

CONTRACT, LEASE, AGREEMENT CONTROL FORM

Date: 12/08/2021

Contract/Lease Control #: C18-2655-IT

Procurement#: RFQ IT 17-17

Contract/Lease Type: CONTRACT

Award To/Lessee: HALFF ASSOCIATES, INC.

Owner/Lessor: OKALOOSA COUNTY

Effective Date: 12/05/2021

Expiration Date: 12/04/2022

Description of: SPECIALIZED TELECOM SERVICES

Department: IT

Department Monitor: SAMBENEDETTO

Monitor's Telephone #: 850-651-7570

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

Closed:

Cc: BCC RECORDS

**PROCUREMENT/CONTRACT/LEASE
INTERNAL COORDINATION SHEET**

Procurement/Contract/Lease Number: C18-2455-ZT Tracking Number: _____

Procurement/Contractor/Lessee Name: Halff Associates Grant Funded: YES ___ NO X

Purpose: Renewal / market

Date/Term: 12-3-22

Department #: 1125

Account #: 534900

Amount: _____

Department: IT Dept. Monitor Name: Sam DeRitto

1. GREATER THAN \$100,000

2. GREATER THAN \$50,000

3. \$50,000 OR LESS

Purchasing Review

Procurement or Contract/Lease requirements are met:

DeRitto Mason Date: 11-23-21

Purchasing Manager or designee Jeff Hyde, DeRita Mason, Jessica Darr, Angela Etheridge

2CFR Compliance Review (if required)

Approved as written: NO Federal funds Grant Name: _____

_____ Date: _____

Grants Coordinator

Risk Management Review

Approved as written: see mail attached Date: 11-23-21

_____ Lisa Price

Risk Manager or designee

County Attorney Review

Approved as written: see mail attached Date: 11-23-21

_____ Lynn Hoshihara, Kerry Parsons or Designee

County Attorney

Department Funding Review

Approved as written: _____ Date: _____

IT Review (if applicable)

Approved as written: _____ Date: _____

DeRita Mason

From: Karen Donaldson
Sent: Thursday, November 18, 2021 3:15 PM
To: DeRita Mason
Subject: RE: Halff Associates Contract Renewal C18-2655-IT

DeRita

This is approved for insurance purposes HOWEVER please note that the insurance in file does not meet the contract requirements. They need to add the wavier of subrogation to the worker comp policy.

Thank you

Karen Donaldson

Karen Donaldson
Claims Examiner
Okaloosa County Risk Management
302 N Wilson Street, Suite 301
Crestview, Fl. 32536
850.683.6207 / 850.585.8915 Cell
KDonaldson@myokaloosa.com



For all things Wellness please visit:

<http://www.myokaloosa.com/wellness>

Please note: Due to Florida's very broad public records laws, most written communications to or from county employees regarding county business are public records, available to the public and media upon request. Therefore, this written e-mail communication, including your e-mail address, may be subject to public disclosure.

From: DeRita Mason
Sent: Thursday, November 18, 2021 2:37 PM
To: Lynn Hoshihara <lhoshihara@myokaloosa.com>
Cc: Kerry Parsons <kparsons@myokaloosa.com>; Karen Donaldson <kdonaldson@myokaloosa.com>; Leigh Anne Medina <lmedina@myokaloosa.com>; Dan Sambenedetto <dsambenedetto@myokaloosa.com>
Subject: FW: Halff Associates Contract Renewal C18-2655-IT
Importance: High

All,

DeRita Mason

From: Lynn Hoshihara
Sent: Thursday, November 18, 2021 3:18 PM
To: DeRita Mason
Cc: Kerry Parsons; Karen Donaldson; Leigh Anne Medina; Dan Sambenedetto
Subject: Re: Halff Associates Contract Renewal C18-2655-IT
Attachments: C18-2655-IT amendment 11.18.21.docx

DeRita,

Attached are my suggested changes. With these changes, this is approved as to legal sufficiency.

Lynn

Lynn M. Hoshihara
County Attorney
Okaloosa County, Florida

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From: DeRita Mason
Sent: Thursday, November 18, 2021 3:36:53 PM
To: Lynn Hoshihara
Cc: Kerry Parsons; Karen Donaldson; Leigh Anne Medina; Dan Sambenedetto
Subject: FW: Halff Associates Contract Renewal C18-2655-IT

All,
Please review and approve the attached. They need to take this to the board for approval on the 7th.
Sorry for the rush. It got buried in other work and slipped the cracks.

Thank you,

From: Leigh Anne Medina
Sent: Thursday, November 18, 2021 2:30 PM
To: DeRita Mason <dmason@myokaloosa.com>; Dan Sambenedetto <dsambenedetto@myokaloosa.com>
Subject: RE: Halff Associates Contract Renewal C18-2655-IT

DeRita,

Here is what I have. Thanks!

Best Regards,
Leigh Anne Medina,
IT Financial Coordinator

Okaloosa County, Florida
Phone: 850.651.7570 Fax: 850.651.7576
1250 N. Eglin Pkwy., Suite 303, Shalimar FL 32579

**SECOND AMENDMENT AND RENEWAL TO CONTRACT
HALFF ASSOCIATES, INC.
C18-2655-IT**

This Second Amendment and Renewal made and entered into this 7th day of Dec, 2021, hereby renews and amends contract C18-2655-IT, dated August 18, 2015, by and between Okaloosa County, Florida, (hereinafter the "County") and Halff Associates, Inc. (hereinafter the "Contractor").

WHEREAS, on July 5, 2017, the County and Contractor's predecessor entered into a contract, C18-2655-IT, which provides consulting services, and that contract was assigned to Contractor on January 21, 2020; and

WHEREAS, the County and Contractor wish to renew the contract for one (1) final year. The contract will be retroactively dated to begin December 4, 2021; and

WHEREAS, the County and Contractor wish to amend Section Five, Compensation, to reflect updated rates attached in Exhibit "A" and hereto made a part of the contract.

NOW THEREFORE, in consideration of the mutual covenants herein and other good and valuable consideration, the parties hereby agree to amend and renew C18-2655-IT as follows:

1. C18-2655-IT is hereby renewed for one (1) final year beginning December 4, 2021 and running through December 3, 2022.
2. C18-2655-IT is hereby amended to update the compensation to reflect the updated rate schedule attached as Exhibit "A".
3. All other provisions of the Contract shall remain in full force and effect through the duration of the renewal.

(This area left intentionally blank.)

CONTRACT: C18-2655-IT
HALFF ASSOCIATES, INC.
SPECIALIZED TELECOM SERVICES
EXPIRES: 12/04/2022

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


HALFF ASSOCIATES, INC.


Signature

Tracy Foreste / V.P.
Print Name/Title

Date: 11/22/21

OKALOOSA COUNTY, FLORIDA


Carolyn N. Ketchel, Chairman

Date: December 7, 2021

ATTEST 

For J.D. Peacock II, Clerk

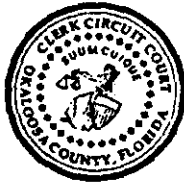


Exhibit "A"



Standard Hourly Rate Schedule

(Valid through December 31, 2022)

	<u>Range</u>
<u>Engineers</u>	
Principal/Officer – Professional Engineer	\$253.00
Engineering Department Manager	\$209.00
Senior Professional Engineer	\$170.50
Professional Engineer	\$121.00
Project Engineer	\$115.50
Engineer Intern/CADD tech/Traffic/Fiber	\$ 82.50
Graduate Engineer/CADD tech/Traffic/Fiber	\$ 77.00
<u>Technicians</u>	
Senior ITS Manager/TMC/Traffic/Fiber	\$231.00
Supervisory Technician/CADD	\$121.00
Senior Technician/CADD/Assist.TMC Designer/Fiber	\$ 93.50
Design Technician/CADD tech/Traffic/Fiber	\$ 82.50
Technician	\$ 38.50
<u>GIS</u>	
Principal Officer – Senior Spatial Analyst	\$165.00
Senior Spatial Analyst	\$137.50
Spatial Analyst	\$ 99.00
GIS Specialist	\$ 66.00
<u>Landscape Architects</u>	
Principal/Officer – Professional Landscape Architect	\$220.00
Landscape Architect Department Manager	\$165.00
Senior Professional Landscape Architect	\$137.50
Project Manager Landscape Architect	\$104.50
Professional Landscape Architect	\$ 93.50
Senior Landscape Designer	\$ 82.50
Landscape Designer	\$ 71.50
<u>Planners</u>	
Principal/Officer – Land Planner	\$ 192.50
Planning Department Manager	\$ 137.50
Senior Planner	\$ 137.50
Planning Project Manager	\$ 93.50
Professional Planner	\$ 88.00
Senior Site Planner	\$ 93.50
Project Planner	\$ 82.50
Site Planner	\$ 66.00



Standard Hourly Rate Schedule

(Valid through December 31, 2022)

	<u>Range</u>
<u>Administration</u>	
Programmer/Web Designer	\$ 137.50
Executive Administrative Assistant	\$ 93.50
Senior Administrative Assistant	\$ 93.50
Administrative Assistant	\$ 60.50
Office Assistant	\$ 38.50
<u>Construction Engineering & Inspection (CE&I)</u>	
Senior Project Engineer	\$242.00
Project Administrator	\$176.00
Assistant Project Administrator	\$126.50
Senior Inspector	\$104.50
Inspector	\$ 88.00
Inspector Aid	\$ 60.50
CEI Secretary	\$ 55.00
Contract Support Specialist	\$110.00
Associate Contract Support Specialist	\$ 88.00
Resident Compliance Specialist	\$ 77.00

Reimbursable Expenses

Reimbursable expenses include, but are not limited to:

Courier Service	Government Permitting Fees
Maps / GIS Data	Prints, Copies, Plots, Plans
Mileage, Parking, Tolls	Subconsultant Fees
Postage and Overnight Mail	Telephone/Conferencing
Travel (lodging, rental car, per diem)	Miscellaneous Services