

# TASK ORDER APPROVAL FORM

CONTRACT #: C22-3201-IT

TASK ORDER #: 05


TASK ORDER AMOUNT: \$ 30,950 NTE \_\_\_\_\_

CONTRACT: C22-3201-IT  
Halff Associates, Inc.  
Telecommunications/Broadband Consulting SVS  
EXPIRES: 07/04/2025 w/2 1 yr renewals

OFFERED BY CONSULTANT:

HALFF ASSOCIATES, INC.  
FIRM'S NAME

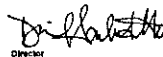
Tracy Forester  
REPRESENTATIVE'S PRINTED NAME

  
SIGNATURE

Transportation Deputy Practice Leader, ITS  
TITLE

DATE

**RECOMMENDED FOR APPROVAL  
(Department Director)**

  
Director  
Department of Information Technology  
Okaloosa County Florida  
Digitally signed by Dan Sambenedetto  
Date: 2023.11.29 13:25:14 -06'00'

SIGNATURE  
IT Director  
TITLE

DATE

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

DeRita Mason  
PURCHASING MANAGER  
Digitally signed by DeRita Mason  
Date: 2023.11.30 09:36:55 -06'00'

DATE

Faye Douglas  
OMB DIRECTOR/DATE  
Digitally signed by Faye Douglas  
Date: 2023.11.30 10:58:46 -06'00'

DATE

COUNTY ADMINISTRATOR (if applicable)

DATE

CHAIRMAN (if applicable)

DATE

Okaloosa County Information Technology  
Telecommunications Specialized Consulting Services  
Contract Number C22-3201-IT  
Task Order 05

This Task Order is issued pursuant to the Agreement for Telecommunications Specialized Consulting Fiber Optic Network dated July 5<sup>th</sup>, 2022, between Okaloosa County, Florida, and Halff Associates, Inc., which is incorporated herein by this reference, with respect to:

Scope of Basic Services

For

Okaloosa County Information Technology Fiber Optic Specialized Consulting Services

**PURPOSE**

The purpose of this Task Order is to authorize and direct the CONSULTANT (Halff Associates, Inc.) to proceed with necessary engineering and consulting services for the Okaloosa County Department of Information Technology (OWNER). The activities that are included are described in "Scope of Services."

**SCOPE OF SERVICES**

The CONSULTANT (Halff Associates, Inc.) agrees to perform the engineering and consulting related services in accordance with contract C22-3201-IT dated July 5<sup>th</sup>, 2022 as requested and directed by the OWNER. Services include but are not limited to:

- A. Coordination of Utilities:** CONSULTANT will submit a design locate ticket through Sunshine 811 to identify existing utility owners within the project limits. CONSULTANT will coordinate with existing utility owners within the project limits for areas described below in Section B requiring FDOT PERMIT Plans to include the approximate locations of the responsive existing utilities required to be shown on the permitting plans. Coordination will also include notifying existing utility owners of the proposed work as required by the FDOT permitting process.
- B. Develop Permit Plans and submit plans for a FDOT Utility Permit:** CONSULTANT will produce a 100-scale pdf design drawing of the OWNER's desired conduit installation for the purposes of an FDOT utility permit for SR 85 from Main St. to CR 85A/Bradley Rd. Utility information obtained from utility owners will be placed in plans and labeled with approximate horizontal distances as required by the FDOT permitting process. CONSULTANT will submit the FDOT utility permit on behalf of the OWNER.
- C. Develop Non-Permit Plans (New Conduit):** CONSULTANT will produce a 100-scale pdf design drawing of the OWNER's desired conduit path for the proposed Caveman Tower. There will be two options available for conduit paths pending coordination with the Utility Easement Owners. Option A – 2.67 miles along CR 85, Welannee Blvd and the Utility Easement. Option B – 3.40 miles along CR 85A and Caveman Rd. The conduit plans to the proposed Tower location on Caveman Rd will be shown as approximate locations for the conduit installation with minimal project corridor information based on files provided by the OWNER (R/W, Baseline, Aerials and Anticipated Conduit Path). Task will include the efforts required with the owner of the Utility Easement for acceptance/permitting of placing COUNTY conduit and FOC.

**EXCLUDED SERVICES**

CONSULTANT'S Scope of Services expressly does not include the following services which are the obligation of the OWNER.

Okaloosa County Information Technology  
Telecommunications Specialized Consulting Services  
Contract Number C22-3201-IT  
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- A. Environmental/Biological Services and Permitting
- B. Geotechnical, Architectural, Structural, Foundation Design, Mechanical, or Electrical Services
- C. Survey
- D. Fiber Optic Splice Diagrams
- E. Building conduit entry details

**COMPENSATION PROVISIONS**

As compensation for providing the services under this Task Order, the OWNER shall pay the CONSULTANT in accordance with the July 5th, 2022 agreement for the actual work completed and accepted by the OWNER. Invoicing must show specific quantities and grouped by each assigned task with sufficient detail to fully report results, conclusions, and recommendations as required. Each invoice will also show total to date and remainder under this task order.

The Not to Exceed (NTE) amount for this task order is: \$ 30,950 NTE

**PERIOD OF SERVICE**

The schedule for the services provided under this task order shall be in accordance with the July 5th, 2022 agreement and will remain in effect until the NTE amount is reached or otherwise terminated by the OWNER.

**AUTHORIZED REPRESENTATIVES**

The Authorized Representatives designated below are authorized to act with respect to this Task Order. Communications between the parties shall be through the Authorized Representatives:

**For OWNER:**


Dan Sambenedetto  
[dsambenedetto@myokaloosa.com](mailto:dsambenedetto@myokaloosa.com)  
1250 N. Eglin Pkwy, Suite 303  
Shalimar, FL 32579  
850-651-7570, 850-200-5346

**For CONSULTANT:**

Tracy Forester  
[tforester@halff.com](mailto:tforester@halff.com)  
2255 Killearn Center Blvd. Suite 200  
Tallahassee, FL 32309  
850-848-9421

Dan Sambenedetto

REPRESENTATIVE'S PRINTED NAME



Director  
Department of Information Technology  
Okaloosa County Florida

SIGNATURE

Digitally signed by Dan Sambenedetto  
Date: 2023.11.29 13:24:56 -06'00'

Tracy Forester

REPRESENTATIVE'S PRINTED NAME



SIGNATURE