

CONTRACT, LEASE, AGREEMENT CONTROL FORM

Date: 05/09/2019

Contract/Lease Control #: C19-2767-PW

Procurement#: RFQ 08-19

Contract/Lease Type: CONTRACT

Award To/Lessee: HDR ENGINEERING, INC.

Owner/Lessor: OKALOOSA COUNTY

Effective Date: 01/02/2019

Expiration Date: 10/31/2023 W/ 1 TWO YEAR RENEWAL

Description of Contract/Lease: PROGRAM MANAGEMENT FOR RASPBERRY RD

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



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
05/19/2021

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 Towers Watson Midwest, Inc. c/o 26 Century Blvd P.O. Box 305191 Nashville, TN 372305191 USA	CONTACT NAME: Willis Towers Watson Certificate Center PHONE (A/C No. Ext): 1-877-945-7378 FAX (A/C No.): 1-888-467-2378 E-MAIL ADDRESS: certificates@willis.com														
	<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A: Liberty Mutual Fire Insurance Company</td> <td>23035</td> </tr> <tr> <td>INSURER B: Ohio Casualty Insurance Company</td> <td>24074</td> </tr> <tr> <td>INSURER C: Liberty Insurance Corporation</td> <td>42404</td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </tbody> </table>		INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Liberty Mutual Fire Insurance Company	23035	INSURER B: Ohio Casualty Insurance Company	24074	INSURER C: Liberty Insurance Corporation	42404	INSURER D:		INSURER E:		INSURER F:
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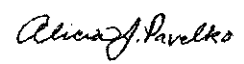
COVERAGES **CERTIFICATE NUMBER:** W20954109 **REVISION NUMBER:**

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 INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY	Y	Y	TB2-641-444950-031	06/01/2021	06/01/2022	EACH OCCURRENCE \$ 2,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000
	<input checked="" type="checkbox"/> Contractual Liability						MED EXP (Any one person) \$ 10,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						PERSONAL & ADV INJURY \$ 2,000,000
	<input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC						GENERAL AGGREGATE \$ 4,000,000
	OTHER:						PRODUCTS - COMP/OP AGG \$ 4,000,000
A	AUTOMOBILE LIABILITY	Y	Y	AS2-641-444950-041	06/01/2021	06/01/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000
	<input checked="" type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS						BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident) \$
							\$
B	UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR	Y	Y	EU0(22)57919363	06/01/2021	06/01/2022	EACH OCCURRENCE \$ 5,000,000
	<input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE						AGGREGATE \$ 5,000,000
	DED <input checked="" type="checkbox"/> RETENTION \$ 0						\$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	N/A	Y	WA7-64D-444950-011	06/01/2021	06/01/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						E.L. EACH ACCIDENT \$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
							E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Certificate Holder is named as Additional Insured on General Liability, Automobile Liability and Umbrella/Excess Liability on a Primary, Non-contributory basis where required by written contract. Waiver of Subrogation applies on General Liability, Automobile Liability, Umbrella/Excess Liability and Workers Compensation where required by written contract and as permitted by law. Umbrella/Excess policy is for Employers Liability.

CONTRACT#: C19-2767-PW
HDR ENGINEERING, INC.
PROGRAM MANAGEMENT FOR RASPBERRY RD
EXPIRES: 10/31/2023 W/ 1 2 YR RENEWAL

CERTIFICATE HOLDER Okaloosa-Walton Transportation Planning Organization & Okaloosa County Board of County Commissioners Attn: Karen Donaldson Okaloosa County Purchasing Department 302 N. Wilson St. Crestview, FL 32536	CAI SH TH ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

AGENCY CUSTOMER ID: _____

LOC #: _____



ADDITIONAL REMARKS SCHEDULE

AGENCY Willis Towers Watson Midwest, Inc.		NAMED INSURED HDR Engineering, Inc. 1917 South 67th Street Omaha, NE 68106	
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

Project: Okaloosa County/ECRider Transit Development Plan Major Update.

Additional Insureds: Okaloosa County Board of County Commissioners; TPO.

TASK ORDER APPROVAL FORM

CONTRACT #: C19-2767-PW

TASK ORDER #: 15

TASK ORDER AMOUNT: \$ 185,900

CONTRACT#: C19-2767-PW
HDR ENGINEERING, INC.
PROGRAM MANAGEMENT FOR RASPBERRY RD
EXPIRES: 10/31/2023 W/1 2 YR RENEWAL

OFFERED BY CONSULTANT:

HDR Engineering, Inc.

FIRM'S NAME

Jennifer E. Hunt, P.E.

REPRESENTATIVE'S PRINTED NAME

Jennifer E. Hunt

SIGNATURE

Vice President

October 22, 2020

TITLE

DATE

**RECOMMENDED FOR APPROVAL
(Department Director)**

Jason T. Autrey, P.E., C.P.M.
Digitally signed by Jason T. Autrey
PE, CPM
Date: 2020.10.23 09:48:25 -0500

SIGNATURE

Public Works Director

TITLE

10/23/20

DATE

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

Jeffrey A. Hyde
Digitally signed by Jeffrey
A. Hyde
Date: 2020.10.23
11:48:08 -0500

PURCHASING MANAGER

Faye Douglas
Digitally signed by Faye
Douglas
Date: 2020.10.25
11:55:26 -0500

OMB DIRECTOR/DATE

DATE

[Signature]
COUNTY ADMINISTRATOR (if applicable)

10/26/20
DATE

[Signature]
CHAIRMAN (if applicable)
Robert A. "Trey" Goodwin, III

NOV 03 2020

DATE





OKALOOSA COUNTY

CONTRACT # C19-2767-PW

**Task Order #15:
Southwest Crestview Bypass:
Phase V and East-West
Connector
Post Design**

October 21, 2020



Southwest Crestview Bypass: Phase V and East-West Connector
Task Order #15: Phase V and East-West Connector Post Design

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TASK SERIES 4000: Phase V and East-West Connector Post Design

Summary of Work:

The Phase V and East-West Connector components of Southwest Crestview Bypass consist of approximately 5.3 miles of virgin alignment roadway construction. Both of these projects are currently bid as one construction contract. Construction Notice To Proceed is contingent upon permit approval from the US Army Corp of Engineers. This scope and fee describes the post design assistance for such items as the following:

- Shop Drawing review
- Request for Information response
- Field Reviews Requested by County
- Construction Meeting attendance
- Record Drawings to be utilized for CEI in As-Built Plans

The fee for this scope of services is a limiting amount fee of \$185,900.

ACCEPTANCE:



Jason T. Autrey
Public Works Director

TASK 4001 – Contract Maintenance and Pre-Construction Activities

Objective: Maintain invoicing documentation records throughout construction duration, attend Pre-Construction meeting with successful bidder/CEI.

HDR Activities:

- Maintain Monthly Work Description Log to accompany invoicing
- Attend and respond to questions resulting from Pre-Construction meeting

HDR Deliverables:

- Work Description Log to accompany invoicing
- Question responses from Pre-Construction meeting

TASK 4002 – Shop Drawing Review

Objective: Review drainage and structural shop drawings to verify dimensions and materials are consistent with the plans and specifications.

HDR Activities:

- Review drainage shop drawings for 100 drainage structures
- Review 1 mast arm submittal
- Review Strain Poles
- Review Box Culvert (If Precast)
- Review Prestressed Beams
- Review SIP Bridge Deck Forms
- Review Bridge Drains
- Review Deck Pour Sequence
- Review Concrete Mix Design
- Review MSE Wall

HDR Deliverables:

- Shop Drawing Review Documentation

TASK 4003 – Construction Meetings and Field Reviews

Objective: Attend regular and special construction meetings upon request from County/CEI.

HDR Activities:

- Attend Regularly scheduled construction meetings. Assume 18n meetings total for Project Manager
- Special Construction Site meeting for construction specialty issue (e.g.. Box Culvert, Bridge, Mast Arm, Permit compliance/rain event, Utility concern). Assume 12 meetings over life of contract

HDR Deliverables:

- Written Response to construction questions
- Field Review meeting minutes

TASK 4004 – Construction RFI Response and Plans Revisions

Objective: Respond to contractor/CEI RFI's and develop plans revisions as a result of RFI's or at request of County.

HDR Activities:

- RFI's: Assume one RFI bi-weekly over 150 weeks of construction
- Plans Revisions: Assume 20 revisions
- Geotechnical RFI's

HDR Deliverables:

- RFI Response and RFI log
- Plans Revisions

TASK 4005 – Project Closeout Activities

Objective: Finalize FDEP and USACE Permit Compliance documents and prepare Record Drawings

HDR Activities:

- Prepare and Submit United States Army Corps (USACE) and Florida Department of Environmental Protection (FDEP) Permit Compliance Certification Documents
- Prepare and Submit Record Drawings
 - o Record drawings document any changes reported by the contractor or Okaloosa County Inspection Staff. Record Drawings will include all Plan Revisions, changes following shop drawing reviews, and changes resulting from RFI's.
 - o Near end of construction, HDR staff will meet with CEI staff to discuss any field changes which are to be recorded in the final as-builts. These field changes will be incorporated into the record drawings through a revision designated as "field changes". These record drawings will be submitted to Okaloosa County/CEI and CEI will sign and seal final As-builts.

HDR Deliverables:

- USACE and FDEP Permit Compliance Document
- Record Drawings

TASK ORDER APPROVAL FORM

CONTRACT #: C19-2767-PW

CONTRACT#: C19-2767-PW
HDR ENGINEERING, INC.
PROGRAM MANAGEMENT FOR RASPBERRY RD
EXPIRES: 10/31/2023 W/2 1 YR RENEWALS

TASK ORDER #: 1714

TASK ORDER AMOUNT: \$ 5,452,600.00

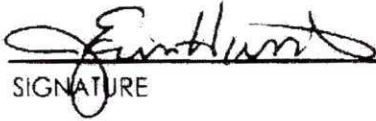
OFFERED BY CONSULTANT:

HDR Engineering, Inc.

FIRM'S NAME

Jennifer E. Hunt, P.E.

REPRESENTATIVE'S PRINTED NAME



SIGNATURE

Vice President

September 15, 2020

TITLE

DATE

**RECOMMENDED FOR APPROVAL
(Department Director)**

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

Jason T. Autrey, P.E., C.P.M. Digitally signed by Jason T. Autrey, P.E., C.P.M. Date: 2020.09.25 08:42:13 -05'00'

Jeffrey A. Hyde Digitally signed by Jeffrey A. Hyde Date: 2020.09.25 12:10:53 -05'00'

SIGNATURE

PURCHASING MANAGER

Public Works Director

TITLE DATE

9/25/20

DATE

Faye Douglas Digitally signed by Faye Douglas Date: 2020.09.29 10:45:46 -05'00'

OMB DIRECTOR/DATE


09.29.2020

DATE

John Hofstad Digitally signed by John Hofstad Date: 2020.09.29 11:13.49 -05'00'

COUNTY ADMINISTRATOR (if applicable)

DATE


CHAIRMAN (if applicable)
Robert A. "Trey" Goodwin, III

10/06/2020

DATE



OKALOOSA COUNTY

CONTRACT # C19-2767-PW

**Southwest Crestview Bypass:
Phase V and East-West Connector
Task Order #¹⁴~~13~~:
Construction, Engineering and
Inspection – Scope of Services**

August 25, 2020

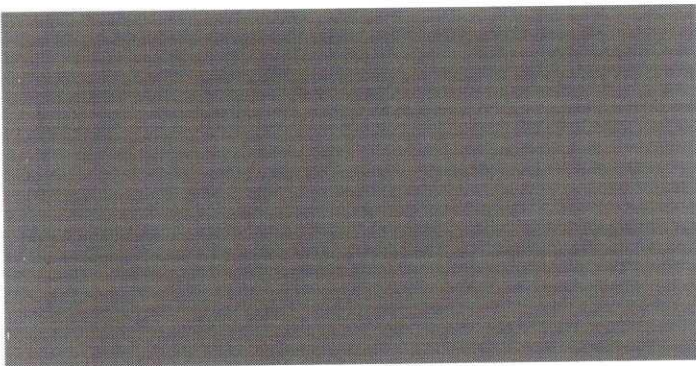


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CONSTRUCTION ENGINEERING & INSPECTION (CEI)

SCOPE OF SERVICES

SCOPE STATEMENT AND OBJECTIVE

This Scope of Services is for HDR Construction Control Corporation ("HDR") to provide construction engineering, inspection, integration, and construction contract administration services ("Services") to Okaloosa County ("OWNER") related to the Southwest Crestview Bypass ("Project"). These services will be provided for all construction related activities taking place prior to, during, and after construction.

The fee for construction engineering, inspection, and administration services associated with Task Series 13 001, and 13 003 through 13 009 will be based on hourly billing rates, having a limiting amount not to exceed \$4,723,000.00.

The fee for materials testing outlined in Activity 13 006.5 is a limiting amount not to exceed fee of \$608,000.00

The fee for the project field office outlined in Activity 13 002.1 will be billed at cost with no markup, having a limiting amount not to exceed \$95,000.00.

The fee for utilities outlined in Activity 13 002.2 will be billed at cost with no markup, having a limiting amount not to exceed \$26,600.00.

SCOPE OF SERVICES

HDR will assist OWNER with ongoing Project implementation by conducting the following tasks:

TASK SERIES 13 001 – PRECONSTRUCTION ACTIVITIES

Objectives: Provide oversight and support for all required preconstruction activities.

HDR Activities: **13 001.01 – Preconstruction Utility Relocation Coordination / Inspection**

- Coordinate with utility owners to ensure inspection staff are on site to monitor all relocation activities taking place within the project limits prior to beginning construction.
- Monitor relocation activities to verify conformance with applicable plans and specifications.
- Maintain detailed accurate records of the daily relocation operations and of significant events that affect the work.

13 001.02 - Preconstruction Conference

- Identify with OWNER and Contact the parties to be included in the meeting.
- Notify all parties as to the time and place of the meeting. Provide preliminary agenda for attendee input.
- Prepare final meeting agenda and produce copies for all expected participants for distribution at meeting.
- Prepare meeting place and provide for meeting documentation.
- Incorporate meeting discussions in final preconstruction meeting minutes.
- Distribute meeting minutes to all persons in attendance and to parties on meeting notice list not in attendance.

13 001.03 – Preconstruction Administration

- Prepare project specific invoicing procedures and requirements that will ensure all pertinent information is gathered, summarized, and submitted in a manner that is acceptable to the OWNER.
- Prepare material testing and project documentation tracking systems.

- Deliverables:
- Daily work reports detailing utility relocation activities.
 - Preconstruction Conference Meeting notification including agenda items
 - Preconstruction Conference Meeting Minutes

- Assumptions:
- Inspection of utility relocations to take place upon execution of this task order but prior to the execution of the construction contract.

TASK SERIES 13 002 – PROJECT FIELD OFFICE

Objective: Provide a field office within reasonable proximity to the project from which all project administration and inspection services will be performed.

HDR Activities: **13 002.01 – Project Field Office**

- Provide adequate workspace for all project administration and inspection personnel.
- Provide all necessary office equipment to be used in the fulfillment of project requirements.
- Provide a storage space for the required inspection and material testing equipment.

13 002.02 – Field Office Utilities

- Provide all utilities required for a fully functional field office which may include but are not limited to electricity, water, natural gas, sewer, internet service, phone service, trash pickup, security, and all associated applicable taxes.

Deliverables: - A functional project field office to be used by the project administration and inspection staff in the performance of the tasks outlined in the Scope of Services.

- Assumptions:
- The fees associated with the project field office and utilities have been estimated using a period of 38 months, which includes one month prior to, and one month after the allowable 36 month Construction Contract Time. This accounts for all project startup and closeout activities.
 - Utilization of the project field office will begin one month prior to the commencement of Construction Contract Time.
 - Should time extensions be granted during the Construction Contract, the field office and associated utilities will be required for a period exceeding 38 months.

TASK SERIES 13 003 – MEETING ADMINISTRATION

Objectives: Conduct and document construction phase meetings in order to facilitate effective **Project** communication.

HDR Activities: **13 003.01 - Construction Meetings**

- Provide standard formats for meeting agenda, notes and attendance rosters to promote consistent identification of meeting notes for filing and cross-referencing purposes.
- Establish date, place and agenda for regular construction meetings.
- Determine who is to be involved and notify them of schedule.
- Arrange for adequate meeting room and furnishings.
- Prepare agenda and distribute copies to those in attendance.
- Conduct meetings and document discussions.
- Distribute meeting minutes to all in attendance, and predetermined attendees not in attendance, within one week of meeting.

Deliverables: - Construction Meeting notification including agenda items
- Minutes of each Construction Meeting

- Assumptions:
- HDR will use its standard Construction Contract Administration (CCA) forms for conducting and documenting construction meetings.
 - One (1) Construction Meeting will be held per construction contract every week.

By others: - OWNER will provide appropriate representation at all Construction Meetings.

TASK SERIES 13 004 – SUBMITTALS ADMINISTRATION

Objectives: Provide administrative and technical support for the administration, review and approval of Contractor's submittals to determine Contractor's understanding of material and equipment requirements.

- HDR Activities: **13 004.01 - Review of Shop Drawing Submittal Schedule**
- Review Shop Drawing Submittal Schedule.
 - Notify Contractor of acceptance or rejection noting deficiencies and requesting correction of them and resubmittal.
 - Distribute copies of approved schedule to design team members responsible for Shop Drawing reviews.
- 13 004.02 - General Administration of Submittals**
- Receive, log and distribute submittals received from Contractor to design team for review.
 - Provide timely review and re-distribution of Shop Drawings, miscellaneous submittals, and other submittal information.
 - Establish organized storage for samples and a tracking log for samples. See Task Series 13 006.
- 13 004.03 - Review of Shop Drawing Status and Scheduling**
- Review weekly the approved submitted schedule and the actual Shop Drawing Log for comparison.
 - Review Shop Drawing Submittal Log in regard to requirements that all Shop Drawings must be submitted and approved prior to percent completion defined in Contract Documents.
 - Utilize Shop Drawings Submittal Schedule as a checklist item for application for payment.
 - Notify Contractor of deficiencies.
 - Address general status of Shop Drawings at Construction Meetings.
 - Address Contractor's requests for Shop Drawing review of critical equipment and materials prior to having an approved submittal schedule.
- 13 004.04 - Evaluate Requests for Substitution**
- Review substitution requests in terms of quality, cost, constructability and secondary Project impact.
 - Assist OWNER in negotiating any cost or time considerations, additive or deductive, associated with a product substitution.

- Deliverables:
- Action letter to Contractor on Schedule Acceptance or Rejection
 - Scheduling Notification to Design Team Shop Drawing Reviewers
 - Review comments on submittals with defined action
 - Weekly Shop Drawing Status Log (Shop Drawings with Contractor)
 - Weekly Shop Drawing Status Log (Shop Drawings with HDR)
 - Written notification of Shop Drawing Schedule deficiencies
 - Written response to Contractor's special requests for submittal processing
 - Written approval or rejection of substitution requests

Assumptions: HDR will utilize its Project specific CCA Manual to log and track Contractor submittals.

TASK SERIES 13 005 – SCHEDULE ADMINISTRATION

Objective: Obtain, through the Contractor, a detailed construction schedule that meets the Contract Document requirements and is useful for monitoring construction progress throughout the Project.

- HDR Activities: **13 005.01 - Review and Accept of Initial Construction Schedule**
- Review schedule for major elements of the Project and for conformance to any specified schedule sequences and completion dates.
 - Notify Contractor with acceptance or rejection noting deficiencies and requesting correction and re-submittal.
 - Meet with OWNER and Contractor to reconcile disputed schedule deficiencies and document reconciliation of disputed deficiencies.

13 005.02 - Documentation of Construction Progress

- Estimate value of partially completed elements of the Schedule of Values.
- Provide monthly reports to **OWNER** as back-up to recommendation of monthly progress payment.

13 005.03 - Review Actual Construction versus Schedule Status

- Identify critical path activities that have not reached scheduled milestones.
- Identify critical path activities whose durations have not expired that are obviously realizing lower productivity rates than reflected in the schedule.
- Identify non-critical activities whose durations are about to equal or exceed the remaining float along that path.
- Identify critical path activities that are scheduled to start but have not been started.
- Notify Contractor in writing of schedule deficiencies and request a corrective action plan and revised schedule indicating the means of regaining schedule losses.
- Observe construction activity to verify implementation of corrective action plan.

- Deliverables:
- Written rejection or acceptance of schedule.
 - Monthly construction progress reports
 - Written notification of schedule deficiencies

- Assumptions:
- HDR is not responsible for the detailed planning, sequencing and scheduling of the construction.
 - HDR is not responsible for the Contractor's failure to execute the approved schedule.

TASK SERIES 13 006 – CONSTRUCTION OBSERVATION / INSPECTION

Objective: Observe, record and report the Contractor's work progress to determine the work is in general conformance with the requirements of the Contract Documents. Document activity observed making note of deficiencies and any issues requiring resolution.

HDR Activities: 13 006.01 – Establish a Construction Documentation Management System

- Establish a documentation filing, distribution, retrieval and management system that provides for the identification of critical Project records, and distribution, tracking and status reporting of documentation that requires iterative review and comment, response or signature to reach closure

13 006.02 - General Construction Observation

- Create and file daily work reports defining specified work completed and Contractor work force figures.
- Monitor construction activity to verify conformance with Contract Documents and document activities and observations.
- Record weather condition information
- Record Requests for Interpretation of Contract Document's provisions.
- Note construction deficiencies and punch list items.
- Generate photographic or video documentation. (See Task 13 006.11)

13 006.03 – Utility Coordination

- Provide coordination with each major project stakeholder in adjustments or relocation of existing or proposed utilities.
- Provide utility meetings in conjunction with Activity 13 003.01.

13 006.04 - Site Conditions Review

- Review overall condition of site for excessive construction debris or erosion, and proper drainage and access
- Review protection provisions for existing structures, piping, trees and other items designated to be protected.
- Document deficiencies and notify the Contractor.

13 006.05 - Quality Control Testing & Verification Testing

- Provide verification testing for all necessary work elements in conformance with standard FDOT testing requirements.
- Utilize a certified FDOT materials testing laboratory for all material testing in conjunction with field verification testing.

13 006.06 - Coordinate and Review Earthwork Testing

- Establish communication of test result procedures and protocols with testing laboratory and Contractor.
- Review all test results to verify compliance with specified requirements and maintain Project Log.
- Verify areas of failing compaction are corrected to specified criteria.

13 006.07 - Coordinate and Review Concrete Testing

- Review concrete mix design with the Structural Engineer and Contractor to establish specification compliance relative to addition of water to concrete on site.
- Initiate a sampling program to verify correct numbers of cylinders are taken as called for in the specifications.
- Review field data to verify other items such as slump, air entrainment and special admixtures are in accordance with the Contract Documents.
- Review each failing compressive strength test to determine structural implications and course of corrective action required.
- Notify Contractor of subsequent testing which is required.

13 006.08 - Coordinate and Review Asphalt Testing

- Provide verification testing for asphalt and bituminous materials.
- Determine Composite Pay Factors
- Coordinate Bituminous Adjustments

13 006.09 - Stored Materials/Equipment Review

- Coordinate with Contractor to facilitate review of major items prior to unloading and storage.
- Regularly review Contractor's storage areas to determine compliance with the Contract Documents.
- Notify the Contractor of any damaged or improperly stored materials.
- Adjust payments properly for damaged or improperly stored equipment.

13 006.10 - Design Discipline Site Visitations

- Coordinate and conduct design discipline site and other visitations.
- Follow-up of any site deficiencies noted by design team members.
- In the event of visitation by regulatory officials, follow up with telephone contact to get their impressions and comments.
- For special visitations, arrange that proper persons representing the various interested parties are present.

13 006.11 - Coordinate Project Photo and Video Documentation

- Develop and maintain a logging system to enable easy retrieval of visual information.
- Video or photo document construction activities as deemed appropriate.

13 006.12 - Record Drawing Review

- Review monthly status of as-recorded drawings. Refer to Field Order and CPR Logs to identify areas of construction revision.
- Notify Contractor in a timely fashion of noted deficiencies.
- Provide follow-up to verify Contractor brings as-recorded drawing status up-to-date.
- Continually note items as they are noticed during regular field observation duties for inclusion on monthly as-recorded updates.
- Report general status at Project meetings.

13 006.13 - Develop a Progressive List of Items Requiring Correction

- Monitor construction throughout the Project duration and identify deficient items.
- Provide Contractor with an updated list at construction meetings.
- As deficiencies are corrected, revise the list by deleting corrected items.
- Distribute the deficiencies list updates to authorized parties.
- Utilize list to aid in identifying retainage amounts near Project completion.

13 006.14 - OWNER Notification of Accident Damage/Injury

- Maintain communications with Contractor's superintendent to encourage prompt notification of accidents.
- Require lost-time accident reports at construction meetings.
- Upon observation or notification of an accident, take photographs and/or videotape of accident scene, make written notes and notify OWNER.

- Deliverables:
- Daily Work Report
 - Monthly Construction Progress Report

- Notice of Non-Compliance with the Intent of the Contract Documents
- Monthly **Project Status Report**
- Written Notification of Required Site work Action
- Written notification of damaged or improperly stored materials with adjustment to payment
- Written acceptance of major equipment foundations
- Documentation of site visitation in **Project Log**. Field reports documenting results of field visitation.
- Photo/video documentation of construction activities accessible without an organized retrieval system
- Written notification of deficiencies in Record Drawings
- Monthly punch list of work
- Documentation of accident damage/injury
- Certificate of Substantial Completion

- Assumptions:
- HDR will use its standard Construction Contract Administration forms for documenting construction observation and inspection activities.
 - HDR will not supervise, direct or control Contractor's forces.
 - Quality Control Testing will be performed by the Contractor in conformance with standard FDOT testing frequency and procedures.
 - HDR's construction observation and inspection will not be exhaustive and is not intended to be sufficient enough to prevent Contractors from failing to perform work in accordance with contract requirements. HDR will act to have defective work corrected by the Contractors when HDR is aware defective work exists.

TASK SERIES 13 007 -- CONTRACT INTERPRETATIONS AND MODIFICATIONS ADMINISTRATION

Objective: Provide timely reviews and responses to Contractor requests for interpretations or information and proposed modifications identified by the Contractors, **OWNER** or HDR design and construction engineering and inspection team.

- HDR Activities:
- 13 007.01 - Coordinate Interpretations Review**
 - Receive, log and distribute Requests for Information (RFI) to appropriate design team members for response.
 - Review and respond to RFI's.
 - Receive design team responses, log and distribute to Contractor.
 - Prepare and issue response letters, Field Orders (FO's) or Change Proposal Requests (CPR's) as required.
 - 13 007.02 - Administration of Changed Work**
 - Evaluate Project on a continual basis to determine when changes are required.
 - Initiate necessary changes in the form of CPR's.
 - Review costs presented on CPR's by Contractor.
 - Review all CPR items and negotiated costs with **OWNER** for **OWNER**'s approval.
 - Assemble approved CPR's periodically into Change Orders (CO's). Include justification documents with each CO.
 - Track CPR's and CO's through Contractor's acceptance, **OWNER**'s acceptance, Engineer's signature and **OWNER** executive action.
 - Maintain current status log of all CPR's and CO's.
 - For minor changes involving no cost and no time changes, issue FO's.
 - Review as-recorded drawings to verify changes in work are reflected as applicable.
 - Review pay requests to verify CO items are broken out and that payment is not made until work is complete.
 - 13 007.03 - Coordinate and Issue Field Orders (FO's)**
 - Prepare technical description of the FO.
 - Route FO through established clearinghouse for numbering, logging and issuance to the Contractor.
 - Obtain a copy, executed by the Contractor, and route copies to the appropriate **Project** files.
 - 13 007.04 - Coordinate and issue Change Proposal Requests (CPR's)**
 - Collect technical information and evaluate proposed change. Prepare technical description of the CPR using necessary graphic details and specifications.
 - Prepare Engineer's Opinion of Cost and evaluation of impact on Contract Time.

- Route the CPR through established clearinghouse for numbering, logging and issuance to the Contractor for pricing.
 - Route copies to the appropriate **Project** files.
 - Follow and report the status of CPR's using logs that track the dates of:
 - Return from the Contractor with pricing;
 - Engineer's review and recommendation of pricing; and,
 - **OWNER's** acceptance.
 - Assist **OWNER** with negotiations of cost and time.
- 13 007.05 - Work Change Directives (WCD's)**
- Evaluate field activities to determine need for issuance of Work Change Directive when necessary to expedite extra work on a time and materials basis.
 - Observe time and material work and reconcile costs with Contractor on a daily basis.
 - Finalize WCD's in an appropriate Change Order when associated work is complete.
- 13 007.06 - Change Orders (CO's)**
- Identify with the **OWNER's** designated representative the combining of CPR's strategy and the timing of Change Orders.
 - Update CPR and Change Order Logs and provide status reports tracking the execution of Change Orders.
 - Monitor Contractor progress payment applications to allow payment only for executed Change Orders.

- Deliverables:
- Written responses to RFI
 - Monthly summary of RFI processing and status
 - Field Orders
 - Monthly summary of Field Order status
 - Change Proposal Requests (CPR).
 - Estimates of cost and time for each CPR
 - Monthly summary of CPR status
 - Work Change Directives
 - Change Order prepared for execution by Contractor and **OWNER**.
 - Monthly summary of Change Order status

Assumption: HDR will use its standard Construction Contract Administration forms for documenting contract interpretation and modification activities.

TASK SERIES 13 008 - MEASUREMENT AND PAYMENT ADMINISTRATION

Objective: Obtain a reasonably balanced distribution of costs to the various elements of the total construction in the Contractor's Schedule of Values (cost breakdown) to serve as a basis for progress payments and determination of cost impact of changes.

- HDR Activities: **13 008.01 - Review and Process Progress Payments**
- Review draft application for payment in comparison to measured or estimated quantities. Make notations of:
 - Deficient work not recommended for payment until corrected;
 - Deletion of payment for stored materials and/or equipment which do not have approved Shop Drawings and/or proper invoices; and
 - Reduction of value for partially completed items claimed as complete.
 - Return a copy of the reviewed draft to the Contractor.
 - Conduct review of storage areas and verify existence of invoiced materials/equipment and proper storage.
 - Meet with Contractor to reconcile discrepancies.
 - Review revised application for payment and, if appropriate, advise Contractor to submit the required number of copies.
 - Execute completed application for payment indicating amount recommended for payment and

- transmit to **OWNER** for processing of payment.
- Distribute executed copies as established in preconstruction conference minutes.
- Monitor total payments to adjust retainage amounts as specified in the Contract Documents.
- As Project nears completion, and at **OWNER's** direction, adjust retainage from fixed percent to only enough retainage to provide for work completion.

- Deliverables:
- Written review comments of Schedule of Values as required until schedule is acceptable.
 - Written review comments of each Application of Payment as required until each payment is acceptable.
 - Recommendation for **OWNER** payment.

Assumption: None

TASK SERIES 13 009 – PROJECT CLOSEOUT/POSTCONSTRUCTION

Objective: Conduct an orderly and properly documented Project closeout.

- HDR Activities:
- 13 009.01 - Review Substantial Completion Submittal**
 - Receive and review Contractor's required substantial completion submittal and determine if Project is ready for substantial completion inspection.
 - Develop substantial completion submittal checklist.
 - Verify submittal of all required documents.
 - Review Contractor Record Drawings.
 - Perform review of Record Drawing revisions.
 - Review other substantial completion submittal documents for completeness and compliance with Contract provisions.
 - Schedule substantial completion inspection.
 - 13 009.02 - Conduct Substantial Completion Inspection**
 - Notify design team members of date of substantial completion inspection.
 - Notify **OWNER's** designated representative of the date of the substantial completion inspection.
 - Prepare and distribute the punch list format to the parties conducting the inspection.
 - Compile the punch list, review with **OWNER** and transmit to the Contractor.
 - Review progress of corrective action on punch list items and periodically update and re-issue.
 - 13 009.03 - Issue Certificate of Substantial Completion and Punch List**
 - Review the findings of the substantial completion inspection with **OWNER** and jointly determine the status of the Work.
 - Address comments from either **OWNER** or the Contractor regarding the tentative date of substantial completion or the punch list.
 - 13 009.04 - Document Project Warranties**
 - Provide notification of the start of the warranty period to define for all parties the ending date of the period for which the Contractor is responsible for repairing deficient **Project** materials and equipment.
 - 13.009.05 - Review Final Completion Submittal**
 - Receive and review the Contractor's required final completion submittal.
 - Develop final completion submittal checklist.
 - Verify submittal of all required documents.
 - Review for completeness and compliance with Contract provisions.
 - Notify **OWNER** and Contractor of date of final inspection.
 - Determine if **OWNER** requires (or is required by State Statute) Lien Waivers and Consent of Surety.
 - 13 009.06 - Conduct Final Completion Inspection**
 - Schedule the final inspection date and notify the Contractor and **OWNER**.
 - Assemble the various final completion submittal documents for the final inspection meeting and review them with the various parties.
 - Conduct the final inspection.
 - 13 009.07 - Recommend Final Payment**
 - Finalize all **Project** costs and determine the final adjusted amounts for construction as well as

- reimbursements for engineering services owed to **OWNER** by the Contractor.
- Obtain Contractor's signature on any required Contractor's Certification or Affidavits.
 - Process and sign Final Application for Payment.
 - Prepare transmittal letter indicating recommendation for Final Payment and stating whether or not Engineer is aware of any outstanding issues that preclude issuance of Final Payment.

- Deliverables:
- Substantial completion checklist
 - Written notification of deficiencies that must be remedied before proceeding with substantial completion
 - Substantial completion punch list
 - Certificate of Substantial Completion
 - Written notification of start of warranty period
 - Final completion of submittal checklist
 - Written notification of date of final inspection
 - Written notification of date and time of final inspection
 - Recommendation for final payment
 - Copy of final storage records for **Project** documentation stored by HDR

Assumption: Substantial and final inspections will include one person from each design discipline. Only one of each inspection is anticipated.

From: Scott Bitterman
To: Roy Petrey
Subject: FW: Cori Henderson mentioned you in the #046 Okaloosa County Southwest Crestview Bypass sheet in Smartsheet
Date: Monday, September 14, 2020 6:48:33 PM

Please get cei task order agenda item drafted.

Sent from my Verizon, Samsung Galaxy smartphone

----- Original message -----

From: Jane Evans <jevans@myokaloosa.com>
Date: 9/14/20 5:56 PM (GMT-06:00)
To: Scott Bitterman <sbitterman@myokaloosa.com>, Steve Schmidt <sschmidt@myokaloosa.com>
Cc: Jason Autrey <jautrey@myokaloosa.com>
Subject: FW: Cori Henderson mentioned you in the #046 Okaloosa County Southwest Crestview Bypass sheet in Smartsheet

From: Cori Henderson via Smartsheet <automation@app.smartsheet.com>
Sent: Monday, September 14, 2020 8:33 AM
To: Jane Evans <jevans@myokaloosa.com>
Subject: Cori Henderson mentioned you in the #046 Okaloosa County Southwest Crestview Bypass sheet in Smartsheet

Smartsheet Reply Cutoff



@Jane Evans Triumph staff have completed our review of the task order uploaded for review on 9/10/2020 for project 46. The County may proceed.

Sheet: #046 Okaloosa County Southwest Crestview Bypass Row 41: Notification of construction contract approval

Reply in Smartsheet

or reply to this email

Sent by chenderson@myfloridatriumph.com using [Smartsheet](#)

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2020-09-14T13:29:03.149Z

CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

TASK ORDER APPROVAL FORM

CONTRACT #: C19-2767-PW

TASK ORDER #: 13

TASK ORDER AMOUNT: \$ 90,000

CONTRACT#: C19-2767-PW
HDR ENGINEERING, INC.
PROGRAM MANAGEMENT FOR RASPERRY RD
EXPIRES: 10/31/2023 W/2 1 YR RENEWALS

OFFERED BY CONSULTANT:

HDR Engineering, Inc

FIRM'S NAME

Jennifer E. Hunt, P.E.

REPRESENTATIVE'S PRINTED NAME


SIGNATURE

Vice President

TITLE

9/22/2020

DATE

RECOMMENDED FOR APPROVAL
(Department Director)

Jason T. Autrey, P.E., C.P.M. Digitally signed by Jason T. Autrey, P.E., C.P.M.
Date: 2020.09.23 15:48:48 -05'00'

SIGNATURE

Public Works Director

TITLE

9/23/20

DATE

APPROVED BY OKALOOSA COUNTY
(Per Purchasing Manual) Table 1

Jeffrey A. Hyde Digitally signed by Jeffrey A. Hyde
Date: 2020.09.24 07:52:50 -05'00'

PURCHASING MANAGER

DATE

Faye Douglas Digitally signed by Faye Douglas
Date: 2020.09.23 10:42:49 -05'00'

OMB DIRECTOR/DATE

DATE

John Hofstad Digitally signed by John Hofstad
Date: 2020.10.01 09:52:55 -05'00'

COUNTY ADMINISTRATOR (if applicable)

DATE

CHAIRMAN (if applicable)

DATE

Revised January 21, 2020



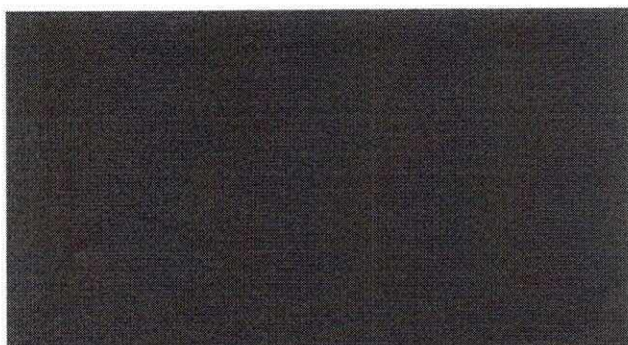
OKALOOSA COUNTY

CONTRACT # C19-2767-PW

Southwest Crestview Bypass

Task Order #14.13
Phase V and East-West
Connector
Gopher Tortoise Relocation

September 23, 2020



**Southwest Crestview Bypass
Task Order #14: Phase V and East-West Connector
Gopher Tortoise Relocation**

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**Southwest Crestview Bypass
Task Order #14: Phase V and East-West Connector
Gopher Tortoise Relocation**

**TASK SERIES 14 000: Phase V and East West Connector
Gopher Tortoise Relocation**

Summary of Work:

The Phase V and East-West Connector components of Southwestern Crestview Bypass are expected to begin construction in spring 2020.

As a condition of the Environmental Resource Permit (ERP) and per the regulatory requirements of the Florida Fish and Wildlife Conservation Commission (FWC), HDR's Gopher Tortoise Agent (permit no. GTA-09-00207E) will conduct the preliminary systematic gopher tortoise survey (required to submit a Gopher Tortoise Conservation Permit application) within the limits of construction, including within the 25-foot project buffer. Once the preliminary survey is completed and the permit application submitted and approved by the FWC, a final 100% survey (required prior to tortoise removal) of all potential gopher tortoise habitat, including within the 25-foot project buffer, will be conducted to map the "to be excavated" gopher tortoise burrows for submittal to FWC and to prepare the team for gopher tortoise excavations. HDR's GTA will then conduct the tortoise excavations with the assistance of Okaloosa County staff and will transport the tortoises to the Nokuse Plantation. Due to the unknown number of burrows and site access considerations within the project area, the following assumptions were made:

- A maximum of 30 gopher tortoises will be relocated per this scope
- Site clearing for access to a burrow for excavation is not included in this scope
- Okaloosa County will provide a trained excavator and proper equipment for the excavation activities.
- Silt fence barrier for offset tortoises is not included in this scope
- Tortoise relocation cannot occur if forecast temperature is below 50 degrees F° at the recipient site for 3 days following the relocation

The fee for this scope of services is a limiting amount not to exceed fee of \$90,000

ACCEPTANCE:

TASK 14 001 – Preliminary Gopher Tortoise Permit Application Survey

Objective: Complete preliminary systematic surveys for documentation in preparation for permit application.

HDR Activities:

- Identify and map suitable gopher tortoise habitat
- Establish transects within suitable tortoise habitat within the 200 acre project area
- Set up GPS to collect data and post process data (sub meter accuracy) for permit maps
- Project team coordination
- Survey 20%-30% of suitable gopher tortoise habitat (+25ft buffer)

HDR Deliverables:

- Permit application maps and data

TASK 14 002 – Prepare Conservation Permit Application

Objective: Complete, submit, and obtain a Florida Fish and Wildlife Conservation Commission Conservation Permit for a gopher tortoise relocation.

HDR Activities:

- Prepare application forms for submittal through the FWC e-portal
- Prepare scale-appropriate GIS maps (est. #) for the 200 acre project area:
 - location (1), soils (2-4), habitat (2-4), transect layouts (4), burrow locations (4) – up to 17 maps may be needed
- Compute burrow density per area
- Prepare burrow coordinate/ status table (Lat/Long)
- Coordinate State Mitigation Fees
- Coordinate with Recipient site (reservation letter and agreements)
- Obtain proof of local government / agency approvals for the development activity
- Coordinate with the project team and FWC
- Prepare After-Action Report

HDR Deliverables:

- FWC Conservation Permit

TASK 14 003 – 100% Gopher Tortoise Survey

Objective: Conduct the final 100% gopher tortoise survey within all suitable gopher tortoise habitat to prepare for relocation activities.

HDR Activities:

- 100% gopher tortoise survey in all suitable habitat (+25' buffer) within the 200 acre construction area
- Post process GPS data
- Prepare final Fish and Wildlife Conservation Commission approval maps

HDR Deliverables:

- FWC Approval Map

TASK 14 004 – Gopher Tortoise Relocation

Objective: Conduct a field excavation of the known gopher tortoise burrows and relocate to recipient site.

HDR Activities:

- Coordinate with Okaloosa County excavator for relocation activities
- Excavate up to 30 gopher tortoise burrows
- Hold and care for tortoises for up to 3 days
- Transport gopher tortoises to Nokuse Plantation
- Pay Recipient Site Fees

HDR Deliverables:

- FWC After Action Report and Chain of Custody document from recipient site



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
05/19/2020

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).

PRODUCER Willis Towers Watson Midwest, Inc. c/o 26 Century Blvd P.O. Box 305191 Nashville, TN 372305191 USA	CONTACT NAME: Willis Towers Watson Certificate Center PHONE (A/C, No, Ext): 1-877-945-7378 FAX (A/C, No): 1-888-467-2378 E-MAIL ADDRESS: certificates@willis.com
INSURER(S) AFFORDING COVERAGE	
INSURER A: Liberty Mutual Fire Insurance Company	NAIC # 23035
INSURER B: Ohio Casualty Insurance Company	24074
INSURER C: Liberty Insurance Corporation	42404
INSURER D:	
INSURER E:	
INSURER F:	

COVERAGES	CERTIFICATE NUMBER: W16486761	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			TB2-641-444950-030	06/01/2020	06/01/2021	EACH OCCURRENCE	\$ 2,000,000	
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 1,000,000	
	<input checked="" type="checkbox"/> Contractual Liability		Y				Y	MED EXP (Any one person)	\$ 10,000
	GEN'L AGGREGATE LIMIT APPLIES PER:							PERSONAL & ADV INJURY	\$ 2,000,000
	<input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC							GENERAL AGGREGATE	\$ 4,000,000
	OTHER:					PRODUCTS - COMP/OP AGG	\$ 4,000,000		
A	AUTOMOBILE LIABILITY			AS2-641-444950-040	06/01/2020	06/01/2021	COMBINED SINGLE LIMIT (Ea accident)	\$ 2,000,000	
	<input checked="" type="checkbox"/> ANY AUTO		Y				Y	BODILY INJURY (Per person)	\$
	<input type="checkbox"/> OWNED AUTOS ONLY	<input type="checkbox"/> SCHEDULED AUTOS						BODILY INJURY (Per accident)	\$
	<input type="checkbox"/> HIRED AUTOS ONLY	<input type="checkbox"/> NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	\$
	<input type="checkbox"/> AUTOS ONLY	<input type="checkbox"/> AUTOS ONLY							\$
B	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR			EVO(21)57919363	06/01/2020	06/01/2021	EACH OCCURRENCE	\$ 5,000,000	
	<input checked="" type="checkbox"/> EXCESS LIAB	<input type="checkbox"/> CLAIMS-MADE	Y				Y	AGGREGATE	\$ 5,000,000
	<input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 0								\$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			WA7-64D-444950-010	06/01/2020	06/01/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER		
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N	N/A				Y	E.L. EACH ACCIDENT	\$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below							E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000
								E.L. DISEASE - POLICY LIMIT	\$ 1,000,000

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

Certificate Holder is named as **ADDITIONAL INSURED** on General Liability, Automobile Liability and Umbrella/Excess Liability on a Primary, Non-co-located basis. Coverage is provided by written contract. Waiver of Subrogation applies on General Liability, Automobile Liability and Umbrella/Excess Liability where required by written contract and as permitted by 1

**CONTRACT#: C19-2767-PW
HDR ENGINEERING, INC.
PROGRAM MANAGEMENT FOR RASPBERRY RD
EXPIRES: 10/31/2013 W/1 2 YR RENEWAL**

CERTIFICATE HOLDER Okaloosa County Board of County Commissioners 5479A Old Bethel Road Crestview, FL 32536	SHOULD ANY OF THE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
--	---



CERTIFICATE OF LIABILITY INSURANCE

6/1/2021

DATE (MM/DD/YYYY)

5/20/2020

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.

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PRODUCER Lockton Companies 444 W. 47th Street, Suite 900 Kansas City MO 64112-1906 (816) 960-9000	CONTACT NAME:	
	PHONE (A/C, No, Ext):	FAX (A/C, No):
	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	
	INSURER A : Lexington Insurance Company	NAIC # 19437
	INSURER B :	
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

INSURED
1429583 HDR ENGINEERING, INC.
1917 SOUTH 67TH STREET
OMAHA NE 68106

COVERAGES CERTIFICATE NUMBER: 15812421 REVISION NUMBER: XXXXXXXX

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
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			NOT APPLICABLE			EACH OCCURRENCE \$ XXXXXXXX DAMAGE TO RENTED PREMISES (Ea occurrence) \$ XXXXXXXX MED EXP (Any one person) \$ XXXXXXXX PERSONAL & ADV INJURY \$ XXXXXXXX GENERAL AGGREGATE \$ XXXXXXXX PRODUCTS - COMP/OP AGG \$ XXXXXXXX \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			NOT APPLICABLE			COMBINED SINGLE LIMIT (Ea accident) \$ XXXXXXXX BODILY INJURY (Per person) \$ XXXXXXXX BODILY INJURY (Per accident) \$ XXXXXXXX PROPERTY DAMAGE (Per accident) \$ XXXXXXXX \$ XXXXXXXX
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$			NOT APPLICABLE			EACH OCCURRENCE \$ XXXXXXXX AGGREGATE \$ XXXXXXXX \$ XXXXXXXX
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N <input type="checkbox"/> N/A If yes, describe under DESCRIPTION OF OPERATIONS below			NOT APPLICABLE			PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ XXXXXXXX E.L. DISEASE - EA EMPLOYEE \$ XXXXXXXX E.L. DISEASE - POLICY LIMIT \$ XXXXXXXX
A	ARCH & ENG PROFESSIONAL LIABILITY	N	N	061853691	6/1/2020	6/1/2021	PER CLAIM: \$1,000,000 AGGREGATE: \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
PROGRAM MANAGEMENT FOR THE SOUTHWESTERN CRESTVIEW BYPASS AND RASPBERRY ROAD CONNECTOR

2767

CERTIFICATE HOLDER

15812421

OKALOOSA COUNTY BOARD OF COUNTY COMMISSIONERS
OKALOOSA COUNTY PURCHASING DEPARTMENT
ATTN: VICTORIA TARAVELLA
5479A OLD BETHEL ROAD
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

Joseph M. Amello

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TASK ORDER APPROVAL FORM

CONTRACT #: C19-2767-PW
TASK ORDER #: 12
TASK ORDER AMOUNT: \$36,556.14

OFFERED BY CONSULTANT:


HDR Engineering, Inc.
FIRM'S NAME

Jennifer E. Hunt, PE
REPRESENTATIVE'S PRINTED NAME



Vice President 2/6/2020
TITLE DATE


RECOMMENDED FOR APPROVAL
(Department Director)



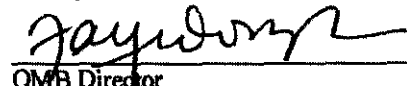
Public Works Director
TITLE
2/12/20
DATE

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
02/11/2020
DATE



OMB Director
2.12.2020
DATE

COUNTY ADMINISTRATOR (if applicable)

DATE

CHAIRMAN (if applicable)
Charles K. Windes, Jr.

DATE



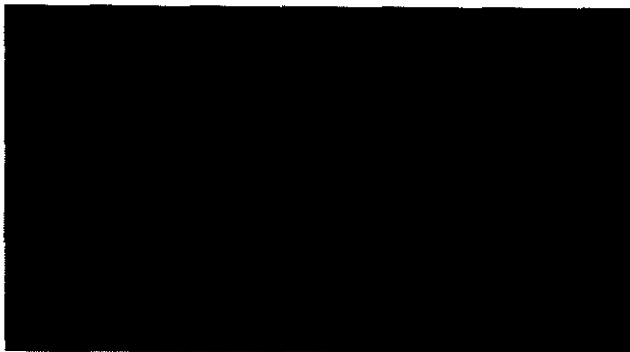
OKALOOSA COUNTY

CONTRACT # C19-2767-PW

**Southwest Crestview Bypass:
Phase V and East-West Connector**

**Task Order #12:
Phase V and East-West
Connector Cultural Resource
Assessments**

February 6, 2020



Southwest Crestview Bypass: Phase V and East-West Connector
Task Order #12: Phase V and East West Connector Cultural Resource
Assessments

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TASK 12 001 – Property Owner Letters and Coordination	2
TASK 12 002 – Cultural Resource Assessments	3

TASK SERIES 12 000: Phase V and East West Connector Cultural Resource Assessments

Summary of Work:

As a continuation to the overall program development of the Southwest Crestview By-Pass, HDR has been supporting Okaloosa County with design analysis and stakeholder coordination to finalize the horizontal and vertical alignments for Phase V of the By-Pass along with the entire segments of the proposed East-West Connector. The Connector is being developed in partnership between Okaloosa County and the City of Crestview. The roadways are presently scheduled for construction procurement by September 1, 2020.

The components of both roadways include:

Phase V

- 3.1 miles of divided highway
- One bridge spanning the Florida Gulf Atlantic Railway at an approximate length of 1,800.
- Open and closed drainage conveyance with 7 stormwater ponds.

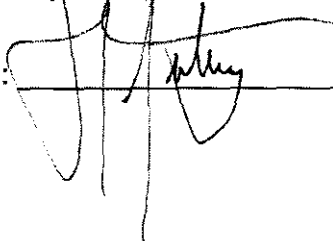
East West Connector

- 2.2 miles of roadway
- 2 box culverts
- Open and closed drainage conveyance with 5 new stormwater ponds and one pond modification.

This scope of work serves to complete the cultural resource assessments for both the Phase V and East-West Connector corridors.

The fee for this scope of services is a lump sum of \$36,556.14

ACCEPTANCE: _____



A handwritten signature in black ink is written over a horizontal line. The signature is stylized and appears to be 'J. J. King'.

TASK 12 001 –Coordination

Objective: Contact Property Owners and provide them written notification concerning cultural assessment crews, survey crews, and geotechnical crews accessing their property.

HDR Activities:

- Prepare Property Owner Letters
- Gather documents and files necessary for SEARCH to perform the cultural resource assessments

HDR Deliverables:

- Property Owner Letters
- Documents and files to SEARCH

TASK 12 002 – Cultural Resource Assessment Survey

Objective: Conduct a Cultural Resource Assessment Survey (CRAS) of unsurveyed portions of the Phase V and East West Connector corridors, which will include 13 ponds locations, as well as an architecture history update for the entire Phase V and East West Connector corridors (recording any structures which have reached historic age since the original 2010 survey).

Activities under this Task will be performed by SEARCH, Inc.

SEARCH Activities:

- Background Research
 - o Florida Master Site File (FMSF) cultural database review
 - o Literature review
 - o Environmental review
 - o County Property Appraiser database review
 - o Archaeological site probability model development
 - o Historic structure probability model development
- Fieldwork
 - o Archaeological survey
 - o Architectural History survey
- Data Analysis
- Report Preparation
 - o Draft reports (2)
 - o Final Report (2)
 - o FDHR Submission Packet
 - o FMSF forms
 - o Florida Survey Log Form
 - o Quality Control
 - o Preparation of SHPO transmittal letter for submittal on Okaloosa County letterhead
- Agency coordination as required

SEARCH Deliverables:

- Draft Reports (2)
 - o Separate reports will be produced for Phase V and the East-West Connector
- Final Reports (2) with SHPO Project Packet for transmittal to SHPO
 - o Separate reports will be produced for Phase V and the East-West Connector

SECOND AMENDMENT TO CONTRACT C19-2767-PW
HDR ENGINEERING, INC.

This Second Amendment made and entered into this 17 day of December, 2019, hereby amends contract C19-2767-PW, dated January 2, 2019, by and between Okaloosa County, Florida, (hereinafter the "County") and HDR Engineering, Inc. (hereinafter the "Contractor").

WHEREAS, on January 2, 2019, the County and Contractor entered into a contract, C19-2767-PW (the "Contract"), which provides Program Management for Southwestern Crestview Bypass; and

WHEREAS, a First Amendment was executed on February 19, 2019, updating the rate sheet which was incorporated in the contract with the most up to date rates; and

WHEREAS, the corrected rate sheet incorporated in the First Amendment on January 19, 2019 did not contain all the negotiated rates, as are included on the corrected and negotiated rate sheet attached hereto as Exhibit "A".

NOW THEREFORE, in consideration of the mutual covenants herein and other good and valuable consideration, the parties hereby agree to amend C19-2767-PW as follows:

1. C19-2767-PW is hereby amended to incorporate Exhibit "A," corrected rates for the years 2019-2023, attached hereto and incorporated herein.
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 amendment as of the day and year first written.

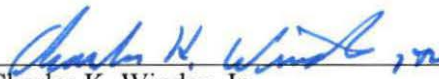
HDR ENGINEERING, INC.



By: John Winberly, Vice President
Date: 12/6/19

CONTRACT#: C19-2767-PW
HDR ENGINEERING, INC.
PROGRAM MANAGEMENT FOR RASPBERRY RD
EXPIRES: 10/31/2023 W/2 1 YR RENEWALS

OKALOOSA COUNTY, FLORIDA




Charles K. Windes, Jr.
Chairman, Board of County Commissioners

Date: DEC 17 2019



ATTEST:



J.D. Peacock II
Clerk of Circuit Court



EXHIBIT "A"

HDR Wage Rates (Program Management for Southwest Crestview Bypass)					
Updated 12-4-2019					
<u>Classification</u>	2019 Rates	2020 Rates	2021 Rates	2022 Rates	2023 Rates
<u>Management Staff</u>					
Program Manager	\$305.00	\$308.05	\$311.13	\$314.24	\$317.38
Chief Engineer	\$230.00	\$232.30	\$234.62	\$236.97	\$239.34
<u>Professional Staff</u>					
Project Manager	\$200.00	\$202.00	\$204.02	\$206.06	\$208.12
Construction Resident Engineer	\$230.00	\$232.30	\$234.62	\$236.97	\$239.34
Senior Professional Engineer	\$180.00	\$181.80	\$183.62	\$185.45	\$187.31
Senior Structural Engineer	\$180.00	\$181.80	\$183.62	\$185.45	\$187.31
Structural Engineer	\$150.00	\$151.50	\$153.02	\$154.55	\$156.09
Senior Planner	\$160.00	\$161.60	\$163.22	\$164.85	\$166.50
Project Engineer	\$140.00	\$141.40	\$142.81	\$144.24	\$145.68
Engineering Intern	\$95.00	\$95.95	\$96.91	\$97.88	\$98.86
Senior Designer	\$105.00	\$106.05	\$107.11	\$108.18	\$109.26
Senior Environmental Scientist	\$150.00	\$151.50	\$153.02	\$154.55	\$156.09
Senior Economist	\$380.00	\$383.80	\$387.64	\$391.51	\$395.43
Economist	\$235.00	\$237.35	\$239.72	\$242.12	\$244.54
<u>Technical Staff</u>					
Senior Real Estate Specialist	\$210.00	\$212.10	\$214.22	\$216.36	\$218.53
Real Estate Agent	\$130.00	\$131.30	\$132.61	\$133.94	\$135.28
<u>Field Staff</u>					
Construction Contract Administrator	\$135.00	\$136.35	\$137.71	\$139.09	\$140.48
Senior Construction Inspector	\$90.00	\$90.90	\$91.81	\$92.73	\$93.65
Construction Inspector	\$70.00	\$70.70	\$71.41	\$72.12	\$72.84
<u>Administrative Staff</u>					
Accounting/Admin	\$75.00	\$75.75	\$76.51	\$77.27	\$78.05

Note 1: 1% Escalation applied for every year

Note 2: Renegotiation will occur after year 5

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

Procurement/Contract/Lease Number: C19-2767-PW Tracking Number: 373220
Procurement/Contractor/Lessee Name: HPR Engineering Grant Funded: YES ___ NO Y
Purpose: Amendment 2
Date/Term: 10-31-23 w/ 12 yr renewal GREATER THAN \$100,000
Amount: By T.O. 2. GREATER THAN \$50,000
Department: PW 3. \$50,000 OR LESS
Dept. Monitor Name: Audy

Purchasing Review

Procurement or Contract/Lease requirements are met:
White Man Date: 12-13-19
Purchasing Director or designee Jeff Hyde, DeRita Mason, Jessica Darr

2CFR Compliance Review (if required)

Approved as written: NO Federal funds Date: _____
Grants Coordinator Danielle Garcia

Risk Management Review

Approved as written: no risk element updated Date: _____
Edith Gibson or Karen Donaldson

County Attorney Review

Approved as written: see email attached Date: 12-13-19
County Attorney Gregory T. Stewart, Lynn Hoshihara, Kerry Parsons or Designee

Following Okaloosa County approval:

Clerk Finance

Document has been received: _____ Date: _____
Finance Manager or designee

DeRita Mason

From: Parsons, Kerry <KParsons@ngn-tally.com>
Sent: Friday, December 13, 2019 3:41 PM
To: DeRita Mason
Subject: RE: Second Amendment to Contract C19-2767-PW

This is approved for legal purposes.

Kerry A. Parsons, Esq.

**Nabors
Giblin &
Nickerson**
ATTORNEYS AT LAW

1500 Mahan Dr. Ste. 200
Tallahassee, FL 32308
T. (850) 224-4070
Kparsons@ngn-tally.com

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From: DeRita Mason <dmason@myokaloosa.com>
Sent: Friday, December 13, 2019 4:39 PM
To: Parsons, Kerry <KParsons@ngn-tally.com>
Subject: FW: Second Amendment to Contract C19-2767-PW

Kerry,

See email traffic below.

Did you review this?

If so, can you please provide me with your approval.

Thank you,

DeRita Mason



DeRita Mason
Contracts and Lease Coordinator

TASK ORDER APPROVAL FORM

CONTRACT #: C19-2767-PW

TASK ORDER #: 11

TASK ORDER AMOUNT: \$360,740.00

OFFERED BY CONSULTANT:

CONTRACT#: C19-2767-PW
HDR ENGINEERING, INC.
PROGRAM MANAGEMENT FOR RASPBERRY RD
EXPIRES: 10/31/2023 W/2 1 YR RENEWALS

HDR Engineering, Inc.
FIRM'S NAME

Jennifer E. Hunt, PE
REPRESENTATIVE'S PRINTED NAME


SIGNATURE

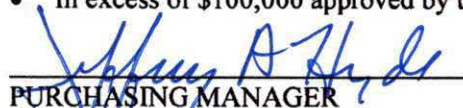
Vice President 12/5/2019
TITLE DATE

**RECOMMENDED FOR APPROVAL
(Department Director)**

**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.



SIGNATURE


PURCHASING MANAGER

PUBLIC WORKS DIRECTOR
TITLE


12/09/2019
DATE

12/9/19
DATE


OMB Director

12.10.2019
DATE


COUNTY ADMINISTRATOR (if applicable)


CHAIRMAN (if applicable)
Charles K. Windes, Jr.

12/10/19
DATE

DEC 17 2019
DATE



OKALOOSA COUNTY

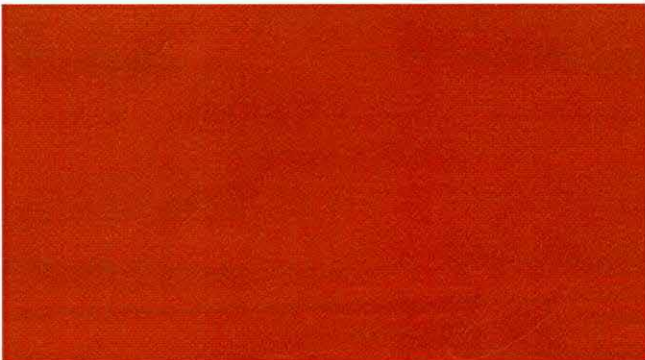
CONTRACT # C19-2767-PW

**Southwest Crestview Bypass:
Phase V and East-West Connector**

Task Order #11:

ROW Services

December 5, 2019



Task Series 11 000: Right of Way Acquisition Services

Summary of Work: The right-of-way acquisition phase of the Phase V and East-West Connector components of the Southwest Crestview Bypass must be accelerated to meet the time constraints of the impending Triumph Grant award. In order to meet the accelerated schedule right-of-way acquisition work will be completed in parallel with the design.

This scope of work is for the acquisition of the parcels identified as being impacted by these two projects as identified on page 6 of this Task Order, and the services include acquisition management services, acquisition services, litigation support services, and appraisal update services.

At this time, it is anticipated that 17 privately owned parcels will require acquisition services. Several of parcels impacted are currently owned by the City of Crestview or Okaloosa County and therefore will not require Right-of-Way Services. Estimates for fees are based on the anticipated 17 parcels; however, design changes may adjust the parcel count.

Given the fact that not all right-of-way or temporary construction easements have been identified, additional services may be required at a later date.

The Fee for this scope of services is a limiting amount fee not to exceed \$ 360,740.00

TASK 11 001 - Acquisition Management

Objective: Coordination of right-of-way acquisition activities by an experienced responsible professional is essential to project schedule adherence and ultimately project success. Additionally, review of legal descriptions for agreement with parcel sketches, and checking appraisals for mathematical correctness and verification of factual information will minimize challenges during condemnation. Production checks of deliverables prepared by right-of-way agents will protect project integrity, minimize re-work by acquisition team, and maximize positive interactions with affected property owners and their attorneys. Technical advisory services for acquisition matters may be beneficial to the project team should complex or novel conditions arise during the acquisition process.

HDR Activities:

- Acquisition Manager to coordinate with right-of-way agents, Okaloosa staff, design team, appraiser, title company, and condemnation counsel for Okaloosa County as needed and not less than monthly;
- Acquisition Manager to review legal descriptions of acquisition areas to make sure that all legal descriptions close and that all legal descriptions agree with right-of-way maps and parcel sketches, if any;
- Acquisition Manager to check appraisals for mathematical correctness and conformity of approach and valuation throughout the project
- Acquisition Manager to perform production check on all deliverable prepared by right-of-way agents
- Acquisition Manager to provide technical advisory services for acquisition matters as needed by project team
- Acquisition Manager to maintain Acquisition Status Report and to provide same to Okaloosa County not less than monthly

HDR Deliverables:

- Reviews of legal descriptions
- Appraisal checks
- Acquisition Status Report

TASK 11 002 - Acquisition Negotiations

Objective: Acquiring the right-of-way necessary to build the proposed improvements is imperative to the project. All acquisition activities must comply with Florida law and with Okaloosa County policies and procedures. Agents will make reasonable efforts to secure negotiated settlements with private property owners and their attorneys to save litigations costs and for schedule adherence. Agents will document all contacts with property owners or their counsel.

HDR Activities:

- Deliver Statutory Notices
- Deliver Offer Packages
- Negotiate with private property owners or their attorneys including plans revisions and review as required
- Prepare Closing Packages
- Upon project completion, provide parcel file with all contacts

HDR Deliverables:

- Statutory Notices
- Offer Packages
- Agreement Packages
- Closing Packages

TASK 11 003 - Litigation Support Services

Objective: To enable the County's eminent domain attorney to successfully obtain title at order of taking hearings, the attorney must be fully informed of facts leading up to the litigation phase. It is the Agent's responsibility to provide all pertinent documentation to the attorney of record, and to assist as needed and requested by counsel.

HDR Activities:

- Provide most current documentation to the County's eminent domain attorney such as appraisals (County and Property Owner), legal descriptions, contact records, service list of potential defendants together with current addresses for service of process
- Agent will assist the County's eminent domain attorney as needed and requested by counsel, including preparation for and/or testifying at order of taking hearings.

HDR Deliverables:

- Lawsuit Information

Deal Consulting Activities:

- Appraiser support during litigation

Deal Consulting Deliverables:

- Expert witness support

Deal Consulting Fee estimate for this work was based on 40 hours of labor at contract rate of \$170 for Principal Appraiser = \$6,800

TASK 11 004 – Appraisal Update Services

Objective: Prior to filing an eminent domain lawsuit, the Appraiser must analyze any changes in the real estate market since the initial appraisal was done, and provide an updated appraisal so the County may have a valid appraisal upon which to base its good faith estimate of value as required by law.

Deal Consulting Activities:

- Acquisition Manager or Agent will coordinate due dates for delivery of updated appraisals with the submission of suit information packages to the attorney.
- Appraiser will update initial appraisals based on current real estate market data.

Deal Consulting Deliverables:

- Appraisal Updates

Fee estimate for this work was based on 17 parcels at \$1,700 each = \$28,900

TASK ORDER APPROVAL FORM

CONTRACT #: C19-2767-PW

TASK ORDER #: 10

TASK ORDER AMOUNT: \$4,064,821

CONTRACT#: C19-2767-PW
HDR ENGINEERING, INC.
PROGRAM MANAGEMENT FOR RASPBERRY RD
EXPIRES: 10/31/2023 W2 1 YR RENEWAL

OFFERED BY CONSULTANT:

HDR Engineering, Inc.
FIRM'S NAME

Jennifer Erin Hunt, PE
REPRESENTATIVE'S PRINTED NAME



SIGNATURE

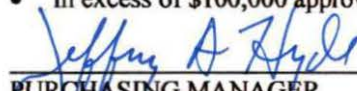

Vice President 10/28/2019
TITLE DATE


**RECOMMENDED FOR APPROVAL
(Department Director)**

**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.


SIGNATURE
DIRECTOR OF PUBLIC WORKS
TITLE
10/29/19
DATE


PURCHASING MANAGER
10/29/2019
DATE

OMB Director


COUNTY ADMINISTRATOR (if applicable)
10/30/19
DATE

10.29.2019
DATE

CHAIRMAN (if applicable)
Charles K. Windes, Jr.
11/5/19
DATE





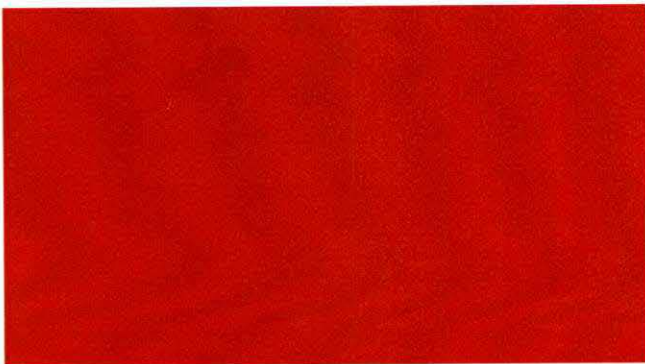
OKALOOSA COUNTY

CONTRACT # C19-2767-PW

**Southwest Crestview Bypass:
Phase V and East-West Connector**

**Task Order #10:
Final Design
and
Plans Preparation**

November 5, 2019



Southwest Crestview Bypass: Phase V and East-West Connector
Task Order #10: Final Design and Plans Preparation

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TASK SERIES 10 000: Final Design and Plans Preparation

Summary of Work:

As a continuation to the overall program development of the Southwest Crestview Bypass, HDR has been supporting Okaloosa County with design analysis and stakeholder coordination to finalize the horizontal and vertical alignments for Phase V of the Bypass along with the entire segments of the proposed East-West Connector. The Connector is being developed in partnership between Okaloosa County and the City of Crestview. The roadways are presently scheduled for construction procurement by September 1, 2020.

The components of both roadways include:

Phase V

- 3.1 miles of divided highway
- One bridge spanning the Florida Gulf Atlantic Railway at an approximate length of 1,500.
- Open and closed drainage conveyance with 7 stormwater ponds.

East West Connector

- 2.2 miles of roadway
- 2 box culverts
- Open and closed drainage conveyance with 5 new stormwater ponds and one pond modification.

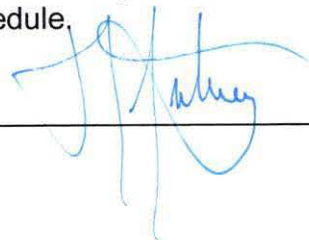
Using the horizontal and vertical alignments that have been developed, the intent of this scope and fee is to complete the final design and preparation of final construction documents for both roadways.

Activities included in this scope include:

- Stakeholder and Agency Coordination
- Roadway Design
- Drainage Design
- Utility Coordination
- Permitting
- Structures
- Survey and Mapping
- Geotechnical Exploration

The fee for this scope of services is a cost not to exceed of \$4,064,821.00; fees for subconsultants will be lump sum. These services will be completed in accordance with the attached schedule.

ACCEPTANCE: _____



Provisions for Work:

All work will be prepared with English units in accordance with the latest editions of standards and requirements utilized by the Okaloosa County which include the following publications:

- Roadway
 - FDOT Manual of Uniform Minimum Standards for Design, Construction and Maintenance for Streets and Highways ("Florida Greenbook" 2016 Edition)
 - AASHTO – Roadside Design Guide
 - AASHTO – A Policy for Geometric Design of Highways and Streets
 - FDOT Basis of Estimates Manual
 - FDOT Standard Plans
 - FDOT Standard Specifications for Road and Bridge Construction
 - Federal Highway Administration (FHWA) - Manual on Uniform Traffic Control Devices (MUTCD)

- Drainage
 - FDOT Culvert Handbook
 - FDOT Drainage Manual
 - FDOT Erosion and Sediment Control Manual
 - FDOT Hydrology Handbook
 - FDOT Open Channel Handbook
 - FDOT Optional Pipe Materials Handbook
 - FDOT Storm Drain Handbook
 - FDOT Stormwater Management Facility Handbook

- Structures
 - FDOT Structures Manual
 - FDOT Bridge Load Rating Manual
 - FDOT Soils and Foundations handbook
 - FDOT Design Manual
 - LRFD Bridge Design Specifications, 8th Edition
 - LRFD Specifications for Structural Supports for Highway Signs, Luminaires and Traffic Signals, 1st Edition

Exclusions:

The following activities are excluded from this scope:

- Construction Engineering and Inspection
- Post Design Services
- Utility Design
- Lighting Design
- Landscape Design
- Noise Barriers
- Traffic Analysis
- Public Involvement/Meetings

CADD Standards and Submittals:

All work will be accomplished using Microstation and Florida Department of Transportation CADD standards. All electronic submittals to Okaloosa County of CADD drawings will be saved as .dwg files for submittal.

All plans submittals will be 11X17 plan sets to FDOT standards. Plans will be provided as an Adobe PDF submittal. Final Submittal will be a digitally signed PDF.

TASK 10 001 – Stakeholder and Agency Coordination

Objective: Maintain Coordination with stakeholders and permitting agencies associated with the project as identified in the preliminary line and grade phase.

HDR Activities:

- Gulf Power Transmission
 - o Coordinate final design with Gulf Power Transmission Staff regarding
 - Alignment/Profile finalization
 - Easement Access
 - Construction requirements
- Florida Gulf Atlantic Rail
 - o Coordinate final design with Florida Gulf Atlantic regarding:
 - Alignment/Profile finalization
 - Construction Requirements
 - Contractor required training
 - Construction time limitations
 - Rail Closure procedures and timeframes
- FDOT
 - o Coordinate with FDOT's design consultant (VHB) throughout design
 - o Meet monthly with VHB and FDOT PM to review details and discuss current topics
 - o Elements of coordination include:
 - Alignment/profile tie-ins
 - Stormwater routing
 - Right-of-Way
 - Utility Coordination
- City of Crestview
 - o Coordinate through Okaloosa County decisions from the City of Crestview. Items of significance for Crestview known at this time are as follows:
 - Sprayfield Closings
 - Landfill and Sprayfield Access
 - Stormwater Pond Relocation
 - Access Management
 - SR 85 Signalization development
 - Arena Road Relocation Design
 - RIB Access
 - Driveway Openings
- Okaloosa County
 - o Weekly Technical Meetings
 - o Surtax Committee Presentations as requested

HDR Deliverables:

- Graphics to agencies/stakeholders for meetings
- Meeting Minutes

TASK 10 002 – Finalize Roadway Design and Plans

Objective: Finalize the roadway design and create roadway plans for both the East-West Connector and Phase V of the Southwest Crestview Bypass. The horizontal and vertical alignments have been previously established and will not be changed. The plans will be developed and submitted in two phases. These phase submittals will be 60% and Final (Signed and Sealed) plans.

The final product will be two complete sets of roadway construction plans for both the East-West Connector and Phase V.

HDR Activities:

- Roadway Design
 - Develop corridor access management
 - Task consists of determining the locations of and designing median opening and driveway/sidestreet connections
 - Traffic Control Analysis and Design
 - Task consists of developing a temporary traffic control plan for the interface of Phase V with US 90, the interface of East-West Connector with Antioch Road, and the realignment of Arena Road.
 - Develop superelevation details
 - Task consists of evaluating superelevation requirements and providing plan details
 - Develop intersection details
 - Task consists of evaluating intersection interfaces and providing plan details.
 - Develop profile for shared use path
 - Task consists of evaluating and developing a profile for the shared use path.
 - Roadway Design Documentation
 - Engineer's Estimate
 - A preliminary engineer's estimate will be developed at 60% Plans Submittal and finalized at the Final Plans Submittal
 - Bid Tabs
 - Bid tabs will be developed and provided with the Final Plans Submittal
 - FDOT Driveway Connection Permit
 - Task consists of completing FDOT driveway connection permit application and obtaining permit through FDOT for the construction within FDOT R/W at the intersection of Phase V and US 90

- Roadway Plans Production (two plan sets will be developed)

Table of Plans Production		
Sheet Title	Phase V Sheets Count	East-West Connector Sheet Count
Key Sheet	1	1
Summary of Pay Items	5	3
Typical Sections	2	2
Typical Section Details	1	1
General Notes	1	1
Summary of Quantities	18	12
Project Layout	2	2
Plan Sheets	22	16
Profile Sheets	22	16
Special Profile Sheets (Shared Use Path)	0	6
Intersection Layout Details	3	1
Roadway Soil Survey	1	1
Cross Sections (100')	166 (Sections)	116 (Sections)
Temporary Traffic Control Sheets	4	2
Temporary Traffic Control Cross Sections	53 (Sections)	0
Temporary Traffic Control Detail Sheets	5	0
Utility Adjustment Sheets	6	6
Project Network Control Sheets	5	3
Environmental Detail Sheets	22	16

- Weekly Technical Discipline Integration
 - o Conduct weekly technical discipline meetings involving technical leads for the project. Time involves meeting preparation, meeting, and follow up. as follows:
 - Program Manager
 - Project Manager
 - Structural EOR
 - Permitting Lead
 - Roadway EOR
 - Drainage EOR
 - Utility Coordinator

HDR Deliverables:

- Roadway Plans (2 Plan Sets on 11 X 17 at 100 scale plan sheets):
 - o 60% Roadway Plans
 - o Final Roadway Plans (Signed and Sealed)
- Engineer's Estimate (2 Sets)
 - o Preliminary
 - o 60% Preliminary Quantities
 - o Final Quantities
- Bid Tabs (2 Sets)

TASK 10 003 – Drainage Plans and Production

Objective: Finalize previously developed stormwater layout and conveyance concepts; provide detailed analysis for ponds, conveyance system and cross drains; prepare construction plans for drainage components; prepare design documentation; prepare and submit Environmental Resource Program permit; stakeholder coordination; costs estimates; and technical specifications.

HDR Activities:

- Drainage Analysis
 - o Roadway Drainage Basin Delineation
 - o Stormwater Ponds Design
 - 12 new (7 for Phase V and 5 for East-West Connector)
 - 1 pond modification for the existing pond at Physician Drive
 - o Collection and Conveyance system Design
 - Side and Median Ditches (Rural Typical)
 - Offsite bypass ditch (Urban and Rural Typical)
 - Storm Drains (Urban Typical)
 - Scuppers (Bridge)
 - o Cross Drains Analysis
 - 7 for Phase V
 - 6 for East-West Connector
 - o Temporary Drainage Analysis
 - o Optional Material Analysis
- Design Documentation
- Stakeholder Coordination
 - o Coordination with FDOT for interchange
 - o NFWMD and USACE Pre-Application Meetings
- Environmental Resource Program permit Packages Preparation (new road and Modification for Physician Dr.)
- Cost Estimate
- Technical Specifications
- Plans Preparation (two plan sets will be developed)

Table of Drainage Plans		
Sheet Title	Phase V Sheet Count	East-West Connector Sheet Count
Drainage Map (sheet)	7	5
Summary of Drainage Structures (Sheet)	3	2
Optional Pipe Material (Sheet)	1	1
Drainage Structure Sheet (per Str.)	60	52
Miscellaneous Drainage Detail Sheets (sheet)	1	1
Retention/Detention Ponds Detail Sheet(sheet)	7	6
Retention Pond Cross Sections (ea)	28	22
Erosion Control Plan Sheet (sheet)	14	10
Stormwater Pollution Prevention Plan Sheet(sheet)	1	1

HDR Deliverables:

- Drainage Plans (2 Plan Sets on 11 X 17 at 100 scale plan sheets):
 - o 60% Drainage Plans
 - o Final Drainage Plans (Signed and Sealed)
- Drainage Plans (11 X 17) (100 Scale)
- Drainage Design Documentation
- Environmental Resource Program Permit Package for new road
 Environmental Resource Program permit Modification Package for existing pond of
 Physician Drive

TASK 10 004 – Utility Coordination

Objective: Coordinate with utility companies of existing utilities at tie-in points of the new roadways to existing roadways and continue coordination of future facility locations in virgin alignment sections. Utility coordination will be done in compliance with FDOT's utility relocation procedures according to FDOT Utility Manual.

HDR Activities:

- Finalize proposed relocation corridors along virgin alignment roadway & display corridors in utility adjustment sheets.
- Maintain Utility Owner contact/contact changes throughout design; 14 owners identified
 - o Centurylink
 - o CenturyLink/Level 3
 - o AT&T Transmission
 - o AT&T Florida
 - o Verizon (including former MCI)
 - o Sprint
 - o Gulf Power Distribution
 - o Gulf Power Transmission (covered in other tasks)
 - o Cox Communications
 - o Okaloosa Gas
 - o Okaloosa Water and Sewer
 - o Okaloosa IT
 - o Okaloosa Traffic
 - o City of Crestview Water and Sewer
 - o Unity Fiber
- Individual/Field Meetings
- Collect and review plans and data from Utility Owners
- Identify private utility easements & coordinate easement impacts
- 60% Plans Utility Design Meeting
- Review Utility Owner relocation plan & work schedules/agreements
- Utility constructability review
- Coordinate and process SUE data collection
- Provide each submittal to Utility Owners
- Develop Utility Conflict Matrix
- Existing Facility Relocation Coordination; Identify & coordinate facilities which can relocate prior to construction
- Final Utility Resolution Meeting

HDR Deliverables:

- Conflict Matrix
- Utility Relocation Schedules
- Meeting Minutes

TASK 10 005 – Permitting

Objective: Submit Northwest Florida Water Management District (NFWWMD) Environmental Resource Program (ERP) Permit application and respond to requests for additional information. Two applications will be submitted. One for the East-West Connector and one for Phase V.

HDR Activities:

- Prepare two NFWWMD ERP Permit Applications
 - o Prepare two individual ERP applications (Phase V and East-West Connector) to include
 - Pre-application Meeting
 - Mitigation Bank Coordination
 - 62-330.060(1) Forms A, C, and E
 - UMAM Package
 - Permitting Drainage Design Report
 - Prepare Wetland Impact Drawings with Secondary Impacts
 - Prepare Supplemental Graphics
 - Prepare Project Narratives
 - Request for additional information responses
- Prepare one permit modification to NFWWMD ERP permit for existing pond on Physician's Way that will be modified.

HDR Deliverables:

- NFWWMD Permit Application
- NFWWMD Permit Modification

TASK 10 006 – Structures

Objective: Finalize Bridge design (Approximately 1,500' long structure over Florida Gulf Atlantic Railroad) and conduct structural analysis of miscellaneous structures associated with the project.

HDR Activities:

Phase V

- Bridge Design
 - o Geometry
 - Foundation, Substructure, Superstructure, and approach slab elevations for required elements (pile head, top of footing, end bents, piers and etc.)
 - o Foundation
 - Stability / Min. Pile Tip Analysis
 - Pile loads
 - Footing Details and Geometry
 - o Substructure
 - End Bent Design
 - Pier Cap Design
 - Column Design and Details for Const. Joint
 - o Superstructure Design
 - Bridge Deck
 - Beam Design & Detailing (finalize rebar pattern, strands, and etc.)
 - Misc. Details (bearing pads, exp. Joint, beam stability, and etc.)
 - o Load Rating Report and Analysis
 - Summary, Narrative, Plans, Calculations, Rating Verification
- Retaining Walls
 - o MSE Walls at Bridge Abutments (north abutment of bridge over railroad)
 - Horizontal Controls
 - Vertical Geometry
 - Wall Layout
- Strain Poles
 - o Locations: US 90 / Phase V Intersection] and [East-West Connector / Phase V Intersection – North
 - Structural Analysis - Box Span Layouts at each location
- Quantities and Cost Estimate

East-West connector

- o Miscellaneous Structures Design Box Culverts
 - Locations: One culvert and one bridge culvert are located on East-West connector alignment over the Juniper Creek braided streams
 - Geometry (headwall, wing walls, slab thickness, slope tie-in, and etc.)
 - Box Culvert Analysis (Includes load rating analysis of Bridge Culvert)
 - Load Rating Report (Bridge Culvert)

– Quantities and Cost Estimate

Table of Plans Production	
Sheet Title	Sheet Count
Phase V - Bridge	
Key Sheet	1
Signature Sheet	1
Index of Sheets	3
Summary of Structures Quantities	2
Project Layout	1
General Notes	3
Surface Finish Details	1
Plan and Elevations	5
Construction Layout	2
Report of Core Borings	8
Typical Section	2
Concrete Slope Details	1
Foundation Layout	4
Pile Data Table	2
End Bents	4
End Bent Details	4
Footing Details	4
Piers	4
Pier Details	6
Beam Data Tables	4
Superstructure Section	2
Framing Plan	4
Superstructure Plan	6
Superstructure Details	3
Finish Grade Sections and Tables	9
Drainage Details	3
Approach Slab Plan and Details	2
Reinforcing Bar Lists	12
Load Rating Table	1

Phase V - Retaining Walls	
Key Sheet / Location Map	1
Data Tables and Notes	2
Plan and Elevations	8
Wall Details	4
Phase V –Strain Poles	
Strain Pole Data Table	2
Strain Pole Special Details	2
East-West Connector – Miscellaneous Structures	
Box Culvert Data Tables	2
Box Culvert Special Details	2
Box Culvert Load Rating Table	1
Box Culvert Reinforcing Bar Lists	4
Box Culvert Summary of Quantities	2

HDR Deliverables:

- Structural Plans
- Structural Design Documentation
- Load Rating Reports

TASK 10 007 – Signalization

Objective: Develop signalization plans for the following intersections:

- Phase V at US 90
- Phase V at East-West Connector (Eastern Leg)

Plans will be developed and submitted in two phases. These phase submittals will be 60% and Final (Signed and Sealed) plans. All proposed signals will be strain pole configurations. The final product will be one complete sets of signalization construction plans for Phase V. There are no signalization activities for the East-West Connector.

HDR Activities:

- Signalization Design
 - o Traffic Data Analysis
 - Task consists of analyzing traffic for developing signal timings at two intersection locations.
 - o Signalization Design
 - Task consists of developing design and layout of proposed signal configuration at two intersection locations
 - o Overhead street name sign design
 - Design 4 overhead street name signs to be placed on the proposed strain wire
 - o Pole elevation analysis
 - Evaluate pole and signal head elevations for determining signal head clearance elevations
 - o Quantities
- Field Reviews
 - o Conduct field reviews of existing signal at Phase V and US 90
- Signalization Plans
 - o Key Sheet (1 Sheet)
 - o Tabulation of Quantities (1 Sheet)
 - o General Notes (1 Sheet)
 - o Plan Sheet (2 Sheets)
 - o Guide Sign Worksheet (1 Sheet)
 - o Special Details (1 Sheet)
 - o Strain Pole Schedule (1 Sheet)
 - o Utility Conflict Sheet (2 Sheets)

HDR Deliverables:

- Signalization Plans (11 X 17 Plan Sheets at 100 Scale):
 - o 60% Roadway Plans
 - o Final Roadway Plans (Signed and Sealed)

TASK 10 008 – Signing and Pavement Marking

Objective: Develop signing and pavement marking plans for East-West Connector and Phase V. intersections

Plans will be developed and submitted in two phases. These phase submittals will be 60% and Final (Signed and Sealed) plans. The final deliverable will be two sets of Signing and Pavement marking plans. One for East-West Connector and one for Phase V.

HDR Activities:

- Signing and Pavement Marking Design
 - o Signing and Pavement Marking Design
 - Task consists of developing pavement marking layout and signage placement for both roadways
 - o Multi Post Sign Design and Support Calculations
 - Anticipating 10 Multi-post signs along corridors
 - o Quantities
- Signing and Pavement Marking Plans

Table of Signing and Pavement Marking Plans		
Sheet Title	Phase V Sheet Count	East-West Connector Sheet Count
Key Sheet	1	1
Tabulation of Quantities	2	2
General Notes	1	1
Plan Sheets	22	16
Typical Details	2	2
Guide Sign Worksheets	3	3
Cross Sections	5	5
Special Details	1	1

HDR Deliverables:

- Signing and Pavement Marking Plans (11 X 17 Plan Sheets at 100 Scale):
 - o 60% Roadway Plans
- Final Roadway Plans (Signed and Sealed)

TASK 10 009 – Geotechnical

Objective: Conduct Phase 2 soils analysis for roadway, ponds, bridges, and miscellaneous structures. The activities in this task will be performed by Tierra Inc.

Tierra Activities:

- Field Activities
 - o Gyro-Track path along roadway and to ponds where not previously cleared to allow access of drilling equipment. Environmental permits secured and in hand.
 - o Field stake borings.
 - o Obtain utility clearances for borings (where required)
 - o Roadway: Perform 235 @ 5' deep auger borings in proposed near/at-grade roadway and turn lane locations; 154 @ 10' to 80' deep SPT borings in high fill embankment/high cut roadway areas; 3 @ 20' deep SPT borings in potential borrow source areas; and muck soil delineation in 1800 lf of wetland areas to support final roadway design.
 - o Ponds: Perform 32 @ 30' deep SPT borings in final pond locations and install 32 piezometers to supplement the preliminary data collected to support final pond design.
 - o Stormwater Collection System: Perform 8 @ 20' deep SPT borings in areas with stormwater piping to support pipe material selection and pipe bedding/backfill design. Note that in roadway areas with high fill/high cut borings, the data collected from these borings will be used for design of the stormwater collection system.
 - o Bridge: Perform 12 @ 125' deep SPT borings to support final design of the bridge. The preliminary bridge borings will be used in this analysis.
 - o MSE Wall: Perform 9 @ 40' deep SPT borings to support design of the MSE walls at the south bridge abutment and on the east side of the north bridge abutment.
 - o Box Culverts: Perform 4 @ 25' deep SPT borings at the two box culvert locations (one at each end of each culvert).
 - o Mast Arms: Perform 8 @ 30' deep SPT borings at mast arm location at US 90 (4 mast arms), at Antioch Road (2 mast arms), and at E/W Connector/Phase V intersection (2 mast arms).
 - o Pavement Cores: Perform 3 pavement cores (1 on US 90 and 2 on Antioch Road) to support pavement design of the turn lanes.
- Laboratory Soil Testing
 - o Soil classification test (gradation, Atterberg limits, organic content test)
 - o Soil material property tests (Limerock Bearing Ratio, corrosivity, and permeability tests)

Tierra Engineering Services:

- Prepare Boring Location Plans
- Coordinate field work including the Gyro track work.
- Classify soil samples and assign lab testing.
- Estimate Seasonal High Water Table (SHWT) levels in select Roadway borings.
- Collect groundwater data from the pond piezometers and estimate SHWT levels and Seasonal Low Water Table (SLWT) levels in the pond borings
- Roadway analysis including material usage, muck delineation, pavement design considerations, embankment settlement and slope stability, and preparation of the Phase II/Final Roadway Soil Survey report. Includes Stormwater Piping material compatibility and pipe bedding/backfilling recommendations.
- Pond analysis and preparation of the Phase II/Final Pond Soil Survey report.
- Bridge foundation analysis and preparation of the Phase II/Final bridge report. Includes MSE wall analysis including wall settlement/external stability analysis and MSE wall design parameters.
- Miscellaneous Structures (Box Culverts and Mast Arm Foundations) analysis and design parameters.

Tierra Deliverables:

- Phase II and Final Roadway Soil Survey Report
- Phase II and Final Pond Soil Survey Report
- Phase II and Final Bridge Report

TASK 10 010 – Supplemental Survey

Objective: Verify the precise location of utilities in critical locations within project limits and obtain topographic survey information at critical locations currently only covered by LIDAR survey.

SAM Activities:

- Perform 50 SUE locates
- Topographic hard survey

SAM Deliverables:

- X,Y,Z locations and descriptions of utilities at requested locations.
- Topographic survey file of critical areas

TASK 10 011 – Constructability Review

Objective: Incorporate Construction Inspection staff into the design process for coordination during design and design phase reviews to incorporate field knowledge.

HDR Activities:

- 60% Plans Review
- Constructability Design Coordination

HDR Deliverables:

- Constructability Review Comments

TASK 10 012 – Procurement and Bid Support

Objective: Facilitate the pre-bid activities with Okaloosa County staff

HDR Activities:

- Specifications Package and Bid Documents Preparation
 - HDR develop specifications package and construction contract documents.
- Pre-Bid Meeting
- Respond to Pre-Bid Questions

HDR Deliverables:

- Pre-Bid Meeting Minutes
- Plans Revisions/Addendums


TASK ORDER APPROVAL FORM

CONTRACT #: C19-2767-PW
TASK ORDER #: 8
TASK ORDER AMOUNT: \$335,600

OFFERED BY CONSULTANT:

HDR Engineering, Inc.
FIRM'S NAME

John Wimberly, PE
REPRESENTATIVE'S PRINTED NAME


SIGNATURE

Vice President 7/25/2019
TITLE DATE

**RECOMMENDED FOR APPROVAL
(Department Director)**


SIGNATURE

Director of Public Works
TITLE

7-26-19
DATE


COUNTY ADMINISTRATOR (if applicable)
John Hofstad


8/1/19
DATE

**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

07/29/2019
DATE


OMB Director

07.30.2019
DATE


CHAIRMAN (if applicable)

Charles K. Windes, Jr.
AUG 06 2019
DATE





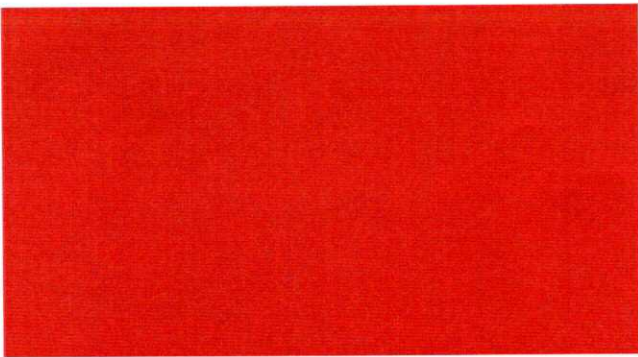
OKALOOSA COUNTY

CONTRACT # C19-2767-PW

**Southwest Crestview Bypass and
East-West Connector**

**Task Order #8:
Appraisals and Title Search**

July 26, 2019



Southwest Crestview Bypass
Task Order #8: Appraisals and Title Search

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Southwest Crestview Bypass
Task Order #8: Appraisals and Title Search

TASK SERIES 8000: Appraisals and Title Search

Summary of Work:

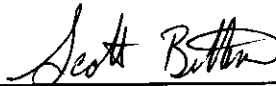
The right-of-way acquisition phase of the Phase V and East-West Connector components of the Southwest Crestview Bypass must be accelerated to meet the time constraints of the impending Triumph Grant award. In order to meet the accelerated schedule, preliminary title searches and appraisal work must be completed in parallel with the design.

This scope of work completes the required title searches for parcels identified as being impacted by these two projects. Additionally, this scope will complete the appraisals for the required right-of-way that has been identified to this point.

Given the fact that not all right-of-way or temporary construction easements have been identified, additional services may be required at a later date.

The fee for this scope of services is a limiting amount fee not to exceed \$335,600

ACCEPTANCE:

 for Jason Airey

Southwest Crestview Bypass
Task Order #8: Appraisals and Title Search

TASK 8001 – Right-of-Way Coordination

Objective: Engage right-of-way agents with County staff during preliminary outreach to property owners to assist in coordinating title work and appraisals as well as identify potential ancillary property impacts such as temporary construction easements and right of entry properties. Services to be conducted until January 2020.

HDR Activities:

- Senior right-of-way agent to coordinate with Okaloosa staff on a monthly basis.
- Local right-of-way agent to coordinate with design team, appraiser, title company, and Okaloosa right-of-way personnel.
- Local right-of-way agent to maintain parcel status report
- Design PM coordination with appraiser concerning cost estimate, temporary construction easements, and right-of-way modifications.

HDR Deliverables:

- Parcel Acquisition Status report updates

Southwest Crestview Bypass
Task Order #8: Appraisals and Title Search

TASK 8002 – Title Search

Objective: Conduct title searches for all parcels that have been identified as potentially being impacted by the roadway projects. To date, it is anticipated that a maximum of 40 parcels will be impacted. These activities will be conducted by American Government Services Corporation (AGS)

AGS Activities:

- Conduct title search for properties identified as being impacted by the roadway projects.

AGS Deliverables:

- 50 Year Property Information Reports (PIR)
 - o Review for liens/encumbrances over last 50 years
- Flip to commitment for closing
 - o Verification of PIR before closing (Parcels not going into eminent domain)
- Updates for condemnation files
 - o Update PIR for parcels going into eminent domain (Updated must be made within 5 years of original PIR)
- Mail away closings
 - o For parcels not going into eminent domain
- Title Insurance (promulgated rate)

Southwest Crestview Bypass
Task Order #8: Appraisals and Title Search

TASK 8003 – Appraisals

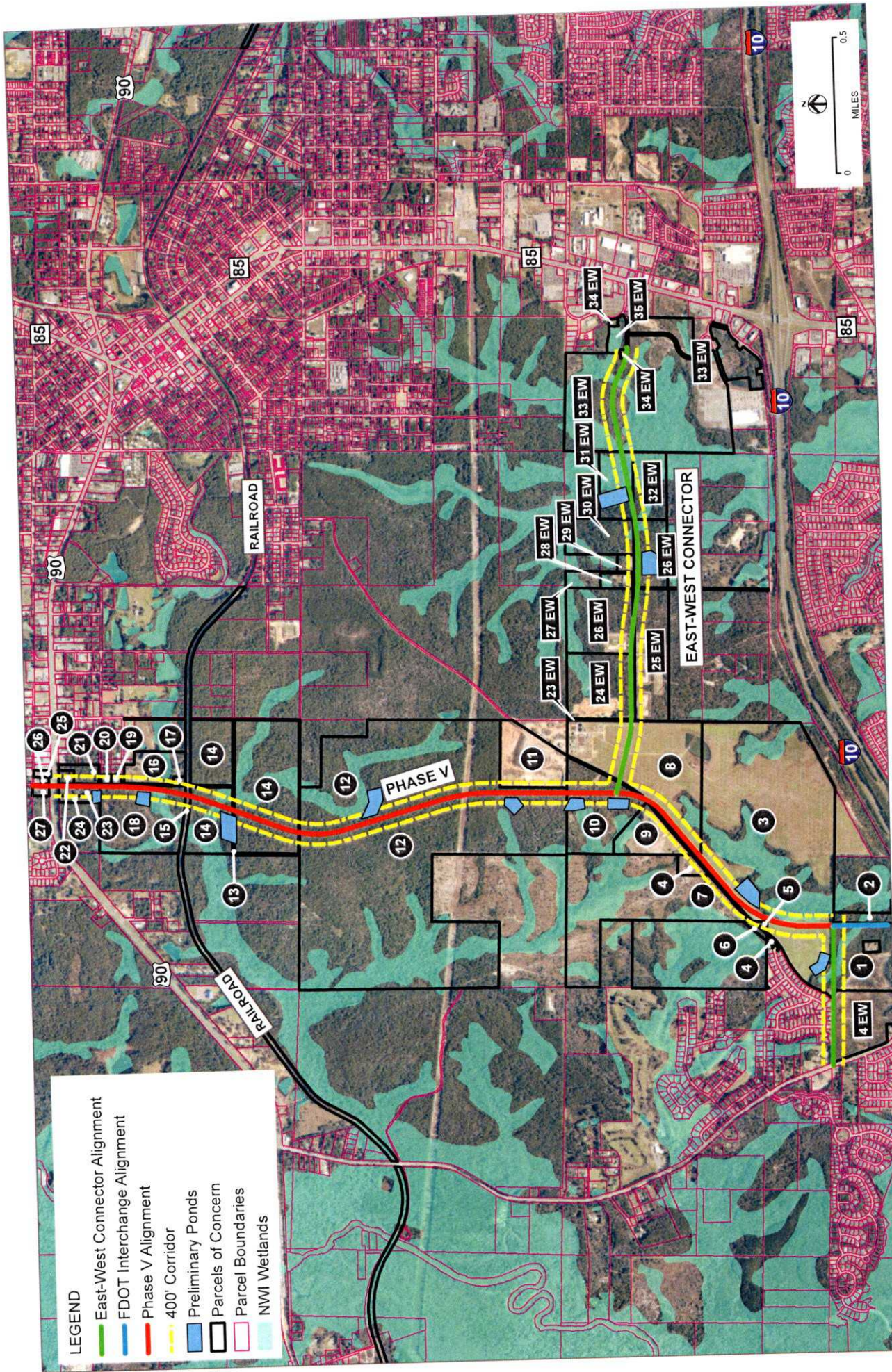
Objective: Conduct preliminary appraisal activities in preparation for legal description completion. Coordinate with County staff to assist in identifying ancillary impacts to parcels. Provide appraisals for use in property offers. These activities will be conducted by Deal Consulting (DC)

DC Activities:

- Prepare preliminary appraisals
- Coordinate with County staff and design team to determine ancillary impacts
- Prepare Final appraisals after legal descriptions finalized

DC Deliverables:

- Property appraisals



- LEGEND**
- East-West Connector Alignment
 - FDOT Interchange Alignment
 - Phase V Alignment
 - 400' Corridor
 - Preliminary Ponds
 - Parcels of Concern
 - Parcel Boundaries
 - NWI Wetlands

PLAN: 2023072510112017_001_MODEL17_2_NORTH_N_PROJECT17MAP_002CONNECTOR_PROPERTY_001MAY_2023

CONTRACT#: C19-2767-PW
HDR ENGINEERING, INC.
PROGRAM MANAGEMENT FOR RASPBERRY RD
EXPIRES: 10/31/2023 W/1 2 YR RENEWAL

TASK ORDER APPROVAL FORM

CONTRACT #: C19-2767-PW
TASK ORDER #: 7
TASK ORDER AMOUNT: \$2,266,605

OFFERED BY CONSULTANT:


HDR Engineering, Inc.
FIRM'S NAME

John Wimberly
REPRESENTATIVE'S PRINTED NAME


SIGNATURE

Vice President (HDR Managing Principal) 5/23/2019
TITLE DATE

RECOMMENDED FOR APPROVAL
(Department Director)


SIGNATURE

Public Works Director
TITLE

5/28/19
DATE


COUNTY ADMINISTRATOR (if applicable)

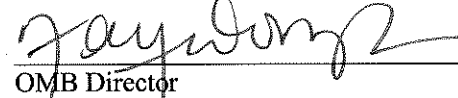
5/28/19
DATE

APPROVED BY OKALOOSA COUNTY
(Per Purchasing Manual)

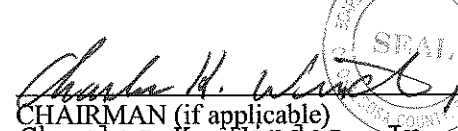
- \$25,000 or less approved by Purchasing Manager
- \$25,001 to \$50,000 approved by OMB Director
- Between \$50,001 and \$100,000 approved by Purchasing Director and County Administrator
- In excess of \$100,000 approved by the Board.


PURCHASING MANAGER

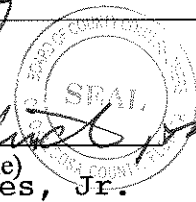
05/28/2019
DATE


OMB Director

05/28/2019
DATE


CHAIRMAN (if applicable)

Charles K. Windes, Jr.
DATE



JUN 04 2019



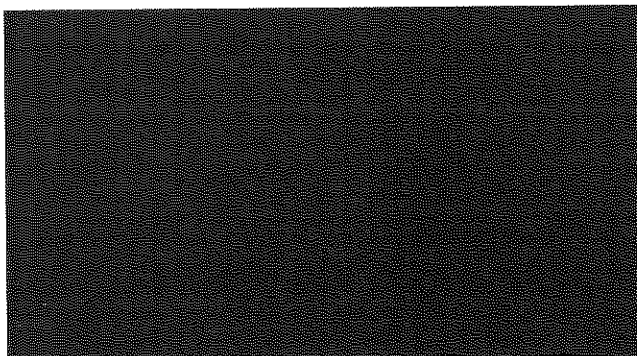
OKALOOSA COUNTY

CONTRACT # C19-2767-PW

**Southwestern Crestview Bypass and
East-West Connector**

**Task Order #7:
Line and Grade Design**

May 24, 2019



Southwestern Crestview Bypass and East-West Connector
Task Order #7: Line and Grade Design

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Southwestern Crestview Bypass and East-West Connector
Task Order #7: Line and Grade Design

TASK SERIES 7000: Line and Grade Design

Summary of Work:

Okaloosa County has received a conditional grant award from Triumph Gulf Coast Inc. in the amount of \$64.1 million for the construction of Phase V and East-West Connector components of the Southwest Crestview Bypass. One of the requirements of the grant is to have the projects under contract and ready to construct by December 31, 2020. To that end, Okaloosa County must design, acquire Right-of-Way, and permit the roadway projects in advance of the aforementioned deadline which requires an accelerated design development schedule.

The Phase V component of the Bypass is a four lane rural highway from the north terminus of the FDOT Interchange project that is currently being designed by FDOT. The project proceeds north through a virgin alignment for 3.1 miles and terminates at US 90 and Old Bethel Road intersection. Along the route, the alignment crosses a Gulf Power transmission easement as well as an active railroad (now or formerly owned by CSX). The PD&E for this project was completed in 2013 by HDR Engineering Inc.

The East-West Connector is a two lane rural highway, with an urban section along the eastern end. The roadway begins at the Arena Road/Antioch Road intersection and heads east to intersect the south end of Phase V and the north end of the FDOT Interchange projects. A second component of this project intersects Phase V approximately ¼ mile north of that intersection and heads east to terminate at Physicians' Way, an existing dead end road. This project is currently under an Alternatives Analysis study which will serve as the Environmental documentation to the permitting agencies. The project is being developed jointly by the City of Crestview and Okaloosa County which will require approvals and direction from both entities.

The purpose of this scope and fee is to do a Line and Grade design of both Phase 5 and the East-West Connector. These projects will be separate plan sets and separate permits; however, Okaloosa County intends to bid as one project before September 1, 2020.

Provisions for Work:

All work will be prepared with English units in accordance with the latest editions of standards and requirements utilized by the Okaloosa County which include to following publications:

- Roadway
 - FDOT Manual of Uniform Minimum Standards for Design, Construction and Maintenance for Streets and Highways ("Florida Greenbook")
 - AASHTO – Roadside Design Guide
 - AASHTO – A Policy for Geometric Design of Highways and Streets
 - FDOT Basis of Estimates Manual
 - FDOT Standard Plans
 - FDOT Standard Specifications for Road and Bridge Construction
 - Federal Highway Administration (FHWA) - Manual on Uniform Traffic Control Devices (MUTCD)

- Drainage
 - FDOT Culvert Handbook
 - FDOT Drainage Manual
 - FDOT Erosion and Sediment Control Manual
 - FDOT Hydrology Handbook
 - FDOT Open Channel Handbook
 - FDOT Optional Pipe Materials Handbook
 - FDOT Storm Drain Handbook
 - FDOT Stormwater Management Facility Handbook
- Structures
 - AASHTO Load and Resistance Factor Design (LRFD) Bridge Design Specifications and Interims
 - AASHTO Standard Specifications for Structural Supports for Highway Signs, Luminaires and Traffic Signals, and Interims.
 - AASHTO Manual for Condition Evaluation and Load and Resistance Factor Rating (LRFR) of Highway Bridges
 - FDOT Bridge Load Rating Manual
 - FDOT Structures Manual
- Computer Aided Design and Drafting (CADD)
 - Microstation V8i and Geopak V8i (Select Series 4) will be utilized for design of the project.
 - Microstation files will be converted to AutoCAD (.dwg) files upon completion of the project and delivered to the County for their records.
- Survey
 - Project will be based on the Florida State Plane Coordinate System, North Zone, of the North American Datum of 1983, 2011 Adjustment (NAD 83/2011)
 - Elevations will be based on the North American Vertical Datum 1988 (NAVD88)

The following activities are included in this scope:

- Stakeholder and Agency Coordination
- Roadway Design
- Drainage Design
- Utility Coordination
- Permitting
- Structures
- Survey and Mapping
- Geotechnical Exploration
- Right-of-Way Determination

The fee for this scope of services is a cost not to exceed of \$2,266,605; fees for subconsultants will be lump sum. These services will be completed in accordance with the attached schedule

ACCEPTANCE: _____

TASK 7001 – Agency/Stakeholder Coordination

Objective: Coordinate with Stakeholders and Agencies along the corridor to facilitate the design for the remainder of the project. Activities are listed below for each entity. Gulf Power, Railroad Owner, FDOT, Property Owners and the City of Crestview.

HDR Activities:

- Gulf Power Coordination: Gulf power owns a permanent high voltage transmission easement which the Phase V alignment currently crosses. The PD&E alignment misses any ground support structures; however, Gulf Power will have specific requirements which must be met for the project to continue. HDR will coordinate with Gulf Power one-on-one and provide alternative profiles, construction sequencing, and proposed vertical ground surfaces to satisfy the Gulf Power requirements such as the following:
 - Vertical / Horizontal clearance requirements
 - Construction Access requirements
 - Construction Timing requirements
- Railroad Owner (now or formerly CSX) Coordination: An active railroad with its own dedicated Right-of-Way lies just south of US 90 along the Phase V alignment. The Phase V PD&E provided a 1,500' long bridge which spanned the Right-of-Way and wetlands both north and south. The railroad owner will have specific requirements which must be met for the project to continue. HDR will coordinate with railroad one-on-one and provide alternative bridge options, profiles, bridge pile layouts, and construction sequencing to satisfy the requirements such as:
 - Vertical and Horizontal clearance requirements
 - Construction Access requirements
 - Construction Timing requirements
- FDOT: FDOT is currently designing and preparing plans for the Design-Build project of a new FDOT Interchange along the I-10 corridor. This project will connect to the south end of Phase V and the western leg of the East-West Connector. It is currently anticipated that Phase V and the East-West Connector will be under construction at roughly the same time. The Phase V, East-West Connector, and FDOT interchange must be integrated. A monthly meeting has been established as detailed below to coordinate the bulleted items.
 - Meet Once per month with technical staff during preliminary design
 - Coordinate stormwater tie in (Joint permitting, joint ponds)
 - Coordinate typical section, connections, facility features, design criteria
 - Obtain survey and geotechnical data previously obtained by FDOT along East-West Connector route (FDOT Interchange)
 - Earthwork Balance
 - Construction Sequencing
 - Construction Access
 - Coordinate new tie-in at US 90 intersection permitting process

- Coordinate Right-of-Way acquisition activities for FDOT's interchange component (realignment of Antioch Road)
 - Coordinate with FDOT Management staff concerning funding and timing logistics
 - City of Crestview
 - Verify acceptance of alignment constraints
 - Coordinate utility relocation/additions in new corridor
 - Presentations to City Council
 - Property Owners
 - Distribute letters to property owners affected by the geotechnical and survey activities
 - Project graphic with parcels
 - Identify parcels impacted
 - Obtain address
 - Draft letter for property owners
 - Mailout
 - Meet with property owners who reside within the project limits before geotechnical land survey activities begin.
 - Okaloosa County Staff
 - Weekly meetings
 - Attend Surtax Committee Meetings for presentations as necessary

HDR Deliverables:

- Graphics to agencies/stakeholders for meetings
- Meeting Minutes
- Update Decision matrix

TASK 7002 – Roadway Design

Objective: Deliver the typical section, design criteria, horizontal alignment, profile and cross sections. The Line and Grade will end with a formal meeting with the County and HDR staff to review the decisions reached and summarize the implications of each decision.

The final product will be a horizontal and vertical alignment that incorporates input from permitting agencies, drainage provisions, utility agencies, City and County preferences, geotechnical concerns, and FDOT tie-in requirements.

HDR Activities:

- Typical Section Analysis: Phase V will consist of a four lane urban typical section and a four lane rural typical section. The base typical for these will be from the PD&E Study. The East-West Connector will consist of a two lane rural typical and a two lane urban typical section that includes a multi-use path.
 - Typical Sections will be drafted in a typical section package for formal acceptance to County.
- Horizontal Alignment Analysis
 - Alignments will be modified based on the following constraints:
 - Gulf Power requirements at transmission easement and encroachment agreement
 - Railroad Owner requirements at railroad R/W
 - Wetland impacts
 - City of Crestview requests to maximize development opportunity
 - Geotechnical Considerations (Steepheads, Deep Plastic Soils)
- Vertical Alignment Analysis
 - Modify Profiles based on the following constraints:
 - Earthwork Balance
 - Mass Haul Diagram to be developed
 - Base Water Clearance
 - Cross Drain Clearance
 - Railroad Owner Crossing requirements
 - Gulf Power Crossing Requirements
 - FDOT Interchange connection requirements
 - Minimization of Parcel Impacts
 - Constructability
 - Bridge Profile requirements
- Cross Section Analysis
 - Analyze cross sections during profile analysis for:
 - Constructability
 - Earthwork Balance
 - Right-of-Way Impacts
 - Stormwater Conveyance
 - Geotechnical Concerns

- Pavement Design
 - Develop 4 pavement Designs (1 rural and 1 urban for both projects)
 - Traffic from PD&E utilized for Phase V
 - Estimated traffic volumes approved by Okaloosa County for East-West Connector
 - Pavement Design will be utilized in cross sections for earthwork calculations.
- Design Documentation
 - Develop Horizontal Alignment Modification Decision Log
 - Develop Profile Modification Constraint Log
- Weekly Technical Discipline Integration
 - Conduct weekly technical discipline meetings involving all technical leads for the project. Time involves meeting preparation, meeting, and follow up. as follows:
 - Program Manager
 - Project Manager
 - Structural EOR
 - Permitting Lead
 - Roadway EOR
 - Drainage EOR
 - Utility Coordinator
- Plans Production
 - Key Sheet
 - Typical Sections Sheets
 - Project Layout
 - Plan Sheets
 - Profile Sheets
 - Special Profile Sheets
 - Cross Sections
- Line and Grade Meeting
 - Meet with County Staff to review the Line and Grade decision log and explain the implications of the decisions reached.
 - HDR will provide expert review staff from outside of project in design areas such as Roadway, Drainage, and Structural Design to assist in decision process
 - Meeting will occur with live updates of profiles and cross sections in CADD for clarity and analysis.
 - Develop Roll Plot Graphics and Plans for meeting
 - Roadway Design Plans
 - Preliminary Cost Estimates
 - Document the Line and Grade Decisions

- Roadway field review: Periodic visits for verification of field conditions such as:
 - Wetlands
 - Utility Conflicts
 - Sight Distance
 - Steepheads/Geographic Concerns
 - Topographic Verification
 - Construction Access

HDR Deliverables:

- Design Documentation
 - Pavement Designs
 - Vertical Alignment for formal concurrence
 - Horizontal Alignment for formal concurrence
 - Typical Section for formal concurrence
 - Preliminary Cost Estimates & Preliminary Quantities

TASK 7003 – Drainage Design

Objective: Establish Pond Sizing and location to assist in project Earthwork balance. Perform the necessary drainage calculations which would affect the profile alignment and grade. Develop a conceptual storm conveyance layout for utilization in Right-of-Way determination.

HDR Activities:

- Overall Basin Delineations
- Base Water Clearance Analysis
 - Review cross drain locations for minimum roadway elevations.
- Pond Siting Analysis
 - Locate 11 pond locations along corridor
 - Pond sizing
 - Grading
 - Earthwork Calculations for earthwork balance
 - Profile restrictions for roadway
- Conceptual Stormwater Conveyance Layout
 - Develop conceptual layout of stormwater conveyance
 - Open Ditch
 - Closed System
 - Double Ditch for Offsite water
 - Analyze for conflict and profile constraints which would affect profile
- Drainage Field Reviews
- FDOT Interchange Stormwater Alternatives Analysis
 - Interchange Alternatives Analysis for verification of compatibility between the two projects
 - Sharing stormwater pond
 - Sharing permit/mitigation
 - Conceptual pipe sizing for sharing conveyance systems

HDR Deliverables:

- Base Drainage Map
- Base Water Clearance Memo
- Pond Siting Report
- Conceptual Stormwater Conveyance Layout
- Drainage Design Documentation

TASK 7004 – Utility Coordination

Objective: Make initial contact with utility companies to make them aware of the project. Utility companies will be made aware of the accelerated schedule and urgency of providing information in a timely manner. Coordinate future utility expansion requirements to facilitate design and Right-of-Way acquisition.

HDR Activities:

- Initial Contact
 - o Contact 11 Utility companies during design to notify of upcoming project extension. Unknown utilities may be encountered along the corridor or express the desire to locate within the new corridor alignment. Those companies will be included in this scope of coordination work.
 - o Gulf Power
 - o Gulf Power Transmission
 - o Okaloosa Water and Sewer
 - o Okaloosa Gas
 - o City of Crestview
 - o Cox Communications
 - o Verizon
 - o AT&T
 - o Centurylink
 - o Okaloosa Traffic
 - o Okaloosa IS
- Identify utility conflict areas
 - o Identify areas of projects that existing utilities will need to relocate.
- One on One Meetings
 - o Review the overall timeframe of construction and project typicals and layouts with each utility owner to determine future expansion needs/requirements and possible timeframes. Coordination could lead to additional right-of-way or design features such as:
 - Right-of-Way for lift stations
 - Conduit in Bridge Design
 - Additional Right-of-Way to satisfy utility offset requirements
 - o Provide Graphics/ GIS/ CADD to each Utility Agency Owners (UAO)
- Preliminary Utility Corridor Typical
 - o Develop preliminary corridor utility typical (to be verified by County Staff for Phase V and City Staff for East-West Connector) based on requirements of each utility within each profile.

HDR Deliverables:

- Preliminary Utility Typical Relocation Plan
- Meeting Minutes
- Utility Contact Log
- Conceptual Future Utility Locations

TASK 7005 – Permitting

Objective: Obtain Exemption (State Agency) and Nationwide Permit (USACE) for Geotechnical and Survey crews to disturb wetlands. The permit exemption and Nationwide permit will be split into two separate permits (one for Phase V and one for the East-West Connector). Additionally, this task will delineate the wetlands for roadway design and begin coordination with the USACE and State permitting agency for the impending stormwater/wetland permits.

This task will also prepare and submit the USACE Section 404 Individual Permit for both projects (Phase V and East-West Connector). It is understood that this permit will not be issued until mitigation is completed (Gin Hole anticipated opening in Spring 2020), the State Permit has been issued (will submit after 60% Plans, when ponds are designed), and a Cultural Resource Assessment has been completed (anticipated future task order once R/W has been established). The purpose of submitting these applications early is to expedite the public notice process.

HDR Activities:

- **Geotechnical and Survey Impact State Permit Exemption and USACE Nationwide Permit (4 Total Packages, 2 State Permit Exemptions and 2 USACE Nationwide Permits)**
 - o Preliminary Baseline Wetland Limits
 - Gather approximate wetland limits along baseline alignments with GPS
 - These wetland limits will be used to approximate wetland impacts during survey and geotech
 - Coordinate with field crews to stay outside wetland limits until permit is obtained from USACE and exemption from State Agency.
 - o Develop Preliminary Survey/Geotech Wetland Permit Drawings and packages for both the State Permit Exemption and USACE Nationwide Permit
 - Develop Permit applications/exemptions for geotech/survey
 - Develop Drawings for permit application to detail the wetland impacts
 - Coordinate with Geotech/Survey concerning the limits of wetland impacts and keep them informed concerning permit restrictions during field activities
 - Respond to RAI's from State and USACE.
- **Stormwater Permit Coordination**
 - o Delineate Wetlands
 - Delineate Wetlands within 300' of either side of original alignments
 - Delineate Wetlands around edges of 11 ponds
 - Provide surveyor with sketches of wetland flags to gather during field work
 - o Verify wetland boundaries with USACE and State Agency
 - Coordinate with USACE and State Agency to establish a meeting time for field verification
 - Document field verification of wetlands from permitting agencies

- Preliminary Pre-Application Meetings
 - Prepare graphics and assemble calculations for preliminary meeting with permitting agencies (USACE and State Agency) to discuss the timeframes, overall impacts, anticipated required wetland mitigation credits, and proposed mitigation plans.
 - Coordinate with Gin Hole Mitigation bank to verify credits available and timeframe logistics for obtaining
 - Coordinate with FDOT for possible use of Mitigation bank should Gin Hole bank not be able to satisfy need.
- **USACE Section 404 Individual Permit Application**
 - Prepare two individual permit applications (Phase V, and East-West Connector)
 - UMAM Calcs
 - Prepare Permit Drawings
 - Complete Applications
 - Project Narratives
 - Including Preparing Public Notice for USACE
 - Conduct Application Meeting
 - RAI responses

HDR Deliverables:

- Survey/Geotech Permit Application
- Wetland line verification documentation
- Pre-Application Meeting Minutes
- Wetland Mitigation Coordination Documentation
- USACE Individual Permit applications (2)
- State Agency Permit Application (2)

TASK 7006 – Structures

Objective: Evaluate the most cost effective structures option for all box culvert crossings and develop a bridge development report for the Railroad bridge location

HDR Activities:

- Railroad Crossing Bridge Development Report
 - Establish Bridge Geometry
 - Establish Optimal Bridge Type – Multiple alternatives may be utilized in final bridge selection type based on optimization for the layouts presented herein
 - Layout 1 – 1,500 ft. Long Bridge with Retaining Walls at Each End
 - Layout 2 – Multiple Short Bridges utilizing Retaining Walls between each bridge location (number of bridges, location, and span lengths have not been determined at the time of this Task Order)
 - Each Layout will include the review of Superstructure, Substructure, and Foundation Alternatives as found applicability based on the items below
 - Superstructure Alternatives
 - Long Span (150 – 200 ft.)
 - Medium Span (75 – 150 ft.)
 - Short Span (35 – 75 ft.)
 - Substructure Alternatives
 - Pile Bents
 - Single Column Piers
 - Multi-Column Piers
 - Deep Foundation Alternatives
 - Prestressed Concrete Piles
 - Steel Pipe Piles
 - Drilled Shafts
 - Establish Constructability Requirements
 - Crane Placement
 - Site Access
 - Review of Construction Methods (Conventional / Top-Down)
 - Establish Limits of Retaining Wall and Sloped Embankment
 - Preliminary Structure Cost Estimate for Each Alternative
 - Prepare Report and Exhibits
- Geotechnical Coordination
 - Coordinate with Geotechnical team to coordinate advanced boring of detailed bridge borings
- Bridge Box Culvert Crossing Locations
 - Review Bridge Box Culvert crossing locations to determine the most cost effective options
 - Three Sided

- Multiple Openings
- Angled / Flat / No Wingwalls
- Review Precast Feasibility
- Review Methods for Maintaining Water Flow During Construction

HDR Deliverables:

- Bridge Development Report
- Cost Estimates for Railroad crossing bridge and box culverts
- Railroad Crossing Agreement

TASK 7007 – Survey and Mapping (SAM)

Objective: Obtain topographic survey necessary for the design of both Phase 5 and East-West Connector.

Activities under this Task will be performed by SAM, Inc.

SAM Activities:

- Survey
 - o Establish Primary Horizontal Control Network
 - o Establish Secondary Horizontal Survey Control (every 1,000' outside construction limits)
 - Includes line cutting
 - Mainlines to be cleared by others prior to survey
 - o Establish Primary Vertical Control Network
 - o Establish Secondary Vertical Control Network (Benchmarks every 1,000' outside of construction limits)
 - Includes line cutting
 - Mainlines to be cleared by others prior to survey
 - o Submit alignment to HDR for approval
 - o Set aerial targets for LIDAR flight
 - o Set 48 reference points at BOS, EOS, PI's, PT's and 1,000' intervals
 - o Check Cross section survey (every 1,000')
 - o Gather Conventional survey at US 90 intersection and Physicians Way
 - o 3,000' in each direction
 - o LIDAR survey
 - Gather 3D Topography in a 2,000' wide path along alignments using LIDAR technology
 - Compile data
 - Correct tin file based on check sections
 - Merge conventional survey with LIDAR data
 - o Survey Wetland flags
 - Wetlands to be flagged by others
 - o Pond Piezometers
 - Assume 11
 - o Locate Section corners
 - o Locate 4 subdivision blocks
 - o Locate 40 parcel boundaries
 - o Set R/W monumentation (To be completed after construction)
- Mapping: Mapping submittals will be made at 45%, 60%, and 90% to Okaloosa County. FDOT will not review maps.
 - o Right-of-Way Maps
 - Map Key Sheets
 - Map Detail Sheets

- Reference Point Sheet
 - Table of Ownership Sheet
- Legal Descriptions
- Compare Maps to Final Plans
- Weekly Integration Calls
 - Attend weekly integration calls for design.

SAM Deliverables:

- Topographic Survey
 - Delivered in Microstation V8i in current FDOT CADD Standards
 - Vertical Datum NAVD88
 - Horizontal Datum NAD83
- COGO printouts for alignments
 - Northings and Eastings to 8 decimal places
- Legal Descriptions and Sketches (40)
- Right-of-Way maps

TASK 7008 – Geotechnical Exploration (Tierra)

Objective: Obtain initial geotechnical borings for Bridge Development Report, Stormwater Ponds and Roadway Alignment for both Phase 5 and East-West Connector. A second phase of geotechnical borings will be needed once bridge plan is established, ponds are preliminarily designed, and geotechnical problem areas are determined for roadway design.

Activities under this Task will be performed by Tierra, Inc.

Tierra Activities:

Field Activities

- Gyro-Track path (15' Wide) along centerline of roadway alignment to allow access to site by design team members. Environmental permit for wetlands work to be performed by HDR.
- Field stake borings.
- Obtain utility clearances for borings (where appropriate).
- Roadway: Perform 50 @ 50' deep auger borings along roadway alignment generally on 500' centers and in wetlands/critical areas (TBD) to support preliminary roadway design effort (critically vertical profile).
- Ponds: Perform 10 @ 35' deep SPT borings (1 per pond) and install 1 Piezometer per pond to support the Pond Siting work effort. Depth of the pond borings based on expected low permeability surficial soils underlain by deeper more permeable sand soils. Collect groundwater elevation data at each pond site on 3 occasions to establish SHWT.
- Bridge: 2 @ 125' deep SPT borings (1 per end bent) to support BDR effort.

Laboratory Soil Testing

- Soil classification tests (gradation, organic content, Atterberg limits).
- Soil material property tests (permeability for pond analysis).

Engineering Services Review published and available data (USDA, USGS, potentiometric surface maps, existing plans, existing geotechnical data, etc.).

- Prepare Boring Location Plans.
- Classify soil samples and prepare Soil Profile and Report of Core Boring sheets.
- Estimate Seasonal High Water Table levels in Roadway and Pond borings.
- Preliminary roadway analysis and preparation of Phase I Roadway Soil Survey report.
- Preliminary pond analysis and preparation of Phase I Pond Soil Survey report.
- Preliminary bridge analysis and preparation of Phase I Bridge Report (BDR).
- Weekly Integration Calls
 - Attend weekly integration calls for design.

Tierra Deliverables:

- Phase 1 Roadway Soil Survey Report
- Phase 1 Pond Soil Survey Report
- Phase 1 Bridge Report

TASK 7009 – Right-of-Way

Objective: Evaluate the Limits of Construction based on Line and Grade, Preliminary Pond layouts, and Bridge Construction requirements to determine the Right-of-Way needs to proceed with development of Right-of-Way maps

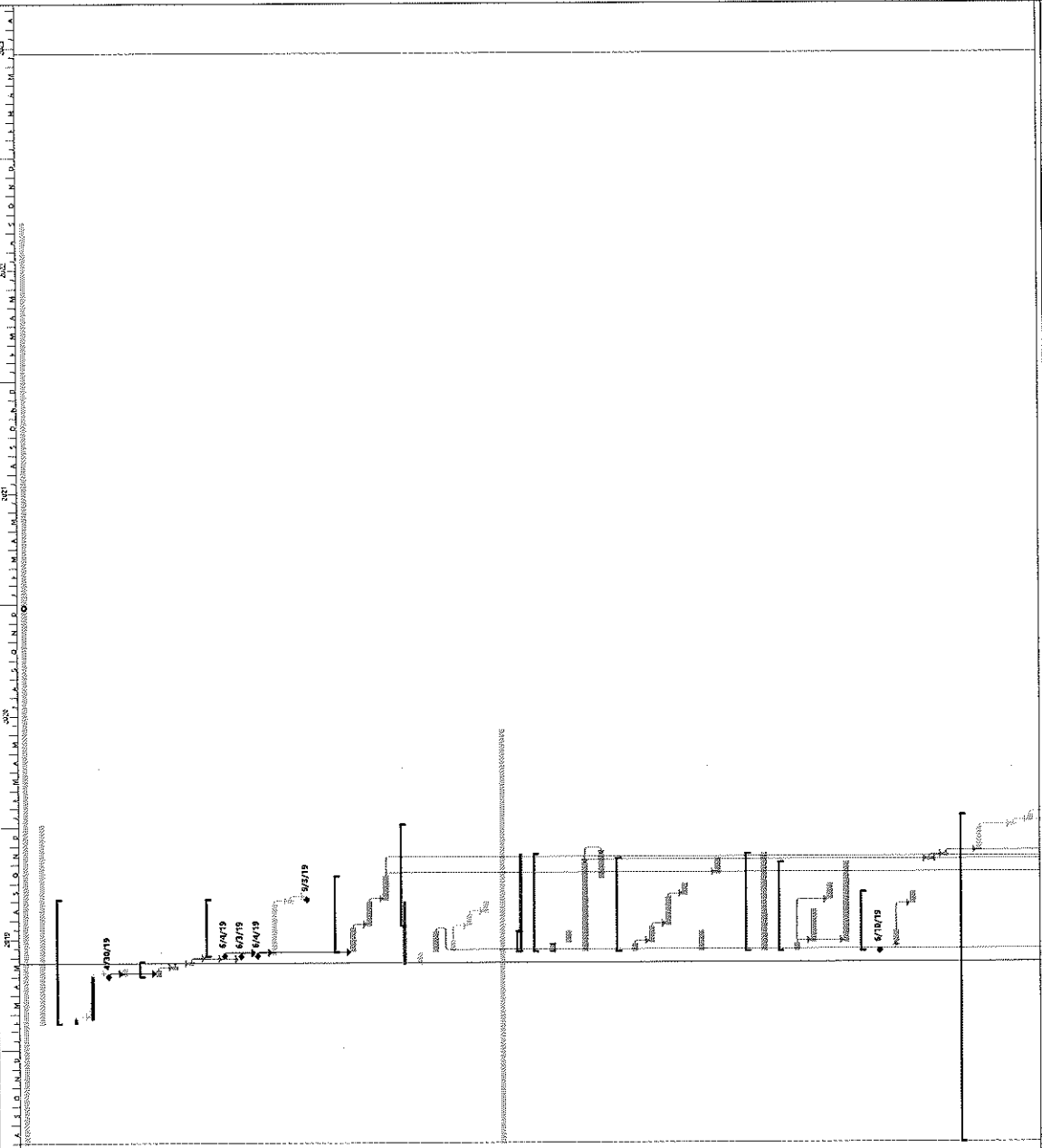
HDR Activities:

- Limits of Construction
 - Coordinate with drainage, roadway, and structures to determine the estimated limits of construction throughout project corridor.
- Develop Preliminary Right-of-Way
 - Develop Preliminary Right-of-Way for project based on construction limits and input from County on acceptable buffer
- Right-of-Way meeting
 - Conduct meeting with County to review anticipated Construction limits and right-of-way needs to proceed with mapping.

HDR Deliverables:

- CAD Files to SAM for developing Right-of-Way maps

SW Crestview Bypass Program Development

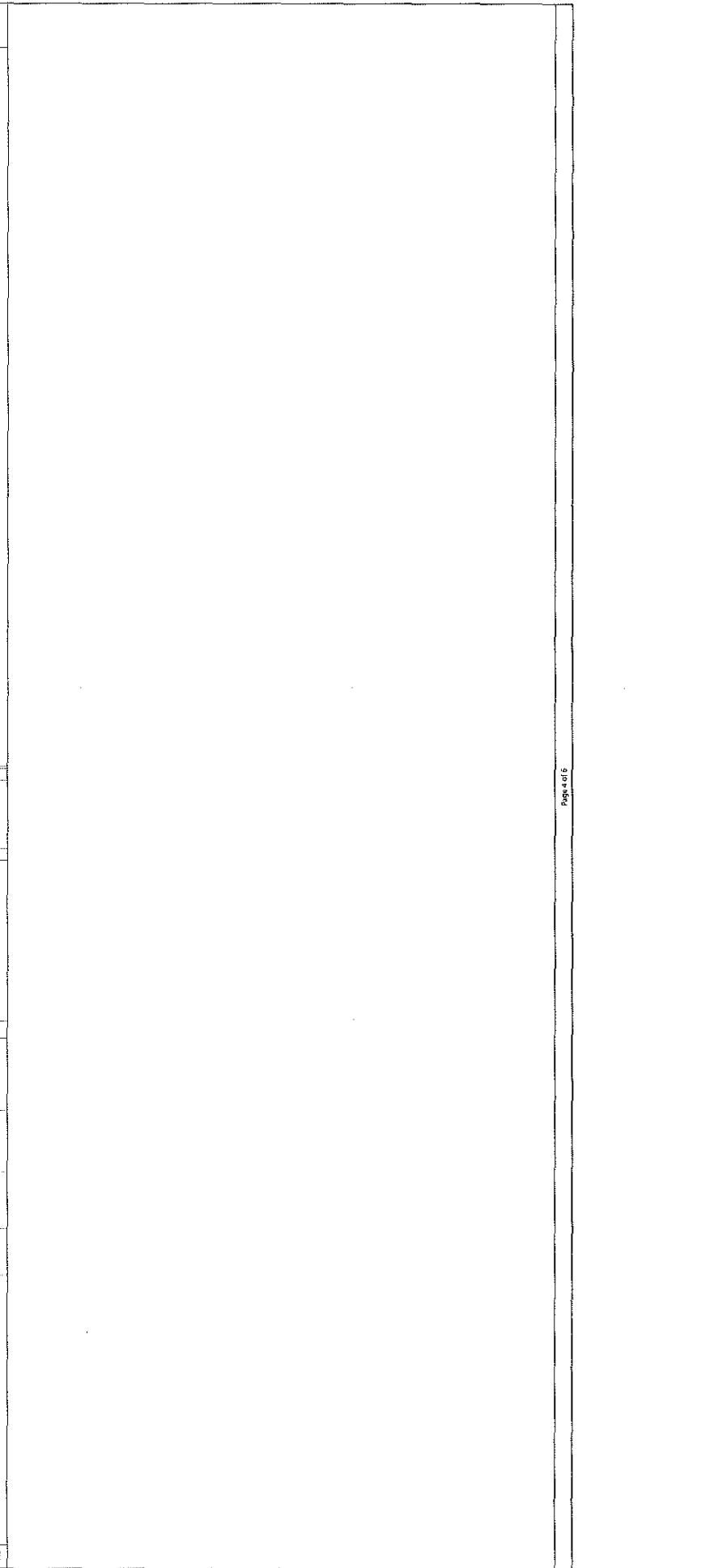


ID	Task Name	Duration	Start	Finish	Predecessors
80	Construction	2072 days	Wed 7/17/19	Mon 5/15/22	
81	Pre-Design	335 days	Wed 7/17/19	Thu 12/12/19	
91	Alternatives Analysis (TO 1)	145 days	Wed 7/17/19	Tue 9/10/19	
92	Develop Purpose and Need	5 days	Wed 7/17/19	Tue 7/19/19	91
93	Identify Project Alternatives	30 days	Wed 7/17/19	Tue 8/13/19	92
94	Identify Preferred Alignment	9 days	Tue 8/13/19	Tue 8/13/19	93
95	Drift Design	10 days	Wed 8/14/19	Tue 8/14/19	94
96	Drift Alternative Analysis Report	18 days	Wed 8/14/19	Thu 8/22/19	95
97	Drift Report	8 days	Wed 8/14/19	Thu 8/22/19	96
98	County Review and Comment	5 days	Mon 8/27/19	Mon 8/27/19	97
99	Commit Incorporation and Finalization	5 days	Mon 8/27/19	Mon 8/27/19	98
100	Final Alternative Analysis Report	6 days	Tue 9/3/19	Tue 9/3/19	99
101	County Board Approval	0 days	Tue 9/3/19	Tue 9/3/19	100
102	City of Crestview Board Approval	0 days	Mon 8/19/19	Mon 8/19/19	101
103	Submit Final Report to USACE for Review and Comment	0 days	Tue 8/19/19	Tue 8/19/19	102
104	USACE Review	10 days	Wed 8/27/19	Tue 9/10/19	103
105	USACE Comment Incorporation and Finalization	5 days	Wed 8/27/19	Tue 9/10/19	104
106	Resubmit Final Alternative Analysis Report to USACE for Comment and Approvals	0 days	Tue 9/10/19	Tue 9/10/19	105
107	Survey	90 days	Mon 8/19/19	Thu 10/17/19	
108	Set Targets	30 days	Mon 8/19/19	Thu 9/13/19	107
109	Rv / Check	30 days	Mon 7/22/19	Thu 8/29/19	108
110	Process	30 days	Mon 8/19/19	Thu 10/17/19	109
111	Geotechnical	100 days	Mon 7/22/19	Thu 11/7/19	
112	Hydro-Ad Baseline	35 days	Mon 8/19/19	Thu 9/13/19	
113	Field Benches	15 days	Mon 8/19/19	Thu 9/13/19	
114	Lab Work	15 days	Mon 8/19/19	Thu 9/13/19	
115	Report	15 days	Mon 7/22/19	Thu 8/15/19	114
116	Design	15 days	Mon 8/19/19	Thu 9/13/19	115
117	15% Line and Grade	483 days	Wed 8/14/19	Thu 6/5/20	
118	Rebar	25 days	Mon 8/19/19	Thu 9/13/19	
119	Trench/Scopes analysis	10 days	Mon 8/19/19	Thu 9/13/19	
120	Permitting Design	15 days	Mon 8/19/19	Thu 9/13/19	
121	Horizontal and Vertical Alignment Analysis	2072 days	Mon 8/19/19	Mon 5/15/22	
122	Plan Restoration (Line and Grade)	20 days	Mon 8/19/19	Thu 9/13/19	
123	Drainage	10 days	Mon 8/19/19	Thu 9/13/19	
124	Cutoff Beam Calculations (Drift)	20 days	Mon 8/19/19	Thu 9/13/19	
125	Basin Water Calculations (Drift)	20 days	Mon 8/19/19	Thu 9/13/19	
126	Pond Sizing Analysis (Drift)	20 days	Mon 8/19/19	Thu 9/13/19	
127	Conceptual Stormwater Layout (Drift)	15 days	Mon 8/19/19	Thu 9/13/19	
128	FSD Interchange Alternatives (Drift)	25 days	Mon 8/19/19	Thu 9/13/19	
129	Refine Drainage Design based on LIDat and Greenest Data	20 days	Mon 8/19/19	Thu 9/13/19	
130	Structures	115 days	Mon 8/19/19	Thu 11/14/19	
131	Soil Culvert Analysis	115 days	Mon 8/19/19	Thu 11/14/19	
132	Utilities	100 days	Mon 8/19/19	Thu 11/14/19	
133	Preliminary Utility Corridor	10 days	Mon 8/19/19	Thu 9/13/19	
134	Identify Conflict Rehabilitation Areas	20 days	Mon 8/19/19	Thu 9/13/19	
135	One-on-one Meetings	20 days	Mon 8/19/19	Thu 9/13/19	
136	Permitting (Preliminary)	15 days	Mon 8/19/19	Thu 9/13/19	
137	Hydro-AK Wetland Corridor	15 days	Mon 8/19/19	Thu 9/13/19	
138	Drainage Wetland	15 days	Mon 8/19/19	Thu 9/13/19	
139	Utility Wetland	15 days	Mon 8/19/19	Thu 9/13/19	
140	County Review	5 days	Mon 11/14/19	Mon 11/14/19	
141	Horizontal Alignment and Profile Finalized	5 days	Mon 11/14/19	Mon 11/14/19	
142	Drift Design	383 days	Wed 8/14/19	Thu 11/7/20	
143	Design Development	30 days	Mon 11/18/19	Thu 12/27/19	142
144	Final 50% Design/Construction	1 day	Wed 8/14/19	Wed 8/14/19	143
145	County Review	5 days	Mon 12/30/19	Mon 12/30/19	144
146	30% Design Finalized	10 days	Mon 12/30/19	Thu 1/17/20	145

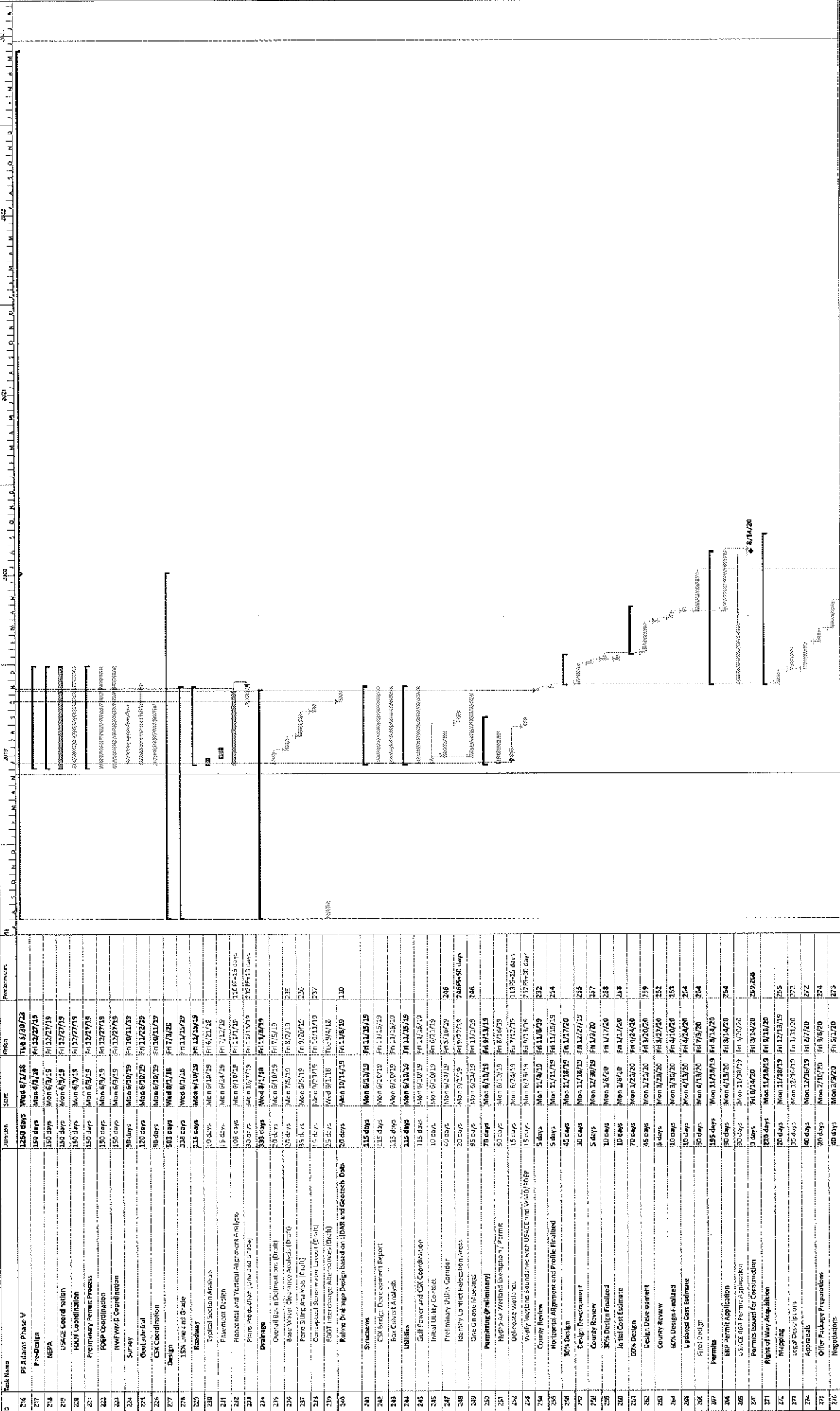
SW Crestview Bypass Program Development

7/11/2019

ID	Task Name	Duration	Start	Finish	Predecessors
100	Initial Cost Estimate	10 days	Mon 1/6/20	Fri 1/17/20	147
101	60% Design	70 days	Mon 1/20/20	Fri 4/24/20	
102	Design Revisions	15 days	Mon 1/20/20	Fri 2/6/20	148
103	Utility Review	5 days	Mon 1/20/20	Fri 1/24/20	151
104	60% Design Finalized	10 days	Mon 3/9/20	Fri 4/10/20	152
105	Updated Cost Estimate	10 days	Mon 4/13/20	Fri 4/24/20	153
106	Site Grading	30 days	Mon 4/27/20	Fri 6/5/20	154
107	Permits	158 days	Mon 11/16/19	Fri 7/3/20	155
108	ROW Permit Application	60 days	Mon 1/13/20	Fri 3/20/20	156
109	ROW Permit Issued	60 days	Mon 1/13/20	Fri 3/20/20	157
110	Permits Issued for Construction	0 days	Fri 7/3/20	Fri 7/3/20	158, 159
111	Whitening	218 days	Mon 11/30/19	Fri 11/1/20	
112	Asphalt	15 days	Mon 11/30/19	Fri 12/5/19	149
113	Utility Restoration	15 days	Mon 12/22/19	Fri 1/7/20	151
114	Asphalt	40 days	Mon 12/22/19	Fri 1/17/20	151
115	ROW Package Preparation	70 days	Mon 2/17/20	Fri 4/10/20	153
116	Asphalt	50 days	Mon 3/16/20	Fri 5/8/20	154
117	Grading (Non-Embankment Domain)	70 days	Mon 5/11/20	Fri 6/29/20	165
118	ROW Clear	50 days	Mon 5/11/20	Fri 6/29/20	165
119	Construction	232 days	Fri 6/11/20	Fri 9/16/22	167
120	Final Acceptance	0 days	Fri 9/16/22	Fri 9/16/22	160
121	ROW Clear	132 days	Mon 6/22/20	Fri 8/28/20	166
122	Final Acceptance	0 days	Fri 9/16/22	Fri 9/16/22	160

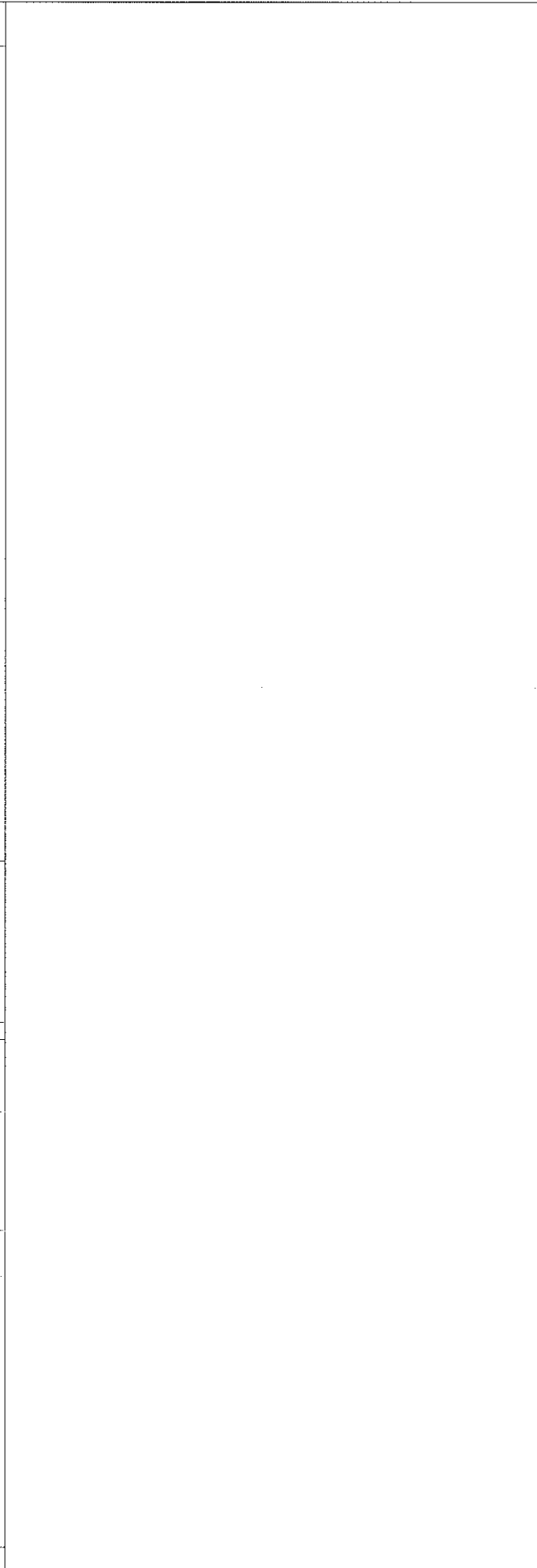


SW Crestview Bypass Program Development



SW Crestview Bypass Program Development

ID	Task Name	Position	Start	Finish	Profession
277	Design (Non-Existent Domain)	30 days	Mon 5/4/20	Fri 5/29/20	276
278	Ultimate Domain Resurveys	100 days	Mon 5/4/20	Fri 9/18/20	276
279	ROW Clear	0 days	Fri 9/18/20	Fri 9/18/20	278
280	Construction	2360 days	Wed 6/1/18	Tue 5/8/23	278
281	Contractor Selection (Phase V and Resurveys) (cont)	72 days	Mon 9/21/20	Tue 12/8/20	279
282	DEIR Preparation	30 days	Mon 9/21/20	Fri 10/2/20	279
283	Adaptation	30 days	Mon 11/13/20	Fri 11/27/20	282
284	RD Development	10 days	Fri 11/27/20	Fri 12/11/20	283
285	RD Doc	0 days	Fri 12/11/20	Fri 12/11/20	284
286	Stipend Review	15 days	Mon 11/8/20	Fri 12/18/20	285
287	Solution Recommendations	0 days	Fri 12/18/20	Fri 12/18/20	286
288	RD Review	0 days	Mon 1/11/20	Tue 1/20/20	287
289	Contract Award	0 days	Tue 12/29/20	Tue 12/29/20	288
290	Final Design	30 days	Wed 8/1/18	Tue 10/23/18	288
291	Design Completion	30 days	Wed 8/1/18	Tue 10/23/18	288
292	Final Guarantees	10 days	Wed 8/1/18	Tue 8/14/18	288
293	County Review	5 days	Wed 8/1/18	Tue 8/7/18	288
294	RC Drawing Approval	0 days	Wed 8/1/18	Wed 8/1/18	288
295	Construction Mobilization	0 days	Fri 7/15/16	Fri 7/15/16	285
296	Construction	270 days	Wed 12/30/20	Tue 3/7/23	289
297	Clearing and Grubbing	380 days	Wed 5/5/21	Tue 11/1/22	289
298	Drainage	120 days	Wed 1/27/22	Tue 6/28/22	289
299	Grading / Excavation	180 days	Wed 6/29/22	Tue 3/7/23	289
300	Roadway and Paving	0 days	Tue 3/7/23	Tue 3/7/23	290
301	Final Acceptance	0 days	Wed 5/8/23	Tue 5/8/23	290
302	Right of Way Administration	0 days	Wed 5/8/23	Tue 5/8/23	290





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
05/17/2019

C19-2767-PW

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 Towers Watson Midwest, Inc. fka Willis of Minnesota, Inc. c/o 26 Century Blvd P.O. Box 305191 Nashville, TN 372305191 USA	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 HDR Engineering, Inc. 1917 South 67th Street Omaha, NE 68106	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: Liberty Mutual Fire Insurance Company		23035
	INSURER B: Ohio Casualty Insurance Company		24074
	INSURER C: Liberty Insurance Corporation		42404
	INSURER D:		
INSURER E:			
INSURER F:			

COVERAGES **CERTIFICATE NUMBER:** W11285681 **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 <input checked="" type="checkbox"/> Contractual Liability GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC OTHER:	Y	Y	TB2-641-444950-039	06/01/2019	06/01/2020	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 \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY	Y	Y	AS2-641-444950-049	06/01/2019	06/01/2020	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 RETENTION \$	Y	Y	EU0(20) 57919363	06/01/2019	06/01/2020	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
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	WA7-64D-444950-019	06/01/2019	06/01/2020	<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

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Certificate Holder is named as Additional Insured on General Liability, Automobile Liability and Umbrella/Excess Liability on a Primary, Non-contributory basis where required by written contract. Waiver of Subrogation applies on General Liability, Automobile Liability, Umbrella/Excess Liability and Workers Compensation where required by written contract. Umbrella/Excess policy is Follows Form over General Liability, Auto Liability and Employers Liability.

Project: Program Management for the Southwestern Crestview Bypass and Raspberry Road Connector.

CERTIFICATE NUMBER CONTRACT#: C19-2767-PW HDR ENGINEERING, INC. PROGRAM MANAGEMENT FOR RASPBERRY RD EXPIRES: 10/31/2023 W/1 2 YR RENEWAL	CANCELLATION WOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Adiana J. Pavelko</i>
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CERTIFICATE OF LIABILITY INSURANCE

6/1/2020

DATE (MM/DD/YYYY)
5/10/2019

C19-2767-PW

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 Lockton Companies 444 W. 47th Street, Suite 900 Kansas City MO 64112-1906 (816) 960-9000	CONTACT NAME:	
	PHONE (A/C, No, Ext):	FAX (A/C, No):
	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: Lexington Insurance Company	19437
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

INSURED
1429583 HDR ENGINEERING, INC.
1917 SOUTH 67TH STREET
OMAHA NE 68106

COVERAGES CERTIFICATE NUMBER: 15812421 REVISION NUMBER: XXXXXXXX

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.

INBR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			NOT APPLICABLE			EACH OCCURRENCE \$ XXXXXXXX DAMAGE TO RENTED PREMISES (Ea occurrence) \$ XXXXXXXX MED EXP (Any one person) \$ XXXXXXXX PERSONAL & ADV INJURY \$ XXXXXXXX GENERAL AGGREGATE \$ XXXXXXXX PRODUCTS - COM/OP AGG \$ XXXXXXXX \$
	AUTOMOBILE LIABILITY <input 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			NOT APPLICABLE			COMBINED SINGLE LIMIT (Ea accident) \$ XXXXXXXX BODILY INJURY (Per person) \$ XXXXXXXX BODILY INJURY (Per accident) \$ XXXXXXXX PROPERTY DAMAGE (Per accident) \$ XXXXXXXX \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			NOT APPLICABLE			EACH OCCURRENCE \$ XXXXXXXX AGGREGATE \$ XXXXXXXX \$
	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	N/A	NOT APPLICABLE			PER STATUTE OTHER E.L. EACH ACCIDENT \$ XXXXXXXX E.L. DISEASE - EA EMPLOYEE \$ XXXXXXXX E.L. DISEASE - POLICY LIMIT \$ XXXXXXXX
A	ARCH & ENG PROFESSIONAL LIABILITY	N	N	061853691	6/1/2019	6/1/2020	PER CLAIM: \$1,000,000 AGGREGATE: \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
PROGRAM MANAGEMENT FOR THE SOUTHWESTERN CRESTVIEW BYPASS AND RASPBERRY ROAD CONNECTOR

CERTIFICATE HOLDER**CANCELLATION**

15812421

OKALOOSA COUNTY BOARD OF COUNTY COMMISSIONERS
OKALOOSA COUNTY PURCHASING DEPARTMENT
ATTN: VICTORIA TARAVELLA
5479A OLD BETHEL ROAD
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

AGENCY CUSTOMER ID: _____

LOC #: _____



ADDITIONAL REMARKS SCHEDULE

Page 2 of 2

AGENCY Willis Towers Watson Midwest, Inc. fka Willis of Minnesota, Inc.		NAMED INSURED HDR Engineering, Inc. 1917 South 67th Street Omaha, NE 68106	
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

Additional Insured: County.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

DESIGNATED LOCATION(S) GENERAL AGGREGATE LIMIT

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Designated Location(s):

All locations owned by or rented to the Named Insured

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

- A.** For all sums which the insured becomes legally obligated to pay as damages caused by "occurrences" under Section I – Coverage **A**, and for all medical expenses caused by accidents under Section I – Coverage **C**, which can be attributed only to operations at a single designated "location" shown in the Schedule above:
1. A separate Designated Location General Aggregate Limit applies to each designated "location", and that limit is equal to the amount of the General Aggregate Limit shown in the Declarations.
 2. The Designated Location General Aggregate Limit is the most we will pay for the sum of all damages under Coverage **A**, except damages because of "bodily injury" or "property damage" included in the "products-completed operations hazard", and for medical expenses under Coverage **C** regardless of the number of:
 - a. Insureds;
 - b. Claims made or "suits" brought; or
 - c. Persons or organizations making claims or bringing "suits".
 3. Any payments made under Coverage **A** for damages or under Coverage **C** for medical expenses shall reduce the Designated Location General Aggregate Limit for that designated "location". Such payments shall not reduce the General Aggregate Limit shown in the Declarations nor shall they reduce any other Designated Location General Aggregate Limit for any other designated "location" shown in the Schedule above.
 4. The limits shown in the Declarations for Each Occurrence, Damage To Premises Rented To You and Medical Expense continue to apply. However, instead of being subject to the General Aggregate Limit shown in the Declarations, such limits will be subject to the applicable Designated Location General Aggregate Limit.

- B.** For all sums which the insured becomes legally obligated to pay as damages caused by "occurrences" under Section I – Coverage **A**, and for all medical expenses caused by accidents under Section I – Coverage **C**, which cannot be attributed only to operations at a single designated "location" shown in the Schedule above:
1. Any payments made under Coverage **A** for damages or under Coverage **C** for medical expenses shall reduce the amount available under the General Aggregate Limit or the Products-completed Operations Aggregate Limit, whichever is applicable; and
 2. Such payments shall not reduce any Designated Location General Aggregate Limit.
- C.** When coverage for liability arising out of the "products-completed operations hazard" is provided, any payments for damages because of "bodily injury" or "property damage" included in the "products-completed operations hazard" will reduce the Products-completed Operations Aggregate Limit, and not reduce the General Aggregate Limit nor the Designated Location General Aggregate Limit.
- D.** For the purposes of this endorsement, the **Definitions** Section is amended by the addition of the following definition:
- "Location" means premises involving the same or connecting lots, or premises whose connection is interrupted only by a street, roadway, waterway or right-of-way of a railroad.
- E.** The provisions of Section **III** – Limits Of Insurance not otherwise modified by this endorsement shall continue to apply as stipulated.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

DESIGNATED CONSTRUCTION PROJECT(S) GENERAL AGGREGATE LIMIT

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Designated Construction Project(s):

All construction projects not located at premises owned, leased or rented by a Named Insured

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

- A. For all sums which the insured becomes legally obligated to pay as damages caused by "occurrences" under Section I – Coverage A, and for all medical expenses caused by accidents under Section I – Coverage C, which can be attributed only to ongoing operations at a single designated construction project shown in the Schedule above:
1. A separate Designated Construction Project General Aggregate Limit applies to each designated construction project, and that limit is equal to the amount of the General Aggregate Limit shown in the Declarations.
 2. The Designated Construction Project General Aggregate Limit is the most we will pay for the sum of all damages under Coverage A, except damages because of "bodily injury" or "property damage" included in the "products-completed operations hazard", and for medical expenses under Coverage C regardless of the number of:
 - a. Insureds;
 - b. Claims made or "suits" brought; or
 - c. Persons or organizations making claims or bringing "suits".
 3. Any payments made under Coverage A for damages or under Coverage C for medical expenses shall reduce the Designated Construction Project General Aggregate Limit for that designated construction project. Such payments shall not reduce the General Aggregate Limit shown in the Declarations nor shall they reduce any other Designated Construction Project General Aggregate Limit for any other designated construction project shown in the Schedule above.
 4. The limits shown in the Declarations for Each Occurrence, Damage To Premises Rented To You and Medical Expense continue to apply. However, instead of being subject to the General Aggregate Limit shown in the Declarations, such limits will be subject to the applicable Designated Construction Project General Aggregate Limit.

- B.** For all sums which the insured becomes legally obligated to pay as damages caused by "occurrences" under Section I – Coverage A, and for all medical expenses caused by accidents under Section I – Coverage C, which cannot be attributed only to ongoing operations at a single designated construction project shown in the Schedule above:
1. Any payments made under Coverage A for damages or under Coverage C for medical expenses shall reduce the amount available under the General Aggregate Limit or the Products-completed Operations Aggregate Limit, whichever is applicable; and
 2. Such payments shall not reduce any Designated Construction Project General Aggregate Limit.
- C.** When coverage for liability arising out of the "products-completed operations hazard" is provided, any payments for damages because of "bodily injury" or "property damage" included in the "products-completed operations hazard" will reduce the Products-completed Operations Aggregate Limit, and not reduce the General Aggregate Limit nor the Designated Construction Project General Aggregate Limit.
- D.** If the applicable designated construction project has been abandoned, delayed, or abandoned and then restarted, or if the authorized contracting parties deviate from plans, blueprints, designs, specifications or timetables, the project will still be deemed to be the same construction project.
- E.** The provisions of Section III – Limits Of Insurance not otherwise modified by this endorsement shall continue to apply as stipulated.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**ADDITIONAL INSURED – OWNERS, LESSEES OR
CONTRACTORS – SCHEDULED PERSON OR
ORGANIZATION**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:

1. Your acts or omissions; or
2. The acts or omissions of those acting on your behalf;

in the performance of your ongoing operations for the additional insured(s) at the location(s) designated above.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to "bodily injury" or "property damage" occurring after:

1. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or
2. That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

C. With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s)	Location(s) Of Covered Operations
Any person or organization with whom you have agreed, through written contract, agreement or permit to provide additional insured coverage.	Any location where you have agreed, through written contract, agreement or permit, to provide additional insured coverage
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – OWNERS, LESSEES OR CONTRACTORS – COMPLETED OPERATIONS

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s)	Location And Description Of Completed Operations
Any person or organization to whom or to which you are required to provide additional insured status in a written contract, agreement or permit except where such contract or agreement is prohibited.	Any location where you have agreed, through written, contract, agreement or permit, to provide additional insured coverage for completed operations.
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury" or "property damage" caused, in whole or in part, by "your work" at the location designated and described in the Schedule of this endorsement performed for that additional insured and included in the "products-completed operations hazard".

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
 2. Available under the applicable Limits of Insurance shown in the Declarations;
- whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

Policy Number TB2-641-444950-039
Issued by

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

OTHER INSURANCE AMENDMENT – SCHEDULED ADDITIONAL INSURED

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART
LIQUOR LIABILITY COVERAGE PART

Schedule

Person or Organization: Where required by written contract.

If you are obligated under a written agreement to provide liability insurance on a primary, excess, contingent, or any other basis for any person or organization shown in the Schedule of this endorsement that qualifies as an additional insured on this policy, this policy will apply solely on the basis required by such written agreement and Paragraph 4. Other Insurance of Section IV - Conditions will not apply. If the applicable written agreement does not specify on what basis the liability insurance will apply, the provisions of Paragraph 4. Other Insurance of Section IV - Conditions will govern. However, this insurance is excess over any other insurance available to the additional insured for which it is also covered as an additional insured by attachment of an endorsement to another policy providing coverage for the same "occurrence", claim or "suit".

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

DESIGNATED INSURED FOR COVERED AUTOS LIABILITY COVERAGE

This endorsement modifies insurance provided under the following:

AUTO DEALERS COVERAGE FORM
BUSINESS AUTO COVERAGE FORM
MOTOR CARRIER COVERAGE FORM

With respect to coverage provided by this endorsement, the provisions of the Coverage Form apply unless modified by this endorsement.

This endorsement identifies person(s) or organization(s) who are "insureds" for Covered Autos Liability Coverage under the Who Is An Insured provision of the Coverage Form. This endorsement does not alter coverage provided in the Coverage Form.

SCHEDULE

Name Of Person(s) Or Organization(s): As required by written contract
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

Each person or organization shown in the Schedule is an "insured" for Covered Autos Liability Coverage, but only to the extent that person or organization qualifies as an "insured" under the Who Is An Insured provision contained in Paragraph **A.1.** of Section **II** – Covered Autos Liability Coverage in the Business Auto and Motor Carrier Coverage Forms and Paragraph **D.2.** of Section **I** – Covered Autos Coverages of the Auto Dealers Coverage Form.

Policy Number: AS2-641-444950-049
Issued by: Liberty Mutual Fire Insurance Co.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

DESIGNATED INSURED - NONCONTRIBUTING

This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE FORM
GARAGE COVERAGE FORM
MOTOR CARRIERS COVERAGE FORM
TRUCKERS COVERAGE FORM

With respect to coverage provided by this endorsement, the provisions of the Coverage Form apply unless modified by this endorsement.

This endorsement identifies person(s) or organization(s) who are "insureds" under the Who Is An Insured Provision of the Coverage Form. This endorsement does not alter coverage provided in the Coverage form.

Schedule

Name of Person(s) or Organizations(s):

Any person or organization where the Named Insured has agreed by written contract to include such person or organization

Regarding Designated Contract or Project:

Any

Each person or organization shown in the Schedule of this endorsement is an "insured" for Liability Coverage, but only to the extent that person or organization qualifies as an "insured" under the Who Is An Insured Provision contained in Section II of the Coverage Form.

The following is added to the **Other Insurance Condition:**

If you have agreed in a written agreement that this policy will be primary and without right of contribution from any insurance in force for an Additional Insured for liability arising out of your operations, and the agreement was executed prior to the "bodily injury" or "property damage", then this insurance will be primary and we will not seek contribution from such insurance.

WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

SCHEDULE

Name Of Person Or Organization: As required by written contract or agreement

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

The following is added to Paragraph 8. **Transfer Of Rights Of Recovery Against Others To Us** of Section IV – Conditions:

We waive any right of recovery we may have against the person or organization shown in the Schedule above because of payments we make for injury or damage arising out of your ongoing operations or "your work" done under a contract with that person or organization and included in the "products-completed operations hazard". This waiver applies only to the person or organization shown in the Schedule above.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**WAIVER OF TRANSFER OF RIGHTS OF RECOVERY
AGAINST OTHERS TO US (WAIVER OF SUBROGATION)**

This endorsement modifies insurance provided under the following:

AUTO DEALERS COVERAGE FORM
BUSINESS AUTO COVERAGE FORM
MOTOR CARRIER COVERAGE FORM

With respect to coverage provided by this endorsement, the provisions of the Coverage Form apply unless modified by the endorsement.

SCHEDULE

Name(s) Of Person(s) Or Organization(s):

Any person or organization for whom you perform work under a written contract of the contract requires you to obtain this agreement from us but only if the contract is executed prior to the injury or damage occurring.

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

The **Transfer Of Rights Of Recovery Against Others To Us** condition does not apply to the person(s) or organization(s) shown in the Schedule, but only to the extent that subrogation is waived prior to the "accident" or the "loss" under a contract with that person or organization.

WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule. (This agreement applies only to the extent that you perform work under a written contract that requires you to obtain this agreement from us.)

This agreement shall not operate directly or indirectly to benefit anyone not named in the Schedule.

Schedule

Where required by contract or written agreement prior to loss.

Issued by:

For attachment to Policy No WA7-64D-444950-019
\$

Effective Date 6/01/2019

Premium

Issued to:

Policy Number TB2-641-444950-039
Issued by LIBERTY MUTUAL FIRE INSURANCE COMPANY

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

NOTICE OF CANCELLATION OR MATERIAL REDUCTION IN COVERAGE TO THIRD PARTIES

This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE PART
MOTOR CARRIER COVERAGE PART
GARAGE COVERAGE PART
TRUCKERS COVERAGE PART
EXCESS AUTOMOBILE LIABILITY INDEMNITY COVERAGE PART
SELF-INSURED TRUCKER EXCESS LIABILITY COVERAGE PART
COMMERCIAL GENERAL LIABILITY COVERAGE PART
EXCESS COMMERCIAL GENERAL LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART
LIQUOR LIABILITY COVERAGE PART
COMMERCIAL LIABILITY – UMBRELLA COVERAGE FORM

Schedule		
Name of Other Person(s) / Organization(s):	Email Address or mailing address:	Number Days Notice:
As required by written contract or written agreement	As required by written contract or written agreement	30

- A. If we cancel this policy for any reason other than nonpayment of premium, or make a material reduction in coverage, we will notify the persons or organizations shown in the Schedule above. We will send notice to the email or mailing address listed above at least 10 days, or the number of days listed above, if any, before the cancellation becomes effective. In no event does the notice to the third party exceed the notice to the first named insured.
- B. This advance notification of a pending cancellation or material reduction of coverage is intended as a courtesy only. Our failure to provide such advance notification will not extend the policy cancellation date nor negate cancellation of the policy.

All other terms and conditions of this policy remain unchanged.

Policy Number AS2-641-444950-049
Issued by LIBERTY MUTUAL FIRE INSURANCE COMPANY

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

NOTICE OF CANCELLATION OR MATERIAL REDUCTION IN COVERAGE TO THIRD PARTIES

This endorsement modifies insurance provided under the following:

- BUSINESS AUTO COVERAGE PART
- MOTOR CARRIER COVERAGE PART
- GARAGE COVERAGE PART
- TRUCKERS COVERAGE PART
- EXCESS AUTOMOBILE LIABILITY INDEMNITY COVERAGE PART
- SELF-INSURED TRUCKER EXCESS LIABILITY COVERAGE PART
- COMMERCIAL GENERAL LIABILITY COVERAGE PART
- EXCESS COMMERCIAL GENERAL LIABILITY COVERAGE PART
- PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART
- LIQUOR LIABILITY COVERAGE PART
- COMMERCIAL LIABILITY – UMBRELLA COVERAGE FORM

Schedule		
Name of Other Person(s) / Organization(s):	Email Address or mailing address:	Number Days Notice:
Per Schedule on File		30

- A. If we cancel this policy for any reason other than nonpayment of premium, or make a material reduction in coverage, we will notify the persons or organizations shown in the Schedule above. We will send notice to the email or mailing address listed above at least 10 days, or the number of days listed above, if any, before the cancellation becomes effective. In no event does the notice to the third party exceed the notice to the first named insured.
- B. This advance notification of a pending cancellation or material reduction of coverage is intended as a courtesy only. Our failure to provide such advance notification will not extend the policy cancellation date nor negate cancellation of the policy.

All other terms and conditions of this policy remain unchanged.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

NOTICE OF MATERIAL CHANGE

We will not make changes that reduce the insurance afforded by this policy until written notice of such reduction has been delivered to those scheduled below at least 30 days before the effective date of the material change to the insurance afforded by this policy.

Our failure to provide notice under this endorsement will not affect the validity of the changes except as it relates to the person or organization listed below.

 NAME **ADDRESS**

As required by written
contract or written agreement

4

In no event will the notification be less than the minimum days required for notification by state statute. Notification will be provided to all parties in a manner as required by state statute, if any.

This endorsement is executed by the Liberty Insurance Corporation

Premium:

Effective Date: 6/1/2019 Expiration Date: 6/1/2020

For attachment to Policy No: WA7-64D-444950-019



Countersigned by _____
Authorized Representative

End. Serial No.

NOTICE OF CANCELLATION TO THIRD PARTIES

- A. If we cancel this policy for any reason other than nonpayment of premium, we will notify the persons or organizations shown in the Schedule below by email as soon as practical after notifying the first Named Insured.
- B. This advance email notification of a pending cancellation of coverage is intended as a courtesy only. Our failure to provide such advance notification will not extend the policy cancellation date nor negate cancellation of the policy.

SCHEDULE

Name of Other Person(s) / Organization(s):

As required by written contract 30 Days
or written agreement

All other terms and conditions of this policy remain unchanged.

Issued by

For attachment to Policy No. WA7-64D-444950-019 Effective Date 6/01/2019 Premium \$

Issued to

TASK ORDER APPROVAL FORM

CONTRACT #: C19-2767-PW


TASK ORDER #: 6

TASK ORDER AMOUNT: \$8,728.81

OFFERED BY CONSULTANT:

HDR Engineering, Inc.
FIRM'S NAME

Christine Kefauver, PE AICP
REPRESENTATIVE'S PRINTED NAME



SIGNATURE

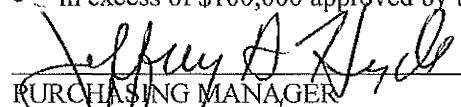
Vice President 5/9/2019
TITLE DATE

**RECOMMENDED FOR APPROVAL
(Department Director)**

**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.


SIGNATURE


PURCHASING MANAGER

Public Works Director
TITLE

05/20/2019
DATE

5/17/19
DATE

DATE

OMB Director

DATE

COUNTY ADMINISTRATOR (if applicable)

CHAIRMAN (if applicable)

DATE

DATE

Southwestern Crestview Bypass and Rasberry Road Connector
Task Order #6: Cultural Resource Assessment

TASK SERIES 6000: Phase 4 Redesign

Summary of Work:

The Phase 1-3 components of Southwestern Crestview Bypass consist of the widening of PJ Adams Parkway from SR 85 to west of Wildhorse Drive. Phases 1-3 are expected to be bid for construction in May 2019 with an estimated construction duration of 20 months.

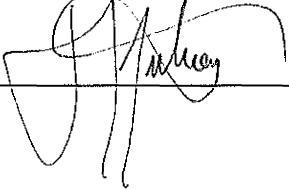
Okaloosa County is currently extending the planset of Phases 1-3 to end at FDOT's project limits for the Old Antioch Interchange project. To do this, an additional pond must be added that was not present at the time of the PD&E study. This location must undergo a cultural resource assessment.

Additionally, during Right-of-Way negotiations for Phases 1-3, Okaloosa County obtained a portion of right-of-way by donation with the agreement that the additional fill material from the roadway project be stockpiled on a remnant parcel. This stockpile location has been added to the plans and must also undergo a cultural resource assessment.

This scope of work serves to complete the cultural resource assessments for both the new pond location and the earthwork stockpile location.

The fee for this scope of services is a lump sum fee of \$8,728.81

ACCEPTANCE:



TASK 6001 – Property Owner Letters and Coordination

Objective: Contact Property Owners and provide them written notification concerning cultural assessment crews, survey crews, and geotechnical crews accessing their property.

HDR Activities:

- Prepare Property Owner Letters
- Meet with Property owners and deliver letters

HDR Deliverables:

- Property Owner Letters

TASK 6002 – Cultural Resource Assessment

Objective: Conduct a Cultural Resource Assessment Survey (CRAS) of one pond and one offsite stockpile location in support of the P.J. Adams Parkway construction.

Activities under this Task will be performed by SEARCH, Inc.

Search Activities:

- Background Research
 - Florida Master Site File (FMSF) cultural database review
 - Literature review
 - Environmental review
 - County Property Appraiser database review
 - Archaeological site probability model development
 - Historic structure probability model development
- Fieldwork
 - Archaeological survey
 - Architectural History survey
- Data Analysis
- Report Preparation
 - Draft report
 - Final Report
 - FDHR Submission Packet
 - FMSF forms
 - Florida Survey Log Form
 - Quality Control
 - Preparation of SHPO transmittal letter for submittal on Okaloosa County letterhead
- Agency coordination as required

Search Deliverables:

- Draft Report
- Final Report with SHPO Project Packet for transmittal to SHPO

TASK ORDER APPROVAL FORM

CONTRACT #: C19-2767-PW
TASK ORDER #: 5
TASK ORDER AMOUNT: \$197,624

CONTRACT#: C19-2767-PW
HDR ENGINEERING, INC.
PROGRAM MANAGEMENT FOR RASPBERRY RD
EXPIRES: 10/31/2023 W/1 TWO YEAR RENEWAL

OFFERED BY CONSULTANT:

HDR Engineering, Inc.

FIRM'S NAME

John Wimberly, PE

REPRESENTATIVE'S PRINTED NAME

[Handwritten Signature]
SIGNATURE

Vice President

4/17/2019

TITLE

DATE

RECOMMENDED FOR APPROVAL
(Department Director)

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.

[Handwritten Signature]
SIGNATURE

PUBLIC WORKS DIR.

TITLE

4/22/19
DATE

[Handwritten Signature]
PURCHASING MANAGER

4/25/2019

DATE

[Handwritten Signature]

OMB Director

4/26/19

DATE

[Handwritten Signature]
COUNTY ADMINISTRATOR (if applicable)

4/26/19
DATE

[Handwritten Signature]
CHAIRMAN (if applicable)

Charles K. Windes, Jr.

DATE

MAY 07 2019



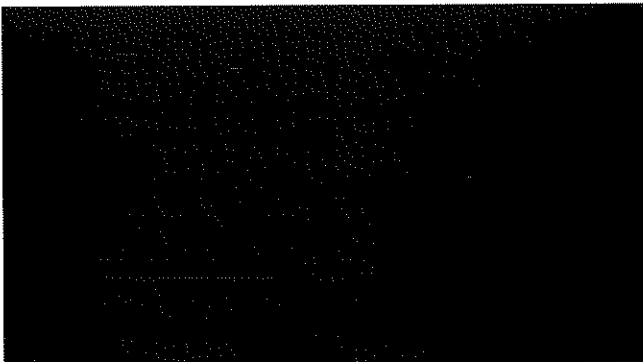


OKALOOSA COUNTY

CONTRACT # C19-2767-PW

**Task Order #4:
PJ Adams Phase 1-3
Post Design**

April 12, 2019



TASK 4001 – Contract Maintenance and Pre-Construction Activities

Objective: Maintain invoicing documentation records throughout construction duration, attend Pre-Construction meeting with successful bidder/CEI, and conduct a gopher tortoise survey as a requirement of the PD&E commitments. This scope assumes that no gopher tortoises will be found or relocated. Should gopher tortoises be found, a separate scope and fee for removal will be required.

HDR Activities:

- Maintain Monthly Work Description Log to accompany invoicing (24 Hrs)
- Attend and respond to questions resulting from Pre-Construction meeting (16 Hrs)
- Gopher Tortoise Survey (80 Hrs)

HDR Deliverables:

- Work Description Log to accompany invoicing
- Question responses from Pre-Construction meeting
- Gopher Tortoise Survey Memo

TASK 4005 – Project Closeout Activities

Objective: Finalize FDEP and USACE Permit Compliance documents and prepare As-Built Plans.

HDR Activities:

- Prepare and Submit United States Army Corps (USACE) and Florida Department of Environmental Protection (FDEP) Permit Compliance Certification Documents (8 Hrs)
- Prepare and Submit Record Drawings (80 Hrs)
 - Record drawings document any changes reported by the contractor or Okaloosa County Inspection Staff. Record Drawings will include all Plan Revisions, changes following shop drawing reviews, and changes resulting from RFI's.
 - Near end of construction, HDR staff will meet with CEI staff to discuss any field changes which are to be recorded in the final as-builts. These field changes will be incorporated into the record drawings through a revision designated as "field changes". These record drawings will be submitted to Okaloosa County/CEI and CEI will sign and seal final As-builts.

HDR Deliverables:

- USACE and FDEP Permit Compliance Document
- Record Drawings

TASK ORDER APPROVAL FORM

CONTRACT #: C19-2767-PW

TASK ORDER #: 4

TASK ORDER AMOUNT: \$139,630

**CONTRACT#: C19-2767-PW
HDR ENGINEERING, INC.
PROGRAM MANAGEMENT FOR RASPBERRY RD
EXPIRES: 10/31/2023 W/1 TWO YEAR RENEWAL**

OFFERED BY CONSULTANT:

HDR Engineering, Inc.

FIRM'S NAME

John Wimberly

REPRESENTATIVE'S PRINTED NAME

[Handwritten Signature]

SIGNATURE

Vice President

4/12/2019

TITLE

DATE

RECOMMENDED FOR APPROVAL

(Department Director)

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.

[Handwritten Signature]

SIGNATURE

PUB. WORKS DIR.

TITLE

4/22/19

DATE

[Handwritten Signature]

PURCHASING MANAGER

04/25/2019

DATE

[Handwritten Signature]

OMB Director

4/26/19


DATE

[Handwritten Signature]

COUNTY ADMINISTRATOR (if applicable)

4/26/19

DATE

[Handwritten Signature]


CHAIRMAN (if applicable)

Charles K. Windes, Jr.

DATE

MAY 07 2019



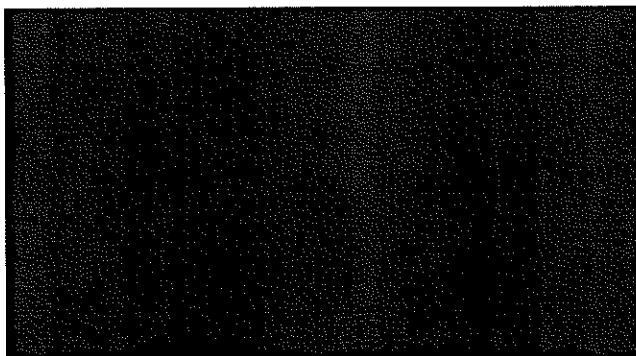
OKALOOSA COUNTY

CONTRACT # C19-2767-PW

**Southwestern Crestview Bypass and
Raspberry Road Connector**

**Task Order #5:
Interchange Connection
Design**

April 17, 2019



Southwestern Crestview Bypass and Raspberry Road Connector
Task Order #5: Interchange Connection Design

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TASK 5003 – Roadway Design.....	4
TASK 5004 – Construction RFI Response and Plans Revisions	5
TASK 5005 – Utility Coordination.....	6
TASK 5006 – Permitting.....	7
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Southwestern Crestview Bypass and Raspberry Road Connector
Task Order #5: Interchange Connection Design

TASK SERIES 5000: Phase 4 Redesign

Summary of Work:

The Phase 1-3 components of Southwestern Crestview Bypass consist of the widening of PJ Adams Parkway from SR 85 to west of Wildhorse Drive. Phases 1-3 are expected to be bid for construction in May 2019 with an estimated construction duration of 20 months.

Phase 4 of the Bypass anticipated the widening of PJ Adams from Wildhorse Drive to I-10 along the existing PJ Adams roadway alignment. HDR previously prepared design plans for Phase 4. The Florida Department of Transportation has initiated the design of a new interchange along I-10 which will realign PJ Adams Parkway to a location east of the existing Antioch Road overpass requiring realignment of PJ Adams within the segment previously covered by the Phase 4 plans. Based on coordination with FDOT, the interchange project will extend to the PJ Adams / Crab Apple Drive intersection, which is approximately 2,000' from the end of construction for Phases 1-3, leaving a gap between the projects. As a result, the design of Phase 4 needs to be adjusted to accommodate the new FDOT interchange project.

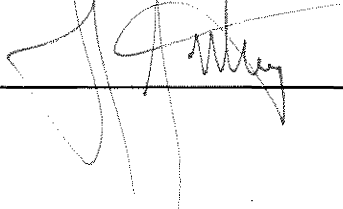
The purpose of this scope and fee is to redesign the Phase 4 plans to end at the Crab Apple intersection and to tie into the FDOT interchange project. This will replace the need for a construction project to complete the roadway from SR 85 to I-10.

The following activities are included in this scope:

- Survey and Mapping
- Geotechnical Exploration
- Roadway Design
- Drainage Design
- Permitting
- Utility Coordination
- FDOT coordination

The fee for this scope of services is a lump sum fee of \$197,624.

ACCEPTANCE:



TASK 5001 – Survey and Mapping

Objective: Obtain topographic survey necessary for the addition of a pond on the new western end of the Phase 4 project. This new pond is needed to satisfy the permitting requirements that 90% of the impervious area of the project must immediately discharge into a stormwater pond.

The new pond will impact Parcel 123 of the R/W Maps that were prepared with the original design. A new legal and sketch will be created as well as the R/W map sheet updated. The R/W Maps will also be updated to end R/W acquisition at Old Antioch Road.

Additionally, two parcels south of Parcel 123 will require acquisition by Okaloosa County for the FDOT interchange project which will realign Old Antioch Road. Legal and Sketches will be executed for these parcel takes.

Activities under this Task will be performed by SAM, Inc.

SAM Activities:

- Topographical Survey of pond area
- Survey of geotechnical boring in pond area
- Legal and Sketch of R/W to be obtained (3)
- Update R/W map for parcel 123

SAM Deliverables:

- Topographic Survey (Microstation V8i)
- Legal and Sketch (3)
- Updated R/W Map Sheets

TASK 5002 – Geotechnical Exploration

Objective: Obtain geotechnical borings for stormwater pond located on Parcel 123.

Activities under this Task will be performed by Tierra, Inc.

Tierra Activities:

- Geotechnical Borings (2-20' deep SPT borings)
- Geotechnical Soils Analysis
 - o Permeability Analysis (2)
 - o Moisture Content (6)
 - o Sieve Analysis (6)
- Seasonal High Groundwater Estimate
- Prepare Pond Soils Report

Tierra Deliverables:

- Pond Soils Report with recommendations
- Pond Soil Survey Sheets

TASK 5003 – Roadway Design

Objective: Revise plan for PJ Adams Parkway between Wildhorse Drive and Crab Apple Drive.

HDR Activities: (revised sheets are highlighted in the following list)

- Key Sheet update
- Pay Items Sheet Update
- Typical Sections Sheet Update
- Summary of Quantities Update
- Project Layout Update
- Additional Plan Sheets (4)
- Additional Profile Sheets (4)
- Profile Transition Details Sheets (2)
- Driveway Profile (1)
- Back of Sidewalk Profile Sheets (4)
- Curb Return Profile Sheet (1)
- Cross Section Pattern Sheet
- Cross Sections (65, 8 new)
- Side Street Cross Section (10)
- TCP Phasing Notes
- TCP Typical (2)
- TCP Details (2)
- TCP Plan Sheets (4 Sheets X 4 Phases + 3 Tie in Sheets)
- TCP Cross Sections (65, 8 new)
- Utility Adjustment Sheets (4)
- Updated Quantities
- Signing and Pavement Markings (4 Plan Sheets)

HDR Deliverables:

- Plan Revisions
- Quantity Changes

TASK 5004 – Drainage Design

Objective: Update Drainage Design to include additional stormwater inlets as well as stormwater pond.

HDR Activities: (revised sheets are highlighted in the following list)

- Drainage Map Overview Update
- Drainage Sheet update
- Summary of Drainage Structures update
- Optional Materials Tabulation Sheet update
- Drainage Structures (16 Existing)(9 New)
- Box Culvert Data Sheet (1)
- Pond Detail Sheets (1 new, 1 update)
- Pond Cross Sections (10)
- SWPPP Update
- Pond Analysis
- Stormdrain and pavement drainage analysis.
- Drainage Design Documentation

HDR Deliverables:

- Pond Design Report
- Plans Revision

TASK 5005 – Utility Coordination

Objective: Coordinate design and phasing of utility relocations. This process will need to take into account the status of the relocations during construction. (Note: Additional utility relocations could potentially impact mobilization schedules of utility owners.)

HDR Activities:

- Contact 10 Utility companies during design to notify of upcoming project extension
 - Gulf Power
 - Okaloosa Water and Sewer
 - Okaloosa Gas
 - City of Crestview
 - Cox Communications
 - Verizon
 - AT&T
 - Centurylink
 - Okaloosa Traffic
 - Okaloosa IS
- Meet with utility companies individually after design is complete to review modifications and document impacts to their designs
- Coordinate with utilities to develop updated Utility Work Schedules

HDR Deliverables:

- Updated Utility Work Schedules
- Meeting Minutes

TASK 5006 – Permitting

Objective: Obtain a permit modification from the FDEP on the permits for Phases 1-3 to include the project extension. Obtain a General Permit (SAJ-92) from the USACE for the new construction area.

HDR Activities:

- Delineate Wetlands
- Verify wetland boundaries with USACE and FDEP
- Prepare Permit Application
- Prepare Permit Plans Package
- Calculate UMAMS and Coordinate with USACE and FDEP over acceptance
- Coordinate purchase of UMAM credits from either Gin Hole Mitigation Bank or Yellow River Ranch In-Lieu Fee (ILF) Mitigation Area managed by the Northwest Florida Water Management District with credits reserved for FDOT (FDOT has reserved credits and has stated they would consider allowing Okaloosa County to acquire up to one credit for this project)
 - Note: this scope does not cover mitigation credits being achieved by any other means than the purchase of bank or ILF credits.
- Response to RAI's from both permitting agencies

HDR Deliverables:

- USACE and FDEP permits

TASK 5007 – FDOT Coordination

Objective: Coordinate with FDOT and its consultant concerning the technical aspects of the end construction and project tie-ins. This scope assumes that the FDOT plans will not modify the proposed profile which was determined during the initial design of Phase 4.

HDR Activities:

- Coordinate with FDOT consultant during design concerning profile and tie-in points
- Coordinate with FDOT consultant to verify the pond location does not interfere with Old Antioch realignment

HDR Deliverables:

- Meeting Minutes

TASK ORDER APPROVAL FORM

CONTRACT #: C19-2767-PW
TASK ORDER #: 3
TASK ORDER AMOUNT: \$35,260

OFFERED BY CONSULTANT:

HDR Engineering, Inc.
FIRM'S NAME

Christine Kefauver
REPRESENTATIVE'S PRINTED NAME

Christine Kefauver
SIGNATURE

Vice President 3/14/2019
TITLE DATE

RECOMMENDED FOR APPROVAL
(Department Director)

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.

[Signature]
SIGNATURE

[Signature]
PURCHASING MANAGER

Pamela Wang, Director
TITLE

03/21/2019
DATE

3/15/19
DATE

[Signature]
OMB Director

[Signature] OMB Director **Greg Kisela**

3/15/19
DATE

[Signature]
COUNTY ADMINISTRATOR (if applicable)

CHAIRMAN (if applicable)

3/21/19
DATE

DATE



OKALOOSA COUNTY

CONTRACT # C19-2767-PW

**Southwestern Crestview Bypass and
Raspberry Road Connector**

**Task Order #3:
Support to the
Triumph Application Update**

March 14, 2019



Southwestern Crestview Bypass and Raspberry Road Connector
Task Order #3: Support to the Triumph Application Update

Table of Contents

Summary of Work:	1
TASK 3001 – Development of a Revised Economic Model	2
TASK 3002 – Development of the Triumph Application Update	3

Southwestern Crestview Bypass and Rasberry Road Connector
Task Order #3: Support to the Triumph Application Update

TASK SERIES 3000: SUPPORT TO THE TRIUMPH APPLICATION UPDATE

Summary of Work:

Funding for the development of the Southwestern Crestview Bypass and Rasberry Road Connector will include cost shares from Okaloosa County, the City of Crestview, the Florida Department of Transportation (FDOT), and potentially the Triumph Corporation which is a legislatively created, non-profit entity, responsible for the distribution of mitigation funds received for catastrophic oil spill damage within Northwest Florida.

The Triumph funds are being distributed as discretionary grants to support projects that can produce positive economic impacts back to the Northwest Florida Region. To receive an award of a Triumph grant, a potential awardee must submit an application that details the requirements of the project and quantifies the potential economic benefits the project will produce.

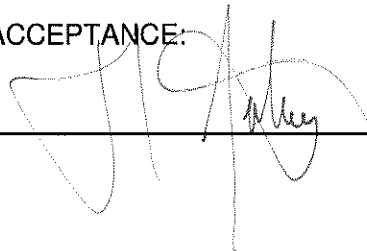
In accordance with the Triumph grant requirements, Okaloosa County and the City of Crestview previously submitted an application to the Triumph Corporation for funding assistance to develop the referenced project. The request was for \$64 million. The application warranted a potential grant award and met the minimum requirements, but the Triumph Board is requesting additional substantiation of the potential economic benefits before an award can be made.

Prior to Okaloosa's application, all grants awarded by Triumph were for singular projects where direct return on investments could be demonstrated based on the number of jobs that were created. However, the Okaloosa project is different. It is an infrastructure project will produce jobs indirectly through an expanded local economy. Without the project, increased traffic congestion and delays will have adverse impacts, while a newly constructed highway will provide newly created investment opportunities and expanded economic activity. The Triumph Board has requested an expanded explanation of how the project can support job creation and an expanded economic base for the region.

Okaloosa County is actively developing an update to their original Triumph application and has requested HDR to assist with the preparation of the updated grant application that includes an expanded economic analysis that demonstrates regional economic benefits along with assistance to developing the necessary narrative of the update. This scope of services defines the steps and analyses required to assist with the application update.

The fee for this scope of services is a lump sum fee of \$35,260

ACCEPTANCE:



Southwestern Crestview Bypass and Raspberry Road Connector
Task Order #3: Support to the Triumph Application Update

TASK 3001 – Development of a Revised Economic Model

Objective: Okaloosa County has previously submitted an application to the Triumph Corporation that included economic benefits that were based on an economic analysis that was developed by the Northwest Florida Transportation Corridor Authority for their Master Plan dated 2013.

The intent of this task is to update that prior analysis with more current inputs to reflect potential impacts more accurately. An attempt will also be made to align the model with the expectations and methodologies utilized by the Triumph Corporation. This includes an attempt to describe potential economic development benefits due to planned land development and job attraction.

HDR Activities:

- Review existing Triumph application and note where updates to the original input should be made with new data.

- Review the existing Economic Analysis Model from the Northwest Florida Transportation Corridor Authority Master Plan to include:
 - ^ Methodology
 - ^ Inputs
 - ^ Assumptions
 - ^ Outputs

- Reestablish the baseline assumptions of the economic model based on updated inputs.
 - ^ Interview stakeholders to collect information on performance and the potential for development along the corridor due to providing access to undeveloped land
 - ^ Redraft economic model inputs, including job creation due to land development if input from stakeholders is available
 - ^ Describe land development benefits qualitatively if quantitative input is not available from stakeholders
 - ^ Make recommendations and get concurrence with the County and stakeholders on the new model inputs.
 - ^ Define critical economic benefits that should be discussed with concurrence from the County and stakeholders.

- Conduct economic modeling
 - ^ Update the original IMPLAN model with new inputs.
 - ^ Model the inputs using IMPLAN.
 - ^ Define inputs that could be run in REMI to validate the economic analysis.
 - ^ Present the economic analysis findings.

Southwestern Crestview Bypass and Raspberry Road Connector
Task Order #3: Support to the Triumph Application Update

HDR Deliverables:

- A technical memo that details the economic inputs of the original Triumph Application with recommendations for potential revisions and updates. The memo will be the basis of any revisions to the application and will be reviewed by the County for concurrence before any revisions to the original application or economic model are made.
- Economic Model Results

TASK 3002 – Development of the Triumph Application Update

Objective: Draft an update to the previously submitted Triumph Application. The final update will be submitted by Okaloosa County and the intent is to support the County with the update redraft.

HDR Activities:

- Provide the County with new modeling results from the updated economic model.
- Draft necessary narratives for the Triumph application update.
- Answer questions about the economic analysis as needed.

HDR Deliverables:

- Narratives as needed.

**FIRST AMENDMENT TO CONTRACT C19-2767-PW
HDR ENGINEERING, INC.**

This First Amendment made and entered into this 19th day of Feb., 2019, hereby amends contract C19-2767-PW, dated January 2, 2019, by and between Okaloosa County, Florida, (hereinafter the "County") and HDR Engineering, Inc. (hereinafter the "Contractor").

WHEREAS, on January 2, 2019, the County and Contractor entered into a contract, C19-2767-PW (the "Contract"), which provides Program Management for Raspberry Road; and

WHEREAS, the rate sheet which was incorporated in the contract on January 2, 2019 was not the most up to date rates. Correct and negotiated rates are attached hereto as Exhibit "A".

NOW THEREFORE, in consideration of the mutual covenants herein and other good and valuable consideration, the parties hereby agree to amend C19-2767-PW as follows:

1. C19-2767-PW is hereby amended to incorporate Exhibit "A", corrected rates for the years 2019-2023, attached hereto and incorporate herein.
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 amendment as of the day and year first written.

HDR ENGINEERING, INC.

Christina S. Ketauer

By: Christina S. Ketauer

Date: January 16, 2019

**CONTRACT#: C19-2767-PW
HDR ENGINEERING, INC.
PROGRAM MANAGEMENT FOR RASPBERRY RD
EXPIRES: 01/02/2014 W/1-5 YR RENEWAL**

OKALOOSA COUNTY, FLORIDA

Charles K. Windes, Jr.

Charles K. Windes, Jr.
Chairman, Board of County Commissioners



Date: 2/19/19

ATTEST:

J.D. Peacock II
J.D. Peacock II
Clerk of Circuit Court



Exhibit "A"

HDR Wage Rates (Program Management for Southwest Crestview Bypass)					
<u>Classification</u>	2019 Rates	2020 Rates	2021 Rates	2022 Rates	2023 Rates
<u>Management Staff</u>					
Program Manager	\$305.00	\$308.05	\$311.13	\$314.24	\$317.38
Chief Engineer	\$230.00	\$232.30	\$234.62	\$236.97	\$239.34
<u>Professional Staff</u>					
Project Manager	\$200.00	\$202.00	\$204.02	\$206.06	\$208.12
Construction Resident Engineer	\$230.00	\$232.30	\$234.62	\$236.97	\$239.34
Senior Professional Engineer	\$180.00	\$181.80	\$183.62	\$185.45	\$187.31
Senior Structural Engineer	\$180.00	\$181.80	\$183.62	\$185.45	\$187.31
Structural Engineer	\$150.00	\$151.50	\$153.02	\$154.55	\$156.09
Senior Planner	\$160.00	\$161.60	\$163.22	\$164.85	\$166.50
Project Engineer	\$140.00	\$141.40	\$142.81	\$144.24	\$145.68
Engineering Intern	\$95.00	\$95.95	\$96.91	\$97.88	\$98.86
Senior Environmental Scientist	\$150.00	\$151.50	\$153.02	\$154.55	\$156.09
Senior Economist	\$380.00	\$383.80	\$387.64	\$391.51	\$395.43
Economist	\$235.00	\$237.35	\$239.72	\$242.12	\$244.54
<u>Technical Staff</u>					
Senior Real Estate Specialist	\$210.00	\$212.10	\$214.22	\$216.36	\$218.53
Real Estate Agent	\$130.00	\$131.30	\$132.61	\$133.94	\$135.28
<u>Field Staff</u>					
Construction Contract Administrator	\$135.00	\$136.35	\$137.71	\$139.09	\$140.48
Senior Construction Inspector	\$90.00	\$90.90	\$91.81	\$92.73	\$93.65
Construction Inspector	\$70.00	\$70.70	\$71.41	\$72.12	\$72.84
<u>Administrative Staff</u>					
Accounting/Admin	\$75.00	\$75.75	\$76.51	\$77.27	\$78.05

Note 1: 1% Escalation applied for every year

Note 2: Renegotiation will occur after year 5

DeRita Mason

From: Parsons, Kerry <KParsons@ngn-tally.com>
Sent: Tuesday, January 15, 2019 3:12 PM
To: DeRita Mason
Cc: Victoria Taravella
Subject: RE: HDR Engineering, Inc.

This is approved for legal purposes.

Kerry A. Parsons, Esq.

**Nabors
Giblin &
Nickerson**
ATTORNEYS AT LAW

1500 Mahan Dr. Ste. 200
Tallahassee, FL 32308
T. (850) 224-4070
Kparsons@ngn-tally.com

The information contained in this e-mail message is intended for the personal and confidential use of the recipient(s) named above. This message and its attachments may be an attorney-client communication and, as such, is privileged and confidential. If the reader of this message is not the intended recipient or an agent responsible for delivering it to the intended recipient, you are hereby notified that you have received this document in error and that any review, dissemination, distribution, or copying of this message is strictly prohibited. If you have received this communication in error, please notify us immediately by telephone or e-mail and delete the original message. Thank you!

From: DeRita Mason <dmason@myokaloosa.com>
Sent: Tuesday, January 15, 2019 3:57 PM
To: Parsons, Kerry <KParsons@ngn-tally.com>
Cc: Victoria Taravella <vtaravella@myokaloosa.com>
Subject: HDR Engineering, Inc.

Please see revised amendment.



DeRita Mason
Contracts and Lease Coordinator
Okaloosa County Purchasing Department
5479A Old Bethel Road
Crestview, Florida 32536
(850) 689-5960
dmason@myokaloosa.com

"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."

CONTRACT#: C19-2767-PW
HDR ENGINEERING, INC.
PROGRAM MANAGEMENT FOR RASPBERRY RD
EXPIRES: 01/02/2024 W/1-5 YR RENEWAL


TASK ORDER APPROVAL FORM

CONTRACT #: C19-2767-PW
TASK ORDER #: 2
TASK ORDER AMOUNT: \$98,960

OFFERED BY CONSULTANT:


HDR Engineering, Inc.
FIRM'S NAME

John Wimberly
REPRESENTATIVE'S PRINTED NAME


SIGNATURE

Vice President (HDR Managing Principal) 2/7/2019
TITLE DATE

RECOMMENDED FOR APPROVAL
(Department Director)


SIGNATURE

Public Works Director
TITLE

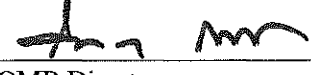
2/11/19
DATE

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

02/13/2019
DATE


OMB Director

2/13/19
DATE


COUNTY ADMINISTRATOR (if applicable)

2/14/19
DATE

CHAIRMAN (if applicable)

DATE

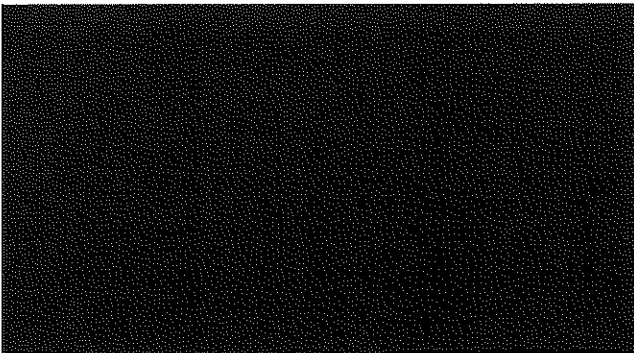


OKALOOSA COUNTY

CONTRACT # C19-2767-PW

**Task Order #2:
Raspberry Road
Alternative Analysis**

February 19, 2019



Southwestern Crestview Bypass and Raspberry Road Connector
Task Order #2: Raspberry Road Alternative Analysis

Table of Contents

Summary of Work:	1
TASK 2001 – Develop Draft Alternative Analysis Report.....	2

TASK SERIES 2000: RASBERRY ROAD ALTERNATIVES ANALYSIS

Summary of Work:

The construction of the proposed Raspberry Road realignment and extension will potentially impact wetlands jurisdictional to the U.S. Army Corps of Engineers (USACE). Therefore the project will require a Section 404 Clean Water Act (CWA) Standard Permit from the USACE.

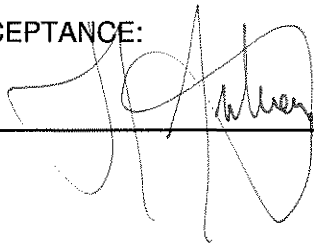
To obtain a 404 Permit, an Alternatives Analysis that meets the requirements of the National Environmental Policy Act (NEPA) must be prepared. An Alternative Analysis will identify multiple corridors for the proposed highway to identify an alignment that minimizes the amount of potential wetland impacts while also meeting the public needs of the project.

The USACE makes the preparation of an Alternative Analysis the responsibility of the applicant for the Section 404 CWA Permit. To ensure compliance with NEPA, the USACE issued a document titled "Information for Preparing an Alternative Analysis under Section 404, June 2014" which will be the basis for preparing an Alternative Analysis for this project.

Under this Task Order, HDR will prepare an Alternative Analysis that meets the requirements of NEPA with the intent of obtaining the necessary 404 Permit from the USACE to support the construction of Raspberry Road. In addition, engineering analysis will be conducted in parallel to the alternatives analysis for cost estimation and constructability purposes.

The fee for this scope of services is a lump sum fee of \$98,960

ACCEPTANCE:



TASK 2001 – Develop Draft Alternative Analysis Report

Objective: Prepare a Draft Alternative Analysis Report sufficient to meet the requirements of the USACE for obtaining a Section 404 CWA Permit. As outlined in the “*Information for Preparing an Alternative Analysis* under Section 404, June 2014” the report will be developed with the following components.

HDR Activities:

- Develop a Project Purpose and Need: Work with the county to prepare a project purpose and need that meets the requirements to justify the issuance of the Section 404 Permit. Typically this is developed using available and projected traffic data that has been prepared by the county or other sources such as the local TPO.
- Identify Project Alternatives: Work with the county to develop corridor alternatives that meet the project Purpose and Need while also minimizing potential wetland impacts. Up to three alternatives and a no-build alternative will be developed and analyzed based on previously developed conceptual alignments.
- Preliminary Field Review: A preliminary field review of each alternative will be made to verify the potential environmental impacts to the wetlands. (This will not include an official wetland delineation)
- Describe and Analyze Alternatives for Practicability: Each alternative will be properly described, mapped, and analyzed based on selection criteria specified by the USACE guidelines. The criteria will include both engineering requirements and environmental constraints.
- Identify the Least Environmentally Damaging Practicable Alternative: Develop a matrix by which the alternatives are compared to each other to reach a determination that the chosen alternative is the Least Environmentally Damaging Practicable Alternative.
- Draft and Final Alternatives Analysis will be developed for submittal and concurrence to first the County and then USACE for final acceptance. Edits will be made based on the County’s initial review of the Draft document and to the Final Draft based on the USACE’s review and acceptance.

HDR Deliverables:

- Draft Alternative Analysis Report that will be reviewed by the County for comment and concurrence. Necessary edits requested by the County will be inserted into the Final Report.
- Final Alternatives Analysis Report that will be submitted to the USACE for review and comments. Comments requested by the USACE will be addressed with a revision to the Final Alternatives Analysis Report for concurrence and acceptance by the USACE.



PW #2

BOARD OF COUNTY COMMISSIONERS AGENDA REQUEST

DATE: February 5, 2019
TO: Honorable Chairman and Distinguished Members of the Board
FROM: Jason Autrey
SUBJECT: Program Management for Crestview Bypass - HDR Task Order 1
DEPARTMENT: Public Works
BCC DISTRICT: 3

STATEMENT OF ISSUE: Okaloosa County Public Works (OCPW) staff requests Board of County Commissioners (BCC) approval for Task Order 1 with HDR Engineering, Inc., per the terms of Contract #C19-2767-PW for a total cost not to exceed \$208,000.00. Task Order 1 is for program management initiation related to the Southwestern Crestview Bypass and Raspberry Road Connector Project. The task order is attached for review and consideration.

BACKGROUND: The Southwestern Bypass and Raspberry Road Connector has been identified as the most urgent roadway infrastructure project in Okaloosa County. Okaloosa County and the City of Crestview have submitted a joint application to Triumph Gulf Coast, Inc, asking for \$64,100,000 in funding for the Southwestern Crestview Bypass and Raspberry Road. The Program Management tasks are related to implementation of Phase V of the Bypass and Raspberry Road. While the Triumph funding is a major potential funding source, the program management needs to be in place even for a project that does not include funding from Triumph Gulf Coast.

In setting up the program, OCPW needs assistance from HDR with the necessary technical support services for the complex project. Steps must be taken to coordinate with multiple stakeholders and develop common objectives and procedures to ensure success of the Bypass and Raspberry Road. Having a program in place will:

- *Minimize delays by anticipating and avoiding disruptions,
- *Provide a common understanding of the program goals,
- *Minimize risks to the project,
- *Define lines of communication between stakeholders,
- *Predict budgeting requirements, and
- *Align funding sources and grants.

FUNDING SOURCE:

Department #: 731544

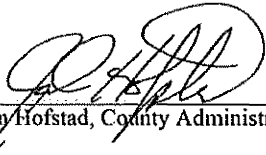
Account #: 531500

Amount: \$208,000.00

OPTIONS: Approve or deny.

RECOMMENDATIONS: Motion to authorize the Chairman to execute Task Order 1 with HDR Engineering, Inc. for program management initiation related to the Southwestern Crestview Bypass and Raspberry Road Connector Project, for a lump sum amount of \$208,000.00.

RECOMMENDED BY:



John Hofstad, County Administrator

1/30/2019

APPROVED BY:

TASK ORDER APPROVAL FORM

CONTRACT #: C19-2767-PW

TASK ORDER #: 1

TASK ORDER AMOUNT: \$208,000

OFFERED BY CONSULTANT:

HDR Engineering, Inc.
FIRM'S NAME

John Wimberly
REPRESENTATIVE'S PRINTED NAME

[Signature]
SIGNATURE

Vice President (HDR Managing Principal) 1/22/2019
TITLE DATE

RECOMMENDED FOR APPROVAL
(Department Director)

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.

[Signature]
SIGNATURE

Public Works Director
TITLE

1/25/19
DATE

[Signature] **Greg Kisela**
~~Interim~~ PURCHASING MANAGER OMB Dir.

1/27/19
DATE

[Signature]
OMB Director PUBLIC WORKS DIRECTOR

01/28/2019
DATE

[Signature]
COUNTY ADMINISTRATOR (if applicable)

1/27/19
DATE

[Signature]
CHAIRMAN (if applicable)

Charles K. Windes, Jr.
DATE





OKALOOSA COUNTY

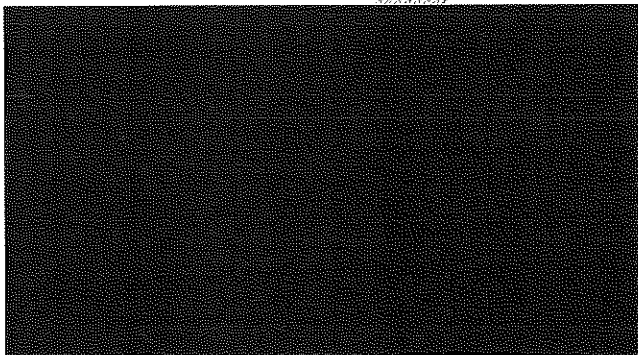
CONTRACT # C19-2767-PW

**Task Order #1:
Program Management
Initiation**

**Southwestern Crestview Bypass
and Raspberry Road Connector**

February 5, 2019

DRAFT



Southwestern Crestview Bypass and Raspberry Road Connector
Task Order #1: Program Management Initiation

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TASK 1001 – Program Team..... 2
TASK 1002 – Define Stakeholder Responsibilities and Desired Outcomes 3
TASK 1003 – Identification of Funding Sources and Strategies 4
TASK 1004 – Preliminary Technical Production Schedule 5
TASK 1005 – Preliminary Implementation Plan Development and Review..... 6
TASK 1006 – Program Management Plan 7

ORIGINAL

Southwestern Crestview Bypass and Raspberry Road Connector
Task Order #1: Program Management Initiation

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Summary of Work: 1
TASK 1001 – Program Team..... 2
TASK 1002 – Define Stakeholder Responsibilities and Desired Outcomes 3
TASK 1003 – Identification of Funding Sources and Strategies 4
TASK 1004 – Preliminary Technical Production Schedule 5
TASK 1005 – Preliminary Implementation Plan Development and Review..... 6
TASK 1006 – Program Management Plan 7

ORIGINAL

TASK SERIES 1000: PROGRAM MANAGEMENT INITIATION

Summary of Work:

To assist Okaloosa County with the necessary technical support services required for the development of both the Southwestern Crestview Bypass and the Raspberry Road Connector, an overall Program Management Contract has been issued by the County to HDR to provide transportation consulting that includes technical services and ongoing coordination activities.

Given the complexities of the projects and the multiple stakeholders, a formal initiation of the program is required to reach a common understanding of program implementation procedures, responsibilities, and expected outcomes among the stakeholders to ensure efficiency of the program development. It is critical each stakeholder understands the common objectives and procedures of the program and also understands how their individual roles impact the success of the program.

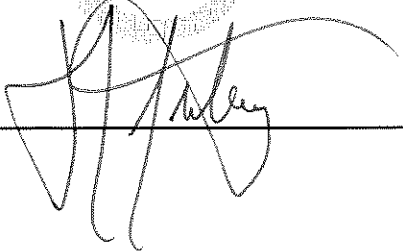
The primary outcome of this Program Initiation task will be the development of an overall Program Management Plan which will be the guiding document for implementation throughout the program duration. It will be a tool for critical management decisions that will help:

- Minimize delays by anticipating and avoiding disruptions
- Provide a common understanding of the program goals
- Minimize unnecessary risk
- Define communications
- Predict budgeting requirements and outlays
- Align funding sources

The overall goal of the Program is to construct the Southwestern Crestview Bypass and the Raspberry Road Connector as quickly as possible and at the most efficient long-term costs. Upfront planning of the process will support that goal.

The fee for this scope of services is a lump sum fee of \$208,000

ACCEPTANCE:



TASK 1001 – Program Team

Objective: (Who are the Stakeholders?)

Designation of the Program Stakeholders.

HDR Activities:

- Development of an overall Program Organizational Chart that includes all Program Stakeholders.
- Definitions of each Stakeholder's role and responsibilities.
- Develop and maintain an overall Program correspondence directory of each Program stakeholder.

HDR Deliverables:

- Program Organizational Chart
- Stakeholder Roles and Responsibilities
- Stakeholder Directory
- Program Contact List

ORIGINAL

TASK 1002 – Define Stakeholder Responsibilities and Desired Outcomes

Objective: (What is Being Developed?)

Identify the immediate and long term responsibilities of the Program Stakeholders. The multiple Stakeholders will have different project understandings and expectations that go beyond the construction of the facility which could include ancillary projects, funding sources, governance, and others.

A listing of each stakeholder's expectations will be documented, reviewed for applicability and acceptance by the other stakeholders. Once they are acceptable to all of the stakeholders, the expectations will be defined as Program Outcomes along with the responsibilities of each Stakeholder to reach those Outcomes.

HDR Activities:

- Based on the listing of previously identified Stakeholders, compile a listing of each stakeholder's project expectations and requirements through individual meetings with each stakeholder.
- Develop a listing of known requirements for the Program.
- Assess the applicability of each Stakeholder's expectations.
- Quantify the requirements of each goal to include costs and regulatory and statute compliance and how they impact the Program.

HDR Deliverables:

- Preliminary listing of assembled expectations with potential impacts and costs for review by the County.
- At the direction of the County, finalize a listing of Program Outcomes and Responsibilities.
- At the direction of the County, draft agreements between project stakeholders if needed.

Examples, will not be limited to, but could include:

- Cost Sharing Activities
- Local Inter-Agency Agreements
- Maintenance Agreements
- Long-Term Governance
- Requirements of Long-Term Mitigation

TASK 1003 – Identification of Funding Sources and Strategies

Objective: (How will it be paid?)

The overall Program will require Funding from multiple sources. This task will compile a listing of potential sources, the requirements of each potential source, and the anticipated timing and availability of each source. An analysis of potentially leveraging identified funds with other funds will be explored along with phasing and contingency plans.

HDR Activities:

- Work with the County’s designated Infrastructure Surtax Advisory Committee to provide necessary project costs and data.
- Maintain a listing of estimated project costs.
- Identify available funding resources with the County, the City, FDOT, and the Triumph Corporation and list the requirements of each Funding Source that includes when the funds will be available.
- Overlay Availability of Funding Sources over the Preliminary Production Schedule to identify the proposed Funding Streams and adjust the Production Schedule as needed.

HDR Deliverables:

- A preliminary listing of Funding Sources and the requirements to obtain the Funding sources.
- A preliminary listing of Funding Strategies that could be investigated.

ORIGINAL

TASK 1004 – Preliminary Technical Production Schedule

Objective: (How long will it take?)

To develop a multi-year timeline for the overall duration of the Program that identifies critical timelines to allow proper planning of the Program and matches available Funding Sources and Program Goals. The original timeline will be used as a baseline for use with other Management Tasks such as Funding, Program Risk Analyses, and Executive Acceptance.

HDR Activities:

- Develop a Draft Production Schedule with a critical task timeline identified. The Plan will include all phases of the overall Bypass along with time durations for each component.
- County concurrence will be received for the Preliminary Draft Schedule.
- Obtain concurrence by Stakeholders, identified by the County, of the Preliminary Draft Schedule. This activity will be consistent with the development of the Implementation Plan that will be defined below.

HDR Deliverables:

- Draft Production Schedule in PDF format that is distributed to the County or any entity designated by the County once the Schedule is acceptable to the County.

ORIGINAL

TASK 1005 – Preliminary Implementation Plan Development and Review

Objective: (How will it be executed?)

Compile an overall Plan that includes Stakeholders, Outcomes, Timelines, and Funding Sources into one program document and complete a comprehensive review of the proposed Program with a Gap Analysis and SWOT Analysis (Strengths, Weaknesses, Opportunities, and Threats).

HDR Activities:

- Based on the defined Stakeholder Outcomes, develop a listing of the required Activities that will be required to complete the program.
- Align the previously developed Funding Sources with the Program Activities List and the Program Production Schedule.
- Confirm Alignment between Funding and Program Activities with comprehensive Gap Analysis.
- Draft Initial Implementation Plan and gain concurrence from Program Stakeholders with a SWOT Analysis from the perspective of the Stakeholders to identify and mitigate any potential problems with incorrect assumptions or proposed actions. Revise the Draft Implementation Plan based on Stakeholder input.

HDR Deliverables:

- Draft Activities List for the Program
- Draft Initial Implementation Plan
- Complete a Gap Analysis
- Distribute and obtain reviews and comments from Stakeholders.
- Preliminary Implementation Plan

TASK 1006 – Program Management Plan

Objective:

Based on the Preliminary Implementation Plan and coordination with the stakeholders, develop a single point of reference that will detail the processes and procedures to develop the program.

HDR Activities:

- Draft a Program Management Plan that includes:
 - Program Outcomes with Benefits/Metrics
 - Program Stakeholders with Roles and Responsibilities
 - Program Controls to include (contract administration, scopes, risk, quality and schedules)
 - Funding Strategies for the entire Program and individual Projects
 - Procurement Strategies for each project
 - Program Communications
- Development of a Decision Matrix that will be used throughout the Program duration.
- Presentation of the Final Implementation Plan to the County and Program Stakeholders.

HDR Deliverables:

- Final Implementation Plan
- Program Decision Matrix

ORIGINAL



CERTIFICATE OF LIABILITY INSURANCE

6/1/2019

DATE (MM/DD/YYYY)

1/4/2019

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).

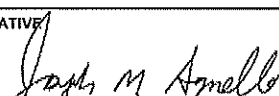
PRODUCER Lockton Companies 444 W. 47th Street, Suite 900 Kansas City MO 64112-1906 (816) 960-9000	CONTACT NAME: PHONE (A/C, No, Ext): _____ FAX (A/C, No): _____ E-MAIL ADDRESS: _____	
	INSURER(S) AFFORDING COVERAGE	
INSURED 1429583 HDR ENGINEERING, INC. 1917 SOUTH 67TH STREET OMAHA NE 68106	INSURER A: Lexington Insurance Company NAIC # 19437	
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** 15812421 **REVISION NUMBER:** XXXXXXXX

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
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			NOT APPLICABLE			EACH OCCURRENCE \$ XXXXXXXX DAMAGE TO RENTED PREMISES (Ea occurrence) \$ XXXXXXXX MED EXP (Any one person) \$ XXXXXXXX PERSONAL & ADV INJURY \$ XXXXXXXX GENERAL AGGREGATE \$ XXXXXXXX PRODUCTS - COMP/OP AGG \$ XXXXXXXX \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			NOT APPLICABLE			COMBINED SINGLE LIMIT (Ea accident) \$ XXXXXXXX BODILY INJURY (Per person) \$ XXXXXXXX BODILY INJURY (Per accident) \$ XXXXXXXX PROPERTY DAMAGE (Per accident) \$ XXXXXXXX \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			NOT APPLICABLE			EACH OCCURRENCE \$ XXXXXXXX AGGREGATE \$ XXXXXXXX \$ XXXXXXXX
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	NOT APPLICABLE			<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ XXXXXXXX E.L. DISEASE - EA EMPLOYEE \$ XXXXXXXX E.L. DISEASE - POLICY LIMIT \$ XXXXXXXX
A	ARCH & ENG PROFESSIONAL LIABILITY	N	N	061853691	6/1/2018	6/1/2019	PER CLAIM: \$1,000,000 AGGREGATE: \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 PROGRAM MANAGEMENT FOR THE SOUTHWESTERN CRESTVIEW BYPASS AND RASPBERRY ROAD CONNECTOR

CERTIFICATE HOLDER 15812421 OKALOOSA COUNTY BOARD OF COUNTY COMMISSIONERS OKALOOSA COUNTY PURCHASING DEPARTMENT ATTN: VICTORIA TARAVELLA 5479A OLD BETHEL ROAD 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 
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**PROCUREMENT/CONTRACT/LEASE
INTERNAL COORDINATION SHEET**

Procurement/Contract/Lease Number: C19-2767-BW Tracking Number: 3242-19
Procurement/Contractor/Lessee Name: HDR Engneer, Inc Grant Funded: YES NO
Purpose: Amendment
Date/Term: 1-2-24 1. GREATER THAN \$100,000
Amount: TBD 2. GREATER THAN \$50,000
Department: PW 3. \$50,000 OR LESS
Dept. Monitor Name: Auty

Purchasing Review

Procurement or Contract/Lease requirements are met:
DeRita Mason Date: 1-11-19
Purchasing Manager or designee Jeff Hyde, DeRita Mason, Victoria Taravella

2CFR Compliance Review (if required)

Approved as written: Nothing new for federal Grant Name: _____
_____ Date: _____
Grants Coordinator Danielle Garcia

Risk Management Review

Approved as written: no risk changes Date: _____
_____ Date: _____
Risk Manager or designee Laura Porter or Krystal King

County Attorney Review

Approved as written: see email attach Date: 1/15/19
_____ Date: _____
County Attorney Gregory T. Stewart, Lynn Hoshihara, Kerry Parsons or Designee

Following Okaloosa County approval:

Clerk Finance

Document has been received: _____ Date: _____
_____ Date: _____
Finance Manager or designee

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

Procurement/Contract/Lease Number: RFA 0819 Tracking Number: 3197-19
 Procurement/Contractor/Lessee Name: Horz Engneris Inc Grant Funded: YES NO
 Purpose: program managment for OCPW
 Date/Term: 5yrs w/ 154 renewal 1. GREATER THAN \$100,000
 Amount: By TO 2. GREATER THAN \$50,000
 Department: pw 3. \$50,000 OR LESS
 Dept. Monitor Name: auty

Purchasing Review

Procurement or Contract/Lease requirements are met:
DeRita Mason Date: 11-30-18
 Purchasing Manager or designee Jeff Hyde, DeRita Mason, Victoria Taravella

2CFR Compliance Review (if required)

Approved as written: ^{Add} * cost price analysis ?
[Signature] Date: 12.3.18
 Grants Coordinator Danielle Garcia

Risk Management Review

Approved as written: see email attached
[Signature] Date: 12-21-18
 Risk Manager or designee Laura Porter or Krystal King

County Attorney Review

Approved as written: see email attached
[Signature] Date: 12-21-18
 County Attorney Gregory T. Stewart, Lynn Hoshihara, Kerry Parsons or Designee

Following Okaloosa County approval:

Clerk Finance

Document has been received:
[Signature] Date: _____
 Finance Manager or designee

DeRita Mason

From: Lynn Hoshihara
Sent: Friday, December 21, 2018 8:26 AM
To: DeRita Mason; Parsons, Kerry
Subject: Re: HDR Contract RFQ PW 08-19

This is approved as to legal sufficiency.

Lynn M. Hoshihara

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: Friday, December 21, 2018 8:25 AM
To: Lynn Hoshihara; Parsons, Kerry
Subject: RE: HDR Contract RFQ PW 08-19

With revisions.

Thank you,

DeRita

From: Lynn Hoshihara
Sent: Thursday, December 20, 2018 4:32 PM
To: DeRita Mason <dmason@myokaloosa.com>; Parsons, Kerry <KParsons@ngn-tally.com>
Subject: Re: HDR Contract RFQ PW 08-19

DeRita,

Attached are my suggested changes and comments to the proposed HDR contract.

Thanks,
Lynn

Lynn M. Hoshihara

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: Lynn Hoshihara
Sent: Thursday, December 20, 2018 4:48 PM
To: DeRita Mason; Parsons, Kerry
Subject: Re: HDR Contract RFQ PW 08-19

DeRita,

DeRita Mason

From: Scott Bitterman
Sent: Wednesday, December 19, 2018 2:28 PM
To: DeRita Mason
Cc: Jason Autrey
Subject: Program Management for the Southwestern Crestview Bypass and Raspberry Road - Budget Estimate PW 08-19

DeRita,

I estimate the following task orders for the contract in the subject line:

Redesign of Phase IV - \$680,000
Design of Phase V - \$2,155,000
Right of Way of Phase V - \$500,000
CEI of Phase V - \$7,650,000
Program Management - \$1,560,000

Total - \$12,545,000

Scott

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A NEW WAY TO SIGN IN - If you already have a SAM account, use your SAM email for login.gov. [Log In](#)

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- ALERT - There may be a delay in data updates between the Small Business Administration (SBA) and SAM. If you notice any issues with your entity's SBA status or trouble on the SBA Supplemental page, please contact the Federal Service Desk.
- ALERT - June 11, 2018: Entities registering in SAM must submit a [notarized letter](#) appointing their authorized Entity Administrator. Read our [updated FAQs](#) to learn more about changes to the notarized letter review process and other system improvements.

Search Results

Quick Search Results

Total records: 1

[Save PDF](#) [Export Results](#) [Print](#)

Result Page: 1

Sort by **Relevance** Order by **Descending**

Your search for returned the following results...

Entity	HDR ENGINEERING, INC.	Status: Active
DUNS: 173364006	CAGE Code: 4T3X9	View Details
Has Active Exclusion?: No	DoDAAC:	
Expiration Date: 10/03/2019	Debt Subject to Offset? No	
Purpose of Registration: All Awards		

Result Page: 1

[Save PDF](#) [Export Results](#) [Print](#)



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- [Privacy Policy](#)
- [FAPHS.gov](#)
- [GSA.gov/IAE](#)
- [GSA.gov](#)
- [USA.gov](#)

This is a U.S. General Services Administration Federal Government computer system that is "FOR OFFICIAL USE ONLY." This system is subject to monitoring. Individuals found performing unauthorized activities are subject to disciplinary action including criminal prosecution.



CERTIFICATE OF LIABILITY INSURANCE

6/1/2019

DATE (MM/DD/YYYY)

1/4/2019

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 Lockton Companies 444 W. 47th Street, Suite 900 Kansas City MO 64112-1906 (816) 960-9000	CONTACT NAME:		
	PHONE (A/C, No, Ext):	FAX (A/C, No):	
INSURED 1429583 HDR ENGINEERING, INC. 1917 SOUTH 67TH STREET OMAHA NE 68106	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A : Lexington Insurance Company		19437
	INSURER B :		
	INSURER C :		
	INSURER D :		
	INSURER E :		
INSURER F :			

COVERAGES CERTIFICATE NUMBER: 15812421 REVISION NUMBER: XXXXXXXX

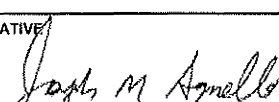
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INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			NOT APPLICABLE			EACH OCCURRENCE \$ XXXXXXXX DAMAGE TO RENTED PREMISES (Ea occurrence) \$ XXXXXXXX MED EXP (Any one person) \$ XXXXXXXX PERSONAL & ADV INJURY \$ XXXXXXXX GENERAL AGGREGATE \$ XXXXXXXX PRODUCTS - COM/OP AGG \$ XXXXXXXX \$
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	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			NOT APPLICABLE			EACH OCCURRENCE \$ XXXXXXXX AGGREGATE \$ XXXXXXXX \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			NOT APPLICABLE			PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ XXXXXXXX E.L. DISEASE - EA EMPLOYEE \$ XXXXXXXX E.L. DISEASE - POLICY LIMIT \$ XXXXXXXX
A	ARCH & ENG PROFESSIONAL LIABILITY	N	N	061853691	6/1/2018	6/1/2019	PER CLAIM: \$1,000,000 AGGREGATE: \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
PROGRAM MANAGEMENT FOR THE SOUTHWESTERN CRESTVIEW BYPASS AND RASPBERRY ROAD CONNECTOR

CERTIFICATE HOLDER

CANCELLATION

15812421 OKALOOSA COUNTY BOARD OF COUNTY COMMISSIONERS OKALOOSA COUNTY PURCHASING DEPARTMENT ATTN: VICTORIA TARAVELLA 5479A OLD BETHEL ROAD 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 
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9110
PW#3

**BOARD OF COUNTY COMMISSIONERS
AGENDA REQUEST**

DATE: January 2, 2019
TO: Honorable Chairman and Distinguished Members of the Board
FROM: Stephanie Herrick
SUBJECT: HDR Engineering, Inc.
DEPARTMENT: OMB
BCC DISTRICT: 3- Boyles

STATEMENT OF ISSUE: Request approval of the contract with HDR Engineering, Inc. to provide Program Management Services for the Southwestern Crestview Bypass Project and Raspberry Road Connector Project.

BACKGROUND & ANALYSIS: A Request for Qualifications for Program Management Services for the Southwestern Crestview Bypass Project and Raspberry Road Connector Project was issued with an opening due date of November 7, 2018. At that time, Purchasing received one (1) proposal. The proposal was evaluated by the Review Committee and it was determined that HDR Engineering, Inc. was the most responsive and qualified respondent. The notice of the Intent to Award was issued on November 23, 2018 and all parties were notified that HDR Engineering, Inc. had been selected.

Funding Source, (if Applicable):
This will be a contract with individual task orders. Each task order may have a different funding source.

OPTIONS: Approve/Deny

RECOMMENDATION: Request approval of the contract with HDR Engineering, Inc. to provide Program Management Services for the Southwestern Crestview Bypass Project and Raspberry Road Connector Project.

Stephanie Herrick
Stephanie Herrick, Director 12/26/2018

RECOMMENDED BY:

Kay Godwin
Kay Godwin, Deputy County Administrator 12/26/2018

APPROVED BY:

AGREEMENT FOR CONTRACTOR SERVICES
(Master Services Agreement)
Between
The Board of County Commissioners of Okaloosa
County And
HDR ENGINEERING, INC.

This Agreement made on January 2, 2019 between **Board of County Commissioners of Okaloosa County** (the "COUNTY"), whose address is 1250 N. Eglin Pkwy, Shalimar, Florida 32579, and **HDR Engineering, Inc.**(the "CONTRACTOR"), a Nebraska Corporation authorized to conduct business in the State of Florida, whose address is 25 West Cedar Street, Suite 200, Pensacola, FL 32502.

RECITALS

WHEREAS, COUNTY will require the services of qualified firms to serve as the Program Management Company for the Southwester Crestview Bypass and Raspberry Rd Connector Project, as determined by the COUNTY; and

WHEREAS, pursuant to Section 287.055, Florida Statutes, the COUNTY has selected CONTRACTOR through a competitive selection process; and

WHEREAS, the CONTRACTOR has the expertise, and has thorough knowledge of such services, presented its expertise and knowledge in the statement of qualifications the CONTRACTOR submitted to the COUNTY dated November 7, 2018 in response to RFQ #PW 08-19.

WHEREAS, the COUNTY, as a recipient of federal assistance, is required to incorporate specific provisions in all contracts, regardless of funding source, with additional provisions being required for federally funded projects. These provisions are being incorporated into this Agreement as stated in Exhibit "B" attached hereto.

NOW, THEREFORE, in consideration of the mutual promises herein, the COUNTY and the CONTRACTOR 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. Contractor's submittal to RFQ #PW 08-19 is attached hereto as Exhibit "A" and incorporated by reference.

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 may consist of the following characteristics:

All professional engineering services including but not limited to: program management; risk assessment; roadway planning; alternatives analysis; environmental studies; economic analysis; alternative delivery experience to design-bid-build; roadway design including pavement selection, stormwater management, traffic control; right-of-way acquisition; proposal preparation; construction engineering and inspection; bridge structural review; coordination with state agencies; coordination with the Triumph Gulf Cost, Inc.; presentations to the Okaloosa County Board of County Commissioners (BCC) and the general public; assistance in identifying and acquiring grants and loans from federal agencies or other applicable sources of funding; grant administration; and geotechnical studies.; 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

CONTRACT # C19-2767-PW
HDR, ENGINEERING, INC.
PROGRAM MANAGEMENT FOR RASPBERRY ROAD
EXPIRES: 1/2/2024 W/ 1- 5 YR RENEWAL

contractor shall be under the general direction of the County Department Director initiating the work or his/her designee, who shall act as the County's representative during the performance of the scope of services.

On an as-needed basis, COUNTY will issue Task Orders to the CONTRACTOR describing the work required for each assignment to be undertaken under this AGREEMENT. In response, the CONTRACTOR will prepare a scope of services and cost, 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 CONTRACTOR.

1.3. Term of AGREEMENT. This AGREEMENT will become effective upon full execution of this document by both parties and will run through October 31, 2023. Upon mutual written consent of both Parties, the AGREEMENT may be renewed for one (1) two (2) year period. When this AGREEMENT expires, it will be automatically extended for any individual executed Task Orders until the scope of services is completed and final invoice is paid. Regarding the previous TASK ORDER AGREEMENT FOR CONTRACTOR SERVICES (if applicable), any existing Task Orders for work not yet completed shall proceed and be extended under the terms and conditions of the previous agreement.

SECTION 2. ADDITIONAL SERVICES

2.1. Written Authorization. Additional services may be required in carrying out the work. These Additional Services will be undertaken only upon written Amendment to the AGREEMENT and upon written authorization by both parties.

SECTION 3. OBLIGATIONS OF THE COUNTY

3.1. The COUNTY's Responsibilities. It is agreed that certain obligations shall be performed or furnished by the COUNTY. These obligations include:

- 3.1.1.** Designating a representative who shall have authority to transmit instructions, receive information and enunciate the COUNTY's policies and decisions; COUNTY's representative shall be identified in the AGREEMENT. The COUNTY shall have the right, from time to time, to change the Designated Representative under the AGREEMENT, by sending notice at least ten (10) business days prior to the change in writing.
- 3.1.2.** Arranging for and holding promptly any required meetings.
- 3.1.3.** Provide boundary and topographical surveys of the APWRF property. Furnish depth of existing utilities on the topographical survey at locations where horizontal directional bores or jack-and-bores are required.
- 3.1.4.** Making available to the CONTRACTOR all known existing information which may, in any way, be pertinent to the work herein described. CONTRACTOR will reasonably rely upon the accuracy, timeliness, and completeness of the information provided by the COUNTY.
- 3.1.5.** Respond within a reasonable time to the CONTRACTOR's requests for written decisions or determinations, pertaining to the work, so as not to delay the services of the CONTRACTOR.
- 3.1.6.** Giving prompt written notice to the CONTRACTOR whenever the COUNTY becomes aware of any event, occurrence, condition or circumstance which may substantially affect the CONTRACTOR's performance of services under this AGREEMENT.

SECTION 4. General CONTRACTOR Obligations.

- 4.1.** In addition to the specific scope(s) of service required under each authorized Task Order, CONTRACTOR shall be responsible for the following:
 - 4.1.1.** CONTRACTOR shall designate in writing a person to act as CONTRACTOR's representative with respect to the services to be rendered under this AGREEMENT. Such person shall have complete authority to

receive instructions and information from the COUNTY and interpret and define CONTRACTOR's policies, specifications, and reports. CONTRACTOR shall have the right, from time to time, to change the Designated Representative under the AGREEMENT, by sending notice at least ten (10) business days prior to the change in writing.

- 4.1.2. CONTRACTOR 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 five years following completion of services; or (2) the minimum period specified by the Florida Department of State. This record retention period may, upon notice to the CONTRACTOR by the COUNTY, be automatically extended during the course of any administrative or judicial action involving the COUNTY regarding matters to which the records are relevant.
- 4.1.3. CONTRACTOR shall maintain books, records, and documents directly pertinent to the performance under this AGREEMENT in accordance with generally accepted accounting principles consistently applies. The United States Environmental Protection Agency, the Comptroller General of the United States, the Department of Environmental Protection, the State, Okaloosa County, or their authorized representatives shall have access to such records for audit purposes during the term of this AGREEMENT and for five years following this AGREEMENT's completion.

SECTION 5. Contractor Indemnification and Claims.

- 5.1. The COUNTY agrees to include within contracts pertaining to construction under this AGREEMENT provisions providing contractor indemnification of the COUNTY and CONTRACTOR for other contractor's negligence.
- 5.2. The COUNTY shall require construction contractor(s) to name the COUNTY and CONTRACTOR as additional insureds on the contractor's general liability insurance policy.
- 5.3. **Changes.** The COUNTY may make or approve changes within the Scope of Services. If such changes affect CONTRACTOR's cost of or time for performance of the Services, an equitable adjustment may be made through an amendment in writing fully executed by both parties to the AGREEMENT.
- 5.4. **Indemnification.** CONTRACTOR shall indemnify and hold harmless COUNTY and CITY OF CRESTVIEW, 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. The Parties further agree that nothing contained herein is intended to nor shall be construed a waiver of the COUNTY and CITY OF CRESTVIEW rights and immunities under Section 768.28, Florida Statutes, as amended from time to time.

SECTION 6. TIME SCHEDULE

- 6.1. **Authorization.** Unless otherwise directed by the COUNTY, in writing, the CONTRACTOR shall commence the performance of the Basic Services upon execution of the AGREEMENT by both parties which shall constitute Authorization to Proceed.
- 6.2. **Additional Services.** Performance of any of the Additional Services described in Section 2 will commence as described in an executed written amendment to the AGREEMENT by both parties and shall be completed in accordance with a schedule set forth in the authorization.

SECTION 7. AMOUNT AND METHOD OF PAYMENT

- 7.1. **Method of Payment.** For services provided under Section 1, Basic Services, and Section 2, Additional Services, payment shall be made in accordance with each authorized Task Order. CONTRACTOR will submit invoices for each Task Order to the COUNTY covering services completed to date and for those

deliverables being completed and submitted. Each invoice will be prepared in CONTRACTOR's standard form and supported by documentation according to CONTRACTOR's standard practice. CONTRACTOR shall submit a progress report with each invoice. Within thirty (30) days of receipt of the invoice, the COUNTY 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 thirty (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 CONTRACTOR shall clearly state "Final Invoice" on the CONTRACTOR's final/last invoice to the COUNTY. This shall indicate that contracted services have been performed and all charges and costs have been invoiced to the COUNTY. This invoice shall close all future billings and future charges shall be waived by CONTRACTOR. CONTRACTOR shall deliver to the COUNTY for approval and acceptance, and before being eligible for final payment of any amounts due, all documents and materials required.

7.2. Payment by the COUNTY. The COUNTY will process payment to the CONTRACTOR within thirty (30) days after receipt of CONTRACTOR's invoice.

7.3. Compensation. The compensation for work tasks 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 CONTRACTOR's rates, included as Exhibit A, for the actual time worked on the project. Rates are not subject to change for the first three-year term. Exhibit A also includes the rates for the additional renewal periods. Reimbursement for Direct Expenses is also included in Exhibit A.

7.3.1. Direct Expenses are those necessary costs and charges incurred for the project as described in the Task Order and further explained in Exhibit A. CONTRACTOR 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 CONTRACTOR 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 written and fully executed Amendment of this AGREEMENT.

7.3.2. Rates to be utilized for the duration of this AGREEMENT 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.

SECTION 8. CHANGES

8.1. Written Authorization. The COUNTY may, at any time, by written fully executed amendment to the AGREEMENT, make changes in the services or work to be performed within the general scope of this AGREEMENT, including alterations, reductions, therein or additions thereto.

8.2. Equitable Adjustment. Upon receipt by the CONTRACTOR of the COUNTY's notification of a contemplated change, the CONTRACTOR shall (1) if requested by the COUNTY, provide an estimate for the increase or decrease in cost due to the contemplated change, (2) notify the COUNTY of any estimated change in the completion date, and (3) advise the COUNTY in writing if the contemplated change shall affect the CONTRACTOR's ability to meet the completion dates or schedules. If such changes cause an increase or decrease in the Contractor's cost of, or time required for, performance of any services, an equitable adjustment may be made and the AGREEMENT shall be modified in a fully executed written amendment.

SECTION 9. DISPUTES

9.1. Dispute Resolution. If a dispute or complaint [Dispute] arises concerning this AGREEMENT, CONTRACTOR and the COUNTY will use their best efforts to negotiate a resolution of the Dispute.

SECTION 10. DELAY OR SUSPENSION OF WORK

10.1. Convenience of the COUNTY. The COUNTY may order the CONTRACTOR to suspend, delay, or interrupt all or any part of the CONTRACTOR's services for such period of time as the COUNTY may determine to be appropriate for the convenience of the COUNTY.

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

SECTION 11. TERMINATION OF AGREEMENT

11.1. Written Notice. This AGREEMENT may be terminated by the COUNTY, without cause or for convenience, with thirty (30) calendar days' written notice. Furthermore, this AGREEMENT may be terminated with written notice for cause if either party fails substantially to perform through no fault of the other and does not commence correction of such nonperformance within five (5) calendar days of written notice and diligently complete the correction thereafter.

11.2. Adjustment for Services Performed. In the event that this AGREEMENT is terminated by either party, the CONTRACTOR 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 the AGREEMENT or subsequent Amendments, unless otherwise agreed.

11.3. Termination for non-adherence to Public Records. This AGREEMENT may be unilaterally canceled by the COUNTY for unlawful refusal by the CONTRACTOR to allow public access to all documents, papers, letters, or other material made or received by the CONTRACTOR in conjunction with this AGREEMENT and subject to disclosure under Chapter 119, Florida Statutes (F.S.), and Section 24(a), Art. 1, Florida Constitution.

SECTION 12. INSURANCE

12.1. CONTRACTOR's Coverage. Prior to commencing work, the CONTRACTOR 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 the COUNTY in a form acceptable to the COUNTY. 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 of X or higher.

12.2. Additional Insured. The CONTRACTOR's policies or certificates for general and motor vehicle liability insurance shall name the COUNTY as an Additional Insured.

12.3. Certificate of Insurance. All policies or certificates therefore, shall provide that thirty (30) days prior to cancellation or material change in the policies, notice of same shall be given to the COUNTY by certified

mail, return receipt requested, for all policies so affected.

12.4. Minimum Coverage. The minimum required coverage is the following:

12.4.1. 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.

12.4.2. General Liability. Commercial 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 CONTRACTOR with respect to all work performed by the CONTRACTOR under this AGREEMENT.

Bodily Injury, including death:
\$1,000,000 each person
\$1,000,000 each accident
Property Damage: \$500,000 each accident

12.4.3. 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

12.4.4. Professional Liability. Professional liability insurance in an amount of at least \$1,000,000 total limit of liability per claim and aggregate.

SECTION 13. GENERAL PROVISIONS

13.1. Successors. This AGREEMENT is binding on the successors and assigns of the COUNTY and CONTRACTOR. The AGREEMENT may not be assigned by CONTRACTOR in whole or in part to any third parties without the written consent of the COUNTY.

13.2. Independent Contractor. CONTRACTOR represents that it is an independent contractor and is not an employee of the COUNTY and CONTRACTOR shall be solely responsible for, at its own expense, with- holding of all taxes, social security and insurance payments for its employees or agents. Under no circumstances shall CONTRACTOR or any of CONTRACTOR's employees look to the COUNTY as his/her employer, or as partner, agent or principal. Neither CONTRACTOR nor its employees shall be entitled to any benefits accorded to the COUNTY's employees, including without limitation worker's compensation, disability insurance, vacation or sick pay.

13.3. 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. All notices required in this AGREEMENT shall be in writing to the Designated Representative listed below:

13.3.1. Representatives.

13.3.1.1. The authorized representatives of the COUNTY shall be:

Name: Jason Autrey
Title: Director
Company: Okaloosa County Public Works
Department
Address: 1759 S. Ferdon Boulevard
Crestview, FL 32536
Telephone: 850.689.5772
Fax: 850.689-5715
E-Mail: jautrey@myokaloosa.com

13.3.1.2. The authorized representative for CONTRACTOR shall be:

Name: John Wimberly
Title: Vice President
Company: HDR Engineering, Inc.
Address: 25 West Cedar Street, Suite 200
Pensacola, FL 32502
Telephone: 850-429-8900
Fax: 850-432-8010
Email: john.wimberly@hdrinc.com

13.3.1.3 Courtesy copy to:

Contracts & Leases Coordinator
DeRita Mason
Okaloosa County Purchasing Department
5479A Old Bethel Road
Crestview, FL 32536
Fax: 850-689-5998

An address change may be sent to the other party at least ten (10) business days prior to its effective date.

- 13.4. Entire AGREEMENT.** This AGREEMENT, including any Amendments, schedules, attachments and referenced documents, is the entire agreement between the COUNTY and the CONTRACTOR. 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 fully executed by the COUNTY and CONTRACTOR. Attachments included and incorporated herein by reference are:
- 13.4.1.** Exhibit A – Compensation and Hourly Per Diem Rate Schedule and Standard Rates for Direct Expenses for Professional Consulting Engineering Services to OCPW as set forth in CONTRACTOR’s submittal to RFQ #PW08-19.
- 13.4.2.** Exhibit B - Standard Contract Clauses.
- 13.5. Governing Law & Venue** This AGREEMENT shall be interpreted in accordance with the laws of the State of Florida without regard to its principles of conflicts of laws. Venue for any legal proceedings arising out of this AGREEMENT shall be in Okaloosa County, Florida.
- 13.6. Compliance with the Law.** CONTRACTOR shall comply with all applicable federal, state, and local rules and regulations in providing services to the COUNTY under this AGREEMENT. CONTRACTOR acknowledges that this requirement includes, but is not limited to, compliance with all applicable federal, state and local health and safety rules and regulations.
- 13.7. 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.
- 13.8. Covenants.**
- 13.8.1.** The standard of care applicable to CONTRACTOR's engineering or related services will be the degree of skill and diligence normally employed by professional engineers or contractors performing the same or similar services at the time and the same locale said services are performed. CONTRACTOR will re-perform any engineering or related services not meeting this standard without additional compensation. CONTRACTOR represents that it has or will secure at its own expense all necessary personnel, software, and equipment required to perform the services required by this AGREEMENT, unless modified by an Amendment. Such personnel shall not be employees of, or have a contractual relationship with the COUNTY. CONTRACTOR 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 this AGREEMENT.

13.8.2. CONTRACTOR 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.

13.9. Lower-Tier Subcontracts. CONTRACTOR represents that it will not subcontract any portion of the services to be performed under this AGREEMENT without the prior written consent of the COUNTY, which consent may be withheld at the COUNTY's sole discretion. CONTRACTOR 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 the COUNTY, nor shall the COUNTY have any liability to any lower- tier subcontractor. The CONTRACTOR shall be solely responsible for the satisfactory performance of services subcontracted by the CONTRACTOR.

13.10. Unauthorized Employment. The employment of unauthorized aliens by CONTRACTOR and any subcontractors subcontracted by the CONTRACTOR is considered a violation of Section 274A(e) of the Immigration and Nationality Act. If the CONTRACTOR knowingly employs unauthorized aliens, such violation shall be cause for unilateral cancellation of this Agreement.

13.11. Confidentiality and Public Records.

13.11.1. CONTRACTOR warrants that it will not disclose and will hold confidential all technical data or other information furnished to CONTRACTOR by the COUNTY, or reviewed or generated by CONTRACTOR, including without limitation, all data reports, opinions, conclusions, or recommendations prepared by CONTRACTOR.

13.11.2. Notwithstanding the foregoing, CONTRACTOR shall not be obligated to maintain confidentiality of any such information if (1) its disclosure is required by applicable law or regulation, including but not limited to, Florida Statutes Chapter 119; (2) its disclosure is ordered by a court of competent jurisdiction or other governmental order or directive; (3) the COUNTY consents in writing (4) the information is/or becomes part of the public domain through no fault or negligence of CONTRACTOR; or (5) CONTRACTOR lawfully possessed the information prior to receipt from the COUNTY, provided however, in the event the CONTRACTOR shall be so required to disclose any such information pursuant to (1) or (2) above, CONTRACTOR shall prior to disclosure, give notice to the COUNTY, who shall have the right, at its own expense, to interpose all objections it may have to the disclosure of the information.

13.11.3. 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 AGREEMENT, 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. CONTRACTOR must comply with the public records laws, Florida Statute Chapter 119, specifically CONTRACTOR must: (1) Keep and maintain public records required by the COUNTY to perform the service; (2) 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; (3) 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; (4) 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.

- 13.12. Conflict of Interest.** CONTRACTOR represents 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. A conflict of interest is defined to be any interest which in the COUNTY's reasonable judgment has the affect or appearance of affecting CONTRACTOR's impartial performance of its services.
- 13.13. Third Party Beneficiaries.** It is specifically agreed between the parties executing this AGREEMENT that it is not intended by any of the provisions of any part of the AGREEMENT to create in the public or any member thereof, a third party beneficiary under this AGREEMENT, or to authorize anyone not a party of this AGREEMENT to maintain a suit for personal injuries or property damage pursuant to the terms or provisions of this AGREEMENT.
- 13.14. 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: the more specific and detailed provision shall take precedence.
- 13.15. Publicity.** CONTRACTOR shall not disclose the COUNTY's name or the nature of its services being provided or engage in any other publicity or public media disclosures with respect to its services to be performed under this AGREEMENT without the prior written consent of the COUNTY.

13.16. Taxes. CONTRACTOR agrees to pay all sales, use, or other taxes, assessments and other similar charges when due now or in the future, required by any local, state or federal law, as it pertains to this AGREEMENT. CONTRACTOR further agrees that it shall protect, reimburse, and indemnify the COUNTY and assume all liability for its tax and assessment obligations under the terms of this AGREEMENT.

13.17. CONTRACTOR's Personnel at Construction Site.

13.17.1. The presence or duties of CONTRACTOR's personnel at a construction site, whether as onsite representatives or otherwise, does not make CONTRACTOR or CONTRACTOR's personnel in any way responsible for those duties that belong to the COUNTY 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.

13.17.2. CONTRACTOR and CONTRACTOR'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 CONTRACTOR's own personnel.

13.17.3. The presence of CONTRACTOR's personnel at a construction site is for the purpose of providing to the COUNTY 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). CONTRACTOR 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 14. SPECIAL PROVISIONS, EXHIBITS AND SCHEDULE

14.1. This AGREEMENT is subject to the following special provisions:

14.1.1. Opinions of Cost, Financial Considerations, and Schedules. In providing opinions of cost, financial analyses, economic feasibility projections, and schedules, CONTRACTOR 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, CONTRACTOR makes no warranty that actual costs, financial aspects, economic feasibility, or schedules will not vary from CONTRACTOR's opinions, analyses, projections, or estimates. The COUNTY will employ an independent cost estimator, contractor, or other appropriate advisor if the COUNTY requires greater assurance as to any element of cost, feasibility, or schedule.

- 14.1.2. Advertisements, Permits, and Access.** Unless otherwise agreed to in the executed Task Orders, the COUNTY 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 CONTRACTOR's services or project construction.
- 14.1.3. CONTRACTOR's Deliverables.** CONTRACTOR's deliverables, including record drawings, are limited to the sealed and signed hard copies. Computer-generated drawing files furnished by CONTRACTOR are for the COUNTY's convenience. Any conclusions or information derived or obtained from these files will be at user's sole risk.
- 14.1.4. Legal Assistance.** The Scope of Services in this AGREEMENT does not include costs of CONTRACTOR for required or requested assistance to support, prepare, document, bring, defend, or assist in litigation undertaken or defended by the COUNTY. All such services required or requested of CONTRACTOR by the COUNTY, except for suits or claims between the parties to this AGREEMENT, or where both are parties to a suit or claim, will be reimbursed to the COUNTY as mutually agreed, and payment for such services will be in accordance with a separate fully executed written Amendment to this AGREEMENT.
- 14.1.5. Audit and Record Keeping.** The COUNTY and/or its designee shall have the right from time to time at its sole expense to audit the compliance by the CONTRACTOR with the terms, conditions, obligations, limitations, restrictions and requirements of this AGREEMENT and such right shall extend for a period of five (5) years after termination of this AGREEMENT. The CONTRACTOR shall maintain books, records and documents directly pertinent to performance under this Agreement in accordance with generally accepted accounting principles consistently applied.

SECTION 15. FEDERAL REGULATIONS

- 15.1** The parties agree to comply with the Federal Regulations as set forth in Exhibit B, which is expressly incorporated herein as part of the Agreement.

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SECTION 16. AUTHORIZATION FOR EXECUTION

15.1.1. Execution Authority. This AGREEMENT is a valid and authorized undertaking of the COUNTY and CONTRACTOR. The representatives of the COUNTY and CONTRACTOR 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 first page of this AGREEMENT.


HDR ENGINEERING, INC.

Christine S. Keffer, VP
Printed Name/Title

Christine S. Keffer
Signature

December 21, 2018
Date:

OKALOOSA COUNTY, FLORIDA

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

Date: 1, 2, 2019


ATTEST:
J.D. Peacock II
J.D. Peacock II, Clerk 

EXHIBIT "A"

HDR Wage Rates (Program Management for Southwest Crestview Bypass)					
<u>Classification</u>	2019 Rates	2020 Rates	2021 Rates	2022 Rates	2023 Rates
<u>Management Staff</u>					
Program Manager	\$305.00	\$314.15	\$323.57	\$333.28	\$343.28
Chief Engineer	\$230.00	\$236.90	\$244.01	\$251.33	\$258.87
<u>Professional Staff</u>					
Project Manager	\$200.00	\$206.00	\$212.18	\$218.55	\$225.10
Construction Resident Engineer	\$230.00	\$236.90	\$244.01	\$251.33	\$258.87
Senior Professional Engineer	\$180.00	\$185.40	\$190.96	\$196.69	\$202.59
Senior Structural Engineer	\$180.00	\$185.40	\$190.96	\$196.69	\$202.59
Structural Engineer	\$150.00	\$154.50	\$159.14	\$163.91	\$168.83
Senior Planner	\$160.00	\$164.80	\$169.74	\$174.84	\$180.08
Project Engineer	\$140.00	\$144.20	\$148.53	\$152.98	\$157.57
Engineering Intern	\$95.00	\$97.85	\$100.79	\$103.81	\$106.92
Senior Environmental Scientist	\$150.00	\$154.50	\$159.14	\$163.91	\$168.83
Senior Economist	\$380.00	\$391.40	\$403.14	\$415.24	\$427.69
Economist	\$235.00	\$242.05	\$249.31	\$256.79	\$264.49
<u>Technical Staff</u>					
Senior Real Estate Specialist	\$210.00	\$216.30	\$222.79	\$229.47	\$236.36
Real Estate Agent	\$130.00	\$133.90	\$137.92	\$142.05	\$146.32
<u>Field Staff</u>					
Construction Contract Administrator	\$135.00	\$139.05	\$143.22	\$147.52	\$151.94
Senior Construction Inspector	\$90.00	\$92.70	\$95.48	\$98.35	\$101.30
Construction Inspector	\$75.00	\$77.25	\$79.57	\$81.95	\$84.41
<u>Administrative Staff</u>					
Accounting/Admin	\$75.00	\$77.25	\$79.57	\$81.95	\$84.41

Note 1: 3% Escalation applied for every year

Note 2: Renegotiation will occur after year 5

Tierra Inc
Okaloosa GEC Rate Schedule 9-18-2018

Tierra Geotechnical Wage Rates for Okaloosa County GEC			
		Years 1-3	Years 4-5
Chief Geotechnical Engineer		\$ 200.00	\$ 208.00
Senior Geotechnical Engineer		\$ 185.00	\$ 192.00
Chief Scientist		\$ 162.00	\$ 168.00
Geotechnical Engineer		\$ 145.00	\$ 150.00
Senior Scientist		\$ 135.00	\$ 140.00
Senior Designer		\$ 109.00	\$ 113.00
Engineering Intern		\$ 105.00	\$ 109.00
Senior Engineering Technician		\$ 95.00	\$ 99.00
Geotechnical Technician		\$ 82.00	\$ 85.00
Secretary/Clerical		\$ 76.00	\$ 79.00
Item Description	Unit	Unit Price	
Geotechnical Field Investigation Rates			
612-Geo Mobilization Drill Rig Truck Mount	Each	\$ 350.00	
614-Geo Mobilization Mudbug/All Terrain Vehicle	Each	\$ 700.00	
610-Geo Mobilization Drill Rig Track Mount	Each	\$ 3,250.00	
418-Geo Drill Crew Support Vehicle	Day	\$ 160.00	
609-Geo Mobilization Drill Rig Barge Mount	Each	\$ 7,500.00	
405-Geo Barge (Owned)	Day	\$ 2,500.00	
618-Geo Mobilization Support Boat	Each	\$ 500.00	
618.1-Geo Support Safety Boat	Day	\$ 500.00	
619-Geo Mobilization Tri-Pod	Each	\$ 1,250.00	
419-Geo Drilling Crew 2-Person	Hour	\$ 135.00	
420-Geo Drilling Crew 3-Person	Hour	\$ 185.00	
Geo SPT Truck 0-50 Ft	LF	\$ 12.90	
Geo SPT Truck 50-100 Ft	LF	\$ 17.00	
Geo SPT Truck 100-150 Ft	LF	\$ 31.00	
478-Geo SPT Truck-Mud Bug 0-50 Ft	LF	\$ 15.20	
479-Geo SPT Truck-Mud Bug 50-100 Ft	LF	\$ 18.10	
480-Geo SPT Truck-Mud Bug 100-150 Ft	LF	\$ 32.00	
473-Geo SPT Barge/Track/Amphibious 000-050 Ft	LF	\$ 21.50	
474-Geo SPT Barge/Track/Amphibious 050-100 Ft	LF	\$ 28.90	
475-Geo SPT Barge/Track/Amphibious 100-150 Ft	LF	\$ 53.00	
476-Geo SPT Barge/Track/Amphibious 150-200 Ft	LF	\$ 70.00	
Geo Grout Boreholes- Truck 0-050 Ft	LF	\$ 5.25	
Geo Grout Boreholes- Truck 50-100 Ft	LF	\$ 7.00	
Geo Grout Boreholes- Truck 100-150 Ft	LF	\$ 10.25	
440-Geo Grout Boreholes- Truck/Mud Bug 000-050 Ft	LF	\$ 6.25	
441-Geo Grout Boreholes- Truck/Mud Bug 050-100 Ft	LF	\$ 8.00	
442-Geo Grout Boreholes- Truck/Mud Bug 100-150 Ft	LF	\$ 13.10	
443-Geo Grout Boreholes- Truck/Mud Bug 150-200 Ft	LF	\$ 18.00	
435-Geo Grout Boreholes- Barge/Track/Amphibious 000-050 Ft	LF	\$ 8.50	
436-Geo Grout Boreholes- Barge/Track/Amphibious 050-100 Ft	LF	\$ 11.25	
437-Geo Grout Boreholes- Barge/Track/Amphibious 100-150 Ft	LF	\$ 17.25	
438-Geo Grout Boreholes- Barge/Track/Amphibious 150-200 Ft	LF	\$ 25.00	
Geo Temp Casing 3" Truck 0-050 Ft	LF	\$ 8.50	
Geo Temp Casing 3" Truck 50-100 Ft	LF	\$ 10.25	
Geo Temp Casing 3" Truck 100-150 Ft	LF	\$ 12.25	
488-Geo Temp Casing 3" Truck/Mud Bug 000-050 Ft	LF	\$ 10.30	
489-Geo Temp Casing 3" Truck/Mud Bug 050-100 Ft	LF	\$ 14.00	

Tierra Inc
Okaloosa GEC Rate Schedule 9-18-2018

Item Description	Unit	Unit Price
490-Geo Temp Casing 3" Truck/Mud Bug 100-150 Ft	LF	\$ 17.50
491-Geo Temp Casing 3" Truck/Mud Bug 150-200 Ft	LF	\$ 22.00
483-Geo Temp Casing 3" Barge/Track/Amphibious 0-050 Ft	LF	\$ 14.50
484-Geo Temp Casing 3" Barge/Track/Amphibious 50-100 Ft	LF	\$ 17.50
485-Geo Temp Casing 3" Barge/Track/Amphibious 100-150 Ft	LF	\$ 20.00
486-Geo Temp Casing 3" Barge/Track/Amphibious 150-200 Ft	LF	\$ 25.00
463-Geo Rock Coring Truck/Mud Bug 000-050 Ft less than 4" ID	LF	\$ 45.00
465-Geo Rock Coring Truck/Mud Bug 050-100 Ft less than 4" ID	LF	\$ 52.00
467-Geo Rock Coring Truck/Mud Bug 100-150 Ft less than 4" ID	LF	\$ 60.00
453-Geo Rock Coring Barge/Track/Amphibious 000-050 Ft less than 4" ID	LF	\$ 48.00
455-Geo Rock Coring Barge/Track/Amphibious 050-100 Ft less than 4" ID	LF	\$ 64.00
457-Geo Rock Coring Barge/Track/Amphibious 100-150 Ft less than 4" ID	LF	\$ 80.00
459-Geo Rock Coring Barge/Track/Amphibious 150-200 Ft less than 4" ID	LF	\$ 94.00
427-Geo Extra SPT Samples-Truck/Mud Bug 000-050 Ft	Each	\$ 71.00
428-Geo Extra SPT Samples-Truck/Mud Bug 050-100 Ft	Each	\$ 71.00
429-Geo Extra SPT Samples-Truck/Mud Bug 100-150 Ft	Each	\$ 85.00
430-Geo Extra SPT Samples-Truck/Mud Bug 150-200 Ft	Each	\$ 85.00
422-Geo Extra SPT Samples-Barge/Track/Amphibious 000-050 Ft	Each	\$ 71.00
423-Geo Extra SPT Samples-Barge/Track/Amphibious 050-100 Ft	Each	\$ 71.00
424-Geo Extra SPT Samples-Barge/Track/Amphibious 100-150 Ft	Each	\$ 85.00
425-Geo Extra SPT Samples-Barge/Track/Amphibious 150-200 Ft	Each	\$ 85.00
519-Geo Undisturbed Samples Truck/Mud Bug 000-050 Ft	Each	\$ 200.00
520-Geo Undisturbed Samples Truck/Mud Bug 050-100 Ft	Each	\$ 200.00
521-Geo Undisturbed Samples Truck/Mud Bug 100-150 Ft	Each	\$ 200.00
515-Geo Undisturbed Samples Barge/Track/Amphibious 000-050 Ft	Each	\$ 200.00
516-Geo Undisturbed Samples Barge/Track/Amphibious 050-100 Ft	Each	\$ 200.00
517-Geo Undisturbed Samples Barge/Track/Amphibious 100-150 Ft	Each	\$ 200.00
518-Geo Undisturbed Samples Barge/Track/Amphibious 150-200 Ft	Each	\$ 200.00
401-Geo Auger Borings- Hand & Truck/Mud Bug	LF	\$ 10.50
402-Geo Auger Borings- Track	LF	\$ 12.00
432-Geo Field Permeability 0-10 Ft (Open - End Borehole Method)	Each	\$ 290.00
Flagman and Barricades 2-Man Crew Own Equipment	Day	\$ 1,080.00
Muck Probing Unsultable Soils 2-Man Crew	Day	\$ 1,080.00
450-Geo Piezometer 2" 000-050 Ft	LF	\$ 44.00
445-Geo Grouted Monitor Well 2" 000-050 Ft	LF	\$ 6.25
Drilling Permit Costs IE DEP	Each	\$ 250.00
403-Geo Backhoe (Owned)	Day	\$ 600.00
416-Geo Dozer (Owned)	Day	\$ 800.00
Site Clearing to Access Boring or Test Locations	Hour	\$ 210.00
407-Geo Chainsaw (Owned)	Day	\$ 28.00
415-Geo Double Ring Infiltration (ASTM D3385)	Each	\$ 525.00
434-Geo Ground Penetrating Radar (GPR)	Hour	\$ 350.00

Tierra Inc
Okaloosa GEC Rate Schedule 9-18-2018

Item Description	Unit	Unit Price
Geotechnical Soil Laboratory Testing Rates		
812-Soils Materials Finer than 200 Sieve (FM 1-T011)	Test	\$ 42.00
817-Soils Moisture Content Laboratory (AASHTO T 265)	Test	\$ 10.00
821-Soils Particle Size Analysis (AASHTO T 88) (Including Hydrometer)	Test	\$ 131.00
822-Soils Particle Size Analysis (AASHTO T 88) (No Hydrometer)	Test	\$ 67.00
805-Soils Corrosion Series (FM 5-550 through 5-553)	Test	\$ 175.00
825-Soils pH Soil or Water (FM 5-550)	Test	\$ 35.00
829-Soils Resistivity Soil or Water (FM 5-551)	Test	\$ 46.00
800-Soils Chloride Soil or Water (FM 5-552)	Test	\$ 46.00
833-Soils Sulfate Soil or Water (FM 5-553)	Test	\$ 48.00
819-Soils Organic Content Ignition (FM 1 T-267)	Test	\$ 42.00
Atterberg Limit Tests (AASHTO T-89 and T-90) Combined	Test	\$ 130.00
826-Soils Plastic Limit & Plasticity Index (AASHTO T 90)	Test	\$ 70.00
811-Soils Liquid Limit (AASHTO T 89)	Test	\$ 60.00
823-Soils Permeability Constant Head (AASHTO T 215)	Test	\$ 175.00
824-Soils Permeability Falling Head (FM 5-513)	Test	\$ 175.00
827-Soils Proctor Modified (FM 1-T 180)	Test	\$ 115.00
828-Soils Proctor Standard (AASHTO T 99)	Test	\$ 111.00
832-Soils Splitting Tensile Strength of Rock Cores (ASTM D3967)	Test	\$ 138.00
838-Soils Unconfined Compression - Rock (ASTM D7012, Method C)	Test	\$ 138.00
803-Soils Consolidation - Constant Strain (ASTM D4186)	Test	\$ 580.00
804-Soils Consolidation - Extended Load Increments (AASHTO T216)	Test	\$ 50.00
806-Soils Direct Shear Consolidated Drained/ Point AASHTO T 236	Test	\$ 250.00
810-Soils Limerock Bearing Ratio (LBR)(FM 5-515)	Test	\$ 340.00
Asphalt and Concrete Pavement Coring Rates		
209-Asphalt Pavement Coring – 4" dia with Base Depth Check	Each	\$ 125.00
210-Asphalt Pavement Coring – 4" dia without Base Depth Check	Each	\$ 110.00
211-Asphalt Pavement Coring – 6" dia with Base Depth Check	Each	\$ 125.00
212-Asphalt Pavement Coring – 6" dia without Base Depth Check	Each	\$ 110.00
305-Concrete Pavement Coring - 4" Dia	Each	\$ 110.00
306-Concrete Pavement Coring - 6" Dia	Each	\$ 110.00
603-Mobilization Asphalt Coring equipment	Each	\$ 250.00
606-Mobilization Concrete Coring	Each	\$ 250.00
Contamination Test Units		
850-EDR Report	Each	\$ 500.00
854-Handheld GPS	Per Day	\$ 80.34



STANDARD SUBSURFACE UTILITY ENGINEERING (SUE) RATE SCHEDULE

Effective January 1, 2018

(Rates subject to Re-negotiation/CPI adjustment at the beginning of each calendar year)

SUBSURFACE UTILITY ENGINEERING (SUE) SERVICES:

Principal	\$198.00 per hour
Sr. Project Manager	\$182.00 per hour
Project Manager	\$168.00 per hour
Sr. Engineer (PE)	\$154.00 per hour
Engineer	\$124.00 per hour
Graduate Engineer	\$105.00 per hour
Senior Utility Coordinator	\$152.00 per hour
Utility Coordinator	\$130.00 per hour
Jr. Utility Coordinator	\$105.00 per hour
Sr. Engineer Tech	\$115.00 per hour
Engineer Tech	\$95.00 per hour
Field Coordinator (Not Including Office Support)	\$105.00 per hour
2-Man Utility Survey Crew	\$140.00 per hour
1-Man Designating Crew	\$89.00 per hour
Administrative Assistant	\$60.00 per hour
Vacuum Truck (equipment only)	\$910.00 per day

Local Mobilization / Demobilization Fee Applies at the rate of once per project assignment. Minor / Standard Traffic Control is included (consists of warning signs and cones). Lane Closures requiring Flashing Arrow Board(s) is additional. Complex or Specialized Traffic Control is additional.

Paved areas may require coring to perform vacuum excavation services. In such cases SAM will provide a Core Rig and Operator as an additional service. Core rig rate includes materials & equipment to replace and set core (keyhole) following vacuum excavation completion.

Overtime Rates:

The Overtime Rate for Field Personnel shall be computed at 1.5 times the hourly rate in excess of 9 hours per day.

The Overtime Rate for Office Personnel shall be computed at 1.5 times the hourly rate in excess of 9 hours per day.

Rain-out/Delays/Stand-by:

- If show up and unable to start regularly scheduled workday: 2 hours per man
- If work commences and is stopped prior to 4 hours: 4 hours per man
- Any work beyond 4 hours: the greater of actual hours worked or 8 hours per man
- Personnel put on stand-by time by Client shall be paid for actual hours on stand-by. Stand-by time hours may not exceed eight (8) hours per day, forty (40) hours per week.

** Hourly rates do not include vehicle mileage charges, per diem charges or any of the Additional Equipment charges. Hourly rates are allowed for all travel and standby time. Mobilization and Demobilization to the project will be handled on a time and materials based on the rates shown herein.



Travel & Subsistence:

All travel and subsistence expenses for personnel are invoiced at GSA Rates when project site is more than 2 hours away from office location(s). Cost of mileage on company-owned vehicles is computed at the current I.R.S. mileage allowance. Cost for company-owned four wheel drive vehicles is computed at the current I.R.S. mileage allowance plus \$35.00 per day.

Purchased Services:

All purchased services are invoiced at actual cost plus ten percent (10%) handling. These include but are not limited to reproduction, computer time, long distance telephone, consultants, subcontract services, rented or leased equipment, expendable supplies, and project required special supplies.



STANDARD GEOSPATIAL RATE SCHEDULE

Effective July 13, 2018

(Rates subject to Re-negotiation/CPI adjustment at the beginning of each calendar year)

GEOSPATIAL SERVICES:

Principal	\$225.00 per hour
Senior Project Manager	\$215.00 per hour
Project / Acquisition Manager	\$175.00 per hour
Pilot	\$130.00 per hour
Two (2) Person UAS Crew – Unmanned Pilot & Observer	\$195.00 per hour
Three (3) Person UAS Crew – Unmanned Pilot & 2 Observers	\$325.00 per hour
Photogrammetrist / Project Lead	\$115.00 per hour
Acquisition / Calibration / Aerial Triangulation Technician	\$98.00 per hour
LiDAR / Photogrammetry Technician	\$95.00 per hour

EQUIPMENT:

Aerial LiDAR System 1560I (Equipment Only)	\$1300.00 per hour
Aerial LiDAR System HARRIER 68I (Equipment Only)	\$700.00 per hour
Mobile Mapping System, includes 360° Camera System (Equipment Only)	\$750.00 per hour
Mobile Mapping Equipment Stand-by Fee (Equipment Only)	\$200.00 per hour
HDS Laser Scanner	\$100.00 per hour
High Rail Equipped Vehicle	\$10.00 per hour
Weather Station	\$10.00 per hour
Oblique HD Camera System – Manned Aircraft	\$30.00 per hour
Video Camera System – Manned Aircraft	\$5.00 per hour
360° Camera System – Terrestrial or Marine Stand Alone	\$100.00 per hour
Helicopter (Turbine Engine Powered)	\$1,450.00 per hour
Helicopter (Reciprocal Engine Powered)	\$850.00 per hour
Fixed Wing Twin Engine	\$960.00 per hour
Fixed Wing Single Engine	\$600.00 per hour
M600 Unmanned Aerial System – Video / Still Photos	\$150.00 per hour
M600 UAS Standby – Video / Still Photos	\$75.00 per hour
VAPOR Unmanned Aerial System – IR / Corona / LiDAR	\$500.00 per hour
VAPOR UAS Standby – IR / Corona / LiDAR	\$200.00 per hour
GPS Receiver (Unmanned)	\$25.00 per hour
Geospatial Work Station	\$15.00 per hour



SAM Surveying And Mapping, LLC
312 Government Avenue, Suite 1, Niceville, FL 32528
Ofc 850.678.9932 Fax 850.678.9936
info@sam.biz www.sam.biz

SAM Surveying and Mapping, LLC Fee Schedule

2 Person Survey Crew	\$140.00
3 Person Survey Crew	\$175.00
Survey Technician	\$100.00
Professional Surveyor & Mapper	\$150.00

Deal Consulting, P.A. Wage Rates

For

**Okaloosa County Program Management (Southwestern
Crestview Bypass)**

\$170.00 Principal Appraiser

\$120.00 Associate Appraiser

\$85.00 Research Assistant

\$40.00 Paraprofessional



REQUEST FOR QUALIFICATIONS (RFQ) & RESPONDENT'S ACKNOWLEDGEMENT

RFQ TITLE:

Program Management for the Southwestern Crestview Bypass and Raspberry Road Connector

RFQ NUMBER:

RFQ PW 08-19

ISSUE DATE:

October 8, 2018 8:00 A.M. CST

LAST DAY FOR QUESTIONS:

October 29, 2018 4:00 P.M. CST

RFQ OPENING DATE & TIME:

November 7, 2018 4:00 P.M. CST

NOTE: RESPONSES RECEIVED AFTER THE DEADLINE WILL NOT BE CONSIDERED.

Okaloosa County, Florida solicits your company to submit a response on the above referenced goods or services. All terms, specifications and conditions set forth in this RFQ are incorporated into your response. A response will not be accepted unless all conditions have been met. All responses must have an authorized signature in the space provided below. All responses must be sealed and received by the Okaloosa County Clerk of Court by the "RFQ Opening Date & Time" referenced above. All envelopes containing submittals must reference the "RFQ Title", "RFQ Number" and the "RFQ Opening Date & Time". Okaloosa County is not responsible for lost or late delivery of submittals by the U.S. Postal Service or other delivery services used by the respondent. Neither faxed nor electronically submitted submittals will be accepted. Submittals may not be withdrawn for a period of one-hundred twenty (120) days after the RFQ opening unless otherwise specified.

RESPONDENT ACKNOWLEDGEMENT FORM BELOW MUST BE COMPLETED, SIGNED, AND RETURNED AS PART OF YOUR SUBMITTAL. SUBMITTALS WILL NOT BE ACCEPTED WITHOUT THIS FORM, SIGNED BY AN AUTHORIZED AGENT OF THE RESPONDENT.

COMPANY NAME HDR Engineering Inc.

MAILING ADDRESS 25 West Cedar Street, Suite 200

CITY, STATE, ZIP Pensacola, FL 32502

FEDERAL EMPLOYER'S IDENTIFICATION NUMBER (FEIN): 470680568

TELEPHONE NUMBER: 850-429-8900 EXT: _____ FAX: 850-432-8010

EMAIL: john.wimberly@hdrinc.com

I CERTIFY THAT THIS SUBMITTAL IS MADE WITHOUT PRIOR UNDERSTANDING, AGREEMENT, OR CONNECTION WITH ANY OTHER RESPONDENT SUBMITTING A SUBMITTAL FOR THE SAME MATERIALS, SUPPLIES, EQUIPMENT OR SERVICES, AND IS IN ALL RESPECTS FAIR AND WITHOUT COLLUSION OR FRAUD. I AGREE TO ABIDE BY ALL TERMS AND CONDITIONS OF THIS SUBMITTAL AND CERTIFY THAT I AM AUTHORIZED TO SIGN THIS SUBMITTAL FOR THE RESPONDENT.

AUTHORIZED SIGNATURE: _____

A handwritten signature in black ink, appearing to read "John Wimberly", written over a horizontal line.

PRINTED NAME: John Wimberly, PE

TITLE: Vice President

DATE: 12/19/2018

PROGRAM MANAGEMENT FOR THE SOUTHWESTERN CRESTVIEW BYPASS AND RASBERRY ROAD CONNECTOR

Pursuant to section 287.055, Florida Statutes, and County policy, the Okaloosa County Board of County Commissioners (BCC) requests qualifications from professional engineering firms for public infrastructure projects for professional engineering services including but not limited to: Program management for the southwestern Crestview bypass and Raspberry Road connector. Services of the consultant shall be under the general direction of the Public Works Director, who shall act as the County's representative during the performance of the scope of services.

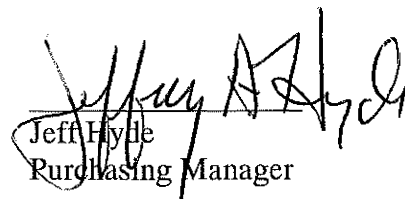
Agencies desiring consideration should provide an original and six (6) copies of their Request for Qualifications (RFQ) with the agency's areas of expertise identified. Submissions should be portrait orientation, unbound, and 8 ½" x 11" where practical. Guidelines detailing form and content requirements for the statement of qualifications are available by contacting Okaloosa County Purchasing Department, 5479A Old Bethel Road, Crestview, FL 32536, 850-689-5960, or download them from our website at <http://www.myokaloosa.com/purchasing/home>.

Submittals must be delivered to the Okaloosa County Purchasing Department at the address below no later than **November 7, 2018 @ 4PM** to be considered. **NOTE: Crestview, FL is not a next day guaranteed delivery location by most delivery services.** Proposers using mail or delivery services assume all risks of late or non-delivery.

All submittals must be in sealed envelopes reflecting on the outside thereof **"Request for Qualifications for Program Management for the Southwestern Crestview Bypass and Raspberry Road Connector"** Failure to mark outside of envelope as set forth herein shall result in the submittal not being considered.

The County reserves the right to award to the firm submitting qualifications with a resulting negotiated agreement that is most advantageous and in the best interest of Okaloosa County, and to waive any irregularity or technicality. Okaloosa County shall be the sole judge of the submittal and the resulting negotiating agreement that is in its best interest and its decision will be final.

All submittals should be addressed as follows:
Okaloosa County Purchasing Department
RE: Program Management for OCPW, RFQ PW 08-19
5479A Old Bethel Road
Crestview, FL 32536



Jeff Hyde
Purchasing Manager

BOARD OF COUNTY COMMISSIONERS
OKALOOSA COUNTY, FL
Graham W. Fountain Chairman

**GUIDELINES FOR REQUEST FOR QUALIFICATIONS (RFQ):
PROGRAM MANAGEMENT FOR THE SOUTHWESTERN CRESTVIEW BYPASS AND
RASBERRY ROAD CONNECTOR**

The purpose of this Request for Qualifications is to provide interested consultants with guidelines and information to enhance their RFQ submission.

It is the intent of Okaloosa County, on behalf of its Public Works Department (OCPW), to contract with a professional engineering firm for Program Management for the Southwestern Crestview Bypass and Rasberry Road Connector. The Southwestern Bypass and Rasberry Road Connector has been identified as the most urgent roadway infrastructure project in Okaloosa County. Okaloosa County and the City of Crestview have submitted a joint application to Triumph Gulf Coast, Inc, asking for \$64,100,000 in funding for the Southwestern Crestview Bypass and Rasberry Road. The Program Management tasks are related to implementation of Phase V of the Bypass and Rasberry Road, which are shown in the Triumph application at the following link: <https://www.myfloridatriumph.com/wp-content/uploads/2018/05/46Application.pdf>. Award of contract is contingent upon available funding, which includes grant funding from Triumph Gulf Coast, Inc.

The professional engineering services include but not limited to: program management; risk assessment; roadway planning; alternatives analysis; environmental studies; economic analysis; alternative delivery experience to design-bid-build; roadway design including pavement selection, stormwater management, traffic control; right-of-way acquisition; proposal preparation; construction engineering and inspection; bridge structural review; coordination with state agencies; coordination with the Triumph Gulf Coast, Inc.; presentations to the Okaloosa County Board of County Commissioners (BCC) and the general public; assistance in identifying and acquiring grants and loans from federal agencies or other applicable sources of funding; grant administration; and geotechnical studies. Services of the consultant shall be under the general direction of the Public Works Director, who shall act as the County's representative during the performance of the scope of services.

The firm awarded the Program Management contract will assist the County in the following basic tasks for the design and construction of Phase V for the Southwestern Crestview Bypass and Rasberry Road Connector:

- Preliminary design plans brought to approximately 10% - 15% completion.
- Proposal preparation and evaluation of an alternative delivery method for hiring a team to finish design and construction.
- Right-of-Way acquisition.
- Plan review including roadways, drainage, and bridges.
- Permitting/Wetland Mitigation.
- Construction Engineering and Inspection.
- Analysis and documentation of performance criteria contained in Grant awards including economic development, recovery, and diversification.

If the firm cannot conduct each basic task, a team can be formed and identified in this proposal, to cover each basic task. The firm, or any team on the firm, awarded the Program Management contract will not be allowed to work on any team hired by Okaloosa County or the City of Crestview to advance design plans, past the preliminary stage, or construction of Phase V for the Southwestern Crestview Bypass and Rasberry Road Connector.

Negotiations will conform to the Florida Consultants Competitive Negotiation Act (CCNA) Chapter 287.057, Florida Statutes and County policy. Once fixed hourly costs are negotiated and contracts signed, each miscellaneous project will be negotiated to have work tasks that are either lump sum or time and expenses, with a not to exceed limit based on the negotiated hours and expenses. Each negotiation will result in a Task Order for the miscellaneous project. The County's standard form of consulting agreement is attached and will be utilized.

The term of this contract will be for five (5) years with one (1) five (5) year renewal option. The terms of the renewal period will be negotiated up front and finalized into the initial five-year contract.

An original and six (6) copies of the Requests for Qualifications (RFQ) will be required with all copies having been signed by a company official with the power to bind the company in its contract. All copies must be completely responsive to the Request for Qualification guidelines for consideration.

The content of the RFQ of the successful firms will become a basis for contractual negotiations.

The selected consultant shall be required to assume responsibility for all services offered in their RFQ. The selected consultant 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.

Submittals to 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. Indicate whether the firm is a certified minority business enterprise as defined by the Florida Small and Minority Business Assistance Act, if so, include a copy of the certification with submittal.
3. **Registration** – List of the State of Florida licensing/registration qualifications of the consultant's personnel assigned to this contract and business office.
4. **Specific Accomplishments** – Provide a listing of completed projects with a description of the work performed by the consultant representative of Program Management, Plan Preparation and Review, Alternative Delivery, Right-of-Way Acquisition, Permitting, Construction Engineering and Inspection, and Economic Performance Evaluation proposed under this Request for Qualifications. The list should include only projects that had significant input from individuals who will be assigned to work on Phase V of the Southwestern Crestview Bypass and Rasberry Road Connector.
5. **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 and workload.
6. **References** – List two (2) references representative of past experience similar to the services described herein, to include, at a minimum, a contact person, company name, phone number, and a brief description of the project or services rendered.
7. **Additional Information & Comments** – The contents under this heading are to be left to the discretion of the consultant. Material must be pertinent to the RFQ but not be otherwise requested in the Request for Qualifications.

Evaluation/Selection of Submittals – The submittals will be reviewed by a Selection Review Committee appointed by the Board of County Commissioners. Proposals should be responsive to the items identified in this RFQ and contain no more than 40 pages. One piece of paper printed front and back is considered two pages. The 40 page maximum includes all required forms and certification copies, but excludes the cover and table of contents.

Program Management-20 pts

- a. Firm's reputation and competence, experience in projects outlined in the RFQ, 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.
- b. Firm's experience with Triumph Gulf Coast, Inc.
- c. Firm's experience with Okaloosa County
- d. Firm's experience with the City of Crestview
- e. Firm's experience with the Florida Department of Transportation
- f. Firm's experience with the Federal Highway Administration

Design Experience-15 pts

- a. Firm's experience in preparing road, bridge, and drainage plans.
- b. Firm's experience in reviewing road, bridge, and drainage plans.

Alternative Delivery-15 pts

- a. Firm's experience in delivery methods other than design-bid-build that emphasize completion date and performance.

Construction Engineering and Inspection-15 pts

- a. Firm's experience in Construction Engineering and Inspection.

Economic Performance Evaluation-15 pts

- a. Firm's experience in documenting the economic impacts associated with roadway projects including economic development, economic recovery, and economic diversification

Responsiveness to Proposal-10 pts

- a. Responsiveness of the submittals clearly stating an understanding of the work to be performed for Okaloosa County and the City of Crestview.

Right-of-Way Acquisition-5 pts

- a. Firm's experience in obtaining Right-of-Way for roadway projects.

Permitting/Wetland Mitigation - 5 pts

- a. Extent of experience and past performance when working with FDEP, NFWFMD, FDOT, USACE, EPA, in the capacity as an agent attempting to obtain permits and approvals.

1. Review of all submittals received will proceed as follows:
 - a. The Selection Review Committee will review all written documents submitted.
 - b. The committee's ranking of prospective firms shall be based on aforementioned criteria.
 - c. The committee may request oral presentations from the consultants when establishing the recommended priority or short list.
2. 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.
3. 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.
4. Direct one-on-one contact with the Committee members, County Commissioners or County Administrator is **prohibited** (1 exception: if the contact pertains to a specific existing Contract/Task Order) during the procurement process. Any questions during this period should be directed to the Purchasing Manager or their appointed representative.

GENERAL SERVICES INSURANCE REQUIREMENTS

REVISED: 08/01/2018

CONTRACTORS INSURANCE

1. The Contractor shall not commence any work in connection with this Agreement until he has obtained all required insurance and such insurance has been approved by the Okaloosa County Risk Manager or designee.
2. All insurance policies shall be with insurers authorized to do business in the State of Florida.
3. All insurance shall include the interest of all entities named and their respective officials, employees & volunteers of each and all other interests as may be reasonably required by Okaloosa County. The coverage afforded the Additional Insured under this policy shall be primary insurance. If the Additional Insured have other insurance that is applicable to the loss, such other insurance shall be on an excess or contingent basis. The amount of the company's liability under this policy shall not be reduced by the existence of such other insurance.
4. Where applicable, the County shall be shown as an Additional Insured with a Waiver of Subrogation on the Certificate of Insurance.
5. The County shall retain the right to reject all insurance policies that do not meet the requirement of this Agreement. Further, the County reserves the right to change these insurance requirements with 60-day notice to the Contractor.
6. The County reserves the right at any time to require the Contractor to provide copies (redacted if necessary) of any insurance policies to document the insurance coverage specified in this Agreement.
7. The designation of Contractor shall include any associated or subsidiary company which is involved and is a part of the contract and such, if any associated or subsidiary company involved in the project must be named in the Workers' Compensation coverage.
8. Any exclusions or provisions in the insurance maintained by the Contractor that excludes coverage for work contemplated in this agreement shall be deemed unacceptable and shall be considered breach of contract.

WORKERS' COMPENSATION INSURANCE

1. The Contractor shall secure and maintain during the life of this Agreement Workers' Compensation insurance for all of his employees employed for the project or any site connected with the work, including supervision, administration or management, of this project and in case any work is sublet, with the approval of the County, the Contractor shall require the Subcontractor similarly to provide Workers' Compensation insurance for all employees employed at the site of the project, and such evidence of insurance shall be furnished to the County not less than ten (10) days prior to the commencement of any and all sub-contractual Agreements which have been approved by the County.
2. Contractor must be in compliance with all applicable State and Federal workers' compensation laws, including the U.S. Longshore Harbor Workers' Act or Jones Act, if applicable.

3. No class of employee, including the Contractor himself, shall be excluded from the Workers' Compensation insurance coverage. The Workers' Compensation insurance shall also include Employer's Liability coverage.

BUSINESS AUTOMOBILE LIABILITY

Coverage must be afforded for all Owned, Hired, Scheduled, and Non-Owned vehicles for Bodily Injury and Property Damage. If the contractor does not own vehicles, the contractor shall maintain coverage for Hired & Non-Owned Auto Liability, which may be satisfied by way of endorsement to the Commercial General Liability policy or separate Business Auto Policy. Contractor must maintain this insurance coverage throughout the life of this Agreement.

COMMERCIAL GENERAL LIABILITY INSURANCE

1. The Contractor shall carry other Commercial General Liability insurance against all other Bodily Injury, Property Damage and Personal and Advertising Injury exposures.
2. All liability insurance (other than Professional Liability) shall be written on an occurrence basis and shall not be written on a claims-made basis. If the insurance is issued with an aggregate limit of liability, the aggregate limit of liability shall apply only to the locations included in this Agreement. If, as the result of any claims or other reasons, the available limits of insurance reduce to less than those stated in the Limits of Liability, the Contractor shall notify the County representative in writing. The Contractor shall purchase additional liability insurance to maintain the requirements established in this Agreement. Umbrella or Excess Liability insurance can be purchased to meet the Limits of Liability specified in this Agreement.
3. Commercial General Liability coverage shall include the following:
 - 1.) Premises & Operations Liability
 - 2.) Bodily Injury and Property Damage Liability
 - 3.) Independent Contractors Liability
 - 4.) Contractual Liability
 - 5.) Products and Completed Operations Liability
4. Contractor shall agree to keep in continuous force Commercial General Liability coverage for the length of the contract.

PROFESSIONAL LIABILITY and/or ERRORS AND OMISSIONS LIABILITY

Coverage must be afforded for Wrongful Acts. Contractor must keep insurance in force until the third anniversary of expiration of this agreement or the third anniversary of acceptance of work by the County.

INSURANCE LIMITS OF LIABILITY

The insurance required shall be written for not less than the following, or greater if required by law and shall include Employer's liability with limits as prescribed in this contract:

- | | <u>LIMIT</u> |
|--------------------------|--------------|
| 1. Worker's Compensation | |
| 1.) State | Statutory |

2.)	Employer's Liability	\$500,000 each accident
2.	Business Automobile	\$1M each accident (A combined single limit)
3.	Commercial General Liability	\$1M each occurrence for Bodily Injury & Property Damage \$1M each occurrence Products and completed operations
4.	Personal and Advertising Injury	\$1M each occurrence
5.	Professional Liability (E&O)	\$1M each claim

NOTICE OF CLAIMS OR LITIGATION

The Contractor agrees to report any incident or claim that results from performance of this Agreement. The County representative shall receive written notice in the form of a detailed written report describing the incident or claim within ten (10) days of the Contractor's knowledge. In the event such incident or claim involves injury and/or property damage to a third party, verbal notification shall be given the same day the Contractor becomes aware of the incident or claim followed by a written detailed report within ten (10) days of verbal notification.

INDEMNIFICATION & HOLD HARMLESS

Contractor shall indemnify and hold harmless the County and City of Crestview, 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 wrongful conduct of the Contractor and other persons employed or utilized by the Contractor in the performance of this contract.

Note: For Contractor's convenience, this certification form is enclosed and is made a part of the bid package.

CERTIFICATE OF INSURANCE

1. Certificates of insurance indicating the job site and evidencing all required coverage must be submitted not less than 10 days prior to the commencement of any of the work. The certificate holder(s) shall be as follows: Okaloosa County, 5479A Old Bethel Road, Crestview, Florida, 32536.
2. The contractor shall provide a Certificate of Insurance to the County with a thirty (30) day notice of cancellation; ten (10 days' notice if cancellation is for nonpayment of premium).
3. In the event that the insurer is unable to accommodate the cancellation notice requirement, it shall be the responsibility of the contractor to provide the proper notice. Such notification shall be in writing by registered mail, return receipt requested, and addressed to the Okaloosa County Purchasing Department at 5479-A Old Bethel Road, Crestview, FL 32536.
4. In the event the contract term goes beyond the expiration date of the insurance policy, the contractor shall provide the County with an updated Certificate of insurance no later than ten (10) days prior to the

expiration of the insurance currently in effect. The County reserves the right to suspend the contract until this requirement is met.

5. The certificate shall indicate if coverage is provided under a claims-made or occurrence form. If any coverage is provided on a claims-made form, the certificate will show a retroactive date, which should be the same date of the initial contract or prior.
6. All certificates shall be subject to Okaloosa County's approval of adequacy of protection and the satisfactory character of the Insurer.
7. All deductibles or SIRs, whether approved by Okaloosa County or not, shall be the Contractor's full responsibility. In particular, the Contractor shall afford full coverage as specified herein to entities listed as Additional Insured.
8. In no way will the entities listed as Additional Insured be responsible for, pay for, be damaged by, or limited to coverage required by this schedule due to the existence of a deductible or SIR.

GENERAL TERMS

Any type of insurance or increase of limits of liability not described above which, the Contractor required for its own protection or on account of statute shall be its own responsibility and at its own expense.

Any exclusions or provisions in the insurance maintained by the contractor that excludes coverage for work contemplated in this contract shall be deemed unacceptable and shall be considered breach of contract.

The carrying of the insurance described shall in no way be interpreted as relieving the Contractor of any responsibility under this contract.

Should the Contractor engage a subcontractor or sub-subcontractor, the same conditions will apply under this Agreement to each subcontractor and sub-subcontractor.

The Contractor hereby waives all rights of subrogation against Okaloosa County and its consultants and other indemnities of the Contractor under all the foregoing policies of insurance.

UMBRELLA INSURANCE

The Contractor shall have the right to meet the liability insurance requirements with the purchase of an umbrella insurance policy. In all instances, the combination of primary and umbrella liability coverage must equal or exceed the minimum liability insurance limits stated in this Agreement.

GENERAL CONDITIONS

1. PRE-QUALIFICATION ACTIVITY -

Addendum - Except as provided in this section, respondents are prohibited from contacting or lobbying the County, County Administrator, Commissioners, County staff, and Review Committee members, or any other person authorized on behalf of the County related or involved with the solicitation. All inquiries on the scope of work, specifications, additional requirements, attachments, terms and general conditions or instructions, or any issue must be directed in writing, by US mail or email to:

Okaloosa County Purchasing
Department 5479A Old Bethel Road
Crestview, FL 32536
Email: dmason@myokaloosa.com
(850)689-5960

All questions or inquiries must be received no later than the last day for questions (reference RFQ & Respondent's Acknowledgement form). Any addenda or other modification to the bid documents will be issued by the County five (5) days prior to the date and time of bid closing, as a written addenda distributed to all prospective respondents by posting to the Florida Online Bid System (Florida Purchasing Group) and the Okaloosa County Web Site.

To access the Florida Online Bid System go to: <https://www.bidnetdirect.com/florida> to access the Okaloosa County Web Site go to: <http://www.myokaloosa.com/purchasing/current-solicitations>.

Such written addenda or modification shall be part of the RFQ documents and shall be binding upon each respondent. Each respondent is required to acknowledge receipt of any and all addenda in writing and submit with their documents. No respondent may rely upon any verbal modification or interpretation.

2. **PREPARATION OF QUALIFICATIONS** – Qualifications which contain any omissions, erasures, alterations, additions, irregularities of any kind, or items not called for which shall in any manner fail to conform to the conditions of public notice requesting qualifications may be rejected.

- A. Qualifications submitted by a corporation shall be executed in the corporate name by the president or a vice president or other corporate officer who has legal authority to sign.
- B. Qualifications submitted by a partnership shall be executed in the partnership name and signed by a partner (whose title must appear under the signature). The official address of the partnership shall be shown below the signature.
- C. Qualifications submitted by a limited liability company shall be executed in the name of the firm by a member and accompanied by evidence of authority to sign. The state of formation of the firm and the official address of the firm must be shown below the signature.
- D. Qualifications submitted by an individual shall show the respondent's name and official address.
- E. Qualifications submitted by a joint venture shall be executed by each joint venture in the manner

indicated in the Request for Qualification. The official address of the joint venture must be shown below the signature.

- F. All signatures shall be in blue ink. All names should be typed or printed below the signature.
- G. The submittal shall contain an acknowledgement of receipt of all Addenda, the numbers of which shall be filled in on the form. The address and telephone # for communications regarding the submittal shall be shown.
- H. If the respondent is an out-of-state corporation, the submittal shall contain evidence of respondent's authority and qualification to do business as an out-of-state corporation in the State of Florida.

3. INTEGRITY OF QUALIFICATIONS DOCUMENTS - Respondents shall use the original qualification documents provided by the Purchasing Department and enter information only in the spaces where a response is requested. Respondents may use an attachment as an addendum to the qualification documents if sufficient space is not available. Any modifications or alterations to the original solicitation documents by the respondent, whether intentional or otherwise, will constitute grounds for rejection of submittal. Any such modifications or alterations that a respondent wishes to propose must be clearly stated in the respondent's response and the form of an addendum to the original documents.

4. SUBMITTAL OF QUALIFICATIONS – Qualifications shall be submitted no later than the date and time prescribed and at the place indicated in the advertisement or request for qualifications and shall be enclosed in an opaque sealed envelope plainly marked with the project title (and, if applicable, the designated portion of the project for which the qualifications are being submitted for), the name and address of the respondent, and shall be accompanied by the other required documents.

Note: Crestview, Florida is “not a next day guaranteed delivery location” by delivery services.

5. MODIFICATION & WITHDRAWAL OF SUBMITTAL – Qualifications may be modified or withdrawn by an appropriate document duly executed in the manner that a submittal must be executed and delivered to the place where documents are to be submitted prior to the date and time for the opening of the solicitation.

If within 24 hours after qualifications are opened any respondent files a duly signed written notice with the County and promptly thereafter demonstrates to the reasonable satisfaction of the County that there was a material substantial mistake in the preparation of its submittal, that respondent may withdraw its submittal, and the respondent's security will be returned. Thereafter, if the work is a re-qualification, that respondent will be disqualified from 1) further purposing on the work, and 2) doing any work on the contract, either as a subcontractor or in any other capacity.

6. QUALIFICATIONS DOCUMENTS TO REMAIN SUBJECT TO ACCEPTANCE – All qualifications documents will remain subject to acceptance or rejection for one-hundred twenty (120) calendar days after the day of the opening, but the County may, in its sole discretion, release any submittal and return the respondent's security prior to the end of this period.

7. CONDITIONAL & INCOMPLETE QUALIFICATIONS - Okaloosa County specifically reserves the right to reject any conditional submittal and qualifications which make it impossible to determine the true quality of services to be provided by respondent.

8. **ADDITION/DELETION OF ITEM** – The County reserves the right to add or delete any item from this qualification or resulting contract when deemed to be in the County’s best interest.
9. **APPLICABLE LAWS & REGULATIONS** – All applicable Federal and State laws, County and municipal ordinances, orders, rules and regulations of all authorities having jurisdiction over the project shall apply to the qualifications throughout, and they will be deemed to be included in the contract the same as though they were written in full therein.
10. **DISQUALIFICATION OF RESPONDENTS** - Any of the following reasons may be considered as sufficient for the disqualification of a respondent and the rejection of its bid:

Submission of more than one proposal for the same work from an individual, firm or corporation under the same or different name.

Evidence that the respondent has a financial interest in the firm of another respondent for the same work.

Evidence of collusion among respondents. Participants in such collusion will receive no recognition as respondents for any future work of the County until such participant has been reinstated as a qualified respondent.

Uncompleted work which in the judgment of the County might hinder or prevent the prompt completion of additional work if awarded.

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. Default under previous contract.

Listing of the respondent by any Local, State or Federal Government on its barred/suspended vendor list.

11. AWARD OF CONTRACT-

Okaloosa County Review - Okaloosa County designated selection committee will review all qualifications and will participate in the Recommendation to Award.

The County will award the contract(s) to the most qualified respondent(s), and the County reserves the right to award the contract(s) to the respondent(s) submitting the most responsive submittal with a resulting negotiated agreement which is most advantageous and in the best interest of the County, and to reject any and all qualifications or to waive any irregularity or technicality in qualifications received. Okaloosa County shall be the sole judge of the qualifications and the resulting negotiated agreement that is in its best interest and its decision shall be final.

Okaloosa County reserves the right to waive any informalities or reject any and all qualifications, in whole or part, to utilize any applicable state contracts in lieu of or in addition to this RFQ and to accept the submittal that in its judgment will best serve the interest of the County.

Okaloosa County specifically reserves the right to reject any conditional qualifications and bids which make it impossible to determine the true quality of services to be provided by respondent.

12. **PAYMENTS** – The respondent shall be paid upon submission of invoices and approval of acceptance by Okaloosa County Board of County Commissioners, Finance Office, 302 N. Wilson St., #203,

Crestview FL 32536, for the prices stipulated herein for articles delivered and accepted. Invoices must show Contract #.

13. **DISCRIMINATION** - An entity or affiliate who has been placed on the discriminatory vendor list may not submit qualifications for a contract to provide goods or services to a public entity, may not submit qualifications on a contract with a public entity for the construction or repair of a public building or public work, may not submit qualifications 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.
14. **PUBLIC ENTITY CRIME INFORMATION** - Pursuant to Florida Statute 287.133, a respondent 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 s.287.017 for CATEGORY TWO for a period of 36 months following the date of being placed on the convicted vendor list.
15. **CONFLICT OF INTEREST** - The award hereunder is subject to the provisions of Chapter 112, Florida Statutes. All respondents must disclose with their qualifications 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.

Note: For respondent's convenience, this certification form is enclosed and is made a part of the bid package.
16. **REORGANIZATION OR BANKRUPTCY PROCEEDINGS** – Qualifications will not be considered from respondents who are currently involved in official financial reorganization or bankruptcy proceedings.
17. **INVESTIGATION OF RESPONDENT** – The County may make such investigations, as it deems necessary to determine the stability of the respondent to perform the work and that there is no conflict of interest as it relates to the project. The respondent shall furnish any additional information and financial data for this purpose as the County may request.
18. **CONE OF SILENCE CLAUSE** - The Okaloosa County Board of County Commissioners has established a solicitation silence policy (**Cone of Silence 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 from the date of advertisement until award of contract.

All communications shall be directed to the Purchasing Department.

Note: For respondent's convenience, this certification form is enclosed and is made a part of the bid package.

19. **REVIEW OF PROCUREMENT DOCUMENTS** - Per Florida Statute 119.071(1)(b)2 sealed bids, proposals, or replies received by an the County pursuant to a competitive solicitation are exempt from public disclosure until such time as the agency provides notice of an intended decision or until 30 days after opening the bids, proposals, or final replies, whichever is earlier.

20. COMPLIANCE WITH FLORIDA STATUTE 119.0701 - The Respondent shall comply with all the provisions of section 119.0701, Florida Statutes relating to the public records which requires, among other things, that the Respondent: (a) Keep and maintain public records; (b) Provide the public with access to public records on the same terms and conditions that the public agency would provide the records; (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; and (d) Meet all requirements for retaining public records and transfer, at no cost, to the public agency all public records in possession of the respondent upon termination of the contract.

21. PROTECTION OF RESIDENT WORKERS – The Okaloosa County Board of County Commissioners actively supports the Immigration and Nationality Act (INA) which includes provisions addressing employment eligibility, employment verifications, and nondiscrimination. Under the INA, employers may hire only persons who may legally work in the United States (i.e., citizens and nationals of the U.S.) and aliens authorized to work in the U.S. The employer must verify the identity and employment eligibility of anyone to be hired, which includes completing the Employment Eligibility Verifications. The respondent shall establish appropriate procedures and controls so no services or products under the Contract Documents will be performed or manufactured by any worker who is not legally eligible to perform such services or employment. Okaloosa County reserves the right to request documentation showing compliance with the requirements.

Respondents doing construction business with Okaloosa County are required to use the Federal Government Department of Homeland Security's website and use the E-Verify Employment Eligibility Verifications System to confirm eligibility of all employees to work in the United States.

22. SUSPENSION OR TERMINATION FOR CONVENIENCE - The County may, at any time, without cause, order Respondent in writing to suspend, delay or interrupt the work in whole or in part for such period of time as the County may determine, or to terminate all or a portion of the Contract for the County's convenience.

Upon such termination, the Contract Price earned to the date of termination shall be paid to Respondent, but Respondent waives any claim for damages, including loss of profits arising out of or related to the early termination. Those Contract provisions which by their nature survive final acceptance shall remain in full force and effect. If the County orders a suspension, the Contract price and Contract time may be adjusted for increases in the cost and time caused by suspension, delay or interruption. No adjustment shall be made to the extent that performance is, was or would have been so suspended, delayed or interrupted by reason for which Respondent is responsible; or that an equitable adjustment is made or denied under another provision of this Contract.

23. FAILURE OF PERFORMANCE/DELIVERY - In case of default by the respondent, the County after due notice (oral or written) may procure the necessary supplies or services from other sources and hold the respondent responsible for difference in cost incurred. Continuous instances of default shall result in cancellation of the contract and removal of the respondent from the vendor list for duration of one (1) year, at the option of County.

24. AUDIT - If requested, respondent shall permit the County or an authorized, independent audit agency to inspect all data and records of respondent relating to its performance and its subcontracts under this contract from the date of the contract through three (3) years after the expiration of contract.

25. EQUAL EMPLOYMENT OPPORTUNITY; NON DISCRIMINATION – Respondent will not discriminate against any employee or an applicant for employment because of race, color, religion, gender, sexual orientation, national origin, age, familial status or handicap.

26. NON-COLLUSION – Respondent certifies that it has entered into no agreement to commit a fraudulent, deceitful, unlawful or wrongful act, or any act which may result in an unfair advantage over other respondents. See Florida Statute 838.22.

27. UNAUTHORIZED ALIENS/PATRIOT'S ACT – The knowing employment by respondent or its subcontractors of any alien not authorized to work by the immigration laws is prohibited and shall be a default of the contract. In the event that the respondent is notified or becomes aware of such default, the respondent shall take steps as are necessary to terminate said employment with 24 hours of notification or actual knowledge that an alien is being employed. Respondent's failure to take such steps as are necessary to terminate the employment of any said alien within 24 hours of notification or actual knowledge that an alien is being employed shall be grounds for immediate termination of the contract. Respondent shall take all commercially reasonable precautions to ensure that it and its subcontractors do not employ persons who are not authorized to work by the immigration laws.

28. Title VI Solicitation Notice:

The **Okaloosa County Board of County Commissioners**, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 USC §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders or offerors that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

29. The following documents are to be submitted with the qualifications packet:

- A. Drug-Free Workplace Certification Form
- B. Conflict of Interest
- C. Federal E-Verify
- D. Cone of Silence Form
- E. Indemnification and Hold Harmless
- F. Addendum Acknowledgement
- G. Company Data
- H. System Award Management Form
- I. List of References
- J. Certification Regarding Lobbying
- K. Sworn Statement – Public Entity Crimes
- L. Exhibit "B" General Grant Funding Special Proposal Conditions

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: November 2, 2018

SIGNATURE: 

COMPANY: ADDRESS: HDR

NAME: John Wimberly, PE
(Typed or Printed)

25 West Cedar Street, Suite 200

TITLE: Vice President

Pensacola, Florida 32502

E-MAIL: john.wimberly@hdrinc.com

PHONE NO.: 850.429.8900

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)

FIRM NAME: HDR Engineering, Inc.

BY (PRINTED): John Wimberly, PE

BY (SIGNATURE): 

TITLE: Vice President

ADDRESS: 25 West Cedar Street; Suite 200

 Pensacola, FL

PHONE NO. 850.429.8900

E-MAIL john.wimberly@hdrinc.com

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: November 2, 2018

SIGNATURE: 

COMPANY: HDR Engineering, Inc.

NAME: John Wimberly, PE
(Typed or Printed)

ADDRESS: 25 West Cedar Street
Suite 200
Pensacola, FL 32502

TITLE: Vice President

PHONE NO.: 850.429.8900

E-MAIL: john.wimberly@hdrinc.com

CONE OF SILENCE CLAUSE

The Board of County Commissioners have established a solicitation silence policy (**Cone of Silence**) that prohibits oral and written communication regarding all formal solicitations for goods and services (ITB, RFP, ITQ, ITN, and RFQ) or other competitive solicitation between the bidder (or its agents or representatives) or other entity with the potential for a financial interest in the award (or their respective agents or representatives) regarding such competitive solicitation, and any County Commissioner or County employee, selection committee member or other persons authorized to act on behalf of the Board including the County's Architect, Engineer or their subconsultants, or anyone designated to provide a recommendation to award a particular contract, other than the Purchasing Department Staff..

The period commences from the time of advertisement until contract award.

When the solicitation silence period is in effect, no oral or written communication is allowed regarding the solicitation between prospective respondents and members of the Board of County Commissioners, the County Administrator, county employees 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 an appointed representative. It shall be the Purchasing Director decision whether to consider this information in the decision process.

Any violation of this policy shall be grounds to disqualify the respondent from consideration during the selection process.

All respondents must agree to comply with this policy by signing the following statement and including it with their submittal.

I  representing HDR Engineering, Inc.
Signature (John Wimberly, PE) Company Name

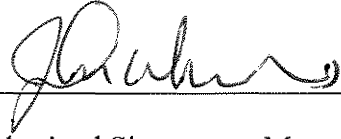
On this 1st day of November 2018 hereby agree to abide by the County's "Cone of Silence Clause" and understand violation of this policy shall result in disqualification of my proposal/submittal.

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.

HDR Engineering, Inc.

Proposer's Company Name



Authorized Signature – Manual

25 West Cedar Street; Suite 200 | Pensacola, FL 32502

Physical Address

John Wimberly, PE

Authorized Signature – Typed

25 West Cedar Street; Suite 200 | Pensacola, FL 32502

Mailing Address

Vice President

Title

850.429.8900

Phone Number

850.432.8010

FAX Number

850.525.7069

Cellular Number

850.525.7069

After-Hours Number(s)

11/02/18

Date

ADDENDUM ACKNOWLEDGEMENT
RFQ PW 51-18

Acknowledgment is hereby made of the following addenda (identified by number) received since issuance of solicitation:

ADDENDUM NO.

DATE

N/A

NOTE: Prior to submitting the response to this solicitation, it is the responsibility of the respondent to confirm if any addenda have been issued. If such addenda have been issued, acknowledge receipt by noting number(s) and date(s) above.

COMPANY DATA

Respondent's Company Name: HDR Engineering, Inc.

Physical Address & Phone #:

25 West Cedar Street

Suite 200

Pensacola, FL 32502

850.429.8900

Contact Person (Typed-Printed): John Wimberly, PE

Phone #: 850.429.8900

Cell #: 850.525.7069

Federal ID or SS #: 470680568

DUNNS/SAM #: 17-336-4006

Respondent's License #: 4213

Fax #: 850.432.8010

Emergency #'s After Hours,
Weekends & Holidays: 850.525.7069

SYSTEM FOR AWARD MANAGEMENT (OCT 2016)

(a) Definitions. As used in this provision.

“Electronic Funds Transfer (EFT) indicator” means a four-character suffix to the unique entity identifier. The suffix is assigned at the discretion of the commercial, nonprofit, or Government entity to establish additional System for Award Management records for identifying alternative EFT accounts (see subpart 32.11) for the same entity.

“Registered in the System for Award Management (SAM) database” means that.

(1) The Offeror has entered all mandatory information, including the unique entity identifier and the EFT indicator, if applicable, the Commercial and Government Entity (CAGE) code, as well as data required by the Federal Funding Accountability and Transparency Act of 2006 (see subpart 4.14) into the SAM database;

(2) The offeror has completed the Core, Assertions, and Representations and Certifications, and Points of Contact sections of the registration in the SAM database;

(3) The Government has validated all mandatory data fields, to include validation of the Taxpayer Identification Number (TIN) with the Internal Revenue Service (IRS). The offeror will be required to provide consent for TIN validation to the Government as a part of the SAM registration process; and

(4) The Government has marked the record “Active”.

“Unique entity identifier” means a number or other identifier used to identify a specific commercial, nonprofit, or Government entity. See www.sam.gov for the designated entity for establishing unique entity identifiers.

(b)(1) By submission of an offer, the offeror acknowledges the requirement that a prospective awardee shall be registered in the SAM database prior to award, during performance, and through final payment of any contract, basic agreement, basic ordering agreement, or blanket purchasing agreement resulting from this solicitation.

(2) The Offeror shall enter, in the block with its name and address on the cover page of its offer, the annotation “Unique Entity Identifier” followed by the unique entity identifier that identifies the Offeror’s name and address exactly as stated in the offer. The Offeror also shall enter its EFT indicator, if applicable. The unique entity identifier will be used by the Contracting Officer to verify that the Offeror is registered in the SAM database.

(c) If the Offeror does not have a unique entity identifier, it should contact the entity designated at www.sam.gov for establishment of the unique entity identifier directly to obtain one. The Offeror should be prepared to provide the following information:

- (1) Company legal business name.
- (2) Tradestyle, doing business, or other name by which your entity is commonly recognized.
- (3) Company Physical Street Address, City, State, and Zip Code.
- (4) Company Mailing Address, City, State and Zip Code (if separate from physical).
- (5) Company telephone number.
- (6) Date the company was started.
- (7) Number of employees at your location.
- (8) Chief executive officer/key manager.
- (9) Line of business (industry).
- (10) Company Headquarters name and address (reporting relationship within your entity).

(d) If the Offeror does not become registered in the SAM database in the time prescribed by the Contracting Officer, the Contracting Officer will proceed to award to the next otherwise successful registered Offeror.

(e) Processing time, which normally takes 48 hours, should be taken into consideration when registering. Offerors who are not registered should consider applying for registration immediately upon receipt of this solicitation.

(f) Offerors may obtain information on registration at <https://www.acquisition.gov> .

Offerors SAM information:

Entity Name: HDR Engineering, Inc.

Entity Address: 25 West Cedar Street, Suite 200; | Pensacola, FL 32502

Duns Number: 17-336-4006

CAGE Code: 4T3X9

LIST OF REFERENCES

1. Owner's Name and Address: Florida Department of Transportation, District 3
1074 Highway 90 | Chipley, FL 32428
Contract Person: Rodney Chamberlain, PE Telephone # (850) 330-1492
Email: Rodney.Chamberlain@dot.state.fl.us

2. Owner's Name and Address: Florida Department of Transportation, District 3
1074 Highway 90 | Chipley, FL 32428
Contract Person: Joy Swanson Pleas Telephone # (850) 330-1505
Email: Joy.SwansonPleas@dot.state.fl.us

3. Owner's Name and Address: Anderson Columbia
2316 Highway 71 | Marianna, FL. 32448
Contract Person: Kevin Wall, PE Telephone # (850) 572-9538
Email: Kevin.wall@andersoncolumbia.com

4. Owner's Name and Address: Atkins
1141 jackson Avenue | Chipley, FL 32428
Contract Person: Bill Howell Telephone # (850) 638-2288
Email: bill.howell@atkinsglobal.com

5. Owner's Name and Address: Escambia County Engineering
3363 West Park Place | Pensacola, Florida 32505
Contract Person: Joy Jones, PE Telephone # (850) 554-2802
Email: Joy_Jones@myescambia.com

LOBBYING - 31 U.S.C. 1352, 49 CFR Part 19, 49 CFR Part 20

APPENDIX A, 49 CFR PART 20--CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements
(To be submitted with each bid or offer exceeding \$100,000)

The undersigned [Contractor] certifies, to the best of his or her knowledge and belief, that:

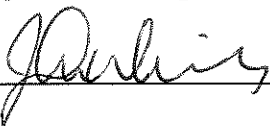
1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for making lobbying contacts to an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form--LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions [as amended by "Government wide Guidance for New Restrictions on Lobbying," 61 Fed. Reg. 1413 (1/19/96). Note: Language in paragraph (2) herein has been modified in accordance with Section 10 of the Lobbying Disclosure Act of 1995 (P.L. 104-65, to be codified at 2 U.S.C. 1601, *et seq.*)]

3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31,U.S.C. § 1352 (as amended by the Lobbying Disclosure Act of 1995). Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

[Note: Pursuant to 31 U.S.C. § 1352(c)(1)-(2)(A), any person who makes a prohibited expenditure or fails to file or amend a required certification or disclosure form shall be subject to a civil penalty of not less than \$10,000 and not more than

\$100,000 for each such expenditure or failure.] The Contractor,__, certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. A 3801, *et seq.*, apply to this certification and disclosure, if any.

 Signature of Contractor's Authorized Official

John Wimberly, PE; Vice President Name and Title of Contractor's Authorized Official

11/1/18 Date

**SWORN STATEMENT UNDER SECTION 287.133 (3) (a),
FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES**

THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted for HDR Engineering, Inc.

2. This sworn statement is submitted by John Wimberly, PE

Whose business address is: 25 West Cedar Street, Suite 200 | Pensacola, FL 32502

and (if applicable) its Federal Employer Identification Number (FEIN) is . 470680568

(If entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: N/A

3. My name is John Wimberly, PE and my relationship to the entity named above is Vice President

4. I understand that a “public entity crime” as defined in Section 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.

5. I understand that “convicted” or “conviction” as defined in Section 287.133 (1) (b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without adjudication of guilt, in any federal or state trial court of record, relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.

6. I understand that an “affiliate” as defined in Section 287.133(1) (a), Florida Statutes, means: (1) A predecessor or successor of a person convicted of a public entity crime; or (2) An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term “affiliate” includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm’s length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

7. I understand that a “person” as defined in Section 287.133(1) (e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to

transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

8. Based on information and belief, that statement which I have marked below is true in relation to the entity submitting this sworn statement. [Please indicate which statement applies.]

X Neither the entity submitting this sworn statement, nor one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity, has been charged with and convicted of public entity crime subsequent to July 1, 1989.

_____ There has been a proceeding concerning the conviction before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer did not place the person or affiliate on the convicted vendor list. [Please attach a copy of the Final Order.]

_____ The person or affiliate was placed on the convicted vendor list. There has been a subsequent proceeding before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer determined that it was in the public interest to remove the person or affiliate from the convicted vendor list. [Please attach a copy of the Final Order.]

_____ The person or affiliate has not been placed on the convicted vendor list. [Please describe any action taken by or pending with the Department of General Services.]

Date: 11/1/18 Signature: [Handwritten Signature]

STATE OF: Florida

COUNTY OF: Escambia

PERSONALLY APPEARED BEFORE ME, the undersigned authority, who after first being sworn by me, affixed his/her signature in the space provided above on this 1st day of November, in the year 2018.

My commission expires: May 22, 2021
Notary Public
[Handwritten Signature]

Personally known to me, or Produced Identification:

Type of ID



EXHIBIT B
GENERAL GRANT FUNDING SPECIAL PROPOSAL CONDITIONS

Respondents shall comply with the clauses as enumerated below, if applicable.

1. **Drug Free Workplace Requirements:** Drug-free workplace requirements in accordance with Drug Free Workplace Act of 1988 (Pub L 100-690, Title V, Subtitle D) All contractors entering into Federal funded contracts over \$100,000 must comply with Federal Drug Free workplace requirements as Drug Free Workplace Act of 1988.
2. **Contractor Compliance:** The contractor shall comply with all uniform administrative requirements, cost principles, and audit requirements for federal awards.
3. **Conflict of Interest:** The contractor must disclose in writing any potential conflict of interest to the County or pass-through entity in accordance with applicable Federal policy.
4. **Mandatory Disclosures:** The contractor must disclose in writing all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award.
5. **Utilization of Small and Minority Businesses, Women's Business Enterprises and Labor Surplus Area Firms:** The contractor must take all necessary affirmative steps to assure that small, minority, and women-owned businesses are utilized when possible, in accordance with 2CFR 200.321. If subcontracts are to be let, prime contractor will require compliance of this provision by all sub-contractors. Prior to contract award, the contractor shall document efforts to assure that such businesses are solicited when there are potential sources; that the contractor made an effort to divide total requirement, when economically feasible, into smaller tasks or quantities to permit maximum participation by such businesses; and, that the contractor has established delivery schedules, where permitted, to encourage such businesses respond. Contractor and sub-contractor shall utilize service and assistance from such organizations as SBA, Minority Business Development Agency of the Department of Commerce, the Florida Department of Management Services (Office of Supplier Diversity), the Florida Department of Transportation, Minority Business Development Center, and Local Government M/DBE programs, available in many large counties and cities. Documentation, including what firms were solicited as suppliers and/or sub-contractors, as applicable, shall be included with the bid proposal.
6. **Equal Employment Opportunity:** (As per Executive Order 11246) The contractor may not discriminate against any employee or applicant for employment because of age, race, color, creed, sex, disability or national origin. The contractor agrees to take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to their age, race, color, creed, sex, disability or national origin. Such action shall include but not be limited to the following: employment, upgrading, demotion or transfer, recruitment advertising, layoff or termination, rates of pay or other forms of compensation and selection for training including apprenticeship.
7. **Davis-Bacon Act: (Construction Contracts in excess of \$2,000):** The contractor agrees to comply with all provisions of the Davis Bacon Act as amended (40 U.S.C. 3141-3148). Contractors are required to pay wages at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week, submit certified payroll documents to the County, and allow the County or its designee to interview employees regarding wage determinations.
8. **Copeland Anti Kick Back Act:** If applicable to this contract, contractors shall comply with all the requirements of 18 U.S.C. § 874, 40 U.S.C. § 3145, 29 CFR Part 3 which are incorporated by reference to

this contract. Contractors are prohibited from inducing by any means any person employed in the construction, completion or repair of public work to give up any part of the compensation to which he or she is otherwise entitled.

9. **Contract Work Hours and Safety Standards Act** (40 U.S.C. 3701–3708): Where applicable, all contracts awarded in excess of \$100,000 that involve the employment of mechanics or laborers must be in compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor is required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.
10. **Clean Air Act (42 U.S.C. 7401–7671q.)** and the Federal Water Pollution Control Act (33 U.S.C. 1251–1387): as amended—The Contractor agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401–7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251–1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).
11. **Debarment and Suspension** (Executive Orders 12549 and 12689): A contract award (see 2 CFR 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), “Debarment and Suspension. SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549. The contractor shall certify compliance. The bidder or proposer further agrees to include a provision requiring such compliance in its lower tier covered transactions and subcontracts.
12. **Byrd Anti-Lobbying Amendment** (31 U.S.C. 1352): Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award. The contractor shall certify compliance.
13. **Rights to Inventions Made Under a Contract or Agreement**: Okaloosa County Board of County Commissioners, and the Federal Funding Agency, where applicable, shall hold sole rights to all inventions for any experimental, developmental, or research work performed by the Contractor and funded with Government funds through this contract.
14. **Procurement of Recovered Materials**: Contractors must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act.
15. **Access to Records and Reports**: Contractor will make available to the County’s granting agency, the granting agency’s Office of Inspector General, the Government Accountability Office, the Comptroller General of the United States, Okaloosa

County, Okaloosa County Clerk of Court's Inspector General, or any of their duly authorized representatives any books, documents, papers or other records, including electronic records, of the contractor that are pertinent to the County's grant award, in order to make audits, investigations, examinations, excerpts, transcripts, and copies of such documents. The right also includes timely and reasonable access to the contractor's personnel during normal business hours for the purpose of interview and discussion related to such documents. This right of access shall continue as long as records are retained.

16. Record Retention:

Contractor will retain of all required records pertinent to this contract for a period of three years, beginning on the date of final payment of contract, unless otherwise specified herein.

17. Federal Changes: Contractor shall comply with all applicable Federal agency regulations, policies, procedures and directives, including without limitation those listed directly or by reference, as they may be amended or promulgated from time to time during the term of the contract.

18. Termination for Default (Breach or Cause): Contracts in excess of \$10,000 – If Contractor does not deliver supplies in accordance with the contract delivery schedule, or, if the contract is for services, the Contractor fails to perform in the manner called for in the contract, or if the Contractor fails to comply with any other provisions of the contract, the County may terminate the contract for default. Termination shall be effected by serving a notice of termination on the contractor setting forth the manner in which the Contractor is in default. The contractor will only be paid the contract price for supplies delivered and accepted, or services performed in accordance with the manner of performance set forth in the contract.

19. Safeguarding Personal Identifiable Information

Contractor will take reasonable measures to safeguard protected personally identifiable information and other information designated as sensitive by the awarding agency or is considered sensitive consistent with applicable Federal, state and/or local laws regarding privacy and obligations of confidentiality.

20. Prohibition on utilization of cost plus a percentage of cost contracts: The County will not award contracts containing Federal funding on a cost plus percentage of cost basis.

21. Prohibition on utilization of time and material type contracts: The County will not award contracts based on a time and material basis if the contract contains Federal funding.

22. Disputes: Any dispute arising under this Agreement which is not settled by agreement of the parties may be settled by mediation, arbitration, or other appropriate legal proceedings. Pending any decision, appeal or judgment in such proceedings or the settlement of any dispute arising under this Agreement, shall proceed diligently with the performance of this Agreement in accordance with the decision of the County. This Agreement shall be construed under the laws of the State of Florida, and venue for any actions arising out of this Agreement shall be in the Circuit Court of Okaloosa County.

23. Energy Policy and Conservation Act (43 U.S.C. §6201)

Contracts shall comply with mandatory standards and policies relating to energy efficiency, stating in the state energy conservation plan issued in compliance with the Energy Policy and Conservation act. (Pub. L. 94-163, 89 Stat. 871) [53 FR 8078, 8087, Mar. 11, 1988, as amended at 60 FR 19639, 19645, Apr. 19, 1995].

As the person authorized to sign this statement, I certify that this company complies/will comply fully with the above requirements.

DATE: 11/1/18

SIGNATURE: 

COMPANY: HDR Engineering, Inc.

NAME: John Wimberly, PE

ADDRESS: 25 West Cedar Street
Suite 200
Pensacola, FL 32502

TITLE: Vice President

E-MAIL: john.wimberly@hdrinc.com

PHONE NO.: 850.429.8900

01 Cover Letter



November 7, 2018

Okaloosa County Purchasing Department
5479A Old Bethel Road
Crestview, FL 32536

**Re: Response to Request for Qualifications for
Program Management for the Southwestern Crestview Bypass & Raspberry Road Connector
RFQ Number: PW 08-19**

Dear Selection Committee Members:

The development of a newly constructed highway corridor, that will provide additional traffic capacity and to alleviate traffic congestion in the City of Crestview, requires a broad-based technical team that can provide necessary support for a successfully completed Program.

Support can include preliminary engineering to define the program, economic support assisting with options to help secure program funding, facilitation with local public resource agencies for successful permitting, and ultimately quality designs with construction oversight to minimize project expenses.

With past experience in all components of the experience needed for this program, HDR has successfully supported the development of similar programs both locally and nationally and can draw upon those same resources to support the Southwestern Crestview Bypass and Raspberry (local spelling) Road Connector program.

The best example of our experience is the Walter Spence Parkway which was developed for the Mid-Bay Bridge Authority where HDR led all stages of the development of the Parkway and was constructed ahead of schedule and below budget. The services provided included all of the same services requested in this RFQ. One example of HDR's national capabilities includes support to numerous agencies that applied for USDOT TIGER and FASTLANE Grants where applications that were supported by HDR had over a 19% success rate nationwide. The value of the secured grants exceed \$1.5 billion.

Programs of this magnitude are typically beyond the day-to-day responsibilities of local public agencies and commonly require supplemental support for those agencies. For this program, HDR eagerly looks forward to providing the needed resources to make the City of Crestview and Okaloosa County successful in their program development.

The lead office for this contract will be:

HDR Engineering, Inc.
25 West Cedar Street, Suite 200
Pensacola, Florida 32502
(850) 432-6800 Office
(850) 432-8010 Fax

Thank you in advance for your consideration of selection.

Sincerely,
HDR Engineering, Inc.

Brad Collins, PE
Project Manager

Robert Kellner, PE
Project Principal/Vice President



Table of Contents

01	Cover Letter	1
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03	Registrations	3
04	Specific Accomplishments.....	4
05	Project Management Organization.....	10
06	References.....	15
07	Additional Information & Comments	16

Required Forms

Respondent Acknowledgement

- A. Drug-Free Workplace Certification Form
- B. Conflict of Interest
- C. Federal E-Verify
- D. Cone of Silence Form
- E. Indemnification and Hold Harmless
- F. Addendum Acknowledgement
- G. Company Data
- H. System Award Management Form
- I. List of References
- J. Certification Regarding Lobbying
- K. Sworn Statement - Public Entity Crimes
- L. Exhibit "B" General Grant Funding Special Proposal Conditions

01 Cover Letter



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02 Business Credentials

Introduction

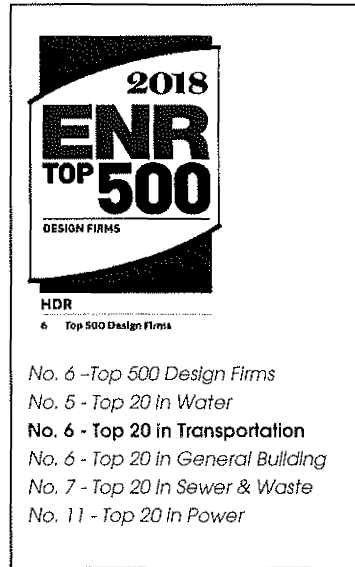
HDR Engineering, Inc. is a design, planning, and sciences firm that has been providing clients with functional solutions to complex problems for more than 100 years. The HDR staff consists of nearly 10,000 persons representing 50 design and scientific disciplines in over 200 offices located worldwide. We have over 500 professional and technical staff in Florida.

Professional publications consistently rank HDR among the leading consulting and design firms. *Engineering News Record* has ranked HDR among the top 50 U.S. firms since 1976. Clients also rank HDR at the top—**repeat business stands at more than 85 percent**, a clear indication of client satisfaction and confidence.

Our diversity reflects a commitment to offering total services and, since its inception in 1917, HDR has continually broadened its fields of expertise. Today, HDR Engineering, Inc. specializes in:

- Program Management – RFP preparation, cost estimating, plans reviews, meeting administration, project control
- Plan Preparation and Review – Highways, railroads, rail transit, transportation planning, bridges, tunnels, and airports.
- Alternative Delivery-Design-Build, Progressive Design-Build, public private partnerships, construction management at risk.
- Permitting – Wetland Delineations, Permitting Agency Coordination, Mitigation plans, and Permit compliance documentation
- Right-of-Way Acquisition – Appraisals, Notice of Taking, Offers and Negotiations, and Closings.
- Construction Engineering and Inspection – Construction observation and documentation, compliance with plans and specifications.
- Economic Performance Evaluation – Cost/Benefit analysis, economic impacts analysis and reporting.

A core value of HDR is “Living the Network”. This means connecting the technical experts within the company to satisfy the particular needs of a client. Along with our local technical staff, this project serves as a prime opportunity to connect our national resources with Okaloosa County.



Experience in Northwest Florida

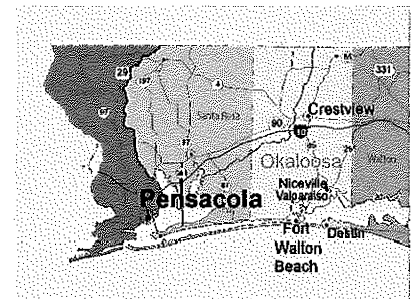
For more than 30 years, HDR has been working extensively in Northwest Florida. Specific accomplishments associated with our Panhandle presence include:

- PD&E Studies – PJ Adams Parkway, Walter Spence Parkway, Brooks Bridge and the Hurlburt Field;
- Multilaning Designs – PJ Adams, SR 123 and Walter Spence Parkway;
- Stormwater Management – Okaloosa County Stormwater Master Plan and Gap Creek Watershed Study;
- Multilane Bridge Design – SR 79, SR 77, and SR 123;
- RFP Package Preparation – Brooks Bridge Replacement and US 98 flyover at Tyndall Air Force Base;
- Environmental Assessments – wetlands permitting, wildlife surveys and biological assessments for protected species;
- Design Build for Multilaning – SR 77 and US 331, and
- Economic Analyses – Eglin Growth Management Plan.

As a result of this work, we have developed strong working relationships with the various regulatory agencies including the Florida Department of Environmental Protection, U.S. Fish and Wildlife Service, and the U.S. Army Corps of Engineers. We have also developed relationships with regional stakeholders such as FDOT, Mid-Bay Bridge Authority, utility owners, USAF, and municipalities.

Local HDR Staff

Our proposed Project Manager, Brad Collins, PE, is based in our Pensacola office which houses a staff of 24 professionals experienced in roadway design, traffic, stormwater management, and environmental investigation. Our local staff makes quality service to Okaloosa County a top priority, and are supported by the extended HDR network.



Mr. Collins will be supported by Mr. Robert Kellner as the Program Principal. Mr. Kellner was the Program Lead for all phases of the development of the Walter Spence Parkway, numerous projects both locally and nationally, and has more than 35 years of experience and over 20 years experience with Okaloosa County.

03 Registrations

State of Florida Department of State

I certify from the records of this office that HDR ENGINEERING, INC. is a Nebraska corporation authorized to transact business in the State of Florida, qualified on June 20, 1985.

The document number of this corporation is P06487.

I further certify that said corporation has paid all fees due this office through December 31, 2018, that its most recent annual report/uniform business report was filed on April 6, 2018, and that its status is active.

I further certify that said corporation has not filed a Certificate of Withdrawal.

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Thirteenth day of July, 2018*



Ken Detman
Secretary of State

Tracking Number: CU4264877272

To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.

<https://services.sunbiz.org/Filing/CertificateOfStatus/CertificateAuthentication>

HDR Engineering, Inc. is a Nebraska corporation authorized to transact business in the State of Florida, qualified on June 20, 1985
Document number: P06487

HDR Engineering, Inc. has paid all fees due this office through December 31, 2018. The most recent annual report/uniform business report was filed on April 6, 2018. Our status is active.

State of Florida Board of Professional Engineers



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: 2/28/2019
Audit No: 228201901873 R



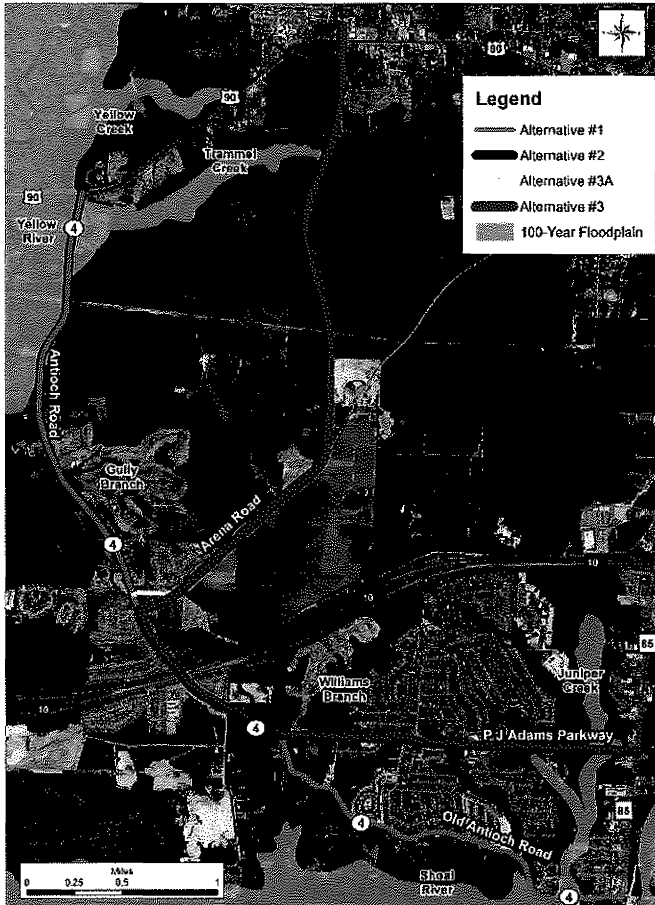
CA Lic. No:
4213

HDR Engineering, 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 Date: 02/28/2019;
Audit Number: 228201901873 R; CA Lic. No: 4213.

04 Specific Accomplishments

HDR has been delivering transportation services across the Florida Panhandle for over 30 years. Our experience has allowed us to handle all aspects of the infrastructure process. Examples of projects and staff relevant to this particular project are shown in the following pages.

PJ Adams Parkway PD&E, Evaluation, and Right-of-Way Acquisition		Okaloosa County Public Works Okaloosa County, Florida		
Specific Accomplishments:		HDR Staff		
<ul style="list-style-type: none"> ▪ Plan Preparation Program ▪ Right-of-Way Acquisition ▪ Permitting 	<ul style="list-style-type: none"> ▪ Construction Engineering & Inspection ▪ Economic Performance Evaluation 	Brad Collins, PE Robert Kellner, PE Jonathon Burchfield, PE Frank Fu, PE Allen Vinson, PE	Cory Wilkinson, AICP Josey Walker, PWS Mick Garrett James Vansteenbure, PE Chad Smith, PE	Joe Thompson Donna Neeley Tina Allgyer Alicia Stephen



HDR’s unparalleled experience with this corridor began as intersection improvements to the SR 85 intersection. Since that time, HDR has also completed a PD&E Study which will serve as the NEPA documentation for Phase V of the Southwestern Crestview Bypass. HDR has also acquired the Right-of-Way for Phases I-III of the Bypass and developed design plans for Phases I-IV. The PJ Adams Parkway projects completed by HDR have set the groundwork for the Southwestern Crestview Bypass. A detailed description of HDR’s activities to-date is listed below:

Plans Preparation Program – HDR provided construction engineering drawings for the intersection improvements at SR 85 as well as the widening plans for Phases I-IV of the Bypass. Plan sets include the following: roadway, drainage, noise walls, box culvert extensions, retaining wall, signalization, signing and pavement marking, and water main relocations.

Right-of-Way Acquisition – HDR provided right-of-way services for Phases I-III of PJ Adams. The acquisition phase of this project was accelerated due to the timing of LAP and TRIP funds. HDR coordinated with Okaloosa County staff and Okaloosa County’s legal council to prioritize parcels which needed clearance first. Weekly conference calls were established and attended by HDR Staff, Okaloosa County Staff, Okaloosa County legal counsel, and the project appraiser. During these calls, a weekly status report was reviewed concerning every parcel along the project. The weekly action items were then distributed to all members.

By incorporating HDR’s design project manager into this phase, one major collection of seven parcels was obtained by negotiating design changes. This kept the seven parcels out of suit and greatly accelerated the acquisition schedule.

Permitting – The HDR team obtained stormwater and wetland permits for the SR 85 improvements and is in the final stages of obtaining the permits for Phases I-III of the Bypass. HDR has been negotiating with USACE regarding the mitigation of this project. Through that course of negotiation, Okaloosa County has solidified rights to mitigation credits from the Yellow River Mitigation Bank which is yet to be opened. These credits can be purchased to satisfy the requirements of Phase V and the Raspberry Connector Road, which will greatly speed the permitting process.

Construction Engineering and Inspection – HDR conducted the Construction Engineering and Inspection services for the PJ Adams and SR 85 intersection improvements. During construction, HDR assisted the contractor with multiple construction issues including high groundwater and utility phasing.

Economic Performance Evaluation – During the PD&E process, HDR analyzed the alternative alignments based on construction cost. In addition, right-of-way costs were estimated.

Mid-Bay Bridge | Walter Spence Parkway Development

Mid-Bay Bridge Authority | Okaloosa County, Florida

Specific Accomplishments:

- Program Management
- Plan Preparation Program
- Right-of-Way Acquisition
- Permitting
- Construction Engineering & Inspection

HDR Staff

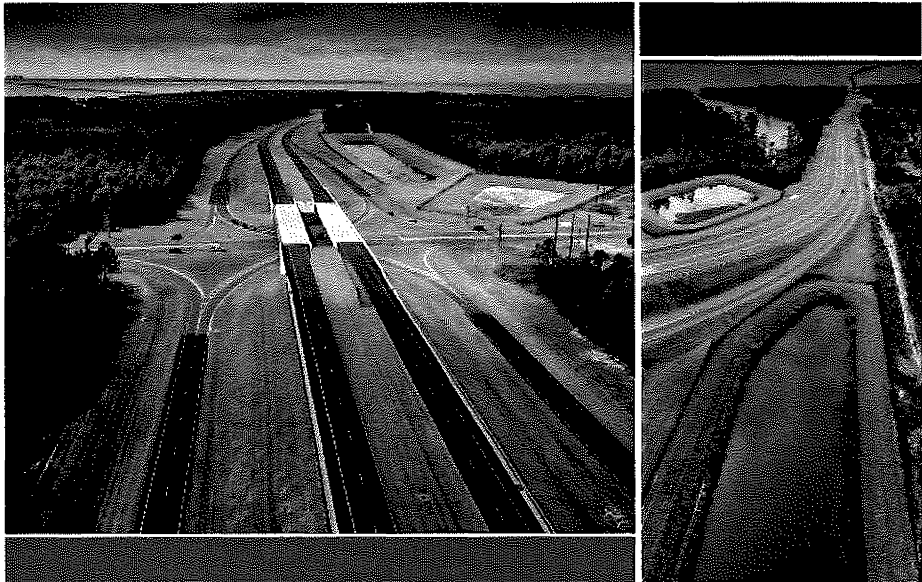
Robert Kellner, PE	James VanSteenburg, PE
Brad Collins, PE	Josey Walker, PWS
Jonathon Burchfield, PE	Mick Garrett
Allen Vinson, PE	Larry Mickenhime
Alicia Stephen	Valerie Jackson

HDR was the Program Manager for the Mid-Bay Bridge Authority for the development of the Walter Spence Parkway, which is an 11 mile limited access toll facility. The facility was a virgin alignment roadway mostly located on Eglin Air Force Base property.

The NEPA documentation and design were developed concurrently to accelerate the project schedule. Weekly meetings with Eglin Air Force base officials and intense communication with the FDEP, USACE and USFWS were required to keep the project on schedule.

As a direct extension of Mid-Bay’s staff, HDR prepared the initial NEPA documents, developed alternative cost estimates, completed the designs, prepared the bid packages, and oversaw the construction of the entire corridor.

During construction, HDR continued to facilitate communication with the project stakeholders. In the end, the project was completed under budget and ahead of schedule. The staff who executed the Mid-Bay program and are also available for the development of the Southwestern Crestview Bypass and Raspberry Road.



Program Management - Similar to the needs of this project, HDR’s staff served as an extension of the Authority’s staff and worked hand in hand to support all phases of the Connector development. The plan sets were developed, construction contracts and specifications drafted, and contract administration handled with HDR staff working at the direction of the Authority.

Plans Preparation - HDR developed the plan sets for the Walter Spence Parkway Connector. Plan sets were developed in accordance with FDOT and AASHTO design criteria and requirements. Components of the plans included 11 miles of roadway plans with five grade separated interchanges, five bridge crossings along with ancillary components to include drainage, bridge, landscaping, signalization, signing and pavement marking, and electronic toll plaza.

Right-of-Way Acquisition - The entirety of right-of-way required for the Walter Spence Parkway was obtained from Eglin Air Force Base and one private property owner. HDR assisted the Authority in negotiations with both of these entities. The process utilized for the Eglin property was a value-based action that followed the procedures of the DOD’s Enhanced Use Lease (EUL) procedures. At the time of execution, it was the largest real estate action within the USAF worldwide to follow the EUL process.

Permitting - HDR obtained the stormwater and wetland permits for the Walter Spence Parkway. This project crossed five streams inhabited by the then endangered Okaloosa Darter. HDR’s intense coordination with the permitting agencies kept the project on schedule while also being an important component of the Okaloosa Darter being delisted as a threatened and endangered species.

The wetland mitigation for the Connector was obtained by an early conservation purchase from the Nokuse Plantation, which was not opened at the time. This is the same process which Phases I-III currently utilizing to obtain mitigation credit from the Gin Hole Mitigation Bank located on the Yellow River.

Construction Engineering and Inspection - HDR oversaw the entirety of construction for the Mid-Bay Projects. Throughout the construction, the Authority was informed every month at its board meeting and three “field trips” were organized to take the Board for a hands on tour of the project construction.

Brooks Bridge Replacement Study

Florida Department of Transportation District 3 | Okaloosa County, Florida

Specific Accomplishments:

- Program Management Plan Preparation and Review
- Alternative Delivery
- Permitting

HDR Staff

Jonathon Burchfield, PE	Josey Walker, PWS
Cory Wilkinson, AICP CEP	Wendy Ferjo, EI
Robert Kellner, PE	Alicia Stephen

HDR conducted a Project Development and Environment Study to evaluate options for replacing the Brooks Bridge in Fort Walton Beach, Florida. The existing bridge is structurally deficient and does not meet current US Coast Guard clearance requirements for the Gulf Intracoastal Waterway. HDR evaluated alternatives for the type, design, and location of the replacement bridge in addition to evaluating intersection improvements for the approaching roadways and intersections. The study required an Environmental Assessment for FDOT approval, and the use of a Stakeholder Advisory Group for input on replacement alternatives. Environmental analysis included a Biological Assessment and Opinion prepared in coordination with the U.S. Fish and Wildlife Service and the National Marine Fisheries Service; and Section 4(f) analysis completed in coordination with the National Park Service Gulf Islands National Seashore, the City of Fort Walton Beach, and Okaloosa County.



Program Management - HDR is providing a conceptual design of the preferred alternative as well as the Design-Build RFP package for a Design-Build Solicitation to construct the project for District 3. The project will be bid as a design-build project in Fiscal year 2022. Wendy Ferjo, who executes the District 7 GEC for HDR, is assisting in the production of that RFP and will assist on this project.

Plans Preparation and Review - HDR prepared conceptual plans to be utilized with the Design-Build RFP package and also to be utilized in obtaining the permits for the project.

Alternative Delivery - This project was identified as a Design-Build project by the Department. As such, HDR developed the concept plans and is working on a RFP package. Additionally, HDR is working with the Department Right-of-Way staff to secure the additional land required for the improvements.

Permitting - HDR is securing the wetland and stormwater permits for the contractor to utilize during construction.

SR 77 Design-Build

Florida Department of Transportation District 3 | Washington County, Florida

Specific Accomplishments:

- Plans Preparation and Review
- Alternative Delivery
- Permitting
- Construction Engineering and Inspection

HDR Staff

Robert Kellner, PE	Jonathon Burchfield, PE
Brad Collins, PE	Mick Garrett
Allen Vinson, PE	Josey Walker, PWS

This is a design-build project and HDR is the lead designer. The 14 mile multi-laning project, which is currently under construction, required utility coordination, lighting design, and environmental permitting. In addition, the design included a stormwater pond pump design in a closed basin to protect the roadway from flooding during intense storm events.

This project was separated into four design phases. To speed construction, HDR was able to design three phases simultaneously utilizing three separate design staffs. All phases of the project were ready for construction ahead of the accelerated schedule.

During construction, HDR has been working hand in hand with the contractor and utility companies to modify the traffic control. This allows the contractor to maintain the construction schedule when utilities are not able to relocate on time.

Plans Preparation and Review - HDR completed the conceptual plans provided in the RFP on an accelerated schedule to meet the demands of the project.

Alternative Delivery - This Design-Build project focused on efficient plans and permitting delivery to produce a successful project for both the owner and the contractor. HDR obtained the permits and plans approvals ahead of schedule.

Permitting - HDR on behalf of the design-build contractor prepared separate permit packages for each of the four segments. All four had to be coordinated through and approved by FDOT prior to submittal to the regulatory agencies. All four required permits from the U.S. Army Corps of Engineers. Three of the four were permitted through the Northwest Florida Water Management District and the fourth through the Florida Department of Environmental Protection. A key component of obtaining permits within the tight design-build schedule was advanced and continued coordination with not only each regulatory agency, but also FDOT. HDR's knowledge and understanding of each agency's requirements allowed for expedited permit approvals.

Construction Engineering and Inspection - The Contractor's inspector for pile driving was unable to meet his obligations. Since the contract required "self-inspected" pile driving, HDR CEI staff was able to facilitate the required pile driving inspection on short notice.

FDOT Districts 6 & 7, General Engineering Consultant

Florida Department of Transportation Districts 6 and 7

Specific Accomplishments:	HDR Staff
<ul style="list-style-type: none"> ▪ Program Management ▪ Plan Preparation and Review ▪ Alternative Delivery ▪ Right-of-Way Acquisition ▪ Permitting ▪ Economic Performance Evaluation 	Wendy Ferjo, EI Joe Thompson

HDR serves as the General Engineering Consultant in both Districts 6 and 7 for FDOT. Through these contracts, HDR works as an extension of the Department to execute their work program. Details of the work as it relates to the contract are explained below.

Program Management -HDR develops the scopes and bid packages for projects being advertised for the Department. Once contracts are awarded, HDR staff operates as project managers of the design and communicates the status and decision points to Department staff.

Plan Preparation and Review -Supporting the Quality Office, HDR provides plan and Bidability reviews for construction documents prepared within the District by both in-house staff and consultants. The plan reviews check the documents against current design criteria and standards of AASHTO, FDOT and FHWA. The Bidability reviews check the documents against current Pay Items and quantities are checked electronically in CADD for accuracy and completeness.

Alternative Delivery -HDR project managers develop the RFP language for Design-Build projects as well as assisting in the oversight of the conceptual plans preparation. Once projects are awarded to a successful Design-Build firm, HDR serves as the Department’s project management staff.

Right-of-Way -Supporting the Right-of-Way Office, HDR provides senior Right-of-Way agents to work as embedded staff to support Property Management, Relocation and Acquisition personnel. General services include management of the FDOT’s Surplus Property Program, review and approval of relocation documents and reports, claim analysis, parcel field inspections, general acquisition duties and law suit preparation duties, along with contributing to policy interpretation, program auditing, and program administration.

Permitting -HDR staff supports the project permitting process for each of its managed projects through coordination with permitting agencies, Department staff, and the design project manager.

Economic Performance Evaluation -Major projects include a Value Engineering Study. HDR staff serves as the review committee for these studies. Recommendations for these involve cost-benefit analysis to determine the correct course of action in project designs.

Construction Engineering and Inspection Services (CEI)

Okaloosa County Public Works | Okaloosa County, Florida

Specific Accomplishments:	HDR Staff
<ul style="list-style-type: none"> ▪ Construction Engineering and Inspection 	James Vansteenburgh, PE Larry Mickenhime Valerie Jackson

HDR has provided Construction Engineering and Inspection (CEI) services on multiple cross-discipline construction projects. Through these projects HDR has shown that no matter what the size or complexity of a project, a firm understanding of Okaloosa County’s expectations, coupled with our expertise and proactive approach to construction management, can produce successful projects for the County and its users. All of our projects that have been constructed for the County over the past 5 years have been completed within budget on both construction and CEI costs. The following are a list of projects for both Okaloosa County and other agencies:

Mid-Bay Bridge | Walter Spence Parkway: HDR operated as the CEI firm for all phases of the Walter Spence Parkway. The 11 mile connector consisted of 10 bridges including 5 stream crossings along a virgin alignment. The project was ultimately constructed ahead of schedule and under budget.

Throughout the life of the project, James Vansteenburgh, the lead project engineer, gave monthly briefings complete with pictures of the construction activities. Additionally, the HDR CEI team organized project “field trips” for the board members and all stakeholders. Buses were taken throughout the project to view the progress and explain the details of the construction.

Choctawhatchee Bridge Replacement Design-Build: HDR conducted CEI services for the Design-Build replacement of the Choctawhatchee Bridge in Walton County. Primary concerns on this project were plastic and muck soils during the construction of the causeway. HDR CEI members worked with the contractor to come to a successful solution while not impacting traffic flow through the area.

PJ Adams Parkway and SR 85 Intersection Improvements. This project included the reconstruction of the intersection of PJ Adams and SR 85 to accommodate future improvements and widening of PJ Adams Parkway. Construction elements included in this project were: base stabilization in an area unforeseen prior to construction, box culvert widening to accommodate the additional lane capacity and signal modification at the intersection.

Okaloosa County General Engineering Contract: HDR CEI staff has served Okaloosa County under the General Engineering contract for over 15 years. Projects under this contract have ranged from simple intersection improvements to in-depth roadway reclamation projects. HDR’s staff understands the expectations of the County staff and looks to continue its successful relationship.

TIGER/HSIPR Grant Application Support

Florida Department of Transportation | Okaloosa County, Florida

Specific Accomplishments:

- Alternative Delivery
- Economic Performance Evaluation

HDR Staff

Chris Williges
Peter Ogonowski

Since 2009, the USDOT has granted \$7.9 Billion in grants to local agencies through TIGER and related grant programs. HDR has assisted its clients in securing \$1.5 Billion of that grant money, nearly 20%. HDR has a staff of nearly 40 professionals who are dedicated to grant facilitation from application, to economic analysis utilized for basis of application. Below is a summary of the grants HDR has assisted in securing in the Southeast United States since 2009.

Project	Location	Grant Source	Year	Grant Amount
I-35 North Tarrant Express "Accelerated Elements"	Texas	INFRA	2018	\$65 Million
SORR Rehabilitation and Presidio International Rail Bridge	Texas	FASTLANE	2017	\$7 Million
Atlantic Gateway: Partnering to Unlock the I-95 Corridor	Virginia	FASTLANE	2016	\$165 Million
Port of Savannah International Multi-Modal Connector	Georgia	FASTLANE	2016	\$44 Million
Transforming Dixie Highway	Kentucky	TIGER	2015	\$17 Million
Southwest Atlanta Beltline Corridor Trail	Georgia	TIGER	2013	\$18 Million
Ft. Lauderdale Wave Streetcar Project	Florida	TIGER	2012	\$18 Million
Mainstreet to Mainstreet Multimodal Connector	Tennessee	TIGER	2012	\$15 Million
Gulf Marine Highway Intermodal Project	Texas	TIGER	2012	\$12 Million
Nueces River Rail Yard Expansion	Texas	TIGER	2012	\$10 Million
Port of New Orleans Rail Yard Improvements	Louisiana	TIGER	2011	\$17 Million
I-95/US-301 Interchange Improvements	South Carolina	TIGER	2011	\$12 Million
Dames Point Intermodal Container Facility	Florida	TIGER	2011	\$10 Million
BNSF/UP/TxDOT Tower 55	Texas	TIGER	2010	\$34 Million
New Orleans Streetcar Expansion	Louisiana	TIGER	2009	\$45 Million

These grant projects will operate much like the Triumph project associated with this scope. Triumph will require up front documentation as to the economic benefit the funds will provide. Once the grant is approved, Triumph will require constant documentation as to the progress of the project including budget tracking, schedule tracking, and construction progress. HDR's staff has proven its ability to assist local agencies in securing and retaining funds through grant programs for successful completion of projects. Following are a few details of HDR activities on these grant projects as they relate to this scope.

Alternative Delivery -Many of these projects involve non-traditional construction contracts to speed construction to satisfy the time constraints of the grants. HDR staff analyzes the appropriate format given the conditions and provides recommendations to the client.

Economical Performance Evaluation -Like Triumph, the USDOT requires documentation as to the economic benefit the grant/project will provide to the area. HDR staff performs these analysis and presents the results in the grant application. Support will be maintained throughout the development of the program.

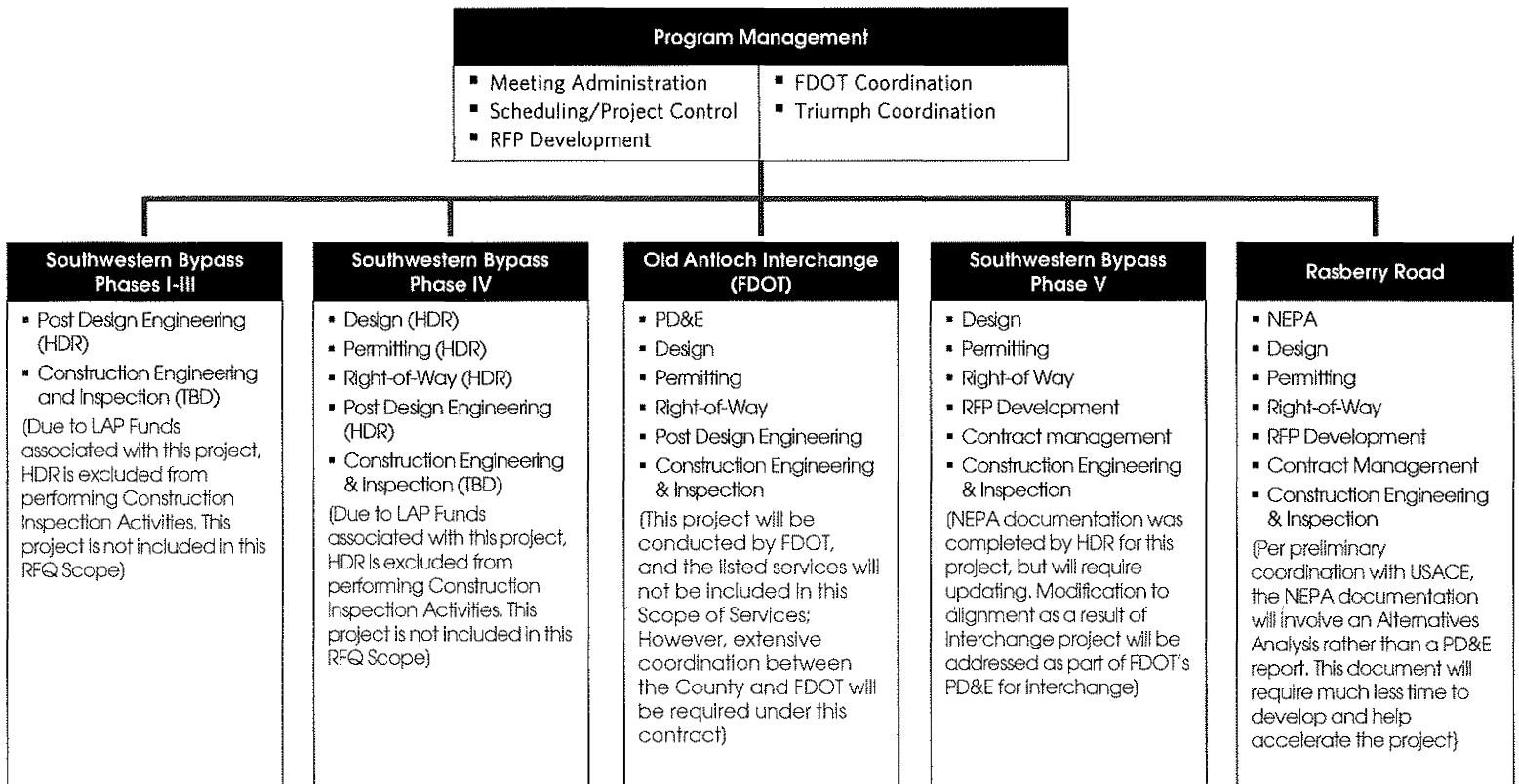
Project Matrix of Requested Services

To illustrate HDR's experience with the services requested in the RFQ, the project list below details the services previously provided.

	Project	Specific Accomplishments						
		Program Management	Plans Preparation & Review	Alternative Delivery	Right-of-Way Acquisition	Permitting	Construction Engineering & Inspection	Economic Performance Evaluation
KEY PROJECTS	PJ Adams Parkway PD&E, Design & Right-of-Way			■	■	■	■	■
	Mid-Bay Bridge Authority Walter Spence Parkway Development	■	■		■	■	■	
	Brook Bridge Replacement Study	■	■	■		■		
	SR 77 Design-Build		■	■		■	■	
	FDOT Districts 6 & 7, GEC	■	■	■	■	■		■
	CEI Projects (including the Walter Spence Parkway, PJ Adams, Matthew Blvd, CR 393 & Old Antioch)	■					■	
	TIGER/HSIPR Grant Application Support & Preparation			■				■
ADDITIONAL PROJECTS	SR 30 (US 98) Elevated Roadway at Tyndall AFB PD&E & Design-Build RFP	■	■	■		■		■
	SR 123 PD&E & Design		■			■		■
	US 331 Design-Build		■	■		■		
	CR 393 from US 90 to Poverty Creek Road Rehabilitation		■			■	■	
	US 98 at Hurlburt Gate, PD&E and Design-Build RFP, Okaloosa County, FL	■	■	■		■		■
	FDOT D3 Right-of-Way Contract: <i>Right-of-Way Acquisition Services, District 3, Florida</i>				■			
	FDOT D3 Miscellaneous PD&E Contract: <i>PD&E and Permitting Miscellaneous Services, District 3, Florida</i>		■	■		■		
	US 90 at Yellow River: <i>Construction Engineering and Inspection Services, Okaloosa County, FL</i>		■			■		
	Choctawhatchee Bridge Replacement Design-Build: <i>Construction Engineering and Inspection Services, Walton County, FL</i>			■		■	■	
	Route 11: <i>Corridor study for improvements and associated economic impacts, Albany, New York</i>							■
New Orleans Streetcar Expansion: <i>TIGER Grant facilitation: New Orleans, Louisiana</i>							■	

05 Project Management Organization

The workflow for this project must be organized to identify the critical paths and the required actions to navigate to a successful completion. Below is a project workflow for each component of the program and a summary schedule that will be adjusted at the direction of the County.. This workflow and schedule will be utilized as the basis of scope for the program.



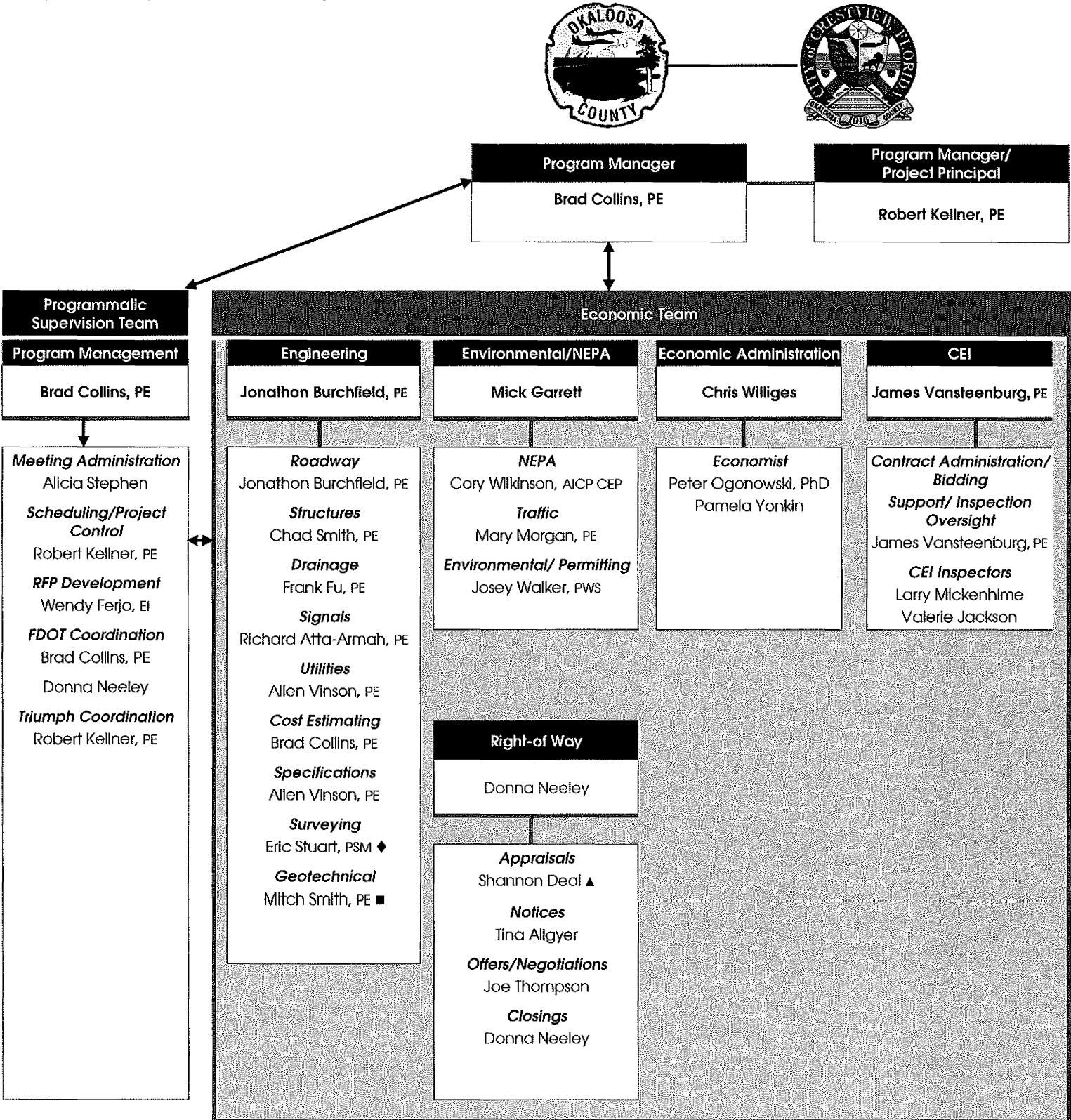
Program Management Schedule (Tentative)

	2019	2020	2021	2022	2023
Program Administration	[Active]				
PJ Adams Phases I-III	[Active]				
ROW	[Active]				
Construction	[Active]				
PJ Adams Phase IV	[Active]				
Preliminary Engineering	[Active]				
Final Design		[Active]			
Permitting		[Active]			
ROW		[Active]	[Active]		
Construction			[Active]	[Active]	[Active]
PJ Adams Phase V	[Active]				
Preliminary Engineering	[Active]				
Final Design		[Active]			
Permitting		[Active]			
ROW		[Active]	[Active]		
Construction			[Active]	[Active]	[Active]
Raspberry Road	[Active]				
Preliminary Engineering	[Active]				
Final Design		[Active]			
Permitting		[Active]			
ROW		[Active]	[Active]		
Construction			[Active]	[Active]	[Active]

Old Antioch Road Interchange being developed by FDOT

Project Management Team

HDR has assembled a team of experienced professionals to provide the services in this RFQ. Team members and subconsultant partners were assembled on our collective experience working with each other, experience with previous Okaloosa County projects, individual expertise and capabilities, and availability.



Key Staff Bolded (resume summaries enclosed)

Subconsultants: ▲ Deal Appraisals, PA ♦ Survey and Mapping, LLC (SAM 0- formerly NCG) ■ Tierra

Management Team


Brad Collins, PE | Program Manager

Mr. Collins will lead our HDR Team to a successful completion of all tasks from this contract. Mr. Collins has over 17 years of professional experience in the State of Florida. Mr. Collins has worked on a variety of projects for Okaloosa County ranging from PD&E to complex design, alternative deliveries and construction support. His duties on these projects included project management, subconsultant management, geometric design, traffic studies, signing and marking plans, signal design, utility coordination, permitting agency coordination, maintenance of traffic plans, and public involvement workshops.

EDUCATION

MBA, University of West Florida, 2006

BS, Civil Engineering, Auburn University, 2003

REGISTRATIONS

Professional Engineer, FL, AL

HDR Tenure

17 Years

Industry Tenure

17 Years



Brad has experience in transportation, drainage design, and traffic studies. As project manager for Phases 1, 2 & 3 of the Walter Spence Parkway, Brad was responsible for all aspects of project coordination and design. He is currently the project manager for US 331 Design Build and the SR 77 Design Build projects in Northwest Florida. His FDOT District 3 Design Build experience will be an asset for this program. Brad served as Project Manager on the following projects:

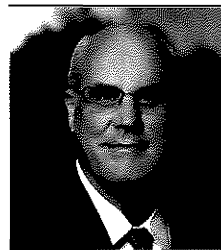
Okaloosa County, PJ Adams Parkway Design | *Okaloosa County, FL*

Mid-Bay | Walter Spence Parkway Phases 1, 2 & 3 | *Okaloosa County, FL*

FDOT District 3, SR 77 Design Build from North of CR 279 to North of Blue Lake Road | *Washington County, FL*

FDOT District 3, SR 83 (US 331) Design Build from North of SR 20 to I-10 | *Walton County, FL*

Gap Creek Watershed Water Quality Improvement Project, Grant Facilitation & Design | *Okaloosa County, FL*


Robert Kellner, PE

Project Principal/Program Manager/Scheduling/Triumph Coordination

Mr. Kellner has been responsible for project coordination and management on numerous projects throughout the nation. Locally he served as the project principal for the Walter Spence Parkway and has worked on projects for Okaloosa County for nearly 20 years. Mr. Kellner has a broad range of engineering experience on major civil infrastructure projects. His experience includes program management, direct supervision of project production, and the implementation of numerous design criteria. His experience includes construction, civil/site, geotechnical, and structural disciplines.

EDUCATION

Bachelor of Science, Civil Engineering, Johns Hopkins University, 1993

REGISTRATIONS

Professional Engineer, FL

HDR Tenure

21 Years

Industry Tenure

35 Years



Mid-Bay | Walter Spence Parkway | *Okaloosa County, Florida*

FDOT D3, SR 77 Design-Build | *Washington County, Florida*

FDOT D3, US 331 Design-Build | *Washington County, Florida*

TIGER/HSIPR Grant Application Support and Preparation | *Various Locations Nationwide*

Key Team Members

Supporting Mr. Collins is a team that is actively involved in the planning and design of transportation improvements for Okaloosa County. While the team may draw on the resources of HDR's transportation staff in Florida, all projects will be managed in the Pensacola office, with the majority of the work assignments being completed by Pensacola staff, along with national resources as needed.



Jonathon Burchfield, PE

Roadways

Mr. Burchfield is experienced in roadway, drainage and traffic signal design both in urban and rural settings. His design experience includes horizontal and vertical alignments, signals, widening and resurfacing. Mr. Burchfield has completed numerous projects throughout the State of Florida for FDOT Districts 1, 2, 3 and 5. He is well-versed in AutoCAD, Microstation, and GeoPak.

Okaloosa Co. Public Works, PJ Adams Parkway PD&E | *Okaloosa County, Florida*

PJ Adams Parkway & SR 85 Intersection Improvements | *Okaloosa County, Florida*

PJ Adams Parkway Design from SR 85 to I-10 | *Okaloosa County, Florida*

Matthew Boulevard and Commons Drive Roundabout Design | *Okaloosa County, Florida*

Mid-Bay | Walter Spence Parkway Development | *Okaloosa County, Florida*

EDUCATION

BS, Civil Engineering, University of Florida, 2003

REGISTRATIONS

Professional Engineer, FL

HDR Tenure

12 Years

Industry Tenure

15 Years



Mick Garrett

Environmental | Permitting

Mr. Garrett has 19 years experience in environmental project management, NEPA documentation, environmental permitting, wetland delineations, developing wetland restoration and remediation plans, stream restoration activities, conducting threatened/ endangered species surveys, and regulatory agency coordination for a variety of governmental agencies and private clients throughout Northwest Florida.

Okaloosa Co. Public Works, PJ Adams Parkway PD&E | *Okaloosa County, Florida*

PJ Adams Parkway & SR 85 Intersection Improvements | *Okaloosa County, Florida*

Mid-Bay | Walter Spence Parkway Development | *Okaloosa County, Florida*

Okaloosa Co. Public Works, Fairchild Road Bridge Permitting | *Okaloosa County, Florida*

EDUCATION

Bachelor of Science, Biological/Life Sciences (Marine Biology), University of West Florida, 1994

HDR Tenure

17 Years

Industry Tenure

19 Years



Chris Williges

Economic Administration

Mr. Williges supports projects nationwide where he has overseen the development of a wide range of economic analysis tools, such as revenue forecasting tools, regional economic models, benefit-cost and financial models, travel demand models, traffic simulation models, and asset management systems. Recently, Mr. Williges has focused on conducting benefit-cost analyses, incorporating wider economic impacts, and estimating changes to economic productivity.

TIGER Grant Benefit-Cost Analysis | *California*

Upper Mississippi Inland Waterway Infrastructure - Public-Private Partnership Evaluation | *Northern Mississippi*

Southern Nevada Traffic Study | *Nevada*
NCHRP 20-100 Return on Investment in Transportation Asset Management Systems and Practices | *Various Locations, MS, North Carolina, California*

EDUCATION

Master of City Planning, Transportation Planning, University of California Berkeley

MS, Transportation Engineering, University of California Berkeley

HDR Tenure

5 Years

Industry Tenure

27 Years



James Vansteenburgh, PE

Construction Engineering and Inspection

Mr. Vansteenburgh is a Senior Project Engineer with 18 years of experience all focused on public infrastructure. Mr. Vansteenburgh was the lead project engineer for the Walter Spence Parkway. He was also the lead project engineer for the SR 520 Bridge Replacement in Seattle, Washington, a \$1 Billion project. His experience on large projects will be a vital asset when the construction of Phase V and the Raspberry Connector begin. Furthermore, his insight during the design and RFP phase will be invaluable.

Mid-Bay | Walter Spence Parkway Development | *Okaloosa County, Florida*

SR 520 Bridge Replacement and HOV Program | *Seattle, Washington*

Okaloosa Co. Public Works, Construction Engineering and Inspection Services | *Okaloosa County, Florida*

EDUCATION

BS, Civil Engineering, University of Tennessee, 2000

Interdisciplinary Studies, Covenant College 1994

REGISTRATIONS

Professional Engineer, FL, WA

HDR Tenure

10 Years

Industry Tenure

18 Years



Project Management Support Staff

Qualifications for the designated support staff are listed below.

NAME/ ROLE	REGISTRATION/ CERTIFICATES	YEARS EXP.	HDR TENURE	EDUCATION
Alicia Stephen <i>Meeting Administration</i>		38	24	
Wendy Ferjo, EI <i>Design-Build RFP Development</i>	Engineer Intern – FL	30	22	BS, Civil Engineering, University of South Florida, 2003
Donna Neeley <i>Closings</i>	Licensed Realtor – FL	33	3	
Chad Smith, PE <i>Structures</i>	Professional Engineer – FL	13	13	BS, Civil Engineering, University of South Florida, 2005
Frank Fu, PE <i>Drainage</i>	Professional Engineer – FL	25	10	MS, Civil Engineering, University of Florida, 1993; Master of Engineering, Tsinghua University, 1989; BS, Civil Engineering, 1986
Richard Atta-Armah, PE <i>Signals</i>	Professional Engineer – FL	20	11	MS, Civil Engineering, Carleton University, Canada; BS Civil Engineering University of Science and Technology
Allen Vinson, PE <i>Utilities / Specifications</i>	Professional Engineer – FL, AL			BS, Civil Engineering, Auburn University, 2005
Eric Stuart, PSM <i>Surveying</i> ♦	Professional Surveyor & Mapping – FL, AL, AR, GA, LA, MS, NC, SC, TN, TX	18		BS, Geomatics, Troy State University, 2002
Mitchell Smith, PE <i>Geotechnical</i> ■	Professional Engineer – FL, GA, AL	33		BS, Civil and Geotechnical Engineering Auburn University, 1994
Cory Wilkinson, AICP CEP <i>NEPA</i>	American Institute of Certified Planners, Certified Environmental Planner	21	10	MS, Johns Hopkins University, 1999; BS, Environmental Sciences, University of West Florida, 1990
Mary Morgan, PE <i>Traffic</i>	Professional Engineer – FL, AL	14	<1	BS, Civil Engineering, University of Florida, 2004
Josey Walker, PWS <i>Environmental/ Permitting</i>	Professional Wetland Scientist	17	12	Master of Science, Environmental Planning and Management, Louisiana State University, 2002; Bachelor of Science/ Environmental Biology, University of Southern Mississippi, 2000
Shannon Deal, MAI <i>Appraisals</i> ▲	Licensed Real Estate Appraiser; Licensed Real Estate Broker – FL	25		BS, Business Management Florida State University, 1994
Tina Allgyer <i>Closing Packages</i>	Licensed Realtor – FL	29	11	Associate of Science, Construction Science Management, Pensacola State College, 2006
Joe Thompson <i>Offers / Negotiations</i>	Licensed Realtor – FL	43	11	
Peter Ogonowski, PhD <i>Economist</i>	N/A	18	1	Doctor of Philosophy in Business, Capella University, 2016; Master of Arts in Economics, York University, 1999; Honors Bachelor of Arts in Economics, Urban & Economic Geography, and Criminology, University of Toronto, 1998
Pamela Yonkin <i>Economist</i>	N/A	24	9	Master of Arts, Economics, University of Virginia, 1994; Bachelor of Arts, Mathematics, Hobart and William Smith Colleges, 1989
Larry Mickenhime <i>CEI Inspector</i>	N/A	48	12	
Valerie Jackson <i>CEI Inspector</i>	N/A	12	12	

Subconsultants: ▲ Deal Appraisals, PA

♦ Survey and Mapping, LLC (SAM 0- formerly NCG)

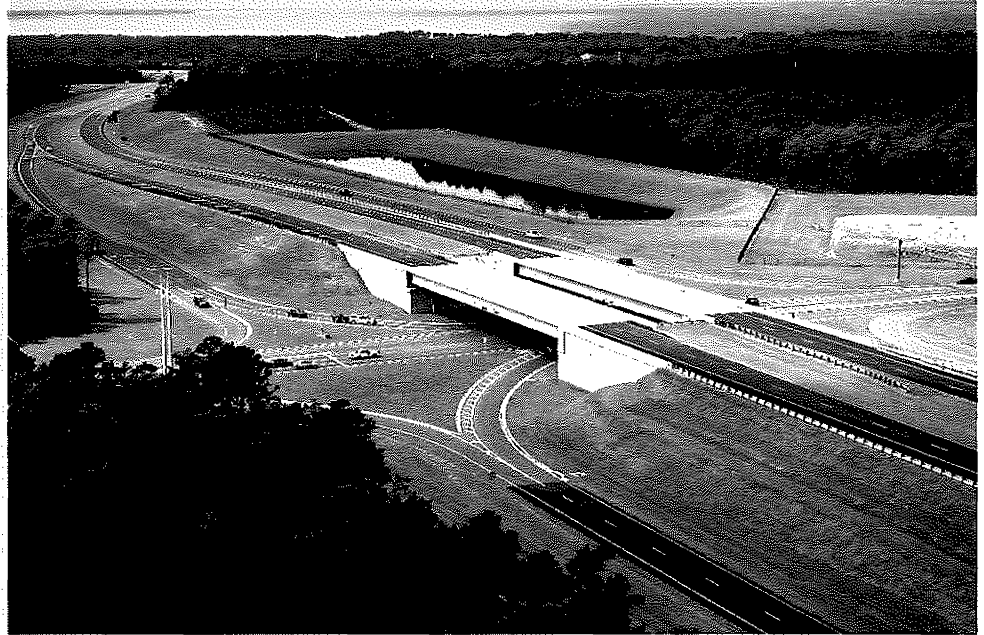
■ Tierra

06 References

Contact

Jimmy Neilson
Mid-Bay Bridge Authority
Board Chairman
4400 Hwy 20 E, Suite 501
Niceville, FL 32578
Office: 850.897.1428

Project



Mid-Bay | Walter Spence Parkway Development | Okaloosa County, FL

HDR provided program management, environmental support, design, right-of-way support, and construction inspection services for an 11 mile virgin alignment limited access toll facility for the Mid-Bay Bridge Authority. HDR oversaw the project from the initiation of the NEPA documents, to the final approval of construction. The project was developed through a traditional design-bid-build process. During construction, the project was constructed ahead of schedule and under budget.

Iris Waters
Florida Department of
Transportation, District 3
1074 Highway 90, Chipley, FL 32428
Office: 850.330.1603
Iris.Waters@dot.state.fl.us



FDOT District 3, Brooks Bridge PD&E | Okaloosa County, FL

HDR is currently completing a Project Development and Environment Study to evaluate options for replacing the Brooks Bridge in Fort Walton Beach, Florida. The existing bridge is structurally deficient and does not meet current US Coast Guard clearance requirements for the Gulf Intracoastal Waterway.

HDR evaluated alternatives for the type, design, and location of the replacement bridge in addition to evaluating intersection improvements for the approaching roadways and intersections. The study required an Environmental Assessment for FDOT approval, and the use of a Stakeholder Advisory Group for input on replacement alternatives. Environmental analysis included a Biological Assessment and Opinion prepared in coordination with the U.S. Fish and Wildlife Service and the National Marine Fisheries Service; and Section 4(f) analysis completed in coordination with the National Park Service Gulf Islands National Seashore, the City of Fort Walton Beach, and Okaloosa County.

07 Additional Information & Comments

To illustrate HDR's capabilities to meet the items identified in the RFQ, the following sections, which match the listed selection criteria, are listed below.

PROGRAM MANAGEMENT

- a. **Firm's reputation and competence, 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.**

HDR is a service oriented firm with a strong commitment to the communities where we live and work. With nearly 11,000 employee-owners, HDR supports clients in the management of complex public infrastructure projects and makes sound technical decisions. Our professionals partner with clients to provide innovative solutions beyond the scope of traditional consulting firms. *Engineering News Record has ranked HDR among the top 50 U.S. firms since 1976, and was ranked as number 6 in transportation in 2018.*

The experience, education, and qualifications of staff assigned to this project are detailed on the included staffing plan. Our plan includes engineers, scientists and economists needed to address all of the identified practice areas. Company-wide support to the project will be provided as needed to meet schedule and technical demands. HDR internally shares assignments among staff members to ensure a constant work flow for that staff while also maintaining the capability to immediately respond to client workloads with qualified staff. It has been a system successfully used with Okaloosa County that provides responsiveness without excessive delays to scheduled deliverables.

Nationwide, clients rank HDR as the top with our repeat business being over 85% of our total workload.

HDR's involvement in both design and construction places us in a position to accurately access construction costs, which is critical to project planning. Below is a comparison of our construction cost estimates to actual project costs on recent projects in Okaloosa County.

Project	HDR Cost Estimate Without Contingency	Actual Construction Cost	Difference	% Difference
PJ Adams and SR 85 Intersection Improvements	\$1,122,268	\$1,118,217	\$4,051	< 1%
Matthew Boulevard and Commons Drive Roundabout	\$247,591	\$284,397	(\$36,806)	15%
CR 393 Rehabilitation	\$2,540,942	\$2,402,214	\$138,728	5%
TOTAL	\$3,910,801	\$3,804,828	\$105,973	<3%

- b. **Firm's experience with Triumph Gulf Coast, Inc.**

The Triumph Gulf Coast Corporation (Triumph) was created by the Florida Legislature for the sole purpose of distributing mitigation funds for damages received to the eight Northwest Florida counties that were adversely impacted by the Deepwater Horizon Oil Spill in 2010. Although the corporation was created in 2015, it was not officially incorporated until 2017 when the first settlement funds were received. Since this is Triumph's first year of operations, much of the effort for its members has been centered on policies and governance, but Triumph is now actively advancing funding requests from multiple counties.

Award of any funding received from Triumph is based on job creation, and the corporation's requirements are extremely prescriptive on outcomes and expectations that must be clearly defined. These requirements are similar to other state and national discretionary grant programs that require an extensive economic analysis capability to substantiate project optimization. HDR readily provides this economic analysis support to clients nationwide on similar programs.

Locally, HDR regularly attends monthly Triumph meetings to gain an understanding of Triumph's expectations and the procedures to meet those expectations. Additionally, HDR has had direct conversations with members of the Triumph staff to gain a better understanding of their overall program. Conversations have included discussions with Triumph's chief economist, Dr. Rick Harper, who has also collaborated with HDR in the past on other non-Triumph projects.

Given Triumph has only been actively awarding grants for less than a year, they are still working through procedures and specifications of their Term Sheets, so HDR is monitoring how these Project Term Sheets are being developed and defined so a complete understanding by HDR of the necessary procedures can readily be applied to support grant requests made by Okaloosa County to ensure successful awards.

c. Firm's experience with Okaloosa County

HDR has served Okaloosa County as a General Engineering Consultant for nearly 20 years. The task orders from this ongoing support have varied from simple traffic studies to complex transportation designs. HDR has completed the PD&E as well as the design for the first 4 Phases of PJ Adams Parkway. Additionally, HDR works with FDOT staff on a daily basis and will facilitate the coordination required for the development of the Old Antioch Interchange which is an integral component of this facility.

d. Firm's experience with City of Crestview.

HDR has coordinated with the City of Crestview extensively during the design of PJ Adams Parkway widening. The City of Crestview operates water and sewer facilities along the PJ Adams Parkway project including a lift station which was anticipated to be impacted. HDR coordinated with the County and City to modify the project design and eliminate impacts to the lift station. This modification did not impact the functionality of the roadway, yet saved the City funds in relocation expenses

For this project, HDR understands that the City of Crestview will own and maintain Raspberry Road. A clear coordination effort must be established in the outset of design to verify the public will get a facility which satisfies the traffic demands, and the City receives a facility which is readily maintainable and fits within its operational program.

e. Firm's experience with Florida Department of Transportation

HDR has established itself as a leading technical service provider to FDOT, District 3. The HDR Pensacola office performs consulting services on the most complex projects the District has to offer. These services include PD&E, Environmental, Design, Right-of-Way, and CEI. One example includes being under contract with the FDOT District 3 Environmental Management Office since 1994 to provide miscellaneous project environmental review.

Statewide, HDR holds General Engineering Contracts for Districts 6 and 7. Through these contracts, HDR serves as agents for the Department and executes many of the same tasks required by this scope of services. Examples are RFP development, cost estimating, plans review, document handling during Procurement, and Analysis of Technical Proposals for accuracy.

HDR's experience through these contracts will prove invaluable. For Design Build projects with FDOT, HDR is the lead designer for the I-4 Ultimate which is the largest P3 in the State. Regionally, HDR is the Design Lead for the multi-laning of US 331 and SR 77. Both projects are being managed by Brad Collins, our proposed project manager for this contract.

f. Firm's experience with Federal Highway Administration

Prior to FHWA assigning responsibility for NEPA implementation to FDOT for local projects, HDR routinely coordinated with FHWA District Transportation Engineers at FHWA Florida Division in Tallahassee for approval of environmental re-evaluations and environmental assessments. For Okaloosa County, HDR was responsible for coordination with FHWA through FDOT for approval of the PJ Adams Environmental Assessment and issuance of the Finding of No Significant Impact.

HDR continues coordination with FHWA FL Division through FDOT on interchange and interstate projects such as the I-10 PD&E (Escambia County).

Nationally, HDR has Indefinite-Delivery Indefinite-Quantity (IDIQ) contracts with FHWA that include:

- Planning and Programming Services
- A/E Services for Highway Design
- Long Term Bridge Performance (LTBP)



DESIGN EXPERIENCE

a. Firm’s experience in preparing road, bridge, and drainage plans.

The following table represents experience that is required to advance road, bridge and drainage plans:

Field of Work	Comments
Roadway Designs	Dozens of roadway, bridge and drainage designs have been completed for FDOT or with Okaloosa County. Examples include PJ Adams Parkway Design and Walter Spence Parkway.
Signalizations	Qualified to perform signalization studies and designs. Staff has worked on past Okaloosa intersection designs such as PJ Adams Intersection Improvements at SR 85.
Traffic Studies	Supported the traffic component of the EIS for the Joint Strike Fighter for Eglin AFB. Prepared Traffic Capacity analysis utilizing regional modeling in response to FHWA comments to the PJ Adams Environmental Assessment.
Drainage/Stormwater Management	HDR completed Okaloosa County’s Stormwater Master Plan which has proven to accurately identify stormwater needs and infrastructure.
Erosion Control/Utilities	HDR assisted the County in the development of their standard BMPs, and incorporates erosion control measures into our plans.
Environmental/Permitting	HDR has two environmental scientists and a registered environmental planner based in our Pensacola office knowledgeable in wetland delineation, mitigation planning, wildlife surveys, contamination assessments, noise studies, and NEPA documentation. HDR’s local environmental staff has an active working relationship with local regulatory agencies and is experienced in all phases of permitting.
Grant Facilitation	HDR has worked directly with the County for TRIP funds, JPAs, NRCS, and Defense Infrastructure Grants. The local office is backed by Economics staff that has facilitated grants nationwide.
CEI	An active HDR construction support staff is maintained in the area.
Design Build	HDR provided Design-Build Services for a FDOT District 3 Contractor for SR 77 Design Build & US 331 Design-Build. HDR also worked directly for FDOT District 3 to develop the SR 30 elevated roadway RFP package and the US 98 at Hurlburt Field RFP package.
Public Involvement	HDR has given multiple presentations to the Board of County Commissioners and the general public, and maintains a Public Involvement support staff in our Pensacola office.
Geotechnical Engineering	All roadway design projects for Okaloosa County have included geotechnical investigations.
Surveying/Right-of-Way	Simple intersection surveys to countywide surveys have been completed for Okaloosa Co. HDR has an active ROW support group in Pensacola and throughout Florida, capable of producing right-of-way appraisals, coordinating with property owners, and justifying right-of-way needs in court if needed.

b. Firm’s experience in reviewing road, bridge, and drainage plans.

HDR holds a General Engineering Contract in Districts 6 and 7. HDR is also part of the GEC team in District 2. Through these contracts, HDR acts as an arm of the Department in reviewing submitted plans.

ALTERNATIVE DELIVERY

a. Firms experience in delivery methods other than design-bid build that emphasize completion date and performance.

HDR as a company has committed to pursuing Design-Build and Public-Private Partnership projects throughout the country. Recent examples are the I-4 Ultimate project (\$2.3 Billion) in Orlando as well as the I-395 Design-Build Project (\$800 Million) in Miami.

From a program management standpoint, HDR has operated as the General Engineering Consultant on projects for Districts 6 and 7. In both of these Districts, HDR has operated as the lead managing consultant for Design-Build projects within the District.

Locally, the HDR Pensacola office has executed Design-Build projects with FDOT District 3 on both SR 77 and US 331.

Our proposed project manager, Brad Collins is the project manager for two active design build projects, US 331 and SR 77, which are located in Northwest Florida. Both projects are on schedule.

CONSTRUCTION ENGINEERING AND INSPECTION

a. Firms’s experience in Construction Engineering and Inspection.

To add a singular focus for Construction Engineering and Inspection (CEI) services, HDR established a separate company that provides these services. HDR Construction Control Corporation (HDRCCC), is a wholly-owned subsidiary of HDR Engineering, Inc. Founded in 1990, HDRCCC has been providing CEI services throughout the State of Florida for many years and has a proven history of delivering CEI solutions for a range of transportation projects that include roads, bridges, airports, rail and transit systems, ports and greenways.



A national leader in Construction Engineering and Inspection (CE&I), HDRCCC provides a wide array of construction-based services throughout the construction lifecycle. In addition to construction management and contract administration, HDRCCC has the technical resources to provide construction inspection and materials testing using dedicated on-site engineers and credentialed technicians to effectively meet Okaloosa County's goals.

HDRCCC prides itself in recognizing and serving our client's needs in a safe and efficient manner. Providing such construction-based inspection services requires not only a thorough knowledge of the project details and methods of construction, but also dedication to utilization of sound judgment, diplomacy and strong communication skills.

HDRCCC understands that every project is different and covveys its own set of unique challenges. HDRCCC brings Construction Engineering and Inspection experience ranging from smaller municipal projects to nationally recognized mega transportation projects. Specific to Okaloosa County, HDRCCC has served as the CE&I for the following projects:

- Mid-Bay Bridge Authority, Toll Plaza Widening Project
- Mid-Bay Bridge Authority, SR20 Widening Project
- Mid-Bay Bridge Authority, Walter Spence Parkway
- Okaloosa County, PJ Adams Parkway & SR85 Intersection Improvement Project
- Okaloosa County, Matthew Boulevard and Commons Drive Roundabout Project
- Okaloosa County, CR393 from US90 to Poverty Creek Road Rehabilitation Project
- Okaloosa County, Old Antioch Road Rehabilitation Project
- Okaloosa County, Emerald Coast Convention Center Bayview Plaza Project

ECONOMIC PERFORMANCE EVALUATION

a. Firm’s experience in documenting the economic impacts associated with roadway projects including economic development, economic recovery, and economic diversification.

With limited financial resources, policy-makers and infrastructure-owners increasingly seek to make an objective case for choosing between investments, as well as prioritizing investments for funding and construction. An important element in this process is understanding the goals and objectives desired and then identifying the economic tool or approach that will best inform decision makers.

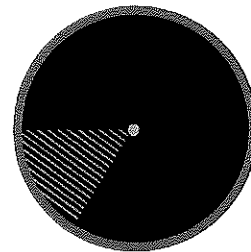
HDR’s economics and finance practice has achieved a national reputation in evaluating the likely performance of a particular project or program of projects. We routinely consider a variety of metrics that assess how well a project is expected to achieve its objectives through economic impact and development analyses, the monetization of public benefits (e.g., safety improvements, emissions reduction, reduced congestion), and other more qualitative means.

Many of our analyses include the quantification of jobs, economic development impacts, and property value increases. If requested, we also consider the public benefits of infrastructure investment, such as improved mobility for disadvantaged and other communities and wider community benefits generated by better lighting, better bicycle and pedestrian facilities, and other targeted improvements.

Our work can be done for a single year or, preferably, over time to better reflect the longer-term impacts of an investment. This supports an understanding of the near- to mid-term impacts of a project; for example, how will the project support or spur economic development. It also allows longer-term benefits to be considered. Will this investment support revitalization over time or impact disadvantaged communities in a positive way through improved mobility or quality of life. To support FDOT, we can consider the agency’s project or program objectives and gear our economic analysis to evaluate how likely a project is to achieving those goals.

Since 2009, USDOT has awarded almost \$7.9 billion under grant programs. HDR has supported nearly 60 projects in successful request for funding under these programs, and has received over \$1.5 billion in federal funds for building key transportation projects. This accounts for 19 percent of the total construction funds awarded. In the first round of FASTLANE (now INFRA), HDR-supported applications accounted for 40 percent of the total amount awarded, including the largest award of \$165 million for the Atlantic Gateway project. We also supported applications for two of only 10 small grant FASTLANE awards made in 2017.

We have assisted clients in competing successfully for **19% of the total funds available.**



\$7.9 B
Total USDOT Grants
\$1.5 B
HDR-Assisted USDOT Grants

Our experts can help complete a Triumph application in its entirety, provide guidance on a written application, or prepare the required benefit-cost or cost-effectiveness analysis.



HDR — No. 6 among Engineering News-Record’s Top 50 Transportation firms — provides planning, design, program management, environmental, economics, construction, and security services through a variety of delivery methods, including design-build.

We employ nearly 40 professionals who are dedicated to working with clients to achieve success with transportation grant funding.

RESPONSIVENESS TO PROPOSAL

a. Responsiveness of the submittals clearly stating an understanding of the work to be performed for Okaloosa County and the City of Crestview.

Okaloosa County’s primary objective is to construct a bypass roadway from the SR 85/PJ Adams intersection to the US 90/ Old Bethel Road intersection (Southwest Crestview Bypass). A PD&E for this project was completed by HDR. Additionally, Okaloosa County intends to construct an east-west connector road from the Old Antioch/Arena Road intersection to the Raspberry Road/SR 85 intersection (Raspberry Road Connector). This component will alleviate some of the congestion at the SR 85/I-10 connection and will be maintained by the City of Crestview

To date, Okaloosa County has acquired TRIP and LAP agreements to design and acquire the R/W from SR 85 to I-10. Construction has been funded to Wildhorse Drive.

The Florida Department of Transportation has committed to constructing an interchange at Old Antioch and I-10. Currently, the preferred alternative realigns Old Antioch/PJ Adams. The new interchange will tie into the Okaloosa County projects both north and south of the interstate. The current schedule is for the PD&E of the interchange to be completed by July 2019

The components north of the interstate have not been funded and are anticipated to cost \$100 million. To fund this amount, Okaloosa County has submitted a Triumph grant application for approximately \$66 million. The remaining \$34 million is anticipated to be funded through local agencies (City of Crestview and Okaloosa County). Okaloosa County’s component will be achieved via a local option sales tax which will be voted on November 6, 2018.

Once the Local Option Sales tax is approved and the Triumph grant application is approved, this contract will be utilized by Okaloosa County to oversee the NEPA, Design, Right-of-Way, Permitting, Construction, and Contract administration of the Southwest Crestview Bypass and the Raspberry Road Connector.

For the Raspberry Road Connector, NEPA documentation must be completed to utilize during the permitting process. A simple Alternatives Analysis will suffice. NEPA documentation for the Southwest Crestview Bypass has been completed through the PD&E process. The alignment change for the interchange will be covered by FDOT’s PD&E for the interchange. It is anticipated that no further modification will be required for the PJ Adams PD&E.

Both the Bypass and Raspberry Road projects are anticipated as Design-Build projects. To achieve that, this contract will perform the Survey, Geotechnical, and Design activities to prepare an RFP package. Additionally, this scope will secure the permits and Right-of-Way for the projects. Once RFPs for Design-Build are advertised, this scope includes the Construction Engineering and Inspection and the Contract Administration for the Design-Build.

Miscellaneous activities include the coordination with Triumph concerning the grant funds. Triumph will initially require economic analysis of the project to prove the funds will result in positive economic impacts for the area. Additionally, Triumph will require in-depth documentation concerning the logistics of the project and funds to verify the money is being utilized efficiently.

This is the largest single transportation project Okaloosa County has ever undertaken. This scope intends to supplement the Okaloosa County staff with experienced consultants to achieve the objective of constructing the Bypass and Connector Road.

Backed by the HDR network of technical experts, the Key Staff dedicated to this project have the experience to execute every aspect of this program. Below is a listing of the major items of work as defined by the RFQ, and the HDR Key Staff’s experience with each component.

Key Team Members	Program Management	Risk Assessment	Roadway Planning	Alternatives Analysis	Environmental Studies	Economic Analysis	Alternative Delivery	Roadway Design	Pavement Selection	Stormwater Management	Traffic Control	Right-of-Way Acquisition	Proposal Preparation	CEI	Bridge Structural Review	State Agency Coordination	Triumph Coordination	Okaloosa Board Coordination	General Public Coordination	Grant Presentations	Grant Assistance	Grant Administration	Geotechnical Studies	
Brad Collins	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
Bob Kellner	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
Jonathon Burchfield	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
Mick Garrett				■											■									
Chris Williges	■	■	■	■	■	■	■	■	■	■	■	■	■	■						■	■	■	■	■
James Vansteenburgh	■	■				■								■	■	■								■

RIGHT OF WAY ACQUISITION

a. Firm’s experience in obtaining Right-of-Way for roadway projects.

HDR has a team of local right-of-way agents, located in Pensacola, which will be dedicated to this project. This same team has previously acquired the right-of-way for the PJ Adams Parkway Phases 1, 2, & 3 widening component which had a compressed right-of-way acquisition schedule due to the time constraints of the LAP funding. With weekly conference calls, focused effort, and constant coordination, with Okaloosa County staff, HDR was able to reduce the normal right-of-way acquisition time to satisfy the project requirements.

This program will require the same innovative thinking and dedication to reduce the overall development time and satisfy Triumph expectations. Once design has begun and right-of-way has been identified, the HDR team will review the requirements to prioritize the parcels which would be advantageous to acquire first. Opportunities could exist to begin certain construction activities on the critical path while some of the other right-of-way acquisition is ongoing.

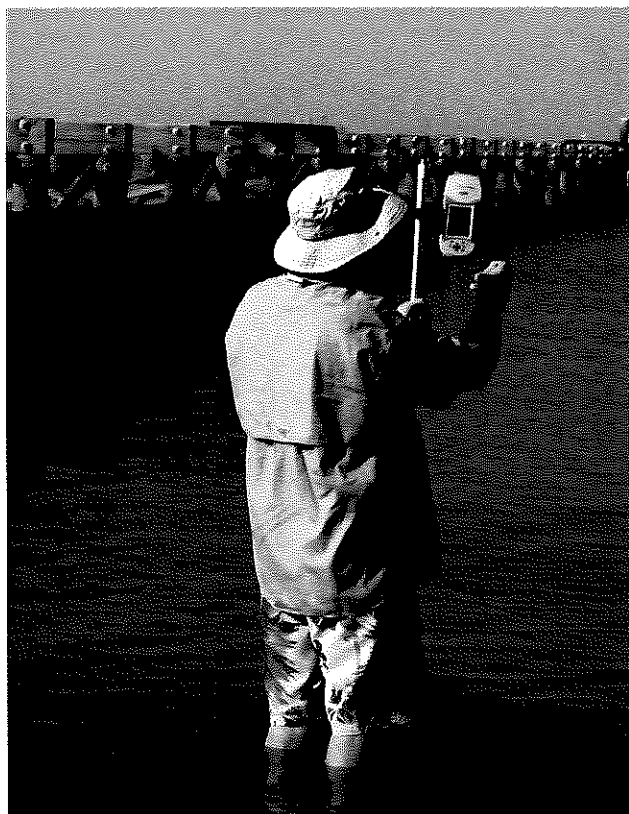
PERMITTING/WETLAND MITIGATION

a. Extent of experience and past performance when working with FDEP, NFWFMD, FDOT, USACE, EPA, in the capacity as an agent attempting to obtain permits and approvals.

HDR’s environmental team is currently working through the mitigation process for the PJ Adams widening component of this project. Crestview currently does not lie in a mitigation service bank area. This means that projects which impact wetlands could not pay a mitigation bank for the required credits due to wetland impact, but rather had to acquire additional property and preserve wetlands, or improve an existing wetland. Both of these activities were cumbersome.

However, a mitigation bank is preparing to open which will service this area. Okaloosa County has wisely been coordinating, through HDR, with the bank to purchase credits before the official opening, as well as secured the first rights to additional credits which will be utilized for the Southwest Crestview Bypass and the Raspberry Connector Road. Establishing this mitigation source will be of vital importance to reducing the permitting time, the number one schedule killer for transportation projects. HDR’s previous coordination with the bank and experience on the project corridor will be a valuable asset to the County.

HDR’s Pensacola Environmental staff has been a catalyst for maintaining schedule on the two ongoing Design-Build projects for FDOT for the last several years (SR 77 and US 331). Our staff employs two former FDEP employees. Their prior experience allows permit applications and negotiations to go smoothly as they understand the requirements of the permitting agencies. Furthermore, their in-depth knowledge of the chains of command allow us to effectively communicate with the correct staff at the permitting agencies to expedite the permitting process.



Standard Contract Clauses

Exhibit "C"

Title VI Clauses for Compliance with Nondiscrimination Requirements

Compliance with Nondiscrimination Requirements

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees as follows:

- 1. Compliance with Regulations:** The contractor (hereinafter includes consultants) will comply with the Title VI List of Pertinent Nondiscrimination Acts And Authorities, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
- 2. Non-discrimination:** The contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor will not participate directly or indirectly in the discrimination prohibited by the Nondiscrimination Acts and Authorities, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR part 21.
- 3. Solicitations for Subcontracts, Including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding, or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the contractor of the contractor's obligations under this contract and the Nondiscrimination Acts And Authorities on the grounds of race, color, or national origin.
- 4. Information and Reports:** The contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the sponsor or the Federal Aviation Administration to be pertinent to ascertain compliance with such Nondiscrimination Acts And Authorities and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the contractor will so certify to the sponsor or the Federal Aviation Administration, as appropriate, and will set forth what efforts it has made to obtain the information.
- 5. Sanctions for Noncompliance:** In the event of a contractor's noncompliance with the Non-discrimination provisions of this contract, the sponsor will impose such contract sanctions as it or the Federal Aviation Administration may determine to be appropriate, including, but not limited to:

- a. Withholding payments to the contractor under the contract until the contractor complies; and/or
 - b. Cancelling, terminating, or suspending a contract, in whole or in part.
6. **Incorporation of Provisions:** The contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The contractor will take action with respect to any subcontract or procurement as the sponsor or the Federal Aviation Administration may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the contractor becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the contractor may request the sponsor to enter into any litigation to protect the interests of the sponsor. In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States.

Title VI List of Pertinent Nondiscrimination Acts and Authorities

Title VI List of Pertinent Nondiscrimination Acts and Authorities

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the “contractor”) agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*, 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin);
- 49 CFR part 21 (Non-discrimination In Federally-Assisted Programs of The Department of Transportation—Effectuation of Title VI of The Civil Rights Act of 1964);
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 *et seq.*), as amended, (prohibits discrimination on the basis of disability); and 49 CFR part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 *et seq.*), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of

the terms “programs or activities” to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);

- Titles II and III of the Americans with Disabilities Act of 1990, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131 – 12189) as implemented by Department of Transportation regulations at 49 CFR parts 37 and 38;
- The Federal Aviation Administration’s Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq).

FEDERAL FAIR LABOR STANDARDS ACT (FEDERAL MINIMUM WAGE)

All contracts and subcontracts that result from this solicitation incorporate by reference the provisions of 29 CFR part 201, the Federal Fair Labor Standards Act (FLSA), with the same force and effect as if given in full text. The FLSA sets minimum wage, overtime pay, recordkeeping, and child labor standards for full and part time workers.

The [*contractor* | *consultant*] has full responsibility to monitor compliance to the referenced statute or regulation. The [*contractor* | *consultant*] must address any claims or disputes that arise from this requirement directly with the U.S. Department of Labor – Wage and Hour Division

OCCUPATIONAL SAFETY AND HEALTH ACT OF 1970

All contracts and subcontracts that result from this solicitation incorporate by reference the requirements of 29 CFR Part 1910 with the same force and effect as if given in full text.

Contractor must provide a work environment that is free from recognized hazards that may cause death or serious physical harm to the employee. The Contractor retains full responsibility to monitor its compliance and their subcontractor's compliance with the applicable requirements of the Occupational Safety and Health Act of 1970 (20 CFR Part 1910). Contractor must address any claims or disputes that pertain to a referenced requirement directly with the U.S. Department of Labor – Occupational Safety and Health Administration.

E-VERIFY

Enrollment and verification requirements.

- (1) If the Contractor is not enrolled as a Federal Contractor in E-Verify at time of contract award, the Contractor shall-
 - a. Enroll. Enroll as a Federal Contractor in the E-Verify Program within thirty (30) calendar days of contract award;
 - b. Verify all new employees. Within ninety (90) calendar days of enrollment in the E-Verify program, begin to use E-Verify to initiate verification of employment eligibility of all new hires of the Contractor, who are working in the United States, whether or not assigned to the contract, within three (3) business days after the date of hire (but see paragraph (b)(3) of this section); and,
 - c. Verify employees assigned to the contract. For each employee assigned to the contract, initiate verification within ninety (90) calendar days after date of enrollment or within thirty (30) calendar days of the employee's assignment to the contract, whichever date is later (but see paragraph (b)(4) of this section.)
- (2) If the Contractor is enrolled as a Federal Contractor in E-Verify at time of contract award, the Contractor shall use E-Verify to initiate verification of employment eligibility of
 - a. All new employees.
 - i. Enrolled ninety (90) calendar days or more. The Contractor shall initiate verification of all new hires of the Contractor, who are working in the United States, whether or not assigned to the contract, within three (3) business days after the date of hire (but see paragraph (b)(3) of this section); or
 - b. Enrolled less than ninety (90) calendar days. Within ninety (90) calendar days after enrollment as a Federal Contractor in E-Verify, the Contractor shall initiate verification of all new hires of the contractor, who are working in the United States, whether or not assigned to the contract, within three (3)

business days after the date of hire (but see paragraph (b)(3) of this section; or

ii. Employees assigned to the contract. For each employee assigned to the contract, the Contractor shall initiate verification within ninety (90) calendar days after date of contract award or within thirty (30) days after assignment to the contract, whichever date is later (but see paragraph (b)(4) of this section.)

- (3) If the Contractor is an institution of higher education (as defined at 20 U.S.C. 1001(a)); a State of local government or the government of a Federally recognized Indian tribe, or a surety performing under a takeover agreement entered into with a Federal agency pursuant to a performance bond, the Contractor may choose to verify only employees assigned to the contract, whether existing employees or new hires. The Contractor shall follow the applicable verification requirements of (b)(1) or (b)(2), respectively, except that any requirement for verification of new employees applies only to new employees assigned to the contract.
- (4) Option to verify employment eligibility of all employees. The Contractor may elect to verify all existing employees hired after November 6, 1986 (after November 27, 2009, in the Commonwealth of the Northern Mariana Islands), rather than just those employees assigned to the contract. The Contractor shall initiate verification for each existing employee working in the United States who was hired after November 6, 1986 (after November 27, 2009, in the Commonwealth of the Northern Mariana Islands), within one hundred eighty (180) calendar days of-
- i. Enrollment in the E-Verify program; or
 - ii. Notification to E-Verify Operations of the Contractor's decision to exercise this option, using the contract information provided in the E-Verify program Memorandum of Understanding (MOU)
- (5) The Contractor shall comply, for the period of performance of this contract, with the requirements of the E-Verify program MOU.
- i. The Department of Homeland Security (DHS) or the Social Security Administration (SSA) may terminate the Contractor's MOU and deny access to the E-Verify system in accordance with the terms of the MOU. In such case, the Contractor, will be referred to a suspension or debarment official.
 - ii. During the period between termination of the MOU and a decision by the suspension or debarment official whether to suspend or debar, the contractor is excused from its obligations under paragraph (b) of this clause. If the suspension or debarment official determines not to suspend or debar the Contractor, then the Contractor must reenroll in E-Verify.

iii. Web site. Information on registration for and use of the E-Verify program can be obtained via the Internet at the Department of Homeland Security Web site: <http://www.dhs.gov/E-Verify>.

Individuals previously verified. The Contractor is not required by this clause to perform additional employment verification using E-Verify for any employee-

- (a) Whose employment eligibility was previously verified by the Contractor through the E-Verify program;
- (b) Who has been granted and holds an active U.S. Government security clearance for access to confidential, secret, or top secret information in accordance with the National Industrial Security Program Operating Manual; or
- (c) Who has undergone a completed background investigation and been issued credentials pursuant to Homeland Security Presidential Directive (HSPD)-12. Policy for a Common Identification Standard for Federal Employees and Contractors.

Subcontracts. The Contractor shall include the requirements of this clause, including this paragraph € (appropriately modified for identification of the parties in each subcontract that-

- (1) Is for-(i) Commercial and noncommercial services (except for commercial services that are part of the purchase of a COTS item (or an item that would be a COTS item, but for minor modifications), performed by the COTS provider, and are normally provided for that COTS item); or
 - (ii) Construction;
- (2) Has a value of more than \$3,500; and
- (3) Includes work performed in the United States.