



## TASK ORDER APPROVAL FORM

CONTRACT #: C19-2746-PW

TASK ORDER #: 16

TASK ORDER AMOUNT: \$26,136

OFFERED BY CONSULTANT:

HDR Engineering, Inc.

FIRM'S NAME

Melanie Fowler, Vice President for

Kevin Mosteller, P.E.

REPRESENTATIVE'S PRINTED NAME

SIGNATURE

Senior Vice President

5/24/2022

TITLE

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: 2022.06.08 11:08:02 -05'00'

SIGNATURE

TITLE

DATE

COUNTY ADMINISTRATOR (if applicable)

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.

Jeffrey A Hyde

Digitally signed by Jeffrey A Hyde  
Date: 2022.07.01 08:41:26 -05'00'

PURCHASING MANAGER

DATE

Faye Douglas

Digitally signed by Faye Douglas  
Date: 2022.07.01 12:12:30 -05'00'

OMB Director

DATE

CHAIRMAN (if applicable)

DATE



5/24/2022

Scott R. Henson  
Public Works Program Manager  
84 Ready Avenue  
Fort Walton Beach, FL 32548

**Re: Proposed Scope of Work, Regulatory Agency / Environmental Services for the South County Transfer Station Expansion**

Dear Mr. Henson,

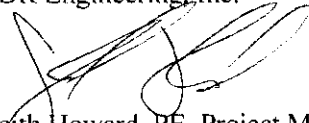
HDR Engineering Inc. (HDR) is pleased to provide Okaloosa County ("County") this scope of work to assist with regulatory agency / environmental services associated with the expansion of the South County Transfer Station property (referred to as the "SCTS") located at 630 Martin Luther King Boulevard in Fort Walton Beach, Florida. HDR has prepared this Scope of Work to include the following tasks to assist the County with this effort.

Project Team: HDR's project team will primarily include Keith Howard, PE as Project Manager, and Mick Garrett and Josey Walker as Senior Environmental Scientists. HDR will commence work immediately upon Notice to Proceed (NTP) receipt from the County.

HDR appreciates the opportunity to work with the County on this exciting project. In the meantime, please feel free to contact Keith Howard at (941) 321-8205 or via email at [keith.howard@hdrinc.com](mailto:keith.howard@hdrinc.com) should you have any questions.

Sincerely,

HDR Engineering, Inc.



Keith Howard, PE, Project Manager  
Area Waste Market Sector Lead

Enclosures:  
Okaloosa County Task Order Approval Form  
HDR Scope of Work & Fee Schedule





## SCOPE OF WORK

### REGULATORY AGENCY / ENVIRONMENTAL SERVICES FOR THE SOUTH COUNTY TRANSFER STATION EXPANSION

#### INTRODUCTION

Okaloosa County needs regulatory agency / environmental services associated with the expansion of the South County Transfer Station property (referred to as the “SCTS”) in Fort Walton Beach, Florida, which this scope of services will provide. The expansion will entail developing the area (approximately 75,000 sf or 1.7 acres) to accommodate increased operational capability.

The SCTS is located at 630 Martin Luther King Boulevard. The STSC measures approximately 6.60 acres and is bordered on all sides by property owned by the U.S. Department of the Air Force, known as Eglin Air Force Base, specifically, Hurlburt Field. The SCTS is an active solid waste transfer facility depicted on Figure 1 (Page 4). The SCTS is one county-recognized parcel: 08-2S-24-0000-0001-0030.

The HDR fee for this scope of work is a Lump Sum amount of \$26,136.00.

Total Task Order Amount: **\$26,136.00.**

#### ACCEPTANCE BY:

Jason T. Autrey, P.E., C.P.M.	Digitally signed by Jason T. Autrey, P.E., C.P.M. Date: 2022.06.08 11:08:26 -05'00'
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Jason Autrey, PE  
Public Works Director



## **SCOPE OF WORK**

### **REGULATORY AGENCY / ENVIRONMENTAL SERVICES FOR THE SOUTH COUNTY TRANSFER STATION EXPANSION**

#### **TASK 1 – Project Management**

##### **Objective:**

Manage and coordinate project resources to a level of service and responsiveness consistent with the project schedule and budget.

##### **HDR Activities:**

The Project Manager will provide continuous project oversight, including day-to-day management of resources and schedules and budget tracking and review, periodic liaison with Okaloosa County personnel as required, telephone conversations, file management, conflict and problem resolution, project staff management, accounting, contracts administration, and project control.

##### **Deliverables:**

HDR will submit monthly invoices on a percent complete basis.

#### **TASK 2 – Determine Regulatory Agency Requirements**

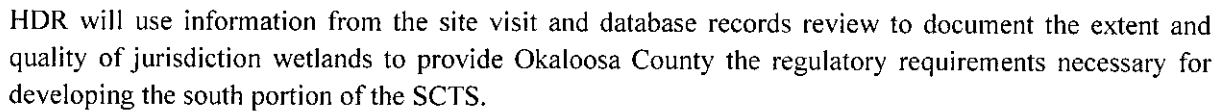
##### **Objective:**

To determine regulatory agency requirements by performing preliminary data gathering of pertinent reference information and map reviews (topographic, floodplain, wetlands, soils) from state agency database records searches; from Geographic Information System (GIS) data and analyses including Florida Natural Areas Inventory (FNAI) records, and the Florida Fish and Wildlife Conservation Commission (FWC) Eagle Nest Locator database. HDR will then delineate SCTS wetlands using a sub-meter accurate, agency-approved Trimble GPS unit, prepare GIS graphics to document the extent of onsite jurisdictional wetlands and known listed species occurrences and potential listed species habitat, prepare existing condition UMAMs, conduct an agency coordination meeting, and conduct mitigation bank coordination.

Additionally, an evaluation will be made to determine the design aspects necessary to meet the stormwater requirements of 62-330 F.A.C. [Environmental Resource Permitting (ERP)].

##### **HDR Activities:**

Two (2) HDR staff members will conduct a one-day site visit of the SCTS. The site visit will include a visual reconnaissance, obtaining photographs, and delineating wetlands using a Trimble GPS unit.



HDR will submit one iteration of the Draft Regulatory Agency Requirement Technical Memo and will solicit one set of consolidated comments from Okaloosa County. All comments from Okaloosa County on the Draft Regulatory Agency Requirement Technical Memo will be provided in a Comment Response Matrix (CRM) or the use of “track” changes in either Microsoft Word or Adobe PDF format. HDR will provide responses to the comments in the CRM or the same Draft document as referenced above, and make appropriate revisions for the Final Regulatory Agency Requirement Technical Memo.

1. All areas of the SCTS will be accessible during the one-day site visit for the wetland delineation.

One iteration of the Draft and the Final Regulatory Agency Requirement Technical Memo.

<p>MARTIN LUTHER KING BLVD WALTON BEACH OKALOOSA COUNTY E JAMES LEE BLVD 108 ESTVIEW, FL 32536</p>	<p>Land Value \$819,455 Ag Land Value \$0 Building Value \$633,151 Misc Value \$200,441 Just Value \$1,453,047 Assessed Value \$1,453,050 Exempt Value \$1,453,050 Taxable Value \$0</p>	<p>Last Sales Date Price Reason 9/8/2017 \$300 UNQUAL/FEDERAL/STATE/LOCAL 10/1/1989 \$495000 N/A</p>
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# HDR ACTIVITIES / FEE COMPUTATIONS

Project:

South County Transfer Station\_Regulatory Agency Services

Client:

Okaloosa County

Prepared By:

HDR Engineering, Inc.

Date: May 20, 2022

ACTIVITY	Project Principal		Project Manager		Senior Env Scientist		Project Engineer		Acct. / Admin		Total
	Man-	Hourly	Man-	Hourly	Man-	Hourly	Man-	Hourly	Man-	Hourly	Activity
	Hours	Rate	Hours	Rate	Hours	Rate	Hours	Rate	Hours	Rate	Fee
Task 1 - Project Management	0	\$ 208.00	16	\$208.00	0	\$ 156.00	0	\$ 145.00	8	\$ 78.00	\$ 3,952.00
Task 2 - Determine Regulatory Agency Requirements	0	\$ 208.00	16	\$208.00	100	\$ 156.00	16	\$ 145.00	12	\$ 78.00	\$ 22,184.00
<i>Total Hours</i>	<i>0</i>		<i>32</i>		<i>100</i>		<i>16</i>		<i>20</i>		<i>168</i>
<i>Total (Lump Sum Basis)</i>											<i>\$ 26,136.00</i>

NOTE: RATES ARE BASED ON MASTER SERVICES AGREEMENT BETWEEN OKALOOSA COUNTY & HDR, CONTRACT# C19-2746-PW (Years 4-5)

\$ 26,136.00