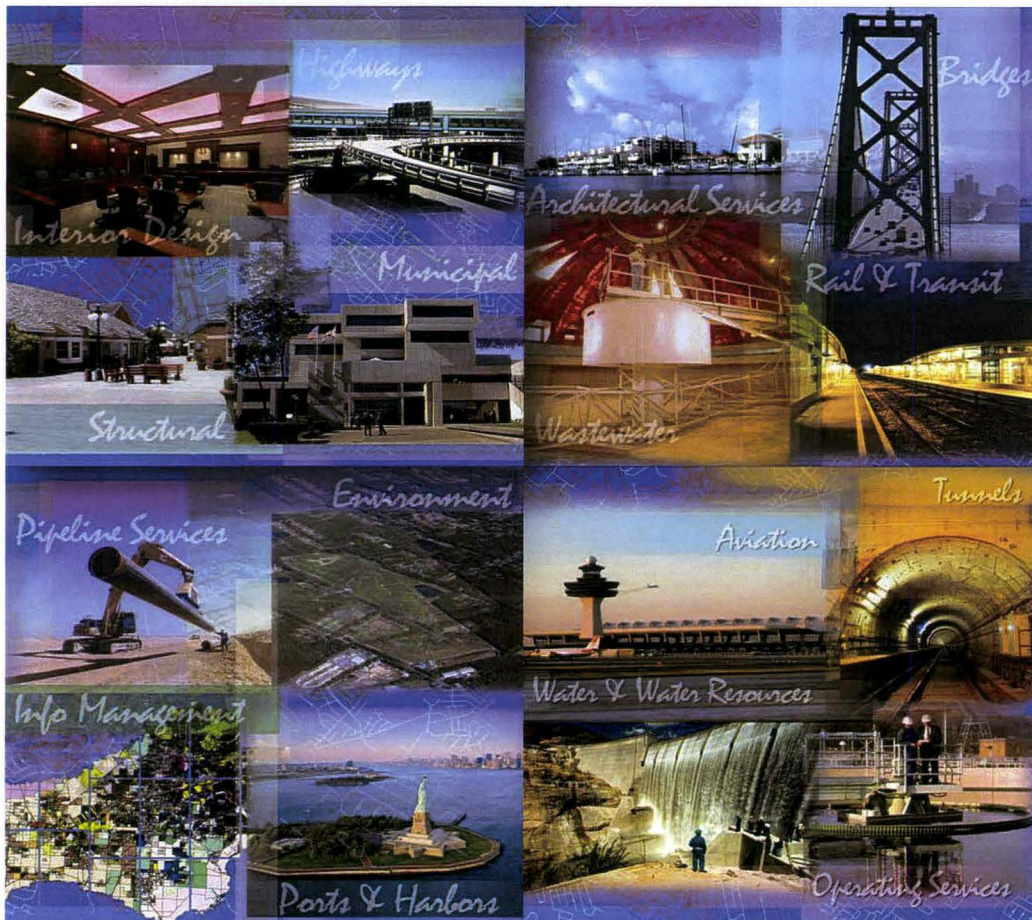
*April 19, 2013*



# Hatch Mott MacDonald Qualifications

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**Hatch Mott  
MacDonald**

**Hatch Mott MacDonald**  
5111 North 12th Ave  
Pensacola, FL 32504  
T 850.484.6011 [www.hatchmott.com](http://www.hatchmott.com)

AAC000035 EB0000155 LB00006783

April 19, 2013

Okaloosa County Purchasing Department  
Attn: Richard Brannon  
602-C North Pearl St  
Crestview, FL 32536

**RE: Consulting Engineering Services for Okaloosa County  
Proposal # PW 25-13**

Dear Mr. Brannon:

Hatch Mott MacDonald Florida, LLC (HMM) is pleased to present our Statement of Qualifications/Proposal to provide "General Engineering Services for Okaloosa County". HMM is a multi-disciplined engineering, architectural and surveying firm employing a highly qualified team with many years of experience in design, construction management and inspection, and surveying. Our vast project experience ranges from small repair/restoration projects to complex transportation and stormwater projects. This includes municipal infrastructure such as urban and rural roadways, bridges, stormwater management, drainage structure design, sediment and erosion control, municipal buildings, and recreational facilities. In addition, HMM staff is experienced in assisting our public clients in meeting necessary regulatory requirements and securing Federal, State and local permits.

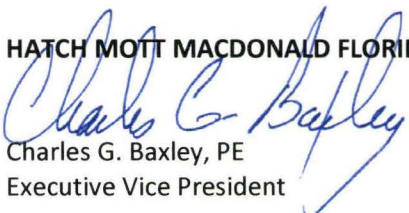
HMM's Pensacola office has committed the necessary corporate resources to serve the needs of Okaloosa County under this contract. The firm also has offices in Panama City and Tallahassee available to offer valuable support should the need arise. With this infrastructure in place, we are well positioned to complete the County's projects – efficiently and to the utmost level of quality. HMM has assembled a project team of professionals that have a broad range of experience in all aspects of engineering to serve the County's needs. The assembled team members combine a high level of expertise with excellent reputations in their respective fields.

Mr. David Skipper, PE, in our Pensacola office, will direct the efforts of the assembled team and will serve as the County's point of contact with our firm. Mr. Skipper brings a wealth of experience to this project and has enjoyed a long and respected career in both the local public and private sectors. Mr. Skipper's reputation has garnered respect from both our clients and the professional engineering community.

Finally, as a current County Consultant, our team has a very thorough knowledge of Okaloosa County engineering needs and methods of operations. Our team of professionals are dedicated to providing Okaloosa County with the highest possible level of service. We realize that project budgets and schedules are of critical importance to the County, and that if selected, HMM employs an in-house quality control system that ensures the team's ability to meet the County's schedules within the established budgets for the assigned projects.

Respectfully submitted,

**HATCH MOTT MACDONALD FLORIDA, LLC**

  
Charles G. Baxley, PE  
Executive Vice President

# Hatch Mott MacDonald Qualifications

## Business Credentials

Hatch Mott MacDonald (HMM) offers quality engineering, architectural, surveying and construction management services throughout Florida and surrounding states. HMM's Florida subdivision includes offices in Pensacola, Tallahassee, Panama City, Chipley, Jacksonville, and Tampa, Florida. Our Pensacola office will be responsible for managing and performing the project services, with our Panama City, Chipley and Tallahassee offices available to provide technical assistance.

Throughout our more than 56 years of experience as a Florida corporation, we have established a reputation of providing quality professional services with consistent attention to the detailed needs of our clients. Okaloosa County would primarily be interested in our Pensacola, Tallahassee and Panama City offices' experience, which include roadways, water/wastewater, stormwater management, parks and recreation, planning, transportation, grant funding, and environmental permitting. With this level of technical experience and the close proximity of these offices to Okaloosa County, Hatch Mott MacDonald can respond quickly and effectively to meet your needs.



## Consulting Areas

- ◆ Architecture/Building Design
- ◆ Aviation Engineering
- ◆ City Facility Engineering
- ◆ Comprehensive Plan Evaluation and Appraisals
- ◆ Construction Engineering Services/CEI
- ◆ Contract Operations
- ◆ Electrical Engineering
- ◆ Environmental Site Assessment
- ◆ Geographical Information Systems
- ◆ GIS Support and Development
- ◆ Grant Writing
- ◆ Hydraulic Infrastructure Evaluation/Rehabilitation
- ◆ Information Management
- ◆ Land Planning and Amendments
- ◆ Municipal Engineering/Public Works Management
- ◆ Municipal Wastewater Management
- ◆ Permitting
- ◆ Private Development Reviews
- ◆ Rate Studies
- ◆ Recreational Facilities
- ◆ Recycling/Solid Waste Management
- ◆ Road and Bridge Design
- ◆ Site Planning and Design
- ◆ Stormwater and Flood Plain Management
- ◆ Stormwater Watershed Management
- ◆ Structural Engineering
- ◆ Surveying
- ◆ Traffic Planning
- ◆ Transportation Engineering
- ◆ Water Supply Management
- ◆ Water/Wastewater Engineering

## Staffing

HMM currently employs over 2,400 staff in 70 office locations. Approximately 120 of these staff members are employed in the firm's Southeast Division with 75 staff based along the Florida Gulf Coast to serve communities such as Okaloosa County, City of Crestview, City of Destin, and City of Fort Walton Beach. To complete our team we have added four specialty consultants to further our team's depth.

**Larry M. Jacobs & Associates, Inc. (LMJ)** is a veteran owned small business that specializes in providing professional geotechnical engineering, drilling, and materials testing services. Our mission is to provide our clients with the best service, quality, and value. LMJ is founded on the experience, knowledge, and strengths of each employee, and are dedicated to responding to the needs of clients with more than 35 years of service and over 6,000 successfully completed projects. Their in-house drilling department is one of the most equipped in the area and offers clients a competitive advantage by being able to expedite project schedules and provide a single source for completing project tasks cost effectively.



## Hatch Mott MacDonald Qualifications

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*LMJ* maintains a wide range of certifications, accreditations, and qualifications and an internal quality control program in accordance with the American Associate of State Highway and Transportation Officials (AASHTO) and the American Society for Testing and Materials (ASTM). They are members of national, state, local and professional organizations, and play an active role in local community through sponsorships and donations to local schools and organizations.

***HSA Consulting Group, Inc. (HSA)*** is a professional service organization providing an extensive range of transportation planning, traffic engineering, surveying and mapping, and photogrammetric services. Clients include local, regional and state governmental agencies as well as private and institutional clients such as medical and educational clients. Additionally, their experience includes work with the Department of Defense and Federal Highway Administration. With offices located in Gulf Breeze, Chipley, and Tallahassee, Florida their service area includes the Northwest Florida and other areas of the state and nation facing growth management challenges.

***Hayes Consulting Services, LLC (HCS)*** is a DBE / MBE firm certified by the Florida Department of Transportation. HCS consists of a professional staff with the necessary experience and resources to successfully accomplish the work required for any right of way project. HCS has established itself as a firm with a clear understanding of right of way policies, procedures and production. This understanding is based on knowledge of all aspects of a project from notice to proceed to certification. HCS has demonstrated the capacity to successfully complete assignments and to manage overall workload in order to continuously maintain sufficient staff availability for assignments, while meeting overall budget, schedule and quality objectives. HCS is committed to thorough, effective management of staff and the activities of their subconsultants. The HCS team is immediately available upon notice to proceed and will be dedicated to teamwork and business excellence.


***Wetland Sciences, Inc. (WSI)*** is a local professional environmental consulting firm whose staff members have accumulated over 60 years of experience in the environments of Northwest Florida. WSI has been incorporated since 1993 with a primary emphasis on regulatory liaison associated with land development issues. WSI has a keen familiarity and considerable expertise specifically related to coastal environments. WSI has extensive permitting experience associated with boat launch facilities, marina, docking facilities, and coastal and upland development projects throughout Northwest Florida. Their experience allowed Wetland Sciences, Inc. to participate in four of the five Phase I Natural Resource Damage Assessment Early Restoration projects.




# Hatch Mott MacDonald Qualifications

## Registrations

**State of Florida**  
Board of Professional Engineers  
Attests that  
**Hatch Mott MacDonald Florida, LLC.**



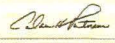
is authorized under the provisions of Section 471.023, Florida Statutes, to offer engineering services to the public through a Professional Engineer, duly licensed under Chapter 471, Florida Statutes.  
Expiration: 2/28/2015 CA Lic. No: 155  
Audit No: 228201501330 Certificate of Authorization

  
Florida Department of Agriculture and Consumer Services  
Division of Consumer Services  
Board of Professional Surveyors and Mappers  
2005 Apalachee Pkwy Tallahassee, Florida 32399-6500

License No.: **LB6783**  
Expiration Date: February 28, 2015

**Professional Surveyor and Mapper Business License**  
Under the provisions of Chapter 472, Florida Statutes

HATCH MOTT MACDONALD FLORIDA LLC  
5111 N 12TH AVE  
PENSACOLA, FL 32504-8918


  
ADAM H. PUTNAM  
COMMISSIONER OF AGRICULTURE

This is to certify that the professional surveyor and mapper whose name and address are shown above is licensed as required by Chapter 472, Florida Statutes.


STATE OF FLORIDA  
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION  
BOARD OF ARCHITECTURE & INTERIOR DESIGN

LICENSE NUMBER:


The ARCHITECT CORPORATION  
Named below IS CERTIFIED  
Under the provisions of Chapter 481 FS.  
Expiration date: FEB 28, 2015



HATCH MOTT MACDONALD FLORIDA, LLC  
27 BLEEKER STREET  
MILLBURN NJ 07041-1008




**State of Florida**  
Board of Professional Engineers  
Attests that  
**David Dwight Skipper, P.E.**




Is licensed as a Professional Engineer under Chapter 471, Florida Statutes  
Expiration: 2/28/2015 P.E. Lic. No: 58972  
Audit No: 228201527710

**State of Florida**  
Board of Professional Engineers  
Attests that  
**James Mccray Bundy, P.E.**



Is licensed as a Professional Engineer under Chapter 471, Florida Statutes  
Expiration: 2/28/2015 P.E. Lic. No: 38569  
Audit No: 228201512942

**State of Florida**  
Board of Professional Engineers  
Attests that  
**Thomas Heath Jenkins, P.E.**




Is licensed as a Professional Engineer under Chapter 471, Florida Statutes  
Expiration: 2/28/2015 P.E. Lic. No: 69053  
Audit No: 228201529439

**State of Florida**  
Board of Professional Engineers  
Attests that  
**Steven D. White, P.E.**




Is licensed as a Professional Engineer under Chapter 471, Florida Statutes  
Expiration: 2/28/2015 P.E. Lic. No: 58809  
Audit No: 228201522829

**State of Florida**  
Board of Professional Engineers  
Attests that  
**Ricky Elijah Branton, P.E.**




Is licensed as a Professional Engineer under Chapter 471, Florida Statutes  
Expiration: 2/28/2015 P.E. Lic. No: 57043  
Audit No: 228201522647

**State of Florida**  
Board of Professional Engineers  
Attests that  
**Thomas Andrew McIendon, P.E.**



Is licensed as a Professional Engineer under Chapter 471, Florida Statutes  
Expiration: 2/28/2015 P.E. Lic. No: 71749  
Audit No: 228201524250

**State of Florida**  
Board of Professional Engineers  
Attests that  
**Bob L. Worley, P.E.**




Is licensed as a Professional Engineer under Chapter 471, Florida Statutes  
Expiration: 2/28/2015 P.E. Lic. No: 50679  
Audit No: 228201503245



# Hatch Mott MacDonald Qualifications

**State of Florida**  
Board of Professional Engineers  
Attests that  
**Larry M Jacobs & Assoc Inc**

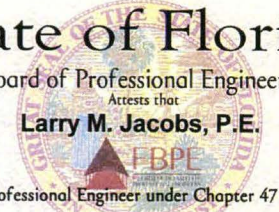


is authorized under the provisions of Section 471.023, Florida Statutes, to offer engineering services to the public through a Professional Engineer, duly licensed under Chapter 471, Florida Statutes.  
Expiration: 2/28/2015  
Audit No: 228201502605

Certificate of Authorization

CA Lic. No:  
2184

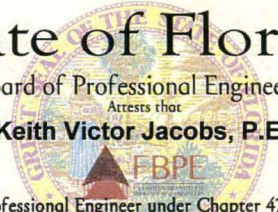
**State of Florida**  
Board of Professional Engineers  
Attests that  
**Larry M. Jacobs, P.E.**



Is licensed as a Professional Engineer under Chapter 471, Florida Statutes  
Expiration: 2/28/2015  
Audit No: 228201520763

P.E. Lic. No:  
19690

**State of Florida**  
Board of Professional Engineers  
Attests that  
**Keith Victor Jacobs, P.E.**



Is licensed as a Professional Engineer under Chapter 471, Florida Statutes  
Expiration: 2/28/2015  
Audit No: 228201523656

P.E. Lic. No:  
66577

**State of Florida**  
Board of Professional Engineers  
Attests that  
**HSA Consulting Group, Inc.**




is authorized under the provisions of Section 471.023, Florida Statutes, to offer engineering services to the public through a Professional Engineer, duly licensed under Chapter 471, Florida Statutes.  
Expiration: 2/28/2015  
Audit No: 228201503568

Certificate of Authorization

CA Lic. No:  
8188

**State of Florida**  
Board of Professional Engineers  
Attests that  
**Thomas Raymond Bedell, P.E.**



Is licensed as a Professional Engineer under Chapter 471, Florida Statutes  
Expiration: 2/28/2015  
Audit No: 228201503037

P.E. Lic. No:  
28422

## Specific Accomplishments

### HMM Project Specific Experience

#### FWB Pump Station #1, Storage Tank and Force Main in Okaloosa County

HMM was responsible for design of all components of this project.

Project components included:

- ♦ 10 MGD capacity pump station
- ♦ 4 MG storage tank
- ♦ 18,000 LF of 20-inch force main
- ♦ 9,000 LF of 36-inch force main
- ♦ 5,000 LF of 6/10-inch reclaimed water main

The pump station upgrades consisted of conversion of the station to a submersible pump design. Four new 200 horsepower submersible pumps will be installed. The dry well will be converted to additional wet well volume to help address short cycling issues experienced with the existing pump station configuration. The above ground building will be removed. Station discharge piping was moved outside and above ground on a concrete slab. New electrical building, variable frequency drives and switchgear were added.

The Pump Station #1 peaking factor is quite high making it difficult to provide a pump station and force main system that can meet the required design condition while still providing efficient operation





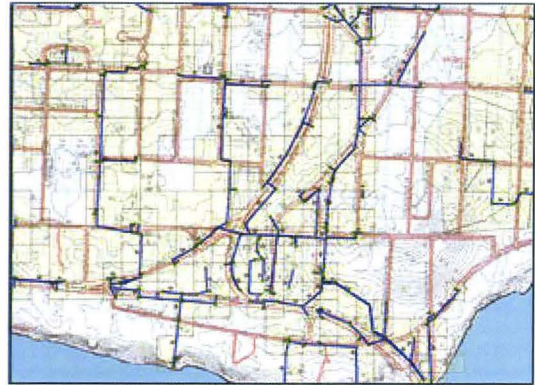
## Hatch Mott MacDonald Qualifications

under more typical daily flows. The 4.0 MG storage tank that will be added adjacent to Pump Station #1 provides storage for peak flows and allowed for a smaller force main and lower head pumps. The design incorporated flow control valves between the pump station and the storage tank.

The 20/36-inch force main included jack and bores and horizontal directional drilling at major roadway crossings and other locations where space was limited for open-cut installation. The force main portion of the project required close coordination with Okaloosa County Water and Sewer who will tie-in at the point where the force main increases from 20-inch to 36-inch diameter.

### **FWB Stormwater Master Plan in Okaloosa County**

The City of Fort Walton Beach retained HMM for developing a city-wide stormwater hydraulic model and master plan. The City provided its stormwater GIS data to HMM for development of the hydraulic GIS-based model. Model development includes delineation of drainage basins, modeling of stormwater pipes  $\geq 15$ " dia., and recommending improvements. The City intends to also work in concert with Okaloosa County as the County updates its current stormwater model and master plan, since several County drainage basins contribute to the City's existing system. HMM has likewise been retained by Okaloosa County for migrating its existing stormwater model to the current platform, and verifying whether several previously recommended master plan improvements are still valid. HMM assisted the City and County in selecting a GIS-based stormwater modeling package (InfoSWMM).



### **Second Street Drainage Improvements, Shalimar, FL**

Hatch Mott MacDonald was retained by Okaloosa County to provide a solution to frequent flooding at the intersection of 2<sup>nd</sup> St. and 6<sup>th</sup> Ave. in Shalimar, FL that led to flooding of State Road 85. Hatch Mott MacDonald achieved this task by designing a 1,500 lineal feet drainage system in 2<sup>nd</sup> St. to convey runoff downstream to an existing outfall. Hatch Mott MacDonald designed a system of linear detention swales and a wet retention facility to provide treatment to runoff before outfall to the local waterway. HMM provided:

- ◆ *Survey:* Perform survey in order to prepare construction plans and NFWFMD permit applications, including right-of-way and topography.
- ◆ *Plan Preparation:* Drainage and roadway reconstruction plans were prepared to install a stormwater conveyance system with minimal impact to utilities.
- ◆ *Permit Applications:* A stormwater retro-fit permit was obtained for this project through the NFWFMD. Dredge and fill exemption was secured from FDEP and ACOE.

### **George French Water Reclamation Facility (WRF) Headworks Screen Assembly Replacement, Destin Water Users (DWU) in Okaloosa County**

DWU proposed to replace the two existing headworks drum screens with two, new Spaans-Babcock, Inc. step screens with wash DWU required technical assistance from HMM to ensure that the proposed step screens will be able to be installed in the existing drum screen channel and headworks platform without major structural, process piping and electrical modifications. A single chute discharge from the new step screens into a single dumpster was desired by DWU, along with the continued use of the BioWay odor control system and its existing ductwork.

### **Araogon/Romana Drainage Improvements in Pensacola, FL**



## Hatch Mott MacDonald Qualifications

The Community Redevelopment Agency (CRA) for the City of Pensacola Contracted with HMM to address stormwater drainage issues occurring along Romana Street between Alcaniz Street and 9<sup>th</sup> Avenue. Hatch Mott MacDonald was tasked to analyze and design a stormwater system to collect and convey surface water runoff more efficiently from points of known flooding within the area. In particular, the intersection of Romana and Florida Blanca Streets flooded on a frequent basis. In addition to analyzing and developing possible solutions to this problem, HMM also reviewed and presented solutions for preventing tidal influences that result in flooding within the subdivision.

The improvements consist of approximately 1,600-lf of storm sewer with catch basins, 1,960-lf of 12" under drain, a 14'x24' Vortech treatment vault and four (4) Tideflex tidal valves. The improvements are intended to remove excessive ground water from the Aragon Subdivision, increase conveyance away from the Romana St / Florida Blanca St intersection, provide the greatest level of treatment possible before the stormwater is discharged in to the bay and to prevent high tides and storm surge from backing up into the system and inundating the subject area.

To accomplish this, the work consisted of enlarging an existing, antiquated drainage system from the Romana St / Florida Blanca St intersection all the way south to the outfall in Pensacola Bay. The new enlarged system along Florida Blanca St consisted of approximately 1,500 LF of 48"x76" ERCP and a 14'x22' Vortech Treatment Vault. This also required the installation of approximately 1,900 LF of 12" underdrain along Romana St. As the intersection of Romana St and Florida Blanca St is the lowest point in a bowl-shaped area, once water was present it had nowhere to go. Exacerbating this issue is the fact that was once a swamp that has since been developed and transformed into an upscale residential area. The new 12" underdrain will remove ground water, allowing rainfall to perk into the ground and thereby reduce runoff. The new drainage system along Florida Blanca St will convey the runoff for rainfall events up to and including the 25-year storm.

Along with the design of the new drainage, HMM researched the site to determine the cause of the flooding problems and offered several alternative solutions to the City. HMM also completed the permitting of the project including FDOT Drainage Connection Permit, ACOE Dredge and Fill Permit, FDEP Stormwater Permit as well as approval through the City of Pensacola. HMM also developed a STORMCADD and ICPR drainage basin model of the area to help evaluate the flooding issues.

### George French Water Reclamation Facility (WRF) Odor Control Study , Destin Water Users (DWU) in Okaloosa County

The purpose of the study was to determine means, methods, equipment, processes and operations that would reduce odors at the WRF plant boundaries. Based on its experience, DWU believed the WRF headworks to be the primary source of nuisance odors. Although DWU has received complaints in the past from properties adjoining the WRF, there has not been a steady outcry from the neighbors. DWU anticipated that that the existing BioWay headworks odor control system could be retained in whole or in part.

- ♦ HMM performed continuous H<sub>2</sub>S sampling at the WRF headworks screens, headworks limits at the primary downwind location, and WRF boundary at the primary downwind location, or critical receptor and several instantaneous readings at contributing lift station wet wells.
- ♦ Methyl Mercaptans grab samples will be obtained at the WRF headworks and selected contributing lift









## Hatch Mott MacDonald Qualifications

### Shore at Crystal Beach Pavillion and Dune Walkover in Okaloosa County

This 0.5 acre public park has frontage on the beach and Gulf of Mexico. The park consists of a 1700 square feet open-air seating/viewing pavilion with 150 feet of connecting boardwalks and dune walkovers. A public restroom facility along with outdoor showers and water fountain are located under the pavilion roof. The site also includes a concrete paver parking lot, bicycle facilities, sidewalks, water and sewer supply, and stormwater basin.

The pavilion structure is pile supported and consists of heavy timber construction and is designed in accordance with the 2004 Florida Building Code.

The scope of work included civil, structural, MEP (Subconsultant), architectural, and landscape design along with permitting services, traffic study (Subconsultant) and geotechnical engineering (Subconsultant). MEP includes lighting plans for the pavilion and restroom and plumbing plans for the restroom, showers, and water fountains. A traffic study was performed in order to obtain the Development Order for the Project.



### Commons Drive Environmental Assessment in Okaloosa County



HMM was retained to provide environmental services for the construction of a new roadway –Commons Drive Extension in Destin, Florida. The project involved the evaluation of an undeveloped corridor for potential environmental issues. The project area was primarily small business, strip commercial centers and multi-family residential communities. The Phase I ESA data base records and historical aerial photography did not identify any suspect properties, however the onsite visual inspection revealed a groundwater monitoring well. Further investigations revealed that this well was previously used to monitor reclaimed water used for the adjacent ball fields. Based on the reviews no additional work was recommended.

### Commons Drive Extension Design in Okaloosa County

The Commons Drive Extension replaced the existing connection between Indian Bayou Trail to Airport Road, with the realignment being located between the intersection of Commons Drive and Two Trees Road to the existing Airport Road connection. This project included new construction consisting of two-12 foot-lanes with four-4- foot shoulders, turning lanes at adjacent municipal buildings, bus loading zones, stormwater management facilities, and a roundabout at the intersection of Indian Bayou Trail (formerly Two Trees Road) and Commons Drive.

HMM prepared roadway alignment, profiles, landscape, irrigation, lighting, and stormwater detention facility construction drawings and specifications. HMM engineers and landscape architects worked closely with the City of Destin to preserve relict dunes while facilitating needed infrastructure improvements. Local municipal codes and ordinances were followed in the design and permitting of this roadway through the Northwest Florida Water Management District and Florida Department of Environmental Protection and local governing agencies.



## Hatch Mott MacDonald Qualifications

### Construction Engineering and Inspection Services for Shoulder Revetment of SR 30 from Brooks Bridge to East Pass Bridge in Okaloosa County

This project is designed to prevent or reduce loss of this vital roadway after serious storm events. This project was constructed across the barrier island in south Okaloosa County which supports US 98 as the primary traffic route for commuters between the coastal towns of Ft. Walton Beach and Destin. The project roadway section is 3.584 miles long and is located between the Brooks Bridge and East Pass Bridge on State Road 30 (US 98). This roadway section is vulnerable to storm surge overtopping associated with Hurricane landfall events. The project consisted of excavating the existing shoulders (outside and inside), installation of composite sheet pile between US 98 westbound and the bay, installation of graded shoulders, and the construction and installation of 9 miles of stainless steel gabion mats for shoulder revetment of the critical US 98 corridor. The thick gabion baskets are a welded stainless steel fabric laced together to form a mattress which is filled with rock. The mattresses formed a monolithic blanket along each shoulder to eliminate or mitigate loss of the US 98 roadway and shoulders during storm events. These mattresses are designed to act as armor for the shoulders and prevent undermining of the roadway.



This project also required the construction and installation of 6 miles of composite sheet pile walls with a reinforced concrete cap.

The sheet wall was constructed in highly vulnerable sections of the roadway that have failed and been destroyed during prior Hurricane landfall events. This project was let with a "Bonus" completion incentive. The Contractor aggressively pursued the work on this project and was able to complete the project within allowable contract time to earn the "Bonus" incentive payment.

### SR 30 (US 98) Project Environment (PD&E) Study in Okaloosa County

The Florida Department of Transportation (FDOT) conducted engineering and environmental studies for the improvement of SR 30 (US 98) in Okaloosa and Walton Counties. The purpose of the PD&E Study is to conduct the analyses and provide the documentation necessary for the FDOT to reach a decision on the type, design and location of the proposed improvements to US 98. All factors related to the design and location of the improvements are considered including transportation needs, social and environmental impacts, and economic feasibility. The project limits are from Airport Road in Okaloosa County to CR 30A in Walton County.

This PD&E Study was conducted in two stages:

- ◆ Stage 1 – Identify viable alternate corridors to accommodate projected traffic demand. Evaluate each corridor based on the above factors. Select corridor, which will be carried forward to the next stage.
- ◆ Stage 2 – Complete PD&E Study tasks for the viable alternatives identified within the selected corridor in Stage 1.

An evaluation matrix was used to summarize and compare the impacts and costs of the various alternatives. According to the Traffic Study, the only combination of improvements that will satisfy future traffic demands for this study area are the widening of the existing State Road 30 (US 98) corridor to six-lanes, the Commons-Airport / State Road 293–Matthew Connectors, a Single Point Urban Interchange at State Road 30 (US 98) and State Road 293, and corridor improvements to State Road 30 (US 98) in Walton County



## Hatch Mott MacDonald Qualifications

The surveying task for project entailed setting Aerial targets with Horizontal and Vertical Control for Aerial mapping of PD&E corridor. The Location of Existing Right of way for the establishment of Centerline alignment. Surveying methods used were GPS static and RTK Surveying along with Conventional robotic measurement surveying.

### **SR 85 from North of SR 8 (I-10) to Brock Avenue in Okaloosa County**

HMM provided survey and engineering services for milling and resurfacing of approximately 1.52 miles of SR 85 (Ferdon Blvd.) in the City of Crestview. The roadway consists of an urban typical section, which includes four travel lanes separated by a 14' to 30' grassed median. The project included safety and rehabilitation related improvements, such as removing fixed objects to outside of the clear zone, evaluating roadway cross-slopes, replacement of all roadway signs three years old or older, moving curb inlets from curb returns to tangent sections of curb, and providing turn lanes for median openings where necessary. Additionally, the project included ensuring ADA compliance for all sidewalks, curb ramps and driveways throughout the project.

### **SR 85 from North of SR 123 to North of SR 8 (I-10) in Okaloosa County**

HMM provided survey and engineering services for milling and resurfacing of approximately 11.6 miles of SR 85 in the City of Crestview and Okaloosa County. The roadway consists of a rural typical section, four travel lanes separated by a 30' to 64' grassed median. The project included safety and rehabilitation related improvements, such as guardrail replacement, evaluating roadway cross-slopes and superelevation, removing fixed objects to outside of the clear zone, replacement of all roadway signs three years old or older, and providing turn lanes for median openings where necessary. Additionally, the project included the reconstruction of a major FDOT drainage outfall near the intersection of SR 85 and I-10.

### **SR 85 (Miracle Parkway) at First Street in Okaloosa County**

The principal intent of this project was to reconfigure the existing intersection of SR 85 and First Street in Okaloosa County. Existing traffic signals and strain poles were removed and mast arm signal structures were constructed. The proposed typical section for Southbound SR 85 as it approaches First Street from the north consists of 2-12' through lanes with dedicated 12' left and right turn lanes. The proposed typical section for Northbound SR 85 as it approaches First Street from the south consists of 1-12' through lane and 1-12' dedicated left turn lane.

HMM was responsible for the design of the project and HMM also coordinated the public meetings for each project which included the preparation of the Press/News releases and a handout/Flyer with Project information to include a project location map, schedule of the project, length, anticipated construction time, funding and a comment form.

### **Four Mile Creek Bridge Replacement in Walton County**

The prominent components of the Bay Loop Road Improvement Project are the bridges over Four Mile Creek. Two bridges were constructed; one vehicular and the other pedestrian. Each bridge is approximately 160ft long and includes 500ft of roadway with approach slabs on each side. The vehicular replacement bridge contains (2) 12 ft. travel lanes and 2 ft. shoulders on each side for a total overall clear width of 28 ft. The new pedestrian bridge is 8 ft. wide and separated from the vehicular bridge and supports new 8" sewage force main that was relocated from the main bridge.



Both bridges utilized precast concrete piles and deck panels with cast in place concrete caps. The majority of bridge components being precast allows for accelerated bridge construction and is environmentally friendly by minimizing cast-in-place concrete over the water and wetland areas. The entire length of the vehicular bridge



## Hatch Mott MacDonald Qualifications

includes weathering steel arch trusses on each side of the bridge to simulate the historic bridge that was removed and replaced in the early 1950's. The center 80 ft. of the pedestrian bridge includes weathering steel flat trusses on each side with connecting top chord members in order for a future roof to be installed by the County.

### Subconsultant Project Specific Experience

#### LMJ Representative Project List

- ▼ Antioch Road Improvements
- ▼ Shoal River Riverbank Filtration Project
- ▼ CR 393 Improvements
- ▼ Old Bethel Road Slope Repair
- ▼ Okaloosa Lane Paving Project
- ▼ College Boulevard Pavement Improvements
- ▼ Okaloosa County Fishing Pier
- ▼ Okaloosa County West WWTP
- ▼ Heritage Plantation
- ▼ Okaloosa County Forestry Station
- ▼ Okaloosa County Health Department
- ▼ Adams Estates Stormwater Ponds
- ▼ Crestview Rapid Infiltration Basins
- ▼ Niceville Landfill Soil Sampling
- ▼ Bob Sikes Airport Expansions
- ▼ Okaloosa County Borrow Pit
- ▼ Live Oak Church Road Realignment

#### HSA Principals' Signalization Design

- ▼ 12th Avenue Signal Timing Study
- ▼ Cervantes Street Closed Loop Signal System Design in Pensacola, FL
- ▼ 12th Avenue Closed Loop Signal System Design in Pensacola, FL
- ▼ Cervantes & Perry Signal Design in Pensacola, FL
- ▼ Barrancas & Main Street Signal Design in Pensacola, FL
- ▼ Palafox Street Signal Reconstruction in Pensacola, FL
- ▼ Creighton Road Signal Timing Study in Escambia County
- ▼ US 98 & Hutchinson Signal Design in Destin
- ▼ US 29 Signal Timing Study in Escambia County
- ▼ Signal System Feasibility Study in Foley, AL
- ▼ Chiefs' Way Signal System Analysis and Design in Pensacola
- ▼ US 98 Traffic Analysis in Gulf Breeze
- ▼ SR 79 Signal Design in Panama City
- ▼ Davis Highway Design, Segment 1 and Segment 2 – Intersection Engineering Analysis
- ▼ Nine Mile Road Design – Intersection Engineering Analysis
- ▼ FDPT D3 Districtwide Annual Traffic Counting Program

**Hayes Consulting Services, LLC (HCS)** -The HCS client list includes many Department of Transportations, Airports, Power Companies, City, and County agencies. In addition, HCS has a wide range of subconsultants that offer the expertise to handle all facets of Right of Way from appraisal to litigation. The following highlights some of their recent, similar projects:

**Blueprint 2000 & Beyond Intergovernmental Agency (City of Tallahassee, FL / Leon County, FL)** – Capital Circle NW/SW from Orange Avenue to US 90 in Tallahassee, Florida. Acquired over 100 parcels, with over 200 relocations. Capital Circle NW/SW (SR 263) from South of SR 371/Orange Avenue to US 90/Tennessee Street. The project length is approximately 2.76 miles. Responsibilities included project management, quality assurance, relocation needs assessment survey, title update, negotiations, relocation of both residential, business, and personal property. This project included two large mini-storage warehouses where over 100+ tenants had to be relocated. In addition, condemnation submittal and support, closings and final report submission, were parts of the assignment.

**City of Ft. Walton Beach** – Acquiring easement rights for the expansion of the City's force main sewer. Responsibilities include title update, negotiations, closings, property management, possible suit preparations and condemnation assistance.

## Hatch Mott MacDonald Qualifications

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**Emerald Coast Utilities Authority** – Worked with ECUA on the acquisition of over 200 easements for a new wastewater treatment facility in Escambia County. Responsibilities include program and project management, quality assurance, title reports, appraisal, acquisition, relocation, closings and project certification. This was a fast-track project that was completed well in advance of schedule.

**FDOT – District Three** – Worked on several projects for the District, the most recent as a consultant being SR 83 (US 331) Walton County and SR 77 Washington County and multiple bridge projects. These projects included all facets of right of way. Responsibilities included project management, quality assurance, title update, negotiations, relocation of both residential and business, tenant, and personal property relocations, condemnation support, closings, and final report submission. Collectively, these projects include over 200 parcels.

**Gulf Power Company** – Acquisition of over 100 distribution easements for the Navarre Feeder project. In addition, acquired 15 easements for the expansion of the Holmes Creek Substation project. Responsibilities include title update, negotiations, relocations, closings, and property management.

**Pensacola Gulf Coast Regional Airport** – Acquiring over 100 full residential acquisitions / relocations for the new airport Commerce Park located adjacent to the airport. Responsibilities include title update, negotiations, relocation, closings, and property management.



# Hatch Mott MacDonald Qualifications

## HMM Areas of Expertise

HMM has provided similar general engineering services to many clients in Northwest Florida. In fact, we are considered the “County’s Engineer” in more than a dozen small communities throughout the region. HMM is very excited and well prepared to accept that role with the County. We are very comfortable working in the role of adjunct County staff and work to develop that relationship and level of trust.

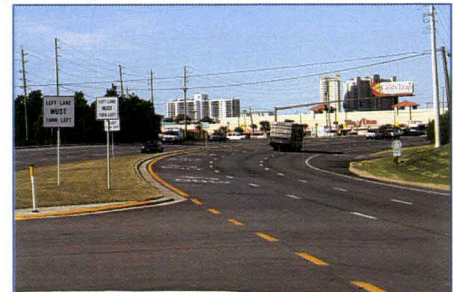
Client	Year of Contract	Scope of General Services
City of Destin	2008 – 2009	Roadways
City of Pensacola	June 2009-June 2014	Transportation, Environmental/Stormwater Engineering Services
City of Gulf Breeze	Nov 2009-Nov 2012	Comprehensive Stormwater
Okaloosa County	Mar 2006-Mar 2014	General Consulting/Engineering Services
City of Quincy	Sept 2009-Present	Master Contract - Wastewater/Stormwater Facilities
City of Tallahassee	Mar 2009-Mar 2013	Water Resources Contract 1937
City of Mary Esther	May 2004-April 2015	Engineering/Consulting Services
Bay County	Nov 2009-Nov 2012	Water/Wastewater
Escambia County	Mar 2006-Present	Construction Administration/Inspections
Holmes County	April 2007-Present	General Consulting/Roadway, Stormwater, Water and Wastewater Services
City of Midway	Feb 2007-Ongoing	Engineering Services
Emerald Coast Utilities Authority	1980’s – Present	Water/Wastewater

Our strong expertise in each of these areas further enables HMM to quickly understand the County’s concerns and begin immediately with the development of a solution.

### Ability Based on Experience

**1. Environmental Engineering:** HMM’s environmental engineering staff is well versed in the standards and regulations of the FDEP and NFWFMD when it comes to both water and wastewater projects. Whether it’s a large project like the recent ECUA Main Street Wastewater Treatment Plant Relocation projects, or a 6-inch water main upgrade, the staff has the experience to meet the municipality’s needs. Water expertise includes source identification and development, treatment, storage, pumping, transmission and distribution piping and hydraulic modeling and planning. Wastewater expertise includes collection systems, lift stations, odor control systems, wastewater treatment, effluent disposal/reuse and hydraulic modeling and planning.

**2. Roadway and Bridge Design:** HMM has in-house transportation planning staff as well as professional engineering staff well versed in local, County and FDOT roadway and bridge upgrade, reconstruction and new project design. Whether it is a clay base roadway with inadequate ditch drainage requiring improvement, a multi-lane collector roadway, or a downtown street requiring upgraded parking, lighting and streetscape amenities, HMM has the Panhandle experience with municipalities, that have the same needs as the County’s. HMM structural engineers can evaluate existing bridges and design upgrades or replacement, or provide new pedestrian, bikeway and roadway bridges to meet the County’s needs.



**3. Stormwater and Floodplain Management:** HMM staff has aided Panhandle municipalities and Counties with stormwater and floodplain management issues ranging from localized intersection flooding projects, to multi-square mile drainage basin studies. HMM has the experience with FDEP and NFWFMD regulations and staff to perform required studies and project design to mitigate drainage and flooding issues. Incorporating drainage



## Hatch Mott MacDonald Qualifications

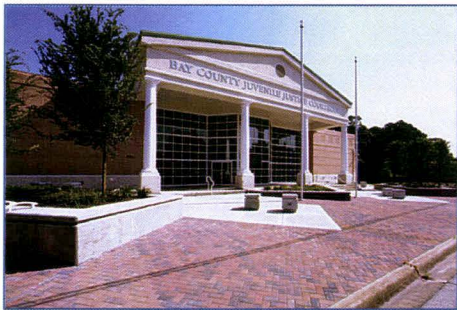
studies, design standards and guidelines into the appropriate components of a municipality's Comprehensive Plan, can aid the municipality in reducing stormwater impacts as it experiences future growth.

**4. Project Planning and Management:** HMM has the staff and resources to plan small municipal projects, or large, multi-million dollar capital improvements. Experienced staff that know the needs of municipalities on limited budgets utilize the most expedient and cost effective ways of evaluating how a project can be designed, permitted, bid and constructed in a manner that will meet with their constituents' satisfaction. HMM staff has a wealth of experience in dealing with project impact on neighborhoods and communities, whether it is a small water main project, or a full road reconstruction with drainage improvements.



**5. Survey Services:** HMM has Professional Land Surveying staff available in both its Chipley and Pensacola offices to meet the needs of the County. This staff is able to perform land surveys using the latest field instrument technology, coupled with the most current software to provide accurate documents, in accordance with Florida Statutes, to meet the municipality's needs. Whether it is a topographic survey, boundary survey, easement survey, construction stakeout, or preparation of legal documents for the County Attorney's assistance, HMM's staff has the experience to meet the County's needs.

**6. County Buildings and Facilities:** HMM has in-house architectural, interior design, and structural, electrical/instrumentation and mechanical engineering staff in its Southeast offices with a wealth of governmental design experience. HMM's projects for Panhandle municipal and county governments have included administration building/County Halls, maintenance garages, law enforcement/judiciary centers, animal control facilities, emergency operations centers, fire/EMS stations and other public use buildings. The projects have ranged from energy audits and retrofits, to renovations, to new, state-of-the-art facilities with the latest communications networks and emergency power systems.



**7. Site Planning and Design:** HMM has in-house staff that work with its architects and landscape architects in making the best use of available land for public improvements, be it a downtown streetscape, or a new multi-department municipal complex. Site designs include drainage, water, sewer, fire protection, sidewalks, parking, landscaping, lighting and amenities that complement the existing or proposed public facility. Site designers are well versed in all site improvement regulatory requirements, especially for site stormwater management and ADA access.

**8. Permitting:** By virtue of its presence in the Panhandle, and experience with a multitude of governmental clients in the area, HMM staff has a wealth of experience with the staffs of Okaloosa County, FDOT, FDEP, NFWMD, USACE and other regulatory bodies. This experience translates into well prepared applications for permitting of a County project and its regulatory approval and compliance.

**9. Rate Studies:** HMM staff has worked with municipalities in the Panhandle on water and wastewater rate studies. Several key staff is well versed in the preparation of these studies. HMM staff can also perform cost analyses for public improvements and special assessments for the financing of public improvements. HMM staff has worked with municipal finance officers, attorneys and rate counsels when municipalities require utility rate studies.

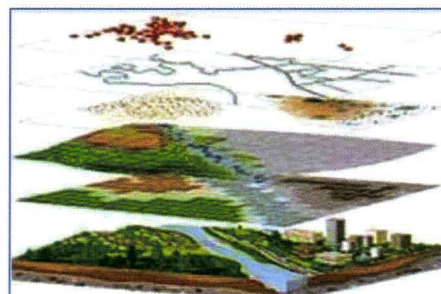


## Hatch Mott MacDonald Qualifications

**10. Bidding Services:** HMM staff has assisted multiple public entities with the bidding process for both small and large scale projects. The staff works closely with administrative, legal and purchasing staff to coordinate the public notice of a project bid. With special or unique projects, HMM has assisted in Bidder Pre-Qualification to assure that the most capable firms bid a project. HMM has also noticed regional and national contractor organizations when the project requires a more wide spread notice of its bid. HMM staff responds to bidder inquiries and provides project addenda, as required. Staff is present at the bid opening and then reviews the bids received. Recommendations on the bids received are then presented to the County Commission for its consideration and further action.

**11. Construction Services:** HMM offers a full range of construction services to its clients from periodic consultation with municipal staff overseeing a small project, to onsite resident engineers, inspectors and technicians. HMM's Construction Inspection and Engineering (CEI) staff has a wealth of experience in all aspects of heavy construction. HMM also has field experienced professional engineers, architects and support staff in all of the design disciplines that it offers its clients. Construction management software aids our staff in maintaining an accurate accounting of the contractor's progress and general compliance with the project documents to assure the municipality that it is receiving the finished project that it desired.

**12. Geographic Information Systems (GIS) Mapping:** HMM has developed GIS mapping for various clients to meet their needs as a public utility of municipality. HMM has prepared GIS databases with multiple layers including: landbase, water, sanitary sewer, storm sewer & stormwater management, flood zones, roadways, assessor's mapping, public facilities, DFIRM, topography and other planimetric features. HMM can also work with municipal departments and commission to create, update or amend the County's GIS database that will meet their respective needs.



**13. Grant Writing and Administration:** In these hard economic times, we understand that finding funding assistance is often the determining factor whether a project can proceed. HMM is one of the leading funding assistance consultants in the region having obtained funding for numerous communities. HMM has aided many of its municipal clients in the data collection, evaluation and determination of local projects suitable for funding by grants and low interest loans. HMM has experience working with the FDEP/FRWA SRF program, CDBG, USDA/FMhA, OTTED, CBIR, FDOT-ARRA, FEMA, FRDAP and other agencies. HMM has prepared application packages, assisted municipalities with agency meetings and coordination, held public meetings, and work with funding agencies during construction to project completion and close-out.

### *Firm's Commitment to the Utilize the Latest Hardware and Software Technology*

As mentioned in the above descriptions, HMM is committed to keeping current with the latest in technological advances to better meet the needs of current and future projects. We are one of the few firms in the region who regularly design in three dimensional space (3D) for all project disciplines including, Civil, Architectural, Electrical, Mechanical, Process Mechanical and Structural. Such practice is incredibly helpful in identifying conflicts and providing true-to-life representations of what completed projects will actually look like. This coupled with powerful computational fluid dynamic modeling tools also allows HMM to predict complex behavior for any fluid. HMM has received national attention for our CFD modeling ability and our predictions of the spread of fire and smoke.

HMM also has broad experience with GIS in any format. In fact, HMM has developed a stand alone "lite" version of GIS for smaller communities that do not have the resources to fully implement a full blown GIS solution. The HMM solution, trade-named Field Book, is fully supported by HMM staff who take full responsibility for inputting data, accuracy, system interface and maintenance; all for one monthly fixed fee.



## Hatch Mott MacDonald Qualifications

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Technology superiority does not stop at GIS and 3D design. Our Survey department also stands on the cutting edge of data collection and integration.

**HMM has also developed GIS databases** that support the following activities:

- ♦ **Landbase Development** - Fundamental to any GIS database, the landbase layer provides the background and coordinate system mapping for GIS data and includes: planimetric features, 2-foot contours and digital orthophotography.
- ♦ **Water, Sanitary, Natural Gas, Storm System** - HMM implements a submeter GPS collection procedure to collect spatially accurate water, sanitary, natural gas and storm sewer assets throughout the area. These data layers are kept up to date and provide the fundamental components for system modeling.
- ♦ **Parcel Maintenance** - HMM has developed a business process to integrate the Parcel data with the Tax Assessor's property records database. The integration of the GIS and the property database insures that the parcel data reflects the day-to-day property transactions.
- ♦ **Capital Improvement Tracking** - GIS is used to create, update, track and maintain roadway construction and maintenance projects.
- ♦ **Flood Insurance Mapping** – Digital Flood Insurance Mapping (DFIRM) is used to locate and identify properties that are within the 100- year and 500-year flood inundation limits.

### *Productivity Programs and Computer-aided Drafting & Design (CADD) Software*

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HMM has achieved its position as a market leader in providing quality engineering, architectural and surveying services, through its continued use of state-of-the-art computer technology. HMM's engineers and architects utilize the latest in engineering and design software, along with advanced computer systems to meet the increasing demands of its clients. Through the implementation of these systems, HMM's staff has attained a high degree of proficiency and efficiency in computer-aided engineering.

### *Client Focus*

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We believe that our relationship with our clients, our communication with clients and our approach to every project distinguishes us from other firms providing similar services. We strive to develop strong working relationships with client staff through this involvement, thereby utilizing our professional relationship to accomplish your project goals and tasks. Our attitude is one of service. We believe it is our job to listen to our clients, and do our very best to see that their goals are achieved. Before we can meet a client's goals and expectations on a project, we must thoroughly understand those goals and objectives. Therefore, we have developed an approach to providing services, which we apply to all of our projects. Our approach stresses a proactive role by HMM on every project, with an emphasis on communicating with the client to ensure complete satisfaction and project success.

### *Funding Assistance*

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We in the HMM Florida offices pride ourselves in our ability to perform all engineering services related to municipal infrastructure projects. In the area of drinking water, these services include water supply wells, raw water supply pipelines, water treatment plants, water storage facilities, and water transmission lines and distribution facilities. For wastewater, these services include sewer system evaluations, wastewater collection pipelines, pump stations and force mains, wastewater treatment plants, and effluent reuse systems permitting and design.



## Hatch Mott MacDonald Qualifications

**Funding** for these projects has involved a variety of sources, including **Community Development Block Grants**, the **FDEP State Revolving Loan Fund**, **USDA Rural Utilities Services** and **Water Management District** funding. The following chart provides examples of these grants.

Project Owner	Project Name	Estimated Funding	Funding Agency
City of Marianna	WWTP Improvements	\$24,145,000	CDBG, DEP-SRF, FRW, USDA-RD
Town of Grand Ridge	Collection System and WWTP	\$6,320,000	DEP-SRF ARRA
City of Bonifay	WWTP Improvements	\$4,000,000	USDA-RD
City of Marianna	Water System Improvements	\$3,800,000	DEP-SRF
City of Bonifay	Sewer Repair and Renovation	\$3,000,000	DEP-SRF ARRA
City of Springfield	North Springfield Water Project	\$2,600,000	DEP-SRF
City of Perry	WWTF and Collection System	\$2,500,000	CDBG, DEP-SRF
City of Perry	Reuse Pipeline	\$2,338,000	EDA, OTTED
City of Quincy	Wastewater Treatment Plant	\$2,000,000	DEP-SRF
Town of Havana	Wastewater Treatment Plant	\$1,000,000	DEP-SRF
City of Bonifay	I-10 Water Improvements	\$600,000	DEP-SRF ARRA
City of Marianna	Kelson Avenue Reconstruction	\$500,000	CBIR, FDEP
City of Bonifay	Doctors Hospital Water and Sewer Upgrades	\$400,000	CBIR
City of Marianna	Milton Street Improvements	\$200,000	FDOT ARRA
City of Marianna	College Avenue Improvements	\$200,000	FDOT ARRA
City of Marianna	Infrastructure Master Plan	\$125,000	OTTED-RIF
Town of Grand Ridge	Water Improvements RD Application	\$15,000	USDA-RD

### Subconsultant Areas of Expertise

**LMJ** offers geotechnical engineering which is a branch of engineering that focuses on the properties and behavior of soil. Geotechnical engineering is important to the success of any project, and geotechnical engineers work with civil engineers, structural engineers, architects, developers, and local, state, and federal governments. Identifying the soil and groundwater conditions for a project is a key step in the design process. Typical geotechnical engineering projects may involve:

- Feasibility Study
- Allowable Soil Bearing Pressure
- Settlement Analysis
- Pile Foundation Evaluation
- Stormwater Pond Permitting and Designs
- Groundwater Modeling
- Pavement Evaluation and Design
- Slope Stability Analysis
- Soil and Groundwater Contamination Assessments
- Dewatering
- Retaining Wall Design
- Bulkhead Design
- Foundation Assessment
- Earth Structures
- Landfill Evaluation & Design

**LMJ** specializes in providing high quality and professional construction materials testing services. They have two full service testing labs located in Pensacola and Fort Walton Beach, Florida and are accredited by the American Association of State Highway and Transportation Officials (AASHTO) to perform testing of soil, concrete, and aggregate, and are also qualified to provide testing services for the FDOT.



## Hatch Mott MacDonald Qualifications

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The following lists represent the most common concrete and soil materials testing services provided by LMJ.

### SOIL

- Compaction Testing
- Gradation/Sieve Analysis
- Standard and Modified Proctor
- Limerock Bearing Ratio (LBR)
- California Bearing Ratio (CBR)
- Permeability
- Dual Ring Infiltrometer (DRI)
- Atterberg Limits
- Moisture Content
- Specific Gravity
- Consolidation
- Hydrometer
- Direct Shear
- Unconfined Compression
- pH
- Chlorides & Sulfates
- Electrical Resistivity
- Organic Content

### CONCRETE

- ACI Certified Technicians
- Compressive Strength
- Flexural Strength Beams
- Slump
- Air Content
- Unit Weight
- Temperature
- Coring
- Windsor Probe
- Rebound Hammer
- Slab Moisture Content
- Floor Flatness Testing

### OTHER SERVICES

- Pile Load Testing
- Pile Installation Monitoring
- Pile Driving Hammer Analysis
- Vibration Monitoring
- Construction Inspections
- Building Inspections
- Crack Surveys
- Asphalt and Concrete Coring
- Slug/Pump Tests
- Asphalt Density
- Asphalt Temperature Testing
- Erosion Control Inspections
- Pond Inspections
- Drawdown Tests
- Fireproofing Testing
- Post-Tensioning Verification
- Bolt Torque Testing

HSA's areas of expertise range from transportation studies and traffic analysis to comprehensive growth management and land use planning, to state of the art geodetic surveying and GIS mapping solutions. Specific areas of expertise offered by the firm include the following:

- Traffic Operations Studies
- Traffic Engineering Analysis and Signalization Design
- Transportation Planning and Traffic Analysis
- Large-Scale Traffic Data Collection Programs
- Traffic Forecasting and Modeling
- Roadway Characteristics Inventory
- Local Government Comprehensive Planning
- Conventional Surveying, GPS and Aerial Survey and Mapping
- Geographic Information Systems/Spatial Data Services

HCS has expertise in right of way including: Program Management, Project Management, Title Research, Due Diligence, Negotiations, Closings, Relocation Planning and Assistance, Property Management, Appraisal, Cost Estimating, Quality Assurance, Contract Negotiations and Administration, and Condemnation Support

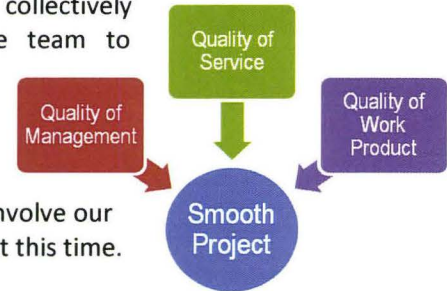


# Hatch Mott MacDonald Qualifications

## Project Management Organization

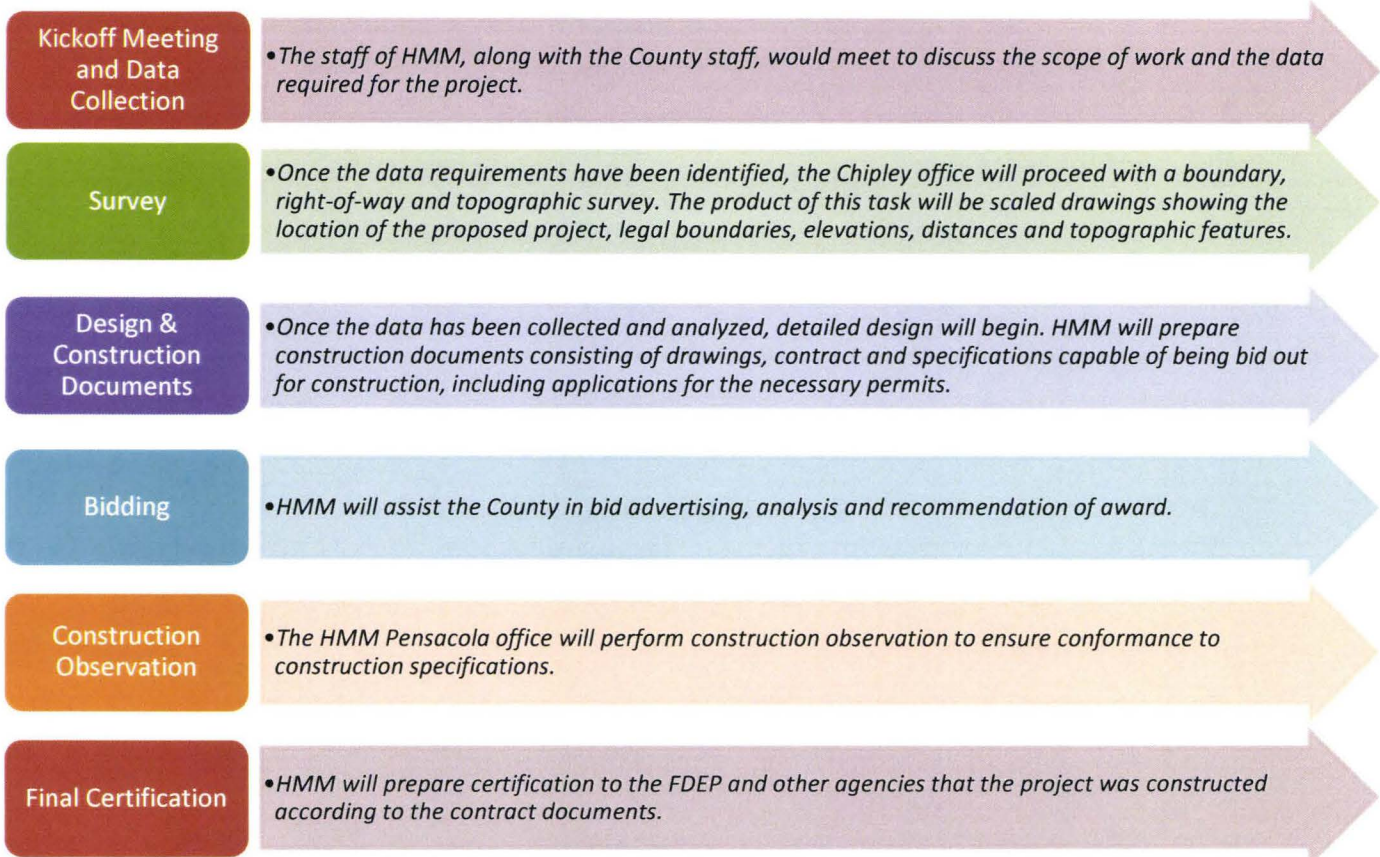
### Project Approach & Methodology

After notice to proceed by the County, Mr. Skipper and Mr. McLendon will collectively collaborate on a particular assignment, to assemble the appropriate team to accomplish a specific Task Order. This collaboration will be for the purpose of selecting the correct talent pool of staff to effectively and efficiently accomplish the task. Such considerations as staff availability, project difficulty, project profile (i.e., high exposure) are all considerations when assembling the team. In addition, a determination of the requirements to involve our identified subconsultants can be made, and they will likewise be consulted at this time.



After the team determination is made, we would typically request a meeting with the County staff to discuss a Scope of Work to fully define the objectives relative to project requirements, schedule, and budget. After disseminating this information, Mr. Skipper will prepare and deliver a Scope of Services Task Order proposal, identifying the cost to perform the required consulting services, along with the anticipated timelines to complete the work and a preliminary opinion of probable construction cost.

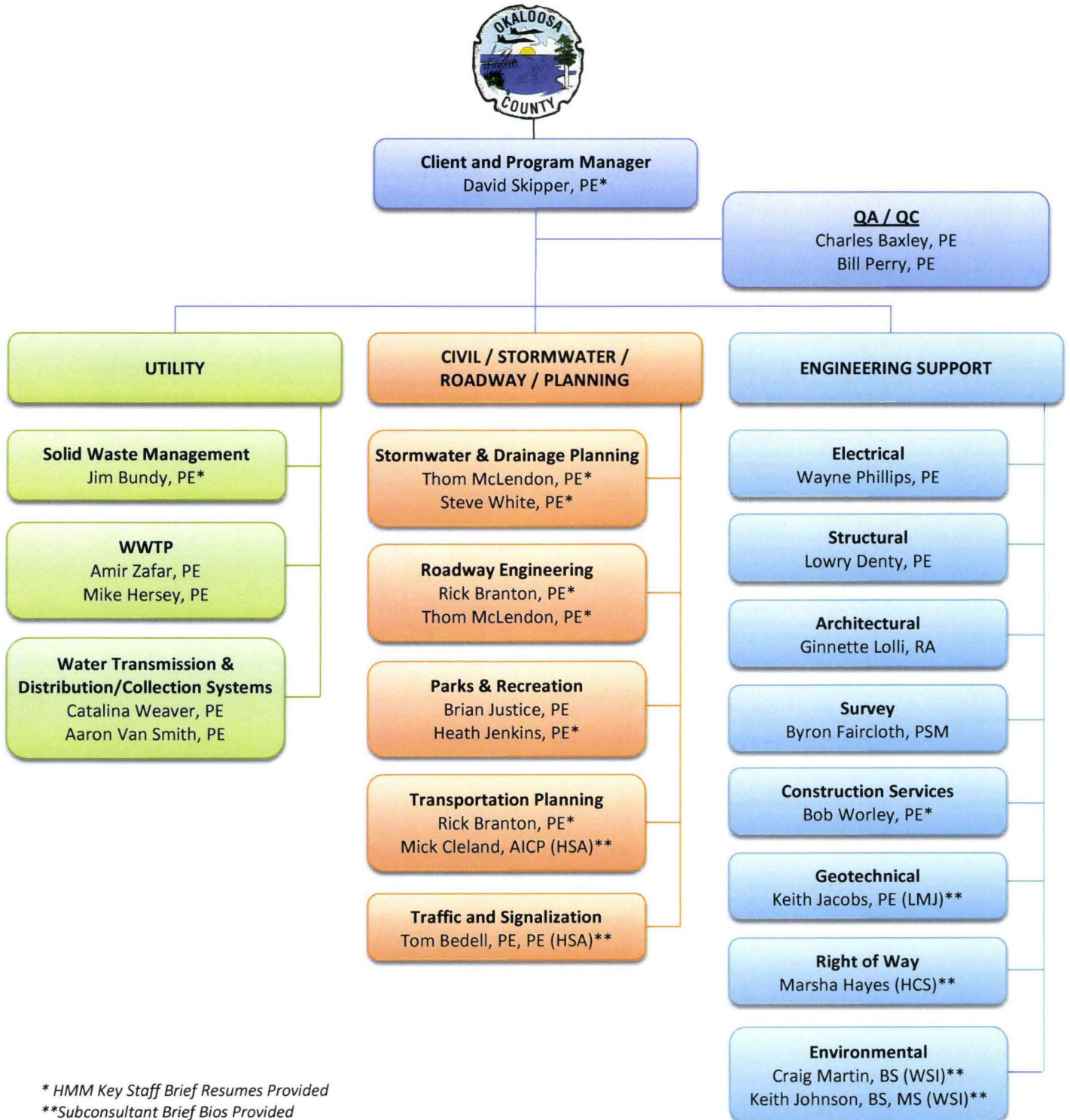
Upon approval of the Task Order, the design team will begin its work and convene at the various milestones identified in the scoping meeting, to review progress and make sure the County's requirements have been properly understood by the HMM team. By including the County in design development of the assigned task, HMM ensures the County's goals and objectives for the assignment are being met. It is during these phases that decisions are invariably made collectively with the County on how best to handle specific challenges that each project presents along the way to successful implementation. The general phases for each task would be:





# Hatch Mott MacDonald Qualifications

The HMM team assigned to serve this Continuing Services Agreement is well staffed with many extremely capable Project Managers, Engineers and support staff, who have all served municipalities in Northwest Florida on similar continuing services contracts, successfully completing projects within their specialized skill sets. A review of the resumes of all individuals leading the various skill sets outlined in this Organizational Chart will demonstrate such experience. You will also see that the identified QA/QC staff and many of the support staff in each of the skill sets also possess similar skills.



\* HMM Key Staff Brief Resumes Provided

\*\*Subconsultant Brief Bios Provided



# Hatch Mott MacDonald Qualifications

## HMM Key Personnel

### David Skipper, PE

Mr. Skipper serves as a Vice President, overseeing the firm's projects in the State of Florida. His experience includes all phases of development from feasibility studies through final design and construction. His design experience includes resurfacing, restoration and rehabilitation (RRR) projects, intersection improvements, drainage improvements, bridge replacements, concrete rehabilitation and design and multi-lane capacity projects.

#### Selected Project Experience:

**Aragon/Romana Drainage Improvements, City of Pensacola, Pensacola, FL** - Provided quality control reviews during design of stormwater infrastructure to alleviate flooding in the surrounding area of the Aragon Neighborhood near Romana Street. Design included delineation of drainage basins, sizing and layout of inlets\pipes, coordination with utility companies, obtaining of approval through FDEP, FDOT and the City of Pensacola.

**2nd Street Stormwater Improvements, Okaloosa County BCC, Okaloosa County, FL** - Project Manager in charge of design, utility relocations and upgrades, permitting, quality control, budgeting, contract administration, and construction inspection for a stormwater improvement project for Okaloosa County located in Shalimar, FL.

**Environmental Watershed Protection, Okaloosa County, FL** - Project Manager in charge of design and construction administration for erosion control and stormwater conveyance improvement systems for College Boulevard, County Road 4A and New Ebenezer Road in Okaloosa County to rehabilitate existing erosion problems.

**Baker Landfill Cap, Okaloosa County BCC, Baker, FL** - Resident Engineer for the installation of the Baker Landfill Cap in Baker, Florida. The project consisted of the installation of a 250,000-square-foot HDPE liner. Responsibilities included QA/QC, observation of destructive and non-destructive testing of liner welds, coordination and inspection of gas vent drilling and installation, gas trench construction, all final grading, as well as review of shop drawings and pay requests and documentation of panel layout and all testing locations.

**Oakhill Culvert, Okaloosa County BCC, Crestview, FL** - Resident Engineer for the construction of a cast-in-place headwall and 84-inch RCP under Oakhill Rd. for Okaloosa County. Responsibilities included coordinating testing activities, inspecting concrete and structural steel placement, and reviewing shop drawings and pay requests.

**SR 85 – SR 123 to North of SR 8(I-10), FDOT Dist-3, Okaloosa County, FL** - Project Manager (Engineer of Record) for design surveys, roadway resurfacing plans, median closure details, drainage structure replacements, drainage improvements, intersection improvements, signing and pavement markings, utility relocation plans, maintenance of traffic plans, stormwater pollution prevention plans, cost estimates, specification package preparation, quantity computation booklets, and all necessary incidental items for a complete set of construction documents.

#### **Brooks Street Redevelopment Project, City of Fort Walton Beach, Ft. Walton Beach, FL**

Project Manager for the design of the road reconstruction, drainage improvements, sidewalk additions, streetscaping, lighting, sewer and water system rehabilitation. Project included the removal and replacement of 2,300 linear feet of sewer line and laterals, improvements to the potable water distribution system, rebuilding of the existing roadway, the addition of pedestrian walkways and crosswalks, storm water drainage improvements, landscaping and irrigation.

**US 98 PD&E Study, FDOT Dist-3, Okaloosa / Walton Counties, FL** - The project study area for this Project Development and Environment (PD&E) Study extends along SR 30 (US 98) from Airport Road in Okaloosa County to County Road (CR) 30A in Walton County; a distance of approximately 11.7 miles.

**Destin Shore at Crystal Beach, City of Destin, FL** - Engineer of record responsible for the design and permitting of an approximately .51 acre Gulf front public park. Improvements for the project included parking, stormwater management plans, a public recreation pavilion and elevated dune Walkover. Permitting for the project included a City of Destin Development Order, FDEP Stormwater and FDEP CCCL permit.

#### Education

BS, Civil Engineering,  
Florida State University,  
1996

#### Registration

Professional Engineer  
FL # 58972, 2002  
AL #24741, 2002  
GA # 032638; 2007

#### Years in Practice – 16

#### Certifications

Advanced Maintenance  
of Traffic Course, 1/2011  
FDOT – Specifications  
Package Preparation  
Training for Consultants  
Consultant Invoice  
Transmittal System(CITS)

#### Memberships

American Society of Civil  
Engineers; Tau Beta Pi,  
(National Engineering  
Honor Society); Florida  
Engineering Society



# Hatch Mott MacDonald Qualifications

## Jim Bundy, PE

Mr. Bundy serves as the Civil Engineering Manager for the Tallahassee and Panama City Beach offices. He is a graduate of the University of Alabama where he earned a degree in Civil Engineering Technology, Jim has more than 30 years experience in design, construction management, and regulatory permitting. His areas of expertise include sanitary sewers, potable water systems, roadways, stormwater facilities and solid waste facilities. He also has experience in contract writing, regulatory agency project coordination and computer modeling.

### Selected Project Experience:

**Trash Rolloff Construction & Demolition Facility, Bay County, FL** - The Trash Rolloff Construction and Demolition (C&D) Landfill site is 4.5 acres and is located in Bay County, Florida. The facility was a challenge to permit as it is located in the proximity of the Deer Point Lake watershed, which is the County's potable water source. The facility was the first C&D landfill in the Florida Panhandle to include a leachate collection and removal system. HMM was able to permit the facility using onsite clay material and a single membrane liner. The Northwest Florida DEP uses this site to evaluate the characteristics of leachate from a C&D landfill. The landfill was designed for phase construction for reducing the financial assurance cost and included recycling areas

**Majette South Landfill Closure Plan for a 35-acre disposal area, Bay County, FL** - The closure plans were approved by FDEP and included, grading plans, provisions for erosion control, stormwater treatment ponds and liner quality assurance requirements.

**Jackson West Landfill, Jackson County, Florida** - Project included site selection, design and permitting of the Jackson West Landfill, which was one of the initial lined solid waste landfills in the Florida panhandle. Subsequent projects included leachate permitting.

**TWMP Segment 4 – 30" DI Water Transmission Main, JEA, Jacksonville, FL** - QA/QC for the design of a 5100 LF DI Water transmission main in a highly congested area of the JEA system. This segment of the Total Water management Plan project included a 200 LF 36" HDPE Component installed by the horizontal directional drill trenchless method. The project included a route evaluation, constructability analysis, maintenance of traffic, level 4 location of underground utilities using SUE pot holing and various associated agency permits.

**30-inch By-Pass Force Main, City of Tallahassee, Tallahassee, FL** - Project Manager for the design and permitting of a 30" sanitary sewer force main for diverting 10 MGD of sewage during emergencies and maintenance of the primary force main. The project included horizontal directional drilling under Hwy 90 and under Capital Circle/wetlands. The force main was designed to allow the existing system to remain in operation during construction. The project also included evaluation and modification to a 3.3 MGD triplex pump station and a 4.6 MGD quadplex pump station which were impacted by the force main.

**Greenville New Wastewater Treatment Plant, Town of Greenville, Greenville, FL** - Hatch Mott MacDonald (HMM) provided design services for the Town of Greenville to replace the majority of their existing wastewater treatment plant with a new package plant. The existing plant consisted of over 40 individual tanks in various states of repair. HMM proposed a new plant that included an anoxic zone, an aeration zone and a circular clarifier. The project also included the construction of a new operations building.

**Pump Station 36 Replacement, City of Tallahassee, Tallahassee, FL** - Project Manager for the complex revitalization of Pumping Station 36, a 6.3 MGD major sewage pumping station in the City of Tallahassee. The existing wet well/dry well, 3-40 HP station was nearly 25 years old, had structural concerns and was fed by several force mains and gravity lines as large as 36 inch in diameter. Due to the site constraints, the existing structure was modified for conversion to a submersible triplex station which included 3-75HP pumps. Keeping the system in operation was challenging with the lack of available work area and was accomplished with the design of a complex by-pass pumping system and modifications to the collection system. The project also included new controls, site work and generator.

### Education

B.S., Civil Engineering Technology, University of Alabama, 1981

### Registration

Professional Engineer  
FL #38569, 1987  
AL #18606, 1991  
MS #11355, 1992

### Years in Practice - 31

### Memberships

American Society of Civil Engineers, 1995-2000  
National Society of Professional Engineers, 1985-2003  
Solid Waste Association of North America, 1995-2003

### Certifications/Training

40-Hour Hazardous Materials Worker Site Safety Course  
Sanitary Landfill Leachate and Gas Management  
Preventative Maintenance Seminar  
Landfill Operator  
Corrosion Control  
Advanced Permitting  
Solid Waste Management  
Florida DOT Drainage Workshop  
Environmental Permitting



# Hatch Mott MacDonald Qualifications

## Thomas McLendon, PE

Prior to joining HMM in May 2012, Mr. McLendon served as a lead project engineer for transportation and drainage projects throughout Northwest Florida. His seven years of experience includes multi-lane widening and reconstruction, resurfacing projects, H & H modeling, infrastructure design, roadway and drainage system design, stormwater retention/detention facility design, and plans preparation

### Education

BS, Civil Engineering  
Honors, University of  
Florida, 2005

### Registrations

Professional Engineer  
FL, 71749, 2010  
AL, 31213, 2010

Years in Practice – 7

### Selected Project Experience:

#### **SR 30 (US 98) – Okaloosa County Line to Tang O Mar Drive, Walton County, FL, FDOT –**

Drainage Engineer for the widening of US 98 from a 4-lane rural typical section to 6-lane suburban typical section in Walton County. This 3.4 mile project runs along the Emerald Coast in the panhandle serving as the primary access to the commercial and resort developments along the beaches. Project includes 4 major signalized intersections, 5 drainage basins with detention ponds, permitting, surveys, 14 major utility lines, and extensive access management and public involvement.

**PJ Adams Parkway Intersection Improvements** - Drainage Engineer. This project includes the improvements to PJ Adams Parkway beginning at the intersection of SR 85 and continuing west approximately 900'. The proposed improvements include widening of PJ Adams Parkway to provide an additional turn lane for eastbound traffic going north/south on SR 85 and to provide an additional westbound lane for traffic going west on PJ Adams Parkway and the extension of the box culvert at Juniper Creek.

**PJ Adams Parkway Multilaning from SR 85 to Wildhorse Drive** - Drainage Engineer. This project involves the improvement of PJ Adams Parkway from west of SR 85 (South Ferdon Blvd.) to Wild Horse Drive/ Northview Drive, a distance of approximately 1.25 miles. The facility serves as a primary connection from South Ferdon Blvd. (SR 85) to West James Lee Blvd. (SR 10/US 90). The existing roadway is classified as an urban collector, and consists of two 11.5' lanes with 5' unpaved shoulders. The project currently occupies a 100' right-of-way. The proposed facility will consist of a four-lane divided roadway with 4' bike lanes, curb and gutter, and 6' sidewalks. In addition, the project will feature a closed storm drain system, four major culvert crossings, and four stormwater ponds.

**Okaloosa Lane** - Drainage Engineer. This project includes the improvements to Okaloosa Lane in Crestview, FL. The project limits are from Serenity Lane to Aplin Road. Proposed improvements consist of paving the existing two-lane dirt road along a new alignment that minimizes right-of-way needs, replacing the existing culvert with a singlespan bridge and stormwater treatment.

**SR 390 Plans Update and Extension, FDOT District 3, Bay County, FL** - Drainage Engineer, This project involves updating the d2005 SR 390 plans to current design standards as well as the design of an additional 0.8 miles of multi-laning. The new segment involves heavy coordination between Bay County and St. Andrews Bay Land Development Company in conjunction with the realignment on CR 2312 (Baldwin Road) to facilitate a future four leg intersection at SR 390 brought about by the development of the former airport property. The plans update segment was highlighted by bringing stormwater ponds and drainage design to current ERP standards which was facilitated with minimal additional R/W acquisition.

**SR 123 Design from North of Tom's Creek to North of Turkey Creek, FDOT District 3, Okaloosa County, FL** - Drainage Engineer in preparing design plans for the widening of SR 123 from two to four lanes. The project includes three bridges, coordination with Eglin Air Force Base and mitigation for the Okaloosa Darter.

**Mid-Bay Connector, Phase 1 Extension, Mid-Bay Bridge Authority, Niceville, FL** - Drainage Designer providing design services to the Mid-Bay Bridge Authority for a new, four-lane divided roadway built entirely on Eglin AFB property extending north of the existing Toll Plaza, with interchanges at realigned Lakeshore Drive and SR 20, before transitioning to two lanes at an at-grade intersection with Range Road. The three mile long project also included single span bridges over Lakeshore Drive (95' long) and SR 20 (245' long) and a proposed traffic signal under the bridges at SR 20.

**Mid-Bay Connector, Phases 2 & 3, Mid-Bay Bridge Authority, Okaloosa County, FL** - Drainage Designer providing design services to the Mid-Bay Bridge Authority for over 8 miles of virgin alignment for a new, two lane limited access roadway north of Niceville, FL on former Eglin AFB property. This project included three interchanges, five bridges, fifteen pond designs, and an electronic toll plaza. The 2 phases will finish the connection from the Mid-Bay Bridge to SR 85 north of Niceville, FL and serve as a hurricane evacuation route.



# Hatch Mott MacDonald Qualifications

## Steve White, PE

Mr. White has over 15 years of experience working on a variety of projects including the design of municipal water distribution and storage facilities, wastewater transmission/collection systems, site design, drainage improvements, roadway drainage design for capacity projects regulatory agency permitting, contract administration, and project review. Mr. White has working knowledge of MicroStation, AutoCAD, ICPR, POND5 V3.2, HydroCad v.10.0, PondPack v8i, and ASAD.

### Education

BS, Civil Engineering,  
University of Central  
Florida, 1996

### Registration

Professional Engineer  
FL, 58809, 2002

### Years in Practice – 15

### Memberships

Society of American  
Military Engineers

### Selected Project Experience:

**SR 30 (US 98), Walton County, Florida** - Project engineer responsible for drainage analysis and design for the widening of a 3.3 mile segment of roadway from the Okaloosa-Walton County Line to Tang-O-Mar drive from a four lane divide rural typical section to a six lane suburban typical section. Project involved six watersheds and a segment bounded by Coastal Barrier Resource Act (CBRA) areas on both sides of the right-of-way.

**SR 742 (Burgess-Creighton Corridor) PD&E Study, Pensacola, FL** - Assisted design team in the PD&E Study of a 7.5 mile segment of roadway that begins at S.R. 95 on the west along Burgess Road to S.R. 269, where it transitions to the northeast to intersect with S.R. 742 (Creighton Road) and terminates at S.R. 10A on the east end. PD&E and corridor study upgrading a 2-lane rural roadway to 5-lane urban arterial roadway. Project included preparation of reservation maps and 60% construction plans.

**Sorrento Road, PD&E Study, Escambia County, Pensacola, FL** - Project Engineer for the Project Development and Environment (PD&E) Study of Sorrento Road from "Theo Baars" Bridge to Blue Angel Parkway (State Road 173) in southwest Escambia County. Responsibilities include identification and evaluation of potential stormwater treatment pond locations (pond siting), coordination with FDEP regarding design criteria and exemption possibilities, design and environmental resource permitting of stormwater infrastructure and treatment facilities through FDEP.

**Ferry Pass Zone-II, Phase-IV Drainage Improvements Binkley Street Sewer Expansion, Escambia County Engineering, Escambia County, FL** - Project Manager responsible for design, permitting and contract administration for a joint project between Escambia County and ECUA involving the design and construction of approximately 9,000 lf of 8" gravity sanitary sewer and approximately 9,600 lf of storm sewer within an existing residential development containing approximately 138 acres. Storm sewer included a collection system of grasses swales and inlets with pipe sizes ranging from 18" RCP to 60" RCP. Additional services included attendance at public meetings and coordination efforts between the County and ECUA. Permitting services included securing an environmental resource permitting retrofit permit from NFWFMD and sanitary sewer permit from ECUA.

**Muscogee Road Drainage Improvements, Escambia County Engineering Department, Cantonment, Escambia County, FL** - Project Manager responsible for design and permitting of a stormwater collection/transmission system to alleviate flooding conditions within areas along and around a three-quarter mile segment of Muscogee Road in Escambia County, Florida. Collection/transmission system included approximately 5000 LF of reinforced concrete pipe ranging in size from 18" to 36".

**Pensacola Fishing Bridge Compensatory Treatment, Escambia County Engineering, Escambia County, FL** - Project Manager responsible for design, permitting and contract administration for the construction of a stormwater treatment pond to serve as compensatory treatment for the reconstruction of approximately 2500 ft. of the Pensacola Fishing Bridge. Engineering services included the identification and evaluation of potential compensatory treatment projects and sites, coordination with FDEP for approval of selected treatment project, development of construction plans, environmental resource permitting through FDEP and contract administration.

**ECUA Emergency Operations Building, Escambia County, FL** - Project engineer responsible for design and permitting of a square foot emergency operation center addition to the existing ECUA customer service building. Engineering services included design of asphalt parking and associated drives, stormwater collection/transmission and treatment facilities and site utilities required to service the new facilities. Services included obtaining all required permits including Escambia County Development Order and Environmental Resource Permit.



# Hatch Mott MacDonald Qualifications

## Rick Branton, PE

Prior to joining HMM in July of 2010, Mr. Branton served as Senior Project Manager overseeing transportation and infrastructure projects across the southeastern United States. His 24 years of experience in transportation includes management and design of interstate highways and interchanges, multi-lane widening and reconstruction, resurfacing projects, as well as, intersection and enhancements projects such as walking paths and sidewalk improvements.

Although Mr. Branton's primary focus has been in the transportation industry, his experience also includes the design of water, sewer collection and distribution systems, parks and recreation master planning and design, land planning and subdivision layouts and commercial land planning and design. In addition, Mr. Branton has provided design for numerous landside facilities at airport and transit facilities.

### Selected Project Experience:

**4<sup>th</sup> Street and Business Highway 98, City of Panama City, Panama City, FL** - Project manager responsible for providing design services for the realignment of the 4<sup>th</sup> Street Intersection with U.S. Hwy. 98 just east of the existing First United Methodist Church. Hatch Mott MacDonald ultimately refined the final alignment of the new intersection based on preliminary alignment evaluations performed by the City and conformed them to FDOT and National Geometric Design Standards. The design also involved design of new signalization. In addition to the roadway signalization, geometric and structural design, plans also provided for the conveyance of stormwater runoff, as well as additional sidewalk features and driveway turn-outs to adjacent properties.

**SR 30 (US 98) – Okaloosa County Line to Tang O Mar Drive, Walton County, FL, FDOT**- Project Manager and Engineer of Record for the widening of US 98 from a 4-lane rural typical section to 6-lane suburban typical section in Walton County. This 3.4 mile project runs along the Emerald Coast in the panhandle serving as the primary access to the commercial and resort developments along the beaches. Project includes 4 major signalized intersections, 5 drainage basins with detention ponds, permitting, surveys, 14 major utility lines, and extensive access management and public involvement.

**SR 742 – Burgess Road – Hillburn Drive to US 29, Escambia County, FL, FDOT** - Deputy Project Manager and design engineer for the widening of Burgess Road from 2-lane urban typical section to 5-lane urban typical section. This 2 mile project runs through a highly developed residential area on the north side of Pensacola. The project includes 3 major signalized intersections, several drainage basins with detention ponds, permitting, surveys, major utility lines, and public involvement. The project is funded through a joint project agreement with Escambia County and FDOT to expedite project delivery.

**SR 71 - from County Line to Malloy Plaza Drive, Jackson County, FDOT** - Deputy Project Manager and design engineer for the surveys, roadway resurfacing plans, minor drainage improvements, sign and pavement marking and all associated efforts for this RRR project located at the interchange in Marianna, FL and south to the Calhoun County Line. The 7.4 mile long project includes addressing all issues common on RRR project for rural alignments related to clear zones and cross slopes, as well as a section of urban typical section with ADA issues.

**SR 742 – Burgess Road PD&E Re-evaluation – Hillburn Dr. to US 29, Escambia County, FL** - Design engineer for the re-evaluation of the PD&E of Burgess Road to convert it from 2-lane urban typical section to 5-lane urban typical section. This 2 mile project runs through a highly developed residential area on the north side of Pensacola. The evaluation included a justification of the use of a 5 lane typical section, updated noise evaluation, pond siting reports and a public involvement process. The project was funded by Escambia County via the FDOT TRIP process.

**SR 292 – Sorrento Road PD&E, Escambia County, FL, FDOT** - Design engineer for the PD&E of Sorrento Road Innerarity Point Road/Gulf Beach Highway to State Road 173 (Blue Angel Parkway) to widen it from 2-lane rural typical section to 4-lane divided urban typical section. This 5.3 mile project runs through a primarily un-developed area on the southwest side of Escambia County and is the only artery for access to Perdido Key. The project was funded by Escambia County via the FDOT TRIP process.

### Education

BS, Civil Engineering,  
Auburn University, 1988  
MS, Civil Engineering,  
Georgia Institute of  
Technology, 1994

### Registrations

Professional Engineer  
FL, 57043, 2001  
AL, 21703, 1993  
GA, 20339, 1997

### Years in Practice – 24

### Certifications

FDOT – Advanced  
Maintenance of Traffic  
Course 01/2011  
FDOT – Specifications  
Package Preparation  
Training for Consultants  
09/2010

### Memberships

National Society of  
Professional Engineers  
American Society of Civil  
Engineers  
Institute of  
Transportation  
Engineers



# Hatch Mott MacDonald Qualifications

## Heath Jenkins, PE

In his time with Hatch Mott MacDonald, Heath Jenkins has participated in a variety of aviation, transportation and land development projects. He has experience in project assessment, analysis, design, permitting and construction administration. His projects have included pavement rehabilitation, drainage improvements, roadway design, subdivision design, site planning, master planning and parcel rezoning. Prior to joining our firm in 2004, Mr. Jenkins' experience includes summer internships for the Texas Department of Transportation, where he gained experience in the design and operation of the Intelligent Transportation System in Austin, TX. In addition, he has several years of experience in land surveying including FDOT, boundary and topographic.

### Selected Project Experience:

**2nd Street Stormwater Improvements, Okaloosa County BCC, Okaloosa County, FL** - Project Engineer responsible for design, utility relocations and upgrades, permitting and construction administration for a stormwater improvement project located in Shalimar, FL. The project consisted of construction of an underground stormwater drainage system 1,500 feet in length to a natural outfall. Retro-Fit permitting through the Northwest Florida Water Management District was obtained by incorporating stormwater treatment facilities in available right-of-way and County property. The project included reconstruction of the roadway.

**Environmental Watershed Protection, Okaloosa County, FL** - Provided design and construction administration for erosion control conveyance systems for College Boulevard, County Road 4A and New Ebenezer Road in Okaloosa County to rehabilitate existing erosion problems.

**Villa Toscana Condominiums fka Meritage, Mary Esther, FL** - Project Engineer for Planned Mixed Development District. The 5.1-acre site is located between U.S. Highway 98 and Santa Rosa Sound in Mary Esther, Florida and was planned for a multi-family development along with site amenities and a marina. The proposed residential facilities included 3 buildings containing 100 dwelling units and associated parking, a courtyard with pool, and a conceptual marina layout with 52 boat slips. Site plans, elevations, and all associated City required documents were prepared in order to engage the City of Mary Esther in a Planned Unit Development (PUD) process.

**Commons Drive Extension, City of Destin** - Lead Design Engineer for roadway extension of a 4-lane median divided roadway with round-about connection and multi-modal transportation for Commons Drive in Destin, FL. Project included approval through the City of Destin and design of stormwater conveyance, treatment and attenuation for closed basin retention permitted through NFWFMD.

**US 98 PD&E Study, Florida Department of Transportation (FDOT), Okaloosa / Walton Counties, FL** - Project included engineering analysis for the proposed multi-laning of US 98/State Road (SR) 30 from Airport Rd. to Country Road (CR) 30A. Jenkins was involved in all aspects of the preparation of plans and public meeting.

**Hedrick Recreational Facility, City of Fort Walton Beach, FL** - Project Engineer responsible for the design and permitting of an approximately 29 acre public recreation facility owned by the City of Fort Walton Beach. Improvements for the project included parking, stormwater management plans, and multiple soccer and baseball fields. Permitting for the project included a stormwater and wetland impact mitigation through the NFWFMD.

**Destin Shore at Crystal Beach, City of Destin, FL** - Project Engineer responsible for the design and permitting of an approximately .51 acre Gulf front public park owned by the City of Destin. Improvements for the project included parking, stormwater management plans, a public recreation pavilion and elevated dune Walkover. Permitting for the project included a City of Destin Development Order, FDEP Stormwater and FDEP CCCL permit.

**Twin Lakes Park, City of Destin, FL** - Project Engineer responsible for the conceptual design and layout of a lakeside public park owned by the City of Destin. Improvements shown in the conceptual design for the project included parking, stormwater management plans, picnic area, public recreation pier and multi-use trail.

### Education

BS, Architectural Engineering, University of Texas at Austin, 2004  
MBA, University of Florida, 2010

### Registration

Professional Engineer  
FL, #69053, 2009  
AL, #31299-E, 2010  
MS, #19800, 2010  
GA, #035230, 2010  
IN, #11200026, 2012

### Years in Practice - 8

### Memberships

FDOT Airfield Pavement Inspection and Basic Distress Repair  
Asphalt Institute Airport Hot Mix Asphalt Construction  
Inter Connected Pond Routing (ICPR)



# Hatch Mott MacDonald Qualifications

## Bob Worley, PE

Bob Worley is a highly experienced Construction Engineer specializing in Roadway and Bridge Heavy Construction Projects. Mr. Worley is highly knowledgeable in construction methods and has specific in-depth knowledge related to: Deep Foundation Construction, plate girder (structural steel) erection and assembly, high strength bolted connections, concrete foundation construction in wet conditions, and cofferdam construction. Mr. Worley has also served as a Design Engineer for multi-lane roadway projects. Specific design experience includes: Geometric Design, Super Elevation Alignment and Design, Maintenance of Traffic Plans, Erosion Control Plans, and quantity cost estimates and calculations.

### Selected Project Experience:

**Group 12-E Okaloosa County** - Mr. Worley is serving as the Senior Project Engineer responsible for full oversight of the Construction Engineering and Inspection efforts for Hatch Mott MacDonald for this project. Project consists of repainting of Shoal River Bridge and resurfacing on Hwy. 85 from Bill Lundy Road to Walton County line.

**Construction, Engineering & Inspection Services for Group 02-C, FDOT, Crestview, FL** - Senior Project Engineer responsible for the management and supervision of the CEI Services to support the thirteen (13) projects within this package. The Group 02-C Package includes; Multi-Lane Roadway construction, Bridge Construction, and constructability reviews. Mr. Worley was responsible for the supervision and coordination of the office and inspection staff as well as the day-to-day coordination with the FDOT Construction Project Manager. Mr. Worley was also responsible for the documentation and submittal of the final estimates for all of the projects included in the Group 02-C Contract.

**SR 30 Shoulder Revetment in Okaloosa County, Okaloosa County, FL** - Mr. Worley served as the Senior Project Engineer for this project responsible for full oversight and was specifically involved in the selection process of the composite sheeting material and provided direction to the on-site inspection staff related to the required installation techniques to be utilized for the composite sheeting. This project was constructed across the barrier island in south Okaloosa County which supports US 98 as the primary traffic route for commuters between the coastal towns of Ft. Walton Beach and Destin.

**Post-Ivan Sign Replacement Contract, Escambia, Santa Rosa, Florida Department of Transportation, Okaloosa, and Walton Counties, FL** - Mr. Worley served as the Senior Project Engineer. This project required a high level of coordination with the governing Officials in the impacted counties to address the immediate restoration of the roadway signage. This contract required the restoration and replacement of signs damaged by Hurricane Ivan on the FDOT Interstate System, On System State Roads, and Off System State Roads in all of Escambia, Santa Rosa (North of I-10), Okaloosa (North of I-10), and Walton (North of I-10) Counties.

**SR 85 Reconstruction, Florida Department of Transportation, Okaloosa County, FL** - Project involved total reconstruction of the SR 85 corridor from just South of Zadie Lane to the existing 4 lane section on SR 85. The project scope required the removal and reconstruction of the existing two lane facility to a divided 4 lane facility.

**SR 30 (US 98) Emergency Reconstruction, FDOT, Ft. Walton Beach, FL** - Mr. Worley functioned as the Project Engineer for this project and was responsible for coordination between the FDOT Project Manager, the EOR, and the Contractor. Additionally, Mr. Worley was responsible for the direct supervision and coordination of the project inspection staff. This project was a design/build contract, which was reconstructed under emergency conditions. Functioning as the Project Engineer,

**Okaloosa Island Fishing Pier, Okaloosa County Board of County Commissioners, Okaloosa Island, FL** - Mr. Worley served as the Project Engineer and as an Inspector for the project. Mr. Worley inspected and verified the as-built locations of the driven piles. Mr. Worley performed inspection of the Bent cap reinforcement prior to concrete placement and also performed testing and inspection of the concrete pours for the Bent caps.

### Education

BS, Civil Engineering,  
Florida State University,  
1991

### Registrations

Professional Engineer  
FL, #50679, 1996  
GA, #32520, 2007  
LA, #37559, 2012

### Years in Practice – 21

### Certifications/ Training

Advanced Work Zone  
Traffic Control Course,  
2007  
CTQP Quality Control  
Manager, 2006 (Written  
Exam)  
FDOT Final Estimates  
Level I & II, 2006  
ATSSA Advanced MOT,  
July 1998  
FDOT MSEW/RSS  
Construction Inspection  
Training Course, April  
1996  
Final Estimates  
Preparation, December  
1996  
FDOT Multi-Line  
Earthwork Training,  
November 1993  
Radiation Safety Officer,  
December 1993  
American Concrete  
Institute Certification,  
1989  
Drilled Shaft  
Construction  
IMSA Traffic Signal  
Certification 2012



# Hatch Mott MacDonald Qualifications

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## Subconsultant Key Personnel

**KEITH JACOBS, PE (LMJ)** has extensive expertise in the area of geotechnical engineering. He is an accomplished project manager having successfully managed more than a thousand projects from small projects to large projects spanning over a decade. His experience includes analysis and design of shallow and deep foundations, flexible and rigid pavement, stormwater systems, retaining walls, sheet pile walls and bulkheads, earth dams, groundwater seepage, preloading; pile driving analysis, augercast piles, post grouted drilled shafts, pile static and dynamic load testing; settlement analysis; slope stability analysis; earthborne vibration characteristics and vibration analysis; the evaluation of settled structures and failed pavements/slopes; and value engineering.

**TOM BEDELL, PE (HSA)** As Director of Traffic Engineering for HSA since 2000, Mr. Bedell is responsible for engineering analysis, plan documents, and engineering drawings for traffic signalization design, and signing and pavement marking analysis and plans for multiple projects throughout for public and private clients District 3. Recent projects for which he has managed the traffic engineering services include the following:

- Wal-Mart Signal Design in Escambia County
- Creighton Road Signal Timing Study in Escambia County
- US 98 & Hutchinson Signal Design in Destin
- US 29 Signal Timing Study in Escambia County
- Signal System Feasibility Study in Foley, AL
- Chiefs' Way Signal System Analysis and Design in Pensacola
- US 98 Traffic Analysis in Gulf Breeze
- SR 79 Signal Design in Panama City
- Davis Highway Design, Segment 1 and Segment 2 – Intersection Engineering Analysis
- Nine Mile Road Design – Intersection Engineering Analysis

**MICHAEL L. CLELAND, AICP, PTP (HSA)** has twenty seven years of experience in transportation planning in both the public and private sectors. His experience includes transportation planning and traffic analysis, transit planning, and comprehensive planning. Mr. Cleland has significant experience and knowledge in design traffic analysis for FDOT roadway projects and in traffic impact analyses for proposed developments. He is responsible for coordinating all traffic-related projects; conducts traffic impact analyses for proposed developments, including detailed arterial capacity analysis; coordination of all traffic data collection efforts; development of design traffic projections and capacity analysis for proposed improvement projects; design and analysis of origin and destination studies; use of area-wide traffic simulation models. Additionally, Mr. Cleland directs the growth management/land use planning studies HSA performs for cities and counties throughout the Florida Panhandle. Included are future land use and zoning studies, concurrency management systems, land planner assistance for ROW takings, etc.

**MARSHA HAYES, SR/WA (HCA)** serves as Principal of Hayes Consulting Services, LLC, overseeing all affairs of the Corporation. Marsha is a Florida, Alabama, and North Carolina Licensed Real Estate Broker. Marsha serves as project manager, coordinates all projects under contract with HCS, and manages all staff, both employees and sub-contractors. In addition to her management duties, Marsha is heavily involved in the day to day operations at the contract, project, and parcel levels providing guidance on complex issues. Marsha has performed acquisition, relocation, appraisal, appraisal review, property management, right of way cost estimating and title services on projects throughout the Southeastern United States. Marsha has over 25 years combined experience in all phases of right way including: Program Management, Project Management, Title Research, Due Diligence, Negotiations, Closings, Relocation Planning and Assistance, Property Management, Appraisal, Cost Estimating, Quality Assurance, Contract Negotiations and Administration, and Condemnation Support. Twenty years of this experience was achieved as an employee for FDOT District Three Right of Way. Her extensive knowledge of 49 CFR Part 24, Uniform Act Right of Way Policies and Procedures, along with procedures for other state, federal and utility agencies provide Marsha with a solid basis upon which to make wise and prudent decisions. Marsha is committed to advancement of best practices through attendance and participation at numerous education venues, including IRWA Educational conferences, AASHTO R/W and Local Public Agency Committee Conferences.

**KEITH D. JOHNSON, B.S. (WSI), Environmental Scientist.** As an environmental scientist and principal of WSI, Mr. Johnson specializes in environmental and coastal resource permitting. He has 16 years of experience as an environmental scientist. Knowledge base includes: hydrographic studies; water quality assessment; Section 7 & 10 ESA Consultations; Environmental



## Hatch Mott MacDonald Qualifications

Impact Statements (EIS); jurisdictional wetland determination; wetland, terrestrial, and coastal ecology; wetland mitigation design; ecological monitoring; environmental assessments as it relates to real-estate transactions; and, constructed wetlands for water quality improvement. During that time, Mr. Johnson has completed numerous wetland delineations including a recent base wide delineation of Hurlburt Field AFB (+/- 4,000 acres), Phase I Environmental Site Assessments according to ASTM 1527-05 & 2247-08, HUD 4128 Compliance Findings and Related Laws studies, vegetation community mapping using the latest geographic information system technology, agency negotiations, environmental permitting, and wildlife surveys for numerous public and private development projects, and has designed a variety of wetland mitigation sites for these projects. He has designed biological studies pertaining to the discharge of wastewater in natural wetlands including assessments of threatened and endangered species, habitat quality, wetland vegetation successional trends, tree growth, and water quality. Mr. Johnson meets the qualifications of an Environmental Professional as defined in Appendix X2 of ASTM 1527-05 and 40 CFR 312.10(b).

**CRAIG D. MARTIN, B.S., M.S.(WSI), Ecologist.** Mr. Martin has over 18 years' experience in environmental permitting, ecological evaluations, wildlife biology, stream restoration assessments, and coastal restoration design and implementation associated with public and private land holders. Mr. Martin has developed Environmental Assessments (EA), Habitat Conservation Plans (HCP), and Environmental Impact Statements (EIS) associated with Federal review of projects. Mr. Martin has participated in hundreds of aquatic habitat restoration projects including site selection, mitigation planning, and implementation. His experience includes coastal and barrier island ecology, participation of the re- introduction of the Perdido Key Beach Mouse to historically occupied habitat, and possesses a keen familiarity of coastally dependent federally or state listed species including avian, marine turtle, and beach mice.

### References

Client References	Phone	Services Provided
<b>Santa Rosa County</b> <b>Roger Blaylock, PE</b> <b>County Engineer</b> Email: RogerB@santarosa.fl.gov 6495 Caroline St, Suite G Milton, FL 32570	850-981-7100	Civil Engineering, Roadway Engineering, Drainage Studies, Drainage Improvements, Streetscape, Structural, Architectural, Surveying, Electrical, Permitting, Construction Administration
<b>Escambia County Engineering</b> <b>Matt Mooneyham</b> <b>Project Manager</b> Email: mrmooneyham@co.escambia.fl.us 3363 West Park Place Pensacola, FL 32505	850-595-3440	Civil Engineering, Roadway Engineering, Drainage Studies, Drainage Improvements, Streetscape, Structural, Architectural, Surveying, Electrical, Permitting, Construction Administration
<b>City of Pensacola</b> <b>Derrick Owens, PE</b> <b>Director of Public Works / City Engineer</b> Email: dowens@cityofpensacola.com 222 West Main Street Pensacola, FL 32502	850-435-1645	Civil Engineering, Roadway Engineering, Drainage Studies, Drainage Improvements, Streetscape, Structural, Architectural, Surveying, Electrical, Permitting, Construction Administration
<b>Florida Department of Transportation</b> <b>Scott Golden, PE</b> <b>District 3 Design Engineer</b> Email: john.golden@dot.state.fl.us 1074 Highway 90 East Chipley, Florida 32428	850-638-0250	Roadway Design, Surveying, Construction Engineering and Inspection, Structural Engineering
<b>City of Fort Walton Beach</b> <b>Michael Beedie, PE</b> <b>City Manager</b> Email: mbeedie@fwb.org 105 Miracle Strip Parkway SW Fort Walton Beach, FL 32548	850-833-9504	Civil Engineering, Roadway Engineering, Drainage Studies, Drainage Improvements, Structural, Architectural, Surveying, Electrical, Permitting, Construction Administration, Wastewater Treatment Plant, Stormwater

**CONSULTING ENGINEERING SERVICES  
FOR OKALOOSA COUNTY  
ADDENDUM #2**

**BID #: #PW 25-13**

The Okaloosa County Board of County Commissioners is submitting the following changes on Specifications #PW 25-13.

**BOARD POLICY ON "NO CONTACT CLAUSE"**

The Okaloosa County Board of County Commissioners have established a solicitation silence policy (**No Contact Clause**) that prohibits oral and written communication regarding all formal solicitations for goods and services (formal bids, Request for Proposals, Requests for Qualifications) issued by the Board through the County Purchasing Department.

The period commences when the procurement document is ~~advertised~~ **received** and terminates when the Board of County Commissioners approves an award.

When the solicitation silence period is in effect, no oral or written communication is allowed regarding the solicitation between prospective bidders/proposers and members of the Board of County Commissioners, the County Administrator or members of the Board Approved Review Committee. All questions or requests for information regarding the solicitation **must** be directed to the designated Purchasing Representative listed in the solicitation.

Any information thought to affect the committee or staff recommendation submitted after bids are due, should be directed to the Purchasing Director or his appointed representative. It shall be the Purchasing Director's decision whether to consider this information in the decision process.

Any attempt by a vendor/proposer to influence a member or members of the aforementioned shall be grounds to disqualify the proposer from consideration during the selection process.

All proposers must agree to comply with this policy by signing the following statement and including it with their submittal.

I  representing Hatch Mott MacDonald Florida, LLC  
Signature Company Name

Hereby agree to abide by the County's "**No Contact Clause**" and understand violation of this policy shall result in disqualification of my proposal/submittal.



# CONFLICT OF INTEREST DISCLOSURE FORM

For purposes of determining any possible conflict of interest, all bidders/proposers, must disclose if any Okaloosa Board of County Commissioner, employee(s), elected officials(s), of if any of its agencies is also an owner, corporate officer, agency, employee, etc., of their business.

Indicate either "yes" (a county employee, elected official, or agency is also associated with your business), or "no". If yes, give person(s) name(s) and position(s) with your business.

YES \_\_\_\_\_

NO   X   \_\_\_\_\_

**NAME(S)**

**POSITION(S)**

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FIRM NAME:   **Hatch Mott MacDonald Florida, LLC**  

BY (PRINTED):   **Charles G. Baxley, PE**  

BY (SIGNATURE):   *Charles G. Baxley*  

TITLE:   **Executive Vice President**  

ADDRESS:   **5111 North 12<sup>th</sup> Avenue**  

  **Pensacola, Florida 32504**  

PHONE NO.   **850-484-6011**  

E-MAIL   **charles.baxley@hatchmott.com**



## DRUG-FREE WORKPLACE CERTIFICATION

THE BELOW SIGNED PROPOSER CERTIFIES that it has implemented a drug-free workplace program. In order to have a drug-free workplace program, a business shall:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under quote a copy of the statement specified in subsection 1.
4. In the statement specified in subsection 1, notify the employees that, as a condition of working on the commodities or contractual services that are under quote, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in, drug abuse assistance or rehabilitation program if such is available in employee's community, by any employee who is convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign this statement, I certify that this firm complies fully with the above requirements.

DATE: April 18, 2013

SIGNATURE: 

COMPANY: Hatch Mott MacDonald Florida, LLC

NAME: Charles G. Baxley, PE  
(Typed or Printed)

ADDRESS: 5111 North 12<sup>th</sup> Avenue  
Pensacola, FL 32504

TITLE: Executive Vice President

E-MAIL: charles.baxley@hatchmott.com

PHONE NO.: 850-484-6011

## INDEMNIFICATION AND HOLD HARMLESS

To the fullest extent permitted by law, CONTRACTOR shall indemnify and hold harmless COUNTY, its officers and employees from liabilities, damages, losses, and costs including but not limited to reasonable attorney fees, to the extent caused by the negligence, recklessness, or intentional wrongful conduct of the CONTRACTOR and other persons employed or utilized by the CONTRACTOR in the performance of this Agreement.

Hatch Mott MacDonald Florida, LLC  
Proposer's Company Name

5111 North 12<sup>th</sup> Avenue  
Physical Address

Pensacola, FL 32504  
Mailing Address

850-484-6011  
Phone Number

850-380-7671  
Cellular Number

April 18, 2013  
DATE

  
Authorized Signature – Manual

Charles G. Baxley, PE  
Authorized Signature – Typed

Executive Vice President  
Title

850-484-8199  
FAX Number

same as cell  
After-Hours Number(s)


(REVISED: JANUARY 12, 2001)

# FEDERAL E-VERIFY COMPLIANCE CERTIFICATION

In accordance with Okaloosa County Policy and Executive Order Number 11-116 from the office of the Governor of the State of Florida, Proposer hereby certifies that the U.S. Department of Homeland Security's E-Verify system will be used to verify the employment eligibility of all new employees hired by the contractor during the contract term, and shall expressly require any subcontractors performing work or providing services pursuant to the contract to likewise utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the subcontractor during the contract term; and shall provide documentation of such verification to the COUNTY upon request.

=====

As the person authorized to sign this statement, I certify that this company complies/will comply fully with the above requirements.

DATE: April 18, 2013 SIGNATURE:   
COMPANY: Hatch Mott MacDonald Florida, LLC NAME: Charles G. Baxley, PE  
(Typed or Printed)  
ADDRESS: 5111 North 12<sup>th</sup> Avenue TITLE: Executive Vice President  
Pensacola, FL 32503  
E-MAIL: charles.baxley@hatchmott.com  
PHONE NO.: 850-484-6011





**BOARD OF COUNTY COMMISSIONERS  
AGENDA REQUEST**

**DATE:** July 16, 2013  
**TO:** Honorable Chairman and Members of the Board  
**FROM:** Richard Brannon  
**SUBJECT:** Engineering Services for Public Works  
**DEPARTMENT:** Purchasing  
**BCC DISTRICT:** All

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**STATEMENT OF ISSUE:** Proposals were received from twenty-one (21) firms on April 19, 2013 to provide Engineering Services for the County Public Works Department. The Board Approved Selection Committee (see attached) met on June 25, 2013 to review and rank all proposals received. Six firms were selected after discussion and numerical standing to recommend entering into contract with:

Larry M. Jacobs, Pensacola, FL ✓  
HDR, Pensacola, FL ✓  
Preble Rish Inc., Ft. Walton Beach, FL ✓  
Hatch Mott MacDonald, Pensacola, FL ✓  
SCS Engineering, Pensacola, FL ✓  
Avcon, Inc., Niceville, FL ✓

**BACKGROUND:** The resulting contracts will start on October 1, 2013 and replace contracts currently in place which expire on September 30, 2013. Funding will be available in the  
FY 13-14 Budget.

3 yr  
w/ 2 1 yr Re

**OPTIONS:** Approve or Reject.

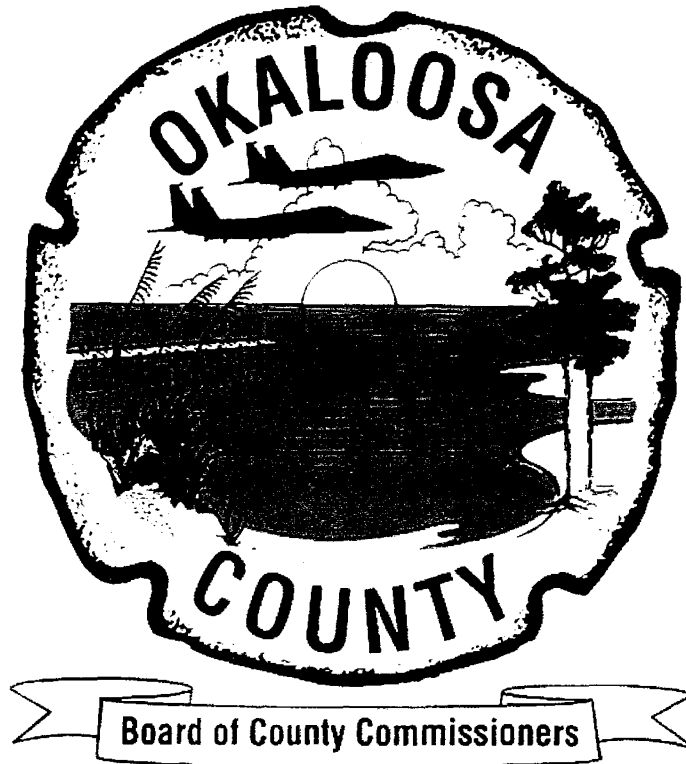
**RECOMMENDATIONS:** Staff recommends approval of the Committee recommendation allowing staff to negotiate fee schedules with the six firms and authorize the Chairman to sign the resulting contracts.

**RECOMMENDED BY:**

**APPROVED BY:**

Ernie Padgett, County Administrator

**CONSULTING ENGINEERING SERVICES  
FOR OKALOOSA COUNTY**



**PROPOSAL #: PW 25-13**

**PROPOSAL DUE: APRIL 19, 2013 @ 4:00 P.M.**

**THE INTENT OF THIS RFP IS TO OBTAIN  
CONSULTING ENGINEERING SERVICES  
FOR OKALOOSA COUNTY**

**REQUEST FOR PROPOSALS/QUALIFICATIONS  
GENERAL ENGINEERING SERVICES  
OKALOOSA COUNTY**

The Okaloosa County Board of County Commissioners under the provisions of Section 287.055, Florida Statutes and County policy, request qualifications from professional engineering firms for public infrastructure projects for professional engineering services including but not limited to: engineering studies; surveys; engineering design; preparation of plans, specifications and contract documents; preparation of cost estimates; obtaining necessary federal, state and local governmental agency permits (fees to be provided by County); construction inspections; construction management; contract administration; project completion certifications and as-builts as may be required; presentations to the Board of County Commissioners and the general public; right-of-way identification, appraisal and assistance in acquisition; assistance in identifying and acquiring grants and loans from federal agencies or other applicable sources of funding. The types of public infrastructure projects which may be assigned include: road construction; road reconstruction; signalization projects; traffic studies; storm water management; erosion control; coastal management; environmental investigations; solid waste management; water and wastewater; parks and recreation; facilities management; and any other type of project which may be under the purview of the Public Works Department or any other County department. Services of the consultant shall be under the general direction of the County Department Director initiating the work or his or her designee, who shall act as the County's representative during the performance of the scope of services.

Engineering firms desiring consideration should provide an original and five (5) copies of their statement of qualifications/proposals with the firm's areas of expertise identified. Selected firm(s) will not be required to have expertise in all the areas specified above. Guidelines detailing form and content requirements for the statement of qualifications/proposals are available by contacting Jason T. Autrey, P.E., County Engineer, 1759 S. Ferdon Blvd., Crestview, FL 32536 or call 850-689-5772.

Proposals must be delivered to the Okaloosa County Purchasing Department at the address below no later than **4:00 p.m., April 19, 2013** in order to be considered.

All proposals must be in sealed envelopes reflecting on the outside thereof **"Proposal for General Engineering Services for Okaloosa County."**

All proposals should be addressed as follows:

Okaloosa County Purchasing Dept  
Attn: Richard Brannon  
602-C North Pearl St  
Crestview FL 32536

//Signed//  
Richard L. Brannon  
Purchasing Director

BOARD OF COUNTY COMMISSIONERS  
OKALOOSA COUNTY, FL

Don R. Amunds  
Chairman



**GUIDELINES FOR STATEMENT OF QUALIFICATIONS/PROPOSAL  
CONSULTING ENGINEERING SERVICES FOR  
OKALOOSA COUNTY**

The purpose of this Request for Proposal/Qualifications is to provide interested consultants with guidelines and information to enhance their submission of proposals on the project entitled **"CONSULTING ENGINEERING SERVICES FOR OKALOOSA COUNTY."**

It is expected that the consultants' contract will consist of fixed hourly costs for all positions required to complete any public infrastructure projects for professional engineering services including but not limited to: engineering studies; surveys; engineering design; preparation of plans, specifications and contract documents; preparation of cost estimates; obtaining necessary federal, state and local governmental agency permits (fees to be provided by County); construction inspections; construction management; contract administration; project completion certifications and as-builts as may be required; presentations to the Board of County Commissioners and the general public; right-of-way identification, appraisal and assistance in acquisition; assistance in identifying and acquiring grants and loans from federal agencies or other applicable sources of funding. The types of public infrastructure projects which may be assigned include: road construction; road reconstruction; signalization projects; traffic studies; storm water management; erosion control; coastal management; environmental investigations; solid waste management; water and wastewater; parks and recreation; facilities management; and any other type of project which may be under the purview of the Public Works Department or any other County department. Services of the consultant shall be under the general direction of the County Department Director initiating the work or his or her designee, who shall act as the County's representative during the performance of the scope of services.

These negotiations will conform to the Florida Consultants Competitive Negotiation Act (CCNA) Chapter 287.057, Florida Statutes and County policy. Once these fixed hourly costs are negotiated and the contracts signed, each miscellaneous project will be negotiated relative to the number of hours required by each position to accomplish the scope of work. The engineering costs will be based on time and expenses with a not to exceed limit based on the negotiated hours and expenses. The results of this negotiation will result in a Task Order for the miscellaneous project. The County's standard form of consulting agreement will be utilized.

The term of this contract will be for three (3) years. The County reserves the right to renew any contract for one (1) additional three-year contract period. Renewal of the contract period shall be recommended by the Public Works Department.

The Board of County Commissioners reserves the right to accept or reject any or all statement of qualifications/proposals or to waive any informality existing in any proposal, or to accept the proposals which best serves the interest and intent of this project and is from the most responsive and responsible firms.

An original and five (5) copies of the proposal will be required with all copies having been signed by a company official with the power to bind the company in its proposal. All must be completely responsive to the Request for Proposal/Qualification guidelines for consideration.

The content of the statement of qualification/proposal of the successful firms will become a basis for contractual negotiations.

The selected consultants shall be required to assume responsibility for all services offered in their proposal. The selected consultants will be the sole point of contact concerning contractual matters including payments of any charges resulting from the contract.

Payment schedule and basis for payment will be negotiated, but will be based upon documented work completed.

**Public Entity Crime Information** - A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, for **CATEGORY TWO** for a period of 36 months from the date of being placed on the convicted vendor list.

The engagement of certain professional services, including those required by this Request for Proposals, is exempt from the provisions of the Administrative Procedure Act, Chapter 120, Florida Statutes, as amended, and therefore are not to be subject to the appeal process therein described at any time during the solicitation period.

Proposals **MUST** be submitted in the format described below:

1. Letter of interest including information on location of the firm's office that will be the lead office for this contract.
2. **Business Credentials** – Provide a synopsis of the consultant's qualifications, to include specific capabilities of the firm.
3. **Registration** – State the State of Florida licensing/registration qualifications of the consultant's personnel and business office. Provide copies of same.
4. **Specific Accomplishments** – Provide a listing of completed projects with a description of the work performed by the consultant representative of the type of work proposed under this Request for Proposal/Qualifications. The list should include only projects that had significant input from individuals who will be assigned to work on County projects.
5. **Areas of Expertise** – Provide list of your company's area of expertise. Include listing of projects verifying same. Firms **are not required** to have expertise in all areas to be considered.
6. **Project Management Organization** – Describe the organizational structure that will be used to manage projects. The consultant must identify key personnel to be assigned to projects, and provide a resume of their qualifications, education and experience.

8. **Additional Information & Comments** – The contents under this heading are to be left to the discretion of the consultant. Material must be pertinent to the proposal but not be otherwise requested in the Request for Proposal/Qualifications.
9. **No Contact Clause** - The Okaloosa County Board of County Commissioners have established a solicitation silence policy (**No Contact Clause**) that prohibits oral and written communication regarding all formal solicitations for goods and services (formal bids, Request for Proposals, Requests for Qualifications) issued by the Board through the County Purchasing Department. The period commences when the procurement document is advertised received and terminates when the Board of County Commissioners approves an award.

**Note: For proposer's convenience, this certification form is enclosed and is made a part of the bid package.**

10. **Conflict of Interest Disclosure Form** – The award hereunder is subject to the provisions of Chapter 112, Florida Statutes. All respondents must disclose with their proposal the name of any officer, director, or agent who is also a public officer or an employee of the Okaloosa Board of County Commissioners, or any of its agencies.

Furthermore, all respondents must disclose the name of any County officer or employee who owns, directly or indirectly, an interest of five percent (5%) or more in the firm or any of its branches.

Furthermore, the official, prior to or at the time of submission of the proposal, must file a statement with the Clerk of Circuit Court of Okaloosa County, if he is an officer or employee of the County, disclosing his or spouse's or child's interest and the nature of the intended business.

**Note: For proposer's convenience, this certification form is enclosed and is made a part of the bid package.**

11. **Drug Free Workplace Certification** – Preference shall be given to businesses with drug-free workplace programs. Whenever two or more proposals that are equal with respect to price, quality and service are received by the County for the procurement of commodities or contractual services, a proposal received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process.

**Note: For proposer's convenience, this certification form is enclosed and is made a part of the bid package.**

12. **Liability & Indemnification Form** – To the fullest extent permitted by law, CONTRACTOR shall indemnify and hold harmless COUNTY, its officers and employees from liabilities, damages, losses, and costs including but not limited to reasonable attorney fees, to the extent caused by negligence, recklessness, or intentional wrongful conduct of the CONTRACTOR and other persons employed or utilized by the CONTRACTOR in the performance of this Agreement.

**Note: For proposer's convenience, this certification form is enclosed and is made a part of the bid package.**



12. **Liability & Indemnification Form** – To the fullest extent permitted by law, CONTRACTOR shall indemnify and hold harmless COUNTY, its officers and employees from liabilities, damages, losses, and costs including but not limited to reasonable attorney fees, to the extent caused by negligence, recklessness, or intentional wrongful conduct of the CONTRACTOR and other persons employed or utilized by the CONTRACTOR in the performance of this Agreement.

**Note: For proposer's convenience, this certification form is enclosed and is made a part of the bid package.**

13. **Federal E-Verify Compliance Certification** - In accordance with Okaloosa County Policy and Executive Order Number 11-116 from the office of the Governor of the State of Florida, Proposer hereby certifies that the U.S. Department of Homeland Security's E-Verify system will be used to verify the employment eligibility of all new employees hired by the contractor during the contract term, and shall expressly require any subcontractors performing work or providing services pursuant to the contract to likewise utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the subcontractor during the contract term; and shall provide documentation of such verification to the COUNTY upon request.

**Note: For proposer's convenience, this certification form is enclosed and is made a part of the bid package.**

Proposal Opening shall be public on the date and time specified on the proposal form. It is the firm's responsibility to assure that their proposal is delivered at the proper time and place. Offers by telegram, facsimile, or telephone are not acceptable. **Note:** Crestview is "**not a next day guaranteed delivery location**" by delivery services.

The Board of County Commissioners of Okaloosa County in its absolute discretion may reject any proposal of a proposer that has failed, in the opinion of the Board, to complete or perform an Okaloosa County contracted project in a timely and acceptable fashion, and has directed the Okaloosa County Purchasing Director to emphasize this condition to potential proposers.

**Evaluation/Selection of Proposals** – The statements of qualifications/proposals will be reviewed by a Review & Selection Committee (to be appointed by the Okaloosa Board of County Commissioners at a later date). Proposals should be responsive to the items identified in this request for proposal and contain no more than 35 pages. The 35 page maximum includes all required forms and certification copies, but excludes the proposal cover and table of contents. The Committee will select those firms deemed to be most responsive and hear presentations by those firms, if necessary.

The Selection Review Committee will evaluate all proposals received and:

1. Prepare an alphabetical listing of those proposers determined to be interested and available. Evaluate the proposals meeting minimum submission criteria based upon

qualifications and conduct discussions with those firms deemed to be the most highly qualified to provide the services required. Selection as best qualified will be based on the following considerations:

- a. Responsiveness of the proposal clearly stating an understanding of the work to be performed for the County.
  - b. Firm's reputation and competence, including technical education and training, experience in projects outlined in the RFP, availability of adequate personnel, equipment and facilities, the extent of repeat business of the firm and, where applicable, the relationship of cost estimates by the firm to actual costs on previous projects.
  - c. Current workload and firm's capacity to perform future work.
  - d. Fields of work for which the firm is proposing to perform.
  - e. Financial responsibility and solvency.
  - f. Ability to observe and advise whether plans and specifications are being complied with.
  - g. Past record of professional accomplishments related to the area(s) of work the firm is proposing to perform.
  - h. Previous experience with Okaloosa County, specifically stating which department and personnel were points of contact.
  - i. Qualifications and responsibilities of personnel to be assigned to the program.
  - j. Extent of experience and past performance when working with ACOE, DEP, EPA, DOT, FAA and NFWFMD in the capacity as an agent attempting to secure a regulatory permit.
  - k. Extent of experience and past performance with grant/loan programs promulgated by ACOE, FDEP, EDC, EPA, FDOT, FAA, NFWFMD, SRF, USDA and other agencies.
  - l. Experience with programs similar in size and scope to those herein proposed.
  - m. Firm's capability to meet schedules.
  - n. Willingness to meet time and budget requirements including past performance examples.
  - o. Demonstrated expertise and experience in utilizing various design and modeling software.
  - p. Geographic location of the firm's office(s) that will be providing service to the County, including permanent office(s) of the project management team.
2. Review of all proposals received will proceed as follows:
- a. The selection committee will review all written documents submitted.

- b. The committee's ranking of prospective firms shall be based on the firm's qualifications, capabilities, ability, adequacy of personnel, past record, recent experience, current workload, location(s) of the firm or individual and the overall adherence to the Request For Proposal.
  - c. The committee may request oral presentations from the consultants when establishing the recommended priority or short list.
- 3. Okaloosa County reserves the right to negotiate contracts with one or more engineering firms for these services.
- 4. Presentation of the rankings, selections, agreements and proposed contracts will be made to the Okaloosa County Board of County Commissioners in accordance with the Purchasing Department's policy related to the acquisition of services.
- 5. At such time when an approval is granted by the Okaloosa County Board of Commissioners notification will be provided to each firm in accordance with the County's Purchasing Department policy.
- 6. Direct one-on-one contact with the Committee members, County Commissioners or County Administrator is prohibited when the procurement document is advertised and terminates when the Board of County Commissioners approves the award. Any questions during this period should be directed to the Purchasing Director or their appointed representative. Selection will be on the basis of professional qualifications and experience.
  - a. The Selection Review Committee will evaluate and rank all proposals meeting the minimum submission requirements.

**Proposal Opening** - Proposal Opening shall be public on the date and time specified on the proposal form. It is the proposer's responsibility to assure that their proposal is delivered to the proper time and place. Offers by telegram, facsimile or telephone are **NOT** acceptable. **Note: Crestview, FL is "not a next day guaranteed delivery location" by delivery services.**

**Right to Waive and Reject:**

- A. The Board, in its absolute discretion, may reject any proposal of a proposer that has failed, in the opinion of the Board, to complete or perform an Okaloosa County contracted project in a timely fashion or has failed in any other way, in the opinion of the Board, to perform a prior contract in a satisfactory manner, and has directed the Okaloosa County Purchasing Director to emphasize this condition to potential proposers.
- B. There is no obligation on the part of the County to award the proposal to the highest ranked proposer, and the County reserves the right to award the proposal to proposer submitting a responsive proposal with a resulting negotiated agreement which is most advantageous and in the best interest of Okaloosa county, and to reject any and all proposals or to waive any irregularity or technicality in proposals received. Okaloosa



County shall be the sole judge of the proposal and the resulting negotiated agreement that is in its best interest and its decision shall be final.

- C. The Board of County Commissioners reserves the right to waive any informalities or reject any and all proposals, in whole or part, to utilize any applicable state contracts in lieu of or in addition to this proposal and to accept the proposal that in its judgement will best serve the interest of the County.
- D. The Board of County Commissioners specifically reserves the right to reject any conditional proposal and will normally reject those which made it impossible to determine the true amount of the proposal. Each item must be proposed separately and no attempt is to be made to tie any item or items to any other item or items.

**Disqualification of Proposers** - Any of the following reasons may be considered as sufficient for the disqualification of a proposer and the rejection of his proposal or proposals:

- A. More than one proposal for the same work from an individual, firm or corporation under the same or different name.
- B. Evidence that the proposer has a financial interest in the firm of another proposer for the same work.
- C. Evidence of collusion among proposers. Participants in such collusion will receive no recognition as proposers for any future work of the County until such participant shall have been reinstated as a qualified proposer.
- D. Uncompleted work which in the judgement of the County might hinder or prevent the prompt completion of additional work if awarded.
- E. Failure to pay or satisfactorily settle all bills due for labor and material on former contracts in force at the time of advertisement of proposals.
- F. Default under previous contract.

**Discrimination** - An entity or affiliate who has been placed on the discriminatory vendor list may not submit a bid on a contract to provide goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not award or perform work as a contractor, supplier, subcontractor, or consultant under contract with any public entity, and may not transact business with any public entity.

## **INSURANCE REQUIREMENTS**

During the performance of services under this agreement, CONSULTANT shall maintain Commercial General Liability, Business Automobile Liability (including hired and non-owned coverage), Professional Liability and Workers' Compensation insurance. Such coverage shall adequately protect the interest of the COUNTY with regard to all exposures including design defects and subsequent costs and lost revenue to loss associated with this agreement. In no circumstance shall the limit of liability be written with limits less than \$5,000,000.

CONSULTANT shall furnish COUNTY certificates of insurance which shall include a provision that such insurance shall not be cancelled or coverage reduced without at least 30 days written notice to the COUNTY.

All coverage shall be with carriers admitted to do business in the State of Florida. Carriers shall be A+ rated by A M Best Company and have a financial size of X or higher. The Commercial General Liability and Business Automobile policies shall name Okaloosa County, Florida as an Additional Insured. Further, the Workers' Compensation policy shall contain a waiver of subrogation in favor of the COUNTY. Okaloosa County, Florida shall be listed as the Certificate Holder on all certificates.

COUNTY reserves the right to modify its insurance requirements on 60 days notice to CONSULTANT.



# CERTIFICATE OF LIABILITY INSURANCE

Page 1 of 1

DATE (MM/DD/YYYY)  
06/29/2013

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	Willis of New Jersey, Inc. c/o 26 Century Blvd. P.O. Box 305191 Nashville, TN 37230-5191	CONTACT NAME:	
		PHONE (A/C, NO, EXT):	877-945-7378
		FAX (A/C, NO):	888-467-2378
		E-MAIL ADDRESS:	certificates@willis.com
		INSURER(S) AFFORDING COVERAGE	NAIC #
INSURED	Hatch Mott MacDonald Group, Inc. 111 Wood Avenue South Iselin, NJ 08830	INSURER A:	Underwriters at Lloyd's London 15792-001
		INSURER B:	
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

**COVERAGES**

CERTIFICATE NUMBER: 20030864

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN. THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADD'L INSRD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	<b>GENERAL LIABILITY</b>						EACH OCCURRENCE \$
	COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) \$
	CLAIMS-MADE <input type="checkbox"/> OCCUR						MED EXP (Any one person) \$
							PERSONAL & ADV INJURY \$
							GENERAL AGGREGATE \$
	GEN'L AGGREGATE LIMIT APPLIES PER:						PRODUCTS - COMP/OP AGG \$
	POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/>						\$
	<b>AUTOMOBILE LIABILITY</b>						COMBINED SINGLE LIMIT (Ea accident) \$
	ANY AUTO						BODILY INJURY (Per person) \$
	ALL OWNED AUTOS						BODILY INJURY (Per accident) \$
	HIRED AUTOS						PROPERTY DAMAGE (Per accident) \$
							\$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR						EACH OCCURRENCE \$
	EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE						AGGREGATE \$
	DED <input type="checkbox"/> RETENTION \$						\$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b>						WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER <input type="checkbox"/>
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. EACH ACCIDENT \$
							E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$
A	Professional Liab			B080120388P13	6/30/2013	6/30/2014	\$1,000,000 Per Occurrence \$1,000,000 Aggregate

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach Acord 101, Additional Remarks Schedule, if more space is required)

**CERTIFICATE HOLDER****CANCELLATION**

Okaloosa County Board of County Commissioners 302 N. Wilson St., Suite 302 Crestview, FL 32536	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE <i>Patricia A. Fony</i>

Call: 4142396 Tpl: 1665382 Cert: 20030864 ©1988-2010 ACORD CORPORATION. All rights reserved.