

TASK ORDER APPROVAL FORM

CONTRACT #: C19-2748-PW

TASK ORDER #: 05A (Shore at Crystal Beach Amendment per County request)

TASK ORDER AMOUNT: \$199,766.00

OFFERED BY CONSULTANT:

CONTRACT: C19-2748-PW
BASKERVILLE-DONOVAN, INC.
GENERAL ENG SERVICES FOR PW
EXPIRES: 09/30/2023

Baskerville-Donovan, Inc.
FIRM'S NAME

T. Keith Hill, P.E.
REPRESENTATIVE'S PRINTED NAME

J. Keith Hill
SIGNATURE

President/CEO TITLE 8/30/2022 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.

Jason T. Autrey, P.E., C.P.M.
SIGNATURE
Digitally signed by Jason T. Autrey, P.E., C.P.M.
Date: 2022.10.11 08:52:59 -05'00'

Jeffrey A Hyde
PURCHASING MANAGER
Digitally signed by Jeffrey A Hyde
Date: 2022.10.17 08:23:02 -05'00'

TITLE

DATE

DATE

Faye Douglas
OMB Director/DATE
Digitally signed by Faye Douglas
Date: 2022.10.18 08:54:39 -05'00'

[Signature]
COUNTY ADMINISTRATOR (if applicable)

[Signature]
CHAIRMAN (if applicable) Mel Ponder

10/18/22
DATE

OCT 18 2022
DATE



PROFESSIONAL SERVICES PROPOSAL

**SHORE AT CRYSTAL BEACH PARK EXPANSION
TASK ORDER AMENDMENT
Okaloosa County, Florida**

August 30, 2022

SUMMARY AND PURPOSE

The following is an amendment to the originally approved task order for the Shore at Crystal Beach Park Expansion project. Okaloosa County has requested that Baskerville-Donovan, Inc. (BDI) amend the task order based upon a change in the previous scope of work due to an unforeseen change in land acquisition. Parcel PIN 00-2S-22-0584-0000-0020 is no longer a viable option for acquisition and it will no longer be a part of the park expansion scope. The county has requested that BDI amend the original task order to reflect these changes and re-design the Crystal Beach Park layout into two separate park areas. The larger of the two proposed parks will include the existing Crystal Beach Park parcel and the parcel immediately to the west of the existing park. The smaller proposed park area will be designed upon the parcel immediately east of Parcel PIN 00-2S-22-0584-0000-0020.

The existing Shore at Crystal Beach Park includes a paved parking area, covered pavilion with restrooms, wooden boardwalk access to the sandy beach and a sand rinse area near Scenic Highway 98. The two newly proposed and separated park facilities will be dubbed "The Gateway to Crystal Beach" and will increase Gulf frontage width from 67 linear feet to approximately 184 linear feet (combined) of public beach access.

This amended task order does not include a boundary and topographical site survey, geotechnical soil testing or restroom structural design as these services were provided in the original task order scope of work. The new scope of work will consist solely of revised conceptual site planning for County approval, re-engineered design of the separated parking, utilities, stormwater management facilities (SWMF) and finalizing regulatory permitting services necessary to develop and construct both park facilities.

Hand drawn sketches received from the County will be digitalized and become the first layout iteration. Subsequent layout concepts to maximize parking and include all required amenities will be required thereafter. It is our understanding that both regular and LSV parking areas will still be required, and the previously designed restroom facility will likely remain on Parcel 4 (easternmost parcel) as illustrated in the current 60% design. The larger (and westernmost park area) will include the existing pavilion/restroom structure and parking as strategically optimal. The smaller (Parcel 4) park area will include the new restroom facility and again strive to optimize parking while maintaining adequate emergency vehicle ingress/egress to the sandy beach.

Both park areas will offer wooden boardwalks and ADA-compliant ramps for public access to the sandy beach from each of the independent park facilities. Additional wooden boardwalk features will be incorporated to enhance the existing park layout to offer additional beach access from the existing pavilion area and be fully compliant with ADA requirements.

The new asphaltic parking areas will be sized according to available space within each park site area and meet development requirements outlined within the City of Destin LDRs. Low Speed Vehicle (LSV or golf cart) parking spaces will be strategically placed to maximize parking uses by vehicle types given allotted space constraints. BDI will use the original boundary survey and existing utility information to determine the most strategic locations for new park vehicular access and outline these points of connection in the conceptual layout submittal for County approval. BDI will also utilize the previously obtained geotechnical report for all building and stormwater design parameters with respect to in-situ soil conditions.

Florida Design Standards (Florida "Green Book"), the FDOT Design Standards Manual and City of Destin Land Development Regulations (LDRs) will be utilized as the basis of all design, where appropriate. The Northwest Florida Water Management District (WMD) will govern all stormwater-related design criteria.

WORK SCOPE ELEMENTS

Task 1 – Independent Park Layout Concepts

BDI will use the existing boundary and topographical survey to effectively re-plan and re-design the Crystal Beach Park concepts. An initial Conceptual Parks Layout (CPL) will be prepared for County review and will illustrate each park's horizontal layout plan and design concept within the three identified parcels. The CPL will illustrate clarity of how each park will operate as its own independent public venue yet showcase a unified approach as a gateway destination and recreational feature within the City of Destin.

The conceptual plans will be a comprehensive civil and architectural illustration of the proposed parks layout and their related improvements. It will illustrate parking lot limits with required space counts as per Destin LDRs, define landscape buffers, show proposed boardwalk locations, identify the new restroom facility and propose each independent access connection to Scenic Highway 98. Conceptual plans will also address proposed SWMF vaults for each site north of the Coastal Construction Control Line (CCCL).

The CPL will be considered a 10% illustrative effort to serve as the basis for initial County comment and provide a starting point for actual site planning and re-design. Comments provided by the County to the CPL will drive the project forward.

Task 1 Deliverables:

- One (1) CD, USB drive or email containing the following:
 - CPL in PDF format
 - Team meeting with County to discuss layout and design specifics

Task 2 – 30% Construction Plans

30% Construction Plans will be prepared for County review based upon County comments to the Task 1 layout. The plans will be completed to a level of detail necessary for the County to fully understand design intent for the finalized site layout.



The plans will define horizontal control for all proposed park improvements, identify asphalt pavement design for the parking areas and illustrate typical pavement sections, identify proposed roadway access connections points to Scenic Highway 98 and begin to address design elements of the SWMF.

Pre-application meetings will be held with regulatory agencies to review the 30% plan set and discuss expected permitting requirements.

Architectural Plans will be revisited to ensure proper utility connection and coordination with site civil design. Architectural work (including restroom revisions or required upgrades to fit the new parks layout) will be performed in accordance with the Florida Building Code, latest edition.

Task 2 Deliverables:

- One (1) CD, USB drive or email containing the following:
 - 30% Construction Plans in PDF format

Task 3 – 60% Construction Plans

The 30% construction plans will advance to a 60% design phase for County review. The 60% construction plans will include an overall site layout for each park area, general notes, demo and erosion control, finalized horizontal control, grading and drainage, drainage details (including vault and swale sections), pavement sections and details, intersection details, boardwalk plans and details, restroom architectural/MEPS plans, proposed utility locations and traffic control plans. Drainage calculations will also be provided for County review.

The 60% plan set will include general or specific conditions addressed as part of 30% pre-application discussions with regulatory agencies.

Task 3 Deliverables:

- One (1) CD, USB drive or email containing the following:
 - 60% construction plans in PDF format
 - Distribution of 60% plans to all identified utility owners for comment

Task 4 - 90% Construction Documents

Construction documents will be completed to the 90% stage. Comments from the 60% submittal to the County will be incorporated into the plan set along with any comments from utility owners. Construction details and technical specifications will be finalized for permit submittals.

Task 4 Deliverables:

- One (1) CD, USB drive or email containing the following:
 - 90% design plans in PDF format
 - Distribution of 90% plans to utility providers

Task 5 - Permitting

Permitting activities will include site and building plan reviews through the City of Destin, stormwater permitting through the Northwest Florida Water Management District, construction activities seaward of the Coastal Construction Control Line (CCCL) through Florida Division of Water Resource Management and utility permitting through Destin Water Users.

Task 5 Deliverables:

- Completed City of Destin Development Order application and supporting documents
- Completed Environmental Resource Permit (ERP) application and supporting documents
- Completed Destin Water Users application with supporting documents
- Completed Division of Water Resource Management and supporting documents

Task 6 - Final Construction Documents

Construction documents will be completed to the 100% stage. Comments from the County, City of Destin and other regulatory agencies will be incorporated into the plans in accordance with the specified permit requirements. Construction plans and technical specifications will be finalized for bidding activities.

Task 6 Deliverables:

- One (1) bound signed and sealed set of 100% Final Design Plans in 11"x 17" format
- One (1) bound signed and sealed Project Manual in 8.5"x11" format
- One (1) CD, USB drive or email containing the following:
 - Digitally signed and sealed 100% Final Construction Plans in PDF format
 - Digitally signed and sealed Project Manual in PDF format
 - Architectural Rendering of Final Design (optional)

Task 7 - Bidding Services

Bidding services will include front end document preparation assistance for the design, responses to bidder requests for information, attendance at a pre-solicitation meeting, bid opening attendance, bid tabulations and recommendations of award.

Submittal Schedule

Task 1 – Independent Park Layout Concepts (two-iterations)	30 Days from NTP
<i>County Review/Comment to Conceptual Layouts</i>	10 Days from Completion of Task 1
Task 2 - 30% Construction Plans	45 Days from County Approval of Task 1
<i>County Review/Comment to Conceptual Layouts</i>	10 Days from Completion of Task 2
Task 3 - 60% Construction Plans	60 Days from County Approval of Task 2

County Review/Comment to Conceptual Layouts

10 Days from Completion of Task 3

Task 4 - 90% Construction Plans

30 Days from County Approval of Task 3

Task 5 - Permitting

90 Days from Task 3 (est. approval duration)

Task 6 - Final Construction Docs

30 Days from County Approval of Task 4

Task 7 - Bidding Services

15 Days from County Approval of Task 6

Note: A proposal for Construction Engineering and Inspection (CEI) Services is not provided as part of this proposal but can be provided upon request from the County.

The following fee schedule is based on anticipated hours to complete each task and the contract shall not exceed the identified totals without prior written authorization from Okaloosa County.

Anticipated Fee Schedule:

Design Development (including Conceptual Layouts for County Review)	\$ 25,564.00
Construction Docs (30%, 60%, 90% & 100%)	\$ 114,314.00
Architectural / MEPS Services	\$ 22,264.00
<i>*Note: Architectural services shown above represent the remaining fees from the original task order.</i>	
Permitting Services	\$ 30,202.00
<u>Bidding Services</u>	<u>\$ 7,422.00</u>
Total Service Fee	\$ 199,766.00

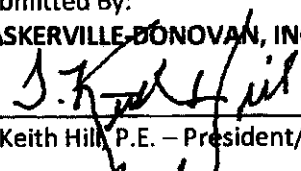
Note: Refer to detailed hourly breakdown spreadsheet included with this task order submittal.

Excluded Items:

- Permitting Fees
- PD&E Studies
- Phase 1 and 2 Environmental Assessments
- Cultural Resource Assessment Report (CRAS)
- Lighting Studies
- Site Lighting Design
- CEI Services
- Public Meetings (hourly service fees apply as requested by County)

Submitted By:

BASKERVILLE-DONOVAN, INC.


 T. Keith Hill, P.E. – President/COO

Date: 8/30/2022

Accepted By:

OKALOOSA COUNTY

Jason T. Autrey, P.E.,
 C.P.M.

Digitally signed by Jason T. Autrey,
 P.E., C.P.M.
 Date: 2022.10.11 08:52:21 -05'00'

Jason Autrey – County Public Works Director

Date: _____

L:\121 Okaloosa County\12105.01 Shore at Crystal Beach Park Expansion\Task Order and Fee Proposal\Task Order Amendment - Aug 2022