

# TASK ORDER APPROVAL FORM

CONTRACT #: C19-2749-PW

TASK ORDER #: 8 *B. JTH*

ASK ORDER AMOUNT: \$71,129.00

CONTRACT: C19-2749-PW  
DRMP, INC.  
GENERAL ENGINEERING SVS FOR PW  
EXPIRES: 09/30/2023

OFFERED BY CONSULTANT:

DRMP, Inc.  
FIRM'S NAME

John Alaghemand, P.E.  
REPRESENTATIVE'S PRINTED NAME

*John Alaghemand*  
SIGNATURE

Office Leader 1/4/2022  
TITLE DATE

**RECOMMENDED FOR APPROVAL  
(Department Director)**

*[Signature]*  
SIGNATURE  
Public Works Director  
TITLE

1/4/22  
DATE

John Hofstad Digitally signed by John Hofstad  
Date: 2022.01.05 10:37:31  
-06'00'  
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: 2022.01.04 16:27:21 -06'00'  
PURCHASING MANAGER

\_\_\_\_\_  
DATE

Faye Douglas Digitally signed by Faye Douglas  
Date: 2022.01.05 08:41:32 -06'00'  
OMB Director/DATE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
CHAIRMAN (if applicable)

\_\_\_\_\_  
DATE

**PRINCIPALS**  
Lawrence L. Smith, Jr.  
Donaldson K. Barton, Jr.  
Glenn J. Lusink  
Jon S. Meadows  
Mark D. Prochak  
Mark E. Puckett

January 4, 2022

DRMP Project No: 18-0297.005

Mr. Michael C. Anderson,  
Okaloosa County Public Works  
1759 S. Ferdon Blvd  
Crestview, FL 32536

**Subject: Old Bethel Road Sidewalk Improvements  
C19-2749-PW – DRMP Task Order 5**

Dear Mr. Anderson:

DRMP is pleased to submit this proposal for the design of a 6' wide concrete pedestrian sidewalk in Crestview, Florida. This project consists of sidewalk improvements along the north side of Old Bethel Road (County Road 188) from Normandy Road to Davidson Middle School for approximately 1 mile. The sidewalk will cross Old Bethel Road at the Middle School.

**I. Task 1 – Survey and Mapping Services**

**Part I: Topographic Survey**

DRMP, through their subconsultant Gustin, Cothorn, & Tucker, Inc. (GCT) will provide a topographic design survey to facilitate engineering design at the above indicated location. The Topographic Survey will be prepared in accordance with the State of Florida Minimum Technical Standards Chapter 5J-17, Florida Administrative Code, as set forth by the Board of Professional Surveyors and Mappers, pursuant to Section 472.027, Florida Statutes.

Tasks for the topographic survey will include the establishment of no fewer than three (3) site benchmarks, the collection of permanent planimetric features, topography from centerline of road to visible extent of right-of-way at intervals no less than 100' except where said right-of-way is deemed flat and contains no improvements, above-ground visible indication of utilities, and drainage features including size, type, condition, and invert elevations. The survey will be done on Florida State Plane Coordinates, North Zone system (NAD '83 for horizontal and NAVD '88 for Vertical). GCT will initiate a Sunshine One-Call ticket and will provide Level "D" or "C" locations as appropriate. Survey will be on assumed horizontal and vertical datum.

**Part II: Deliverables**

**Deliverables** for the survey task include: Signed and sealed survey (pdf and AutoCAD file). DRMP will provide an electronic base file in .dwg format (Civil3D), a DTM where appropriate, including a survey baseline and control monumentation for each project area.

**Lump Sum Fee for Task 1: \$16,880.00**

**II. Task 2 – 60% Design Plans**

**Description:** DRMP will provide 60% sidewalk design and produce plans and details for the sidewalk improvements. This task will include the following components:

- Site review and 2 coordination meetings with Okaloosa County.
- Sidewalk geometric design including layout, profiles, cross slopes, typical sections, tie-ins, and associated plan sheets depicting the sidewalk geometry.
- Grading and drainage design associated with the sidewalk.

**OFFICES**  
Asheboro, North Carolina  
Boca Raton, Florida  
Cary, North Carolina  
Charlotte, North Carolina  
Chipley, Florida  
DeLand, Florida  
Fort Myers, Florida  
Gainesville, Florida  
Jacksonville, Florida  
Lakeland, Florida  
Melbourne, Florida  
Merritt Island, Florida  
Orlando, Florida  
Panama City Beach, Florida  
Pensacola, Florida  
Stockbridge, Georgia  
Tallahassee, Florida  
Tampa, Florida  
Troutman, North Carolina

# DRMP

- Prepare other Construction Plan documents such as Cover Sheets, General Notes, Layout, Project Control and all labor associated with producing 60% review submittals.
- Project Management and Coordination of the work with County staff, sub-consultants and vendors.
- Signing and Striping Plans
- Implementation of a Quality Assurance/Quality Control Plan prior to submittal to the County.
- Engineer's Opinion of Probable Cost.

All offsite stormwater runoff to the site will be designed to be managed in such a way as to not adversely impact offsite area. This Scope does not include addressing the design remedy for any offsite drainage issues on adjacent public and private property such as flooding or erosion/sedimentation.

#### **Deliverables:**

Digital 60% Design Plans (.pdf)  
60% Stormwater and Drainage Calculations  
Engineers Opinion of Probable Cost

**Lump Sum Fee for Task 2: \$37,393.00**

#### **Task 3 – Final/Construction Plans**

**Description:** DRMP will provide final construction plans which include the following components:

- Address County comments from 60% submittal and incorporate into final plans.
- Prepare Final Construction Plan documents such as Cover Sheets, General Notes, Layout, Details, Project Control and all labor associated with producing Final Deliverable package.
- Project Management and Coordination of the work with County staff, sub-consultants and vendors.
- Implementation of a Quality Assurance/Quality Control Plan prior to submittal to the County.
- Engineer's Opinion of Probable Cost.

#### **Deliverables:**

Digital Construction Plans (.pdf) Digitally Signed and Seal  
Digital Design Files (AutoCAD 2020)  
Signed and Sealed Stormwater and Drainage Calculations  
Engineers Opinion of Probable Cost  
Bid Form with Pay Items

**Lump Sum Fee for Task 3: \$16,566.00**

#### **Task 4 – Permitting**

**Description:** The proposed sidewalk width is 6 feet. Based on 62-330.051 F.A.C., the project is an exempt activity from State Environmental Resource permitting. DRMP will submit 60% plans and obtain a verification for exemption from the Northwest Florida Water Management District. No other permitting is anticipated on this project.

#### **Deliverables:**

Exemption Verification (.pdf)

**Lump Sum Fee for Task 4: \$ 140.00**

**Reimbursable Permit Fee: \$150.00**



**Assumptions and Exclusions**

The County will provide DRMP and sub-consultants access to the site and all available information pertinent to this project, including access to as-built drawings and documents on underground utilities, pavements, and underground structures within the project limits. The County will provide access to pertinent information regarding property, easements, right-of-way, lease lines, and other information necessary for the design and permitting of the project. It is assumed the project will be exempt from stormwater management and permitting requirements. All proposed work is assumed to be within the right-of-way. Right-of-way and easement sketches are not included in this proposal.

**Project Schedule**

Task 1 Survey.....30 days from the NTP

Task 2 – 60% Design .....60 days

County review.....30 days

Task 3 – Final Design.....45 days

Task 3 – Permitting.....30 days

**COMPENSATION SUMMARY AND TERMS**

The following summarizes the fees and billing terms as proposed by DRMP for the Scope of Services as presented herein. A breakdown of base fees and costs is provided as follows:

Task No.	Task	Cost
1	Survey and Mapping Services	\$ 16,880.00
2	60% Design Plans	\$ 37,393.00
3	Final/Construction Plans	\$ 16,566.00
4	Permitting	\$ 290.00
<b>Total Lump Sum Fee:</b>		<b>\$ 71,129.00</b>

A summary of man-hours for the project is attached to this proposal.

Please be advised that any additional work not outlined in this proposal such as section work, title review and plotting of easements, response to any comments by a third party after survey is submitted, digging of buried utilities, or any request for additions to be made to the survey such as wetland locations, tree surveys, offsite surveys, coordinating with utility company locators, plotting underground utilities from engineering plans or maps, and reimbursable such as reproductions or overnight mailings, will be billed as an extra cost on a time and material basis, per the hourly rates reflected on Exhibit "A" in the Continuing Services Contract and may cause a delay in the completion of the survey.

We sincerely appreciate this opportunity to provide professional services for this project. If you have any questions regarding this proposal, please contact our office.

DRMP, Inc.

John Alghemand, P.E.  
Office Leader

Attachment: Man-hours Estimate Summary