

TASK ORDER APPROVAL FORM

CONTRACT #: C23-3266-PW

TASK ORDER #: 4


TASK ORDER AMOUNT: \$92,704.00

CONTRACT: C23-3266-PW
Halff Associates, Inc.
Santa Rosa Blvd Improvements
EXPIRES: 10/18/2025 w/2 1 yr renewals

OFFERED BY CONSULTANT:

Halff Associates, Inc.
FIRM'S NAME

Mark Llewellyn Jr., P.E.
REPRESENTATIVE'S PRINTED NAME


SIGNATURE

Vice President 22-Jan-2024
TITLE DATE

**RECOMMENDED FOR APPROVAL
(Department Director)**

Jason T. Autrey, PE, CPM
Digitally signed by Jason T. Autrey, PE, CPM
Date: 2024.01.25 15:02:00 -06'00'

Public Works Director
SIGNATURE TITLE

01.25.2024
DATE

John Hofstad
Digitally signed by John Hofstad
Date: 2024.01.29 12:48:01 -06'00'

COUNTY ADMINISTRATOR (if applicable)
01.29.2024
DATE

Revised January 21, 2020

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

DeRita Mason
Digitally signed by DeRita Mason
Date: 2024.01.25 16:10:08 -06'00'

PURCHASING MANAGER
01.25.2024
DATE

Faye Douglas
Digitally signed by Faye Douglas
Date: 2024.01.25 16:15:27 -06'00'

OMB DIRECTOR/DATE
01.25.2024
DATE

CHAIRMAN (if applicable)
DATE



**HALFF ASSOCIATES, INC.
AGREEMENT FOR THE PROVISION
OF LIMITED PROFESSIONAL SERVICES**

COUNTY Contact and Title: Scott Bitterman, P.E., County Engineer **Agreement Date:** 1/9/2024
Business Name: Okaloosa County Public Works
Address: 1759 S. Ferdon Boulevard, Crestview, FL 32536
Phone: (850) 689-5772
E-Mail: sbitterman@myokaloosa.com

Project Name: Santa Rosa Boulevard Design & CEI Engineering Services
Task Work Order (TWO) No. 4: Alternative Roadway Conceptual Rendering & Proposed Stormsewer System
Project City, County, Zip Code: Fort Walton Beach (Okaloosa Island), Okaloosa County, 32548
Project Latitude/Longitude: 30.391838/-86.596633

Halff Associates, Inc. (CONSULTANT) is pleased to submit our proposal to provide professional services for Okaloosa County (COUNTY) regarding the above referenced project. The abbreviated project description, scope of services, COUNTY's responsibilities, schedule, and compensation are as follows:

I. ABBREVIATED PROJECT DESCRIPTION

CONSULTANT will provide a conceptual rendering which displays an alternative typical section consisting of two travel lanes (one in each direction) and a center two-way left turn lane (TWLTL) for a portion of Santa Rosa Boulevard which lies approximately between the eastern terminus of Park Drive to the 1st Beach Park. Also included in this TWO is the design of a proposed stormsewer system within the project limits which extends and/or adds to the existing limited stormsewer system.

For TWO4, CONSULTANT will provide additional plan review meetings, development of an alternative roadway conceptual rendering, integration of requested typical section changes into the roadway plans (including updates to roadway plan-profile, stormsewer, signing and pavement markings, and cross sections), and design of a proposed stormsewer system.

II. SCOPE OF SERVICES

1. Plan Review Meetings – CONSULTANT will attend plan review meetings with the COUNTY at each phase of plans production submittal, as identified in TWO3. This task anticipates the following meetings:

1.1. Plan Review Meetings – CONSULTANT will schedule and conduct plan review meetings with the COUNTY to review the plans at the 30%, 60%, and 90% submittal phases. Each Plan Review Meeting will be documented and provided to the COUNTY. These meetings are in addition to the meetings included in other TWOs.

2. Development of Alternative Roadway Conceptual Rendering – CONSULTANT will provide a conceptual rendering displaying an alternative typical section, and a conceptual rendering of the

proposed roadway linework as shown in the previously submitted 30% Plans, for a portion of the project. The purpose of this task is to assist the COUNTY in determination of the design direction following 30% Plans completion. This task includes the following:

- 2.1. Alternative Roadway Conceptual Rendering – A conceptual rendering for the section of Santa Rosa Boulevard which lies between Bluefish Drive and Amberjack Drive (approx. STA. 190+00 to 202+00) depicting the proposed alternative typical section which consists of two travel lanes (one in each direction) and a center TWLTL. The conceptual rendering will specifically exclude bike lanes adjacent to the travel way and is intended to represent the proposed alternative design for a larger section of Santa Rosa Boulevard from the eastern terminus of Park Drive to the 1st Beach Park.
- 2.2. 30% Plans Conceptual Rendering – A conceptual rendering for the section of Santa Rosa Boulevard which lies between Bluefish Drive and Amberjack Drive (approx. STA. 190+00 to 202+00) depicting the typical section as provided in the previously submitted 30% Plans which consists of one eastbound travel lane and two westbound travel lanes. This typical section includes bike lanes adjacent to the travel lanes.

Note: This task does not include an update of the full Project Rendering covering the entire project limits. A full update may be requested by the COUNTY and included in a future TWO.

3. Plans Integration of Alternative Roadway Concept – CONSULTANT will integrate updates based on the preferred Alternative Roadway Concept selected by the COUNTY. This will include the following items:

- 3.1. Proposed Plan View Linework/Roadway Geometry Revisions – CONSULTANT will update the proposed plan view linework/roadway geometry per the COUNTY’s direction with the Alternative Roadway Concept.
- 3.2. Typical Section Revisions – CONSULTANT will revise the preferred typical sections to meet the needs and function of the Alternative Roadway Concept.
- 3.3. Signing and Pavement Marking Revisions – CONSULTANT will update the proposed signing and pavement markings to reflect the Alternative Roadway Concept.
- 3.4. Roadway Cross Sections – CONSULTANT will update the proposed roadway cross sections to reflect the Alternative Roadway Concept.

Note: Modification to the proposed Typical Section following completion of the 30% Plans, also requires an update to the previously completed stormwater analysis. The effort for this update is included in Task 4 below.

4. Proposed Stormsewer System Analysis and Drainage Plans – Through the review of topographic survey, geotechnical investigation, and 30% design analysis, it has been determined that the design of a stormwater management system (beyond roadside swales, channel drains/side drains, flumes and limited additional structures) will be required to accommodate the desired project outcomes. CONSULTANT will prepare and design a proposed stormsewer system to be included with the 60% and 90% Plans submittal identified in TWO3. This will include design analysis and plan sheet preparation.

- 4.1. Proposed Stormsewer System Analysis – The proposed stormsewer system design, as required, will collect and convey stormwater runoff from the proposed roadway improvements. The following components will be included as part of the proposed stormsewer system analysis:
 - 4.1.1. Stormsewer Drainage Analysis – This task includes updating and expanding the drainage analysis included in TWO3 to include the necessary stormsewer system. This includes the delineation of contributing drainage areas, determination of stormwater runoff, determination of inlet locations, spread for the curb and gutter sections, ditch cross sections and ditch grades, selection of suitable channel lining, design of side drains, development of Storm Drain Tabulation forms which will calculate hydraulic losses (hydraulic grade lines, friction, and minor losses), determination of pipe sizes and pipe velocities, determination of Design Tailwater for the closed drainage collection and conveyance system, design of scour protection where necessary, and compilation of necessary documentation.
 - 4.1.2. Stormwater Documentation – The additional drainage design documentation for the proposed stormwater system will be compiled into report format.
- 4.2. Drainage Plans – Based on the proposed stormsewer system analysis described above, CONSULTANT will prepare 60% and 90% drainage plans which will consist of the following components:
 - 4.2.1. Stormsewer Basin Maps – This task includes updating the existing drainage basins and other information to indicate the areas of stormwater runoff, flow arrows from offsite areas at the point where stormwater runoff enters the project corridor, and proposed drainage structures, pipes, outfall structures, and retention/detention facilities.
 - 4.2.2. Summary of Drainage Sheets – A plan sheet will be developed to summarize and quantify each type of drainage structure, pipe size and length included in the Drainage Plans.
 - 4.2.3. Drainage Structure Parameters – Any data related to the proposed drainage structures will be provided in tabular information located within the Plans. The information will include the structure identification, station, offset, structure type, FDOT Index number, grate or inlet top elevation, structure bottom dimension, pipe size, pipe material, and pipe invert elevation.
 - 4.2.4. Stormsewer Plan & Profile – The proposed stormsewer system will be incorporated into the roadway plan/profile.
 - 4.2.5. Erosion Control Plans – Erosion Control Plans will be developed to identify, locate, and quantify controls to reduce the amount of erosion and sedimentation that can occur because of the proposed roadway and stormsewer improvements.

III. COUNTY RESPONSIBILITIES

1. The COUNTY will provide CONSULTANT with any information, agreements, and/or restrictions that may be in effect on the property and impact the design guidelines or criteria for the project.
2. The COUNTY will provide CONSULTANT with access to the site for activities necessary for the performance of the services. CONSULTANT 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.

IV. PROJECT SCHEDULE

Upon receipt of a fully executed copy of this Agreement, CONSULTANT shall perform its services and discharge the obligations imposed upon us in a prompt and timely manner and as expeditiously as is consistent with professional skill and care and the orderly progress of the work. We also acknowledge that the COUNTY is to be regularly and routinely consulted in connection with the performance hereunder.

V. SUPPLEMENTAL SERVICES

Services authorized in writing by the COUNTY other than those specifically listed in the scope of services, and which are agreed to be performed by CONSULTANT by written addenda to this Agreement shall be considered Additional Services for which the COUNTY shall compensate CONSULTANT at an agreed upon lump sum fee or CONSULTANT hourly rates. Supplemental Services may include, but not be limited to the following items:

1. Public Engagement (individual or group) or County Commission presentations including renderings or PowerPoint
2. Access Management Coordination
3. Utility replacement or relocation design and permitting
4. Project gateway, signage, or hardscape design
5. Stormwater or utility improvements outside the project corridor or design of standalone stormwater management facilities
6. Right-of-Way acquisition support services
7. Traffic analysis or signal design
8. Preparation of standalone phased construction documents
9. Post Design Services
10. Design plans for connectivity to public areas beyond the Right-of-Way



VI. FEE SCHEDULE

Our fees for the described services are outlined in the attached fee schedule and summarized in the following table. Not to Exceed Fees do not include Reimbursable Expenses directly associated with this project (travel, mileage, reproduction, supplies, and other non-labor reimbursable costs).

| Scope of Services | Not to Exceed Fees |
|---|---------------------------|
| 1. Plan Review Meetings | \$2,562.00 |
| 2. Development of Alternative Roadway Conceptual Renderings | \$3,838.00 |
| 3. Plans Integration of Alternative Roadway Concept | \$18,800.00 |
| 4. Proposed Stormsewer System Analysis and Drainage Plans | \$67,504.00 |
| TOTAL | \$92,704.00 |

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