

TASK ORDER APPROVAL FORM

CONTRACT #: C22-3221-TDD

TASK ORDER #: 3

TASK ORDER AMOUNT: \$ 289,092.00

CONTRACT: C22-3221-TDD

MRD Associates, Inc.

Coastal and Environmental Engineering Services

EXPIRES:08/15/2025 w/2 1 yr renewals

OFFERED BY CONSULTANT:

MRD Associates, Inc.

FIRM'S NAME

Michael R. Dombrowski

REPRESENTATIVE'S PRINTED NAME

Michael R. Dombrowski

SIGNATURE

President

TITLE

10/29/2023

DATE

**RECOMMENDED FOR APPROVAL
(Department Director)**

Jennifer
Adams

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Jennifer Adams
Date: 2023.10.31
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Charlotte
Dunworth

SIGNATURE

TDD Director

TITLE

DATE

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

DeRita
Mason

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Mason
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PURCHASING MANAGER

DATE

Faye
Douglas

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Douglas
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OMB Director/DATE

DATE

John Hofstad

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Hofstad
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COUNTY ADMINISTRATOR (if applicable)

DATE

Robert A. "Trey" Goodwin III

CHAIRMAN (if applicable)

DATE

11/7/23

DATE



VIA EMAIL

October 29, 2023

Sharon Gold
Destination Project Coordinator
Tourist Development Department
Okaloosa COUNTY
1540 Miracle Strip Parkway
Fort Walton Beach, Florida 32548
sgold@myokaloosa.com



mrd associates, inc.

Coastal, Marina & Water Resources Engineering

543 Harbor Blvd., Suite 204
Destin, Florida USA 32541
850.654.1555 • (fax) 654.0550

Subject: COASTAL AND ENVIRONMENTAL ENGINEERING SERVICES
CONTRACT NUMBER: C22-3221-TDD
Task Order 3 – Cristobal Road Waterfront Park Permitting and Design Services

Dear Ms. Gold,

At your request, attached is Task Order 3 for the *Cristobal Waterfront Park Permitting and Design Services* under the COUNTY's Contract Number C22-3221-TDD with MRD Associates, Inc.

If you have any questions, please feel free to give me a call at 850.654.1555.

Sincerely,

mrd associates, inc.

A handwritten signature in black ink that reads "Michael R. Dombrowski". The signature is written in a cursive style with a large, stylized 'M' and 'D'.

Michael Dombrowski, P.E.
President
md@mrd-associates.com

**COASTAL AND ENVIRONMENTAL ENGINEER SERVICES
CONTRACT NUMBER C18-2637-TDD
Task Order 3 – Cristobal Road Waterfront Park
Permitting, Design, Bidding and Construction Phase Services
Scope of Work**

The purpose of this Task Order is to authorize MRD Associates, Inc. (CONSULTANT) to provide permitting, design, bidding and construction phase services for the proposed Cristobal Waterfront Park located in Mary Ester, Florida. The project consists of the 610 linear feet of Cristobal Road and R/W, and three (3) parcels east of Cristobal Road from U.S. Highway 98 to Santa Rosa Sound (PID 16-2S-24-1710-000A-006A, 16-2S-24-1710-000A-006B, and 16-2S-24-1710-000A-006C). The total area is approximately 1.15 acres. The proposed improvements include a new access road and cul-de-sac; parking; sidewalks; stormwater management; restrooms; signage; utilities; gazebos; and pile-supported fishing pier, boardwalk, canoe/kayak and paddleboard launch; seawall and/or living shoreline along Santa Rosa Sound. MRD Associates, Inc. (CONSULTANT) will perform the followings tasks for Okaloosa COUNTY (COUNTY):

I. SCOPE OF WORK

Task 1.0 Meetings

The CONSULTANT will attend up to eight (8) meetings with the COUNTY and Design Team when called upon. Two of these meetings will include the Okaloosa County Board of County Commissioners and the City of Mary Esther. These services and expenses will be provided on an hourly and cost basis in accordance with the provisions contained in Contract C18-2637-TDD.

Task 2.0 Permitting and Design Investigations

The following investigations will be required to apply for and process permit applications through the Florida Department of Environmental Protection (DEP) and the U.S. Army Corps of Engineers (USACE) and the design of the project.

2.1. Boundary and Topographic SurveyThe survey will be subcontracted to Dewberry Engineers, Inc. (DEI) to perform all office and field work required for a Boundary and Topographic Survey of approximately 610 linear feet of Cristobal Road, and three (3) parcels east of Cristobal Road from U.S. Highway 98 to Santa Rosa Sound (PID 16-2S-24-1710-000A-006A, 16-2S-24-1710-000A-006B, and 16-2S-24-1710-000A-006C). The limits of the topographic survey shall extend 25' outside of the parcels and R/W lines of Cristobal Road and shall extend to the northerly R/W line of U.S. Highway 98, and into Santa Rosa Sound approximately 50' to wading depth (-4' elevation), for the width of the parcels surveyed, and the area west of Cristobal Road. The proposed survey will include the following:

- 1) Survey shall be referenced to the Florida State Plane Coordinate System, North Zone, North American Datum (NAD) 1983/2011, U.S. Survey Feet, per National Geodetic Survey control points.
- 2) Survey shall be referenced to North American Vertical Datum of 1988 (NAVD 88), per National Geodetic Survey benchmarks and/or control points.

- 3) Minimum of two (2) site benchmarks.
- 4) Horizontal location of all boundary lines of PID 16-2S-24-1710-000A-006A, 16-2S-24-1710-000A-006B, and 16-2S-24-1710-000A-006C.
- 5) Legal descriptions of property surveyed.
- 6) Location of the shoreline for the full width of the property surveyed, including west of Cristobol Road.
- 7) Horizontal location of the Right of Way lines of Cristobol Road.
- 8) Contours at 1-foot intervals, together with spot elevations.
- 9) Horizontal and vertical location of all above ground visible improvements and/or structures. If buildings still remain at the time of survey, DEI shall only locate the approximate footprint.
- 10) Location of all aboveground/visible utilities within the limits of survey, including pipe sizes, types, and invert elevations. This proposal does not include excavation or verification of buried utilities.
- 11) Location of the western edge of the dock to the east of the project site.
- 12) Location of the rock jetty along the western boundary of the R/W.
- 13) FEMA flood zone boundaries.

Deliverables: Signed/Sealed Survey Map and Report by a DEI Florida-Licensed Surveyor & Mapper. Digital copies of the survey (Adobe® PDF and AutoCAD® files).

2.2. Tree Inventory and Mapping

All work shall be performed by Backridge Tree Service, Inc., an ISA Certified Arborist. A submeter geographic positioning system (GPS) will be used to acquire the location (and coordinates) of the trees located on the Site within three meters accuracy. Each tree will be assigned a unique Tree Number upon location with the GPS unit. Other attributes to be recorded include but are not limited to:

- 1) *Tree species (Scientific and common name)*
- 2) *Size metrics (Diameter at breast height - DBH, height, canopy spread)*
- 3) *Condition (Good, Fair, Poor, Dead)*
- 4) *Observations and pruning recommendations.*
- 5) *Tree preservation recommendations.*
- 6) *Tree protection status (with respect to the City of Mary Esther Protected Tree and Land Clearing Permit Guidelines)*

Deliverables: All reporting shall be completed by Backridge Tree Service, Inc.. Tree Inventory Results will be presented in chart form, with latitude and longitude of individual trees. A scaled Tree Location Map will be provided in PDF format identifying all trees, including GPS center point and Tree Number. A shapefile and/or a .csv containing raw GPS and tree data will be provided. Reporting will be distributed via email.

2.3. Environmental Assessment and Submerged Aquatic Vegetation (SAV) Survey

The CONSULTANT will conduct an environmental assessment of the site based on existing information and a SAV (sea grass) survey within the project area to determine the presence or

absence of SAV within the footprint. If present, the SAV will be surveyed following the U.S. Army Corps of Engineers (USACE) "Submerged Aquatic Vegetation Survey Guidelines". According to protocol, the following data will be collected during the field survey completed between June 1 and September 30 as required by the USACE:

- 1) *Survey of all SAV locations, landward and waterward extents (shallow and deep extents)*
- 2) *Seagrass species identification (including photographs)*
- 3) *Identification and spatial distribution of SAV species*
- 4) *Percent coverage of seagrass (Braun-Blanquet method)*
- 5) *Frequency of occurrence for various species of SAV*

The field effort will be performed utilizing a boat, kayak, snorkel diving and/or a surface viewing device. The boundaries of the SAVs will be delineated and mapped using a Global Positioning System (GPS) field unit with decimeter precision. At least 10 percent of each transect across any SAV bed will be assessed quantitatively using a PVC 1-meter quadrat. Representative photographs will be collected for all SAV species encountered and any other observed aquatic fauna and/or flora will be noted. Emergent vegetation along the shoreline and establish a jurisdictional wetland boundary if present will be established. If a jurisdictional wetland is not present, the Mean High-Water Line (MHWL) will serve as the jurisdictional boundary for any proposed in-water work.

Deliverables: The CONSULTANT will provide the COUNTY with an electronic copy (PDF) of a map(s), GPS data depicting the SAV boundaries on an aerial image, and the SAV survey results will be documented in a technical memorandum to meet USACE pre-construction permit application requirements. The SAV survey will be incorporated into the permit sketches.

2.4. Geotechnical Investigation

The CONSULTANT will sub-contract geotechnical investigation services to Universal Engineering Sciences (UES).

Field Investigations

Due to the proposed boring locations and limited access via a truck mounted drill rig, the following assumptions were made:

- *The existing residential structures and associated utilities will be demolished and removed from the site prior to the commencement of any of the geotechnical engineering field activities.*
- *The overhead power lines will no longer be in service prior to the commencement of the field activities.*
- *It will be acceptable to locate the borings as close as possible to the requested boring locations without the performance of any clearing operations.*

In light of this information, it has been assumed that the boring locations will be accessible to a truck mounted drill rig (both with regard to the overhead power lines and relocation as necessary to facilitate access), right of entry to the site has been obtained from the property owner, the drillers will not experience excessive delays due to debris at borehole locations or for other reasons outside of their control and that the performance of clearing operations

(other than limited manual clearing operations) will not be required in the proposed scope of services and presented fee estimate. If such conditions are encountered that may cause the cost of the exploration to exceed the budget figure, they will obtain approval for the additional work before proceeding.

The following field services will be performed: locate the borings at the site; clear registered utilities at the site with the Florida Sunshine Network; non-registered or private utilities are the responsibility of the COUNTY to clear; and Standard Penetration Test (SPT) borings will be drilled for design purposes. The boring plan will entail the following:

- 1) Replacement of Cristobal Road and the construction of parking spaces, all asphalt pavement (Borings B-1 and B-4).
- 2) The construction of stormwater drainage/management ponds (Borings B-1 and B-4).
- 3) The construction of restroom facilities assumed to be a single story structure with assumed maximum loading conditions of 50 kips for columns and 3 kips per linear foot for walls, and a grade supported concrete slab-on-grade floor system (Borings B-2, B-3).
- 4) The construction of a sheet pile seawall with a maximum exposed height of 5 feet along Santa Rosa Sound (Boring B-7).
- 5) The construction of a fishing/observation pier (Boring B-7), kayak/paddle board launch and boardwalk (Borings B-5 and B-6) all to be supported on timber piles with tip diameters of either 6 inches or 8 inches and associated butt diameters of 12 inches and 10 inches, respectively.

Laboratory Investigations

The following laboratory services will be performed on the collected cores: a visual classification and laboratory testing of the soil samples; laboratory testing may also include moisture content, visual classification and evaluate and document various soil properties; and analyze the test data to develop geotechnical engineering recommendations for the project. A professional geotechnical engineer licensed in the State of Florida will manage the project.

Deliverables: The results of the exploration will be presented in a Signed and Sealed Geotechnical Investigation Report that will address the following existing site characteristics: soil classifications; depth to groundwater at the time of drilling; a discussion of laboratory test results; a discussion of site preparation techniques and construction considerations that may include general comments such as pile requirement, subgrade preparation, fill placement and compaction, drainage/dewatering recommendations, etc.; and, engineering soil properties needed to design the project.

Task 3.0 Conceptual Site Plan

The CONSULTANT will develop a draft Conceptual Site Plan based on the sketch the COUNTY and will be superimposed over a recent aerial of the site and, topographic and bathymetric survey conducted in Task 2.1. The draft Conceptual Site Plan will consist of the proposed improvements listed in the introduction. The draft Conceptual Site Plan will be submitted to the COUNTY for review, comment, and approval. The draft Conceptual Site Plan will be refined based on the COUNTY's comments and will be presented on a 24" x 36" hard and digital format. The draft Conceptual Site Plan will be

presented at the Public Open House and be used as a basis for discussions, design and permitting. A comparison of the estimated cost of a prefab bathroom (similar to the type being used by the City of Fort Walton Beach) to on-site construction will be performed to assist the County in determining which type of structure will be advanced to Task 6.0 design services. The COUNTY will provide available plans and cost estimates of the City of Fort Walton Beach prefab bathrooms.

Deliverables: 24" x 36" Conceptual Site Plan in hard and digital format, and the cost comparison of the prefab to on-site bathroom construction will be presented in a memorandum.

Task 4.0 Public Open House

The purpose of the Public Open House is to present the draft Conceptual Site Plan to the general public and government officials. The CONSULTANT will coordinate and preside over a Public Open House to present an opportunity for the general public: 1) to input, comment and refine the conceptual ideas (if feasible), and 2) to provide input on the development of the project. The Open House schedule is dependent on the availability of the COUNTY and City of Mary Esther, and the public space and advertisement will be the responsibility of the COUNTY.

Deliverables: The CONSULTANT will summarize the findings and results of the Public Open House. The summary report will include documentation of Participants, their comments and suggestions used in the performance of the work along with the next steps to be taken. The CONSULTANT will also include any reasonable refinements and modifications to the draft Conceptual Site Plan suggested by the general public and directed by the COUNTY.

Task 5.0 Permitting Services

The following tasks will start the process toward the issuance of DEP and USACE permits, and a State of Florida Submerged Land Lease for the structures over the water (waterward of the MHWL) if the total area exceeds 1,000 square feet.

5.1. Pre-Application Meeting

The following task will start the process toward the issuance of DEP and USACE permits, and State of Florida Submerged Lands authorizations, if necessary. The CONSULTANT will coordinate and attend a pre-application video conference meeting with the DEP Northwest District Office, Pensacola and the USACE Pensacola Regulatory Office. The proposed project will be presented to agency staff and discuss what support information will be required to develop a complete permit application; provide an opportunity for clear/open communications with the regulatory agencies from the outset; promote an efficient application review; obtain regulatory staff input relative to the conceptual design; confirm the applicable criteria, rules, and codes and determine the best pathway forward to obtain the necessary permits and authorizations. The meeting will ensure that the permit application package will be complete as possible to minimize the number of Requests for Additional Information (RAIs).

Deliverables: Summary of the pre-application meeting.

5.2. Permit Sketches

The CONSULTANT will prepare permit sketches superimposed over a recent aerial, and the

topographic and bathymetric survey (Task 2.1) and will include dimensioned plan-views and cross-sections, and details of the proposed improvements, meet current permitting standards, and be based on the refined Conceptual Site Plan. The approximate limits of the SAVs will be based on recent aerials and refined from the SAV survey (Task 2.3). The draft permit sketches will be submitted to the COUNTY for review and comment, and the budget includes one refinement of the preferred layout. The permit sketches will be signed and sealed by a Professional Engineer registered in the State of Florida. These sketches will serve as a base map for permitting as well as for Construction Plans and the State of Florida Submerged Lands Lease authorizations.

Deliverables: Permit sketches.

5.3. DEP and USACE Permit Application and Support Information

The proposed project will require a DEP Environmental Resources Permit (ERP) and a USACE Dredge and Fill permit. The CONSULTANT will prepare and forward the permit application package to the COUNTY for review and comment prior to submitting it to the DEP and the USACE. The permit package will include, at a minimum: 1) completed DEP and USACE permit applications; 2) Supplemental Information may include a project narrative; overview in detail; site description; permit history; project justification; a review of key regulatory issues; list of property owners within 500-feet of the proposed activity; 3) permit sketches; and 4) State of Florida Submerged Lands Lease (SSLL). Permit processing fees will be provided by the COUNTY.

The permit applications will be prepared using the information assimilated to date and information identified during agency pre-application meetings to prepare comprehensive permit applications that demonstrate project purpose and need, impact avoidance and minimization, and best management practices for construction, as well as other permit specific criteria, and permit sketches necessary for application review. Preparation of a complete DEP and USACE permit application reduces the number of agency Requests for Additional Information (RAI) and therefore reduces permitting costs and permit processing duration.

Deliverables: Permit application package and support information.

5.4. DEP and USACE Permit Processing

Although the permit application package submitted herein will be complete and detailed, based on our experience, the regulatory agencies (DEP and USACE) will develop detailed RAIs during the permit review process. The CONSULTANT will provide written responses to clarify the information submitted herein, coordinate with the COUNTY and regulatory agencies during permit processing and prepare minor revisions to the permit sketches at the request of the COUNTY, DEP and/or USACE staff, toward securing approval of permits and SSLL (if required). Any meetings conducted during this phase shall be invoiced under this sub-task.

Deliverables: Responses to RIAs.

5.5. City of Mary Esther Minor Development Order

Based on a review of the City of Mary Esther, this proposed project will require a Minor Development Order. The proposed development will be submitted for a single final review and will go before the City Technical Review Committee to the City Manager final approval. The

CONSULTANT will complete, address, and provide the information listed in Form B-1 Checklist, and present the proposed project to the City. Permit processing fees will be provided by the COUNTY.

Deliverables: FORM B-1 Minor Development Order Application Package.

Task 6.0 Bathroom, Gazebos and MEP

The Scope of Work shall consist of upland structures (bathroom and gazebos) incorporated into the new Cristobal Road Park plan. Design shall include a new heated and cooled bathroom of approximately 500 square feet that will include two toilet fixtures and two lavatories per sex with a central janitor closet including a mop sink. In addition to the bath house, services will include the design of four (4) gazebo structures with no electrical needs, structure only. All work described above will include Architectural, Mechanical Engineering, Electrical Engineering and Plumbing Engineering indicated above. The phases of work include:

Schematic Design (SD): The design of the building floor plan is created within this phase and will be based off of owner meetings. JDF Architecture will provide floor plans for review and comment. Floor plans and exterior elevation shall be agreed upon before continuing to Construction Documents.

Design Development (DD): JDF Architecture will further develop the schematic plans and elevations and begin incorporating building systems and materials.

Construction Documents (CD): The final set of documents will consist of all architectural and engineering drawings associated with this agreement.

Deliverables: Preliminary and final Construction Plans.

Task 7.0 Site and Waterfront Improvements

The services under this task include the analysis and design of the site and waterfront improvements which includes a new access road and cul-de-sac; parking; a path of travel extending from US 98 to the waterfront; stormwater management; pile-supported fishing pier, boardwalk, canoe/kayak and paddleboard launches; seawall and/or living shoreline along Santa Rosa Sound. The CONSULTANT will coordinate with the County's Coastal Resource Manager on the shoreline treatment and with JDF Architecture to merge the bathroom, gazebos, and MEP (Task 6.0) with the site and waterfront improvements.

7.1. Analysis and Design

MRD will conduct an analysis and develop a design for the proposed site and waterfront improvements. Our services will include the review and evaluation of the soil information and recommendations provided in the Geotechnical Investigation Report that will be applied in the design. It is our understanding from our meeting with the City of Mary Esther that Cristobal Road will be vacated and incorporated in the project as one continuous contiguous parcel. The project design will meet the general guidelines and requirements in the City of Mary Esther Land Development Code (LDC).

The CONSULTANT will prepare a Stormwater Management Plan and design the drainage system. This system will accommodate the flows from the adjacent properties and generated within the

project limits and will not address any offsite flows from U.S. 98. The CONSULTANT will perform design calculations; determine structural requirements; size the structural members; evaluate materials and configurations; determine pile diameters, lengths, and embedment depths; and pavement sections. The facility will meet ADA accessibility requirements. Based on this analysis, a preliminary design will be prepared.

7.2. Construction Plans and Technical Specifications

The CONSULTANT will prepare 30%, 75% and 100% Construction Plans and will be submitted to the COUNTY for review and comments. Based on the comments by the COUNTY and final design calculations, the CONSULTANT will prepare 100% Construction Plans and Technical Specifications that will include the structures listed above. The 24" by 36" 100% complete Construction Plans will consist of: Cover Sheet, Existing Conditions, Demolition Plan, Site Plan, Geometry Layout Plan, Tree Preservation Plan, Grading and Drainage Plan, Road and Parking Plan, measurement and payment summary, sections, elevations and plan views, and Technical Specifications, and Architectural and MEP engineering drawings (by JDF Architecture) and will be developed to a level of detail necessary to construct the project. The COUNTY will provide signage details.

The 100% Construction Plans and Technical Specifications will be submitted to the COUNTY for bidding. Once the Contractor is selected, the 100% Construction Plans and Technical Specifications will be signed and sealed by a Professional Engineer Registered in the State of Florida and will be suitable to apply for local building permits by the selected Contractor.

Any major changes to the project after the approval of the final 100% complete Construction Plans and Technical Specifications or for services required to substantially modify or add elements to the preliminary design not originally included in the project will be invoiced at the CONSULTANT's standard hourly rate. For example, if COUNTY directs the CONSULTANT to change materials or modify the layout, any work necessary to advance and complete the project to final design at the point of the change will require additional efforts and costs to the COUNTY.

Deliverables: 30%, 75% and 100% Construction Plans and Technical Specifications.

Task 8.0 Contract and Bidding Phase Services

The Okaloosa County Purchasing Department will be responsible for all contracting/bidding services and selecting a Contractor. The Purchasing Department will be responsible for the advertising and solicitation of bids, review bids for completeness, and make the final decision as to the Bidder's selection and award to construct the Project. The CONSULTANT and JDF Architecture will prepare and supply the technical elements (Construction Plans and Technical Specifications, bid quantities) to the COUNTY for their use and incorporation into the Purchasing Department's Contract and Bid Documents for the bidding and construction of the project. The CONSULTANT's role in contracting will be limited to engineering and technical issues, and will:

- 1) Coordinate with Okaloosa Purchasing Department and review the latest bidding requirements and project manual, including solicitation for bid.
- 2) Attend a pre-BID meeting to present and discuss the project, document technical questions and issues, and prepare response(s) to the questions posed at the meeting.

- 3) Provide Pre-Bid meeting notes in MS Word format to be incorporated into the meeting minutes prepared by the COUNTY, prepare written responses to Requests for Information (RFI's) and clarify questions and issues discussed in the meeting in MS Word format that will be issued in an Addendum to Bidders by the COUNTY.
- 4) Review and evaluate submitted Bids and Bid Packages.

Task 9.0 Construction Phase Services

The CONSULTANT will conduct limited site visits during the projected 8-months to construct the site and waterfront improvements to become generally familiar with the work to determine if it is proceeding in general conformance with the Construction Plans and Technical Specifications, Development Order, and regulatory permits. The CONSULTANT's efforts will provide limited assurances that the completed project will conform to the Contract Documents and guard against defects and deficiencies in the work of the Contractor(s) and may recommend to the COUNTY to reject the work that is not in conformance to the Contract Documents. JDF Architecture will make periodic site visits during the projected 8-months to construct the bathroom, gazebos, and utilities.

- 1) Attend a pre-construction meeting.
- 2) Visit the site once (1) per week, or more frequently if requested by the COUNTY or for critical elements, to observe progress of the construction and survey the site for general compliance with the Contract Documents and permit requirements.
- 3) Attend monthly construction progress meetings.
- 4) Submit field observation reports to the COUNTY after every site visit.
- 5) Review and respond to Shop Drawings and material submittal packages.
- 6) Review and respond to any technical Requests for Information (RFI) and address the RFI as necessary.
- 7) Observe utility testing and review testing reports to confirm that project construction has conformed to the project specifications and permitting requirements.
- 8) As necessary, evaluate, draft, and recommend Change Orders for the COUNTY's approval.
- 9) Review and recommend the Contractor pay requests to the COUNTY.
- 10) Conduct a substantial completion walkthrough and prepare a "punch-list" for Contractor action.
- 11) Upon completion of the "punch-list," visit the site as a basis to evaluate the substantial completion list and recommend final payment to the Contractor.
- 12) Review As-built surveys.
- 13) Prepare and submit the necessary permit Final Certifications.

The CONSULTANT's visits will not include detailed, exhaustive, or continuous site inspections to check the quality or quantity of the work or monitoring the Contractors means, method, or sequences. The CONSULTANT will not be responsible for Contractor compliance with environmental permits or regulations. However, the CONSULTANT will inform the Contractor of permit requirements, possible violations and means to correct the potential issues.

II. INFORMATION TO BE PROVIDED BY THE COUNTY

The COUNTY will provide the CONSULTANT with any survey data of the study area in digital format,

utilities, previous permits, other relevant information, and permit fees. The COUNTY will provide available plans and cost estimates or bids of the City of Fort Walton Beach prefab bathrooms.

III. TENTATIVE SCHEDULE

Upon receiving the executed Task Order, the CONSULTANT will commence services in a prompt and timely manner and as expeditiously as possible. The tentative schedule may be updated periodically.

Task	Task Description	Months from Notice to Proceed											
		1	2	3	4	5	6	7	8	9	10	11	12
1.1	Meetings (8)												
2.1	Boundary and Topographic Survey												
2.2	Tree Survey and Mapping												
2.3	Environmental and SAV Survey (6/1-9/30)												
2.4	Geotechnical Investigation												
3.0	Conceptual Site Plan												
4.0	Public Open House ⁽¹⁾												
5.0	Permitting Services ⁽²⁾												→
6.0	Bathroom, Gazebos and MEP												→
7.0	Site and Waterfront Improvements												→
8.0	Contract and Bidding Services												→
9.0	Construction Phase Services												→

- (1) Date of Public Open House dependent upon COUNTY and City of Mary Esther availability.
- (2) MRD makes no claim to the timing to obtain the DEP or USACE permits, only that MRD will work toward completion of Task 5.0 Permitting Services in an expeditious and timely manner.

IV. DELIVERABLES

Refer to the individual tasks.

V. ASSUMPTIONS AND EXCLUSIONS

This investigation will be limited to the best available data and information, unless data collection is listed herein. The above Scope of Work is believed to be all-inclusive of services necessary to complete this work at the fees and expenses in Section VI. If these costs are anticipated to exceed these amounts due to site condition changes, additional services, or other unknowns, the CONSULTANT will notify the COUNTY in writing for authorization to proceed.

The following are additional services where conditions may arise beyond those listed and that are excluded from this Scope of Work but could be provided under separate authorization: environmental and ecological inventories, studies, assessments, monitoring and mitigation plans; water quality or sediment quality investigations; any additional studies not explicitly included herein and identified during the pre-application meeting; Phase I and II studies; value engineering or development and assessment of multiple conceptual layouts; traffic studies; turn lanes off of US 98; upland and submerged historic,

cultural and archeological resources remote sensing and reporting; FEMA studies; Land Use planning or rezoning; local building permits; or construction phase services; construction layout and as-built surveys; or any other services not explicitly listed in Section I. Scope of Work.

VI. FEES AND EXPENSES

Total estimated Fees and Expenses for the described services shall be **\$289,092.00**.

Task	Task Description	Fee Structure	Fees/ Expenses
1.1	Meetings (8)	Not To Exceed	\$9,160.00
2.1	Boundary and Topographic Survey	Lump Sum	\$11,415.00
2.2	Tree Survey and Mapping	Lump Sum	\$3,805.00
2.3	Environmental Assessment and SAV Survey (6/1-9/30)	Lump Sum	\$10,770.00
2.4	Geotechnical Investigation	Lump Sum	\$18,510.00
3.0	Conceptual Site Plan	Lump Sum	\$9,700.00
4.0	Public Workshop	Lump Sum	\$3,840.00
5.1	Pre-Application Meeting	Lump Sum	\$3,040.00
5.2	Permit Sketches	Lump Sum	\$9,000.00
5.3	Permit Application and Support Information	Lump Sum	\$12,650.00
5.4	Permit Processing ⁽¹⁾	Estimated	\$10,240.00
5.5	City of Mary Esther Minor Development Order	Lump Sum	\$9,160.00
6.0	Bathroom, Gazebos and MEP	Lump Sum	\$41,012.00
7.0	Site and Waterfront Improvements	Lump Sum	\$75,880.00
8.0	Contract and Bidding Services ⁽²⁾	Not To Exceed	\$8,510.00
9.0	Construction Phase Services ⁽²⁾	Not To Exceed	\$52,400.00
TOTAL:			\$289,092.00

(1) All permit processing fees will be provided by the COUNTY.

(2) These tasks will be billed on a Time and Materials basis and the fees and expenses will Not-To-Exceed the amount indicated in each task.

Michael R. Dombrowski

Signature

October 29, 2023

Date

Michael Dombrowski, P.E., President
 Printed Name, Title

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Figure 1. Cristobal Road Waterfront Park Project Limits.