

TASK ORDER APPROVAL FORM

CONTRACT #: C22-3221-TDD

TASK ORDER #: 5

TASK ORDER AMOUNT: \$ 32,794.60

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

12/04/2023

DATE

RECOMMENDED FOR APPROVAL (Department Director)

Jennifer Adams

SIGNATURE

TDD Director

TITLE

DATE

Digitally signed by
Jennifer Adams
Date: 2023.12.11
07:19:17 -06'00'

Charlotte Dunworth
Digitally signed by
Charlotte Dunworth
Date: 2023.12.08
08:09:54 -06'00'

APPROVED BY OKALOOSA COUNTY (Per Purchasing Manual) Table 1

DeRita Mason

PURCHASING MANAGER

DATE

Faye Douglas

OMB Director/DATE

DATE

COUNTY ADMINISTRATOR (if applicable)

DATE

Revised January 21, 2020

CHAIRMAN (if applicable)

DATE

Digitally signed by DeRita
Mason
Date: 2023.12.12
06:53:12 -06'00'

Digitally signed by Faye
Douglas
Date: 2023.12.12
08:51:37 -06'00'

VIA EMAIL

December 04, 2023

Mr. Alex Fogg, Coastal Resource Manager
Tourist Development Department
Okaloosa County
1540 Miracle Strip Parkway
Fort Walton Beach, Florida 32548
afogg@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 5 – Lake Vivian Entrance
Dredging Permitting Services

Dear Mr. Fogg,

At your request, attached is Task Order 5 for the *Lake Vivian Entrance Dredging Permitting 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.



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

COASTAL AND ENVIRONMENTAL ENGINEER SERVICES
CONTRACT NUMBER C18-2637-TDD
Task Order _____ – Lake Vivian Entrance
Dredging Permitting Services
Scope of Work

The purpose of this Task Order is to authorize MRD Associates, Inc. (MRD) to provide permitting services for the proposed dredging within the previously permitted limits (DEP File No. 46-0159702-005, Okaloosa County) shown in Figure 1. These services will be required to apply for, and process a State of Florida Maintenance Dredging Permit under Section 403.813(1)(f), Florida Statute (FS) and Section 62-330.051(7)(a), Florida Administration Code (FAC) for Exempt Activities, and an U.S. Army Corps of Engineers Nationwide 35 permit for the *“removal of accumulated sediment for maintenance of existing marina basins, access channels to marinas or boat slips, and boat slips to previously authorized depths or controlling depths for ingress/egress, whichever is less. All dredged material must be deposited and retained in an area that has no waters of the United States unless otherwise specifically approved by the district engineer under separate authorization.”* This project may qualify for an exemption and Nationwide provided that the proposed dredge limits and depths were previously permitted. MRD will perform the followings tasks for Okaloosa County (COUNTY):

I. SCOPE OF WORK

Task 2.0 Permitting 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).

2.1. Bathymetric Survey The bathymetric survey will be subcontracted to Dewberry Engineers, Inc. (DEI) who will perform all work needed for a bathymetric survey at Meigs Park and the Lake Vivian channel site. The survey will identify the areas to be dredged and provide the basis to estimate dredge volumes. The limits of the survey are shown in Figure 1. The proposed survey will include the following:

- a) Survey shall be referenced to the Florida State Plane Coordinate System, North Zone, North American Datum (NAD) 1983/2011, U.S. Survey Feet.
- b) Survey shall be referenced to North American Vertical Datum of 1988 (NAVD 88), per National Geodetic Survey benchmarks and/or control points.
- c) Contours at 1-foot intervals, together with spot elevations.
- d) Minimum of two (2) site benchmarks.
- e) Location and top elevation of the existing seawalls.
- f) Approximate location of the mean high-water line.
- g) Approximate location of the 0' contour line.

Deliverables include:

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

2.2. Submerged Aquatic Vegetation (SAV) Survey

The SAV (sea grass) survey will be subcontracted to Wetland Sciences, inc. (WSI). WSI's ecologists will conduct SAV surveys 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:

- 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

WSI's ecologists will delineate and map the boundaries of SAV 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 0.25 m² quadrat. Representative photographs will be collected for all SAV species encountered and any other observed aquatic fauna and/or flora will be noted. WSI will also locate any emergent vegetation along the shoreline and establish a jurisdictional wetland boundary if present. 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. WSI will provide MRD 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.

2.3. Dredged Material Management Area (DMMA) Plan

MRD will collect sediment surface samples from the dredge limits and conduct a gradation analysis. Based on the results of the sediment testing and estimated dredge volumes, and bathymetric survey, MRD will develop a Dredged Material Management Area (DMMA) Plan. DEP requires engineers' calculations and a narrative detailing the capacity, operation, and maintenance of the proposed DMMA. A DMMA basin will be sized to accommodate the volume and physical properties associated with the dredged material to maintain surface water quality standards, and prepare permit sketches showing the layout, dredge areas and templates.

Task 3.0 Permitting Services

The following tasks will start the process toward the issuance of DEP and USACE permits, and modification of a State of Florida public easement.

3.1. Pre-Application Meeting

Prior to submitting the permit applications to DEP and USACE, a preapplication meeting will be held with the agencies to go over the proposed project. The following task will start the process toward the issuance of DEP and USACE permits, and State of Florida submerged lands authorizations, if necessary. MRD 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, if any, studies will be required to develop a complete permit application and determine the best pathway forward to obtain the necessary permits and authorizations. The meeting will provide an opportunity for clear/open communications with the regulatory agencies from the outset and promote an efficient review of the proposed project; obtain regulatory staff input relative to the conceptual design; confirm the applicable criteria, rules, codes, and permit application submittals. This will ensure that the permit application package will be complete as possible to minimize the number of Requests for Additional Information (RAIs).

3.2. Permit Sketches

MRD will prepare permit sketches (superimposed over an aerial, sea grass survey and bathymetry) and will be based on the results of the meetings, completed tasks and the previously permitted dredge limits and depths. The permit sketches will include dimensioned plan-views and cross-sections, and details of these elements, and will meet current permitting design standards. The draft permit sketches will be submitted to the COUNTY for review and comment, and the budget includes one refinement of the preferred project 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 Drawings (future authorization) and the State of Florida submerged lands authorizations (by others).

3.3. Permit Application and Support Information

MRD will prepare a permit application for a State of Florida Maintenance Dredging Permit under Section 403.813(1)(f), Florida Statute (FS) and Section 62-330.051(7)(a), FAC for Exempt Activities, and an U.S. Army Corps of Engineers Nationwide 35 permit. The permit application package will be submitted 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; 3) permit sketches; 4) DMMA Plan; and 5) seagrass report. All permit processing fees will be provided by the COUNTY.

3.4. Permit Processing

Although the permit application package prepared and submitted herein will be complete and detailed, based on our experience, the regulatory agencies (DEP and USACE) will develop detailed Requests for Additional Information (RAIs) during the permit review process. MRD will provide responses to DEP and USACE to clarify the information submitted herein and coordinate with the COUNTY and regulatory agencies during permit processing. MRD will: 1) confer with the CLIENT as to questions, revisions, or additional items that may be required by the DEP and/or the USACE; 2) prepare minor revisions to the permit sketches at the request of the COUNTY, DEP and/or USACE staff, toward securing approval of the exemption and Nationwide 35 permits for the project; and 3) provide written responses to DEP and/or the USACE to address staff RAIs.

II. INFORMATION TO BE PROVIDED BY THE COUNTY

The COUNTY will provide MRD with any survey data of the study area in digital format, permits, dredge records, other relevant information, and permit fees.

III. TENTATIVE SCHEDULE

Task	Task Description	Months from Notice to Proceed							
		1	2	3	4	5	6	7	8
2.1	Bathymetric Survey	■	■						
2.2	Submerged Aquatic Vegetation (SAV) Survey (6/1 to 9/30)		■						
2.3	Dredged Material Management Area (DMMA) Plan	■	■						
3.1	Pre-Application Meeting	■							
3.2	Permit Sketches			■					
3.3	Permit Application and Support Information			■					
3.4	Permit Processing ⁽¹⁾					==>	==>		

(1) MRD makes no claim to the timing to obtain the DEP or USACE permits, only that MRD will work toward completion of Task 3.4 Permitting Processing 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, MRD 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; geotechnical investigations; submerged cultural resources remote sensing and reporting; State of Florida submerged lands authorizations; coastal numerical modeling; flushing studies; upland architectural and civil engineering services; bidding 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 **\$32,794.60**.

Task	Task Description	Fee Structure	Fees/ Expenses
2.1	Bathymetric Survey	Lump Sum	\$5,956.00
2.2	Submerged Aquatic Vegetation (SAV) Survey	Lump Sum	\$3,983.00
2.3	Dredged Material Management Area (DMMA) Plan	Lump Sum	\$2,610.00
3.1	Pre-Application Meeting	Lump Sum	\$1,530.00
3.2	Permit Sketches	Lump Sum	\$5,695.00
3.3	Permit Application and Support Information	Lump Sum	\$6,310.00
3.4	Permit Processing	Estimated	\$6,710.00
TOTAL:			\$32,794.60

Upon execution of this AGREEMENT, we estimate Task 2.2 services will commence at the earliest opportunity from Notice to Proceed from the CLIENT which must occur prior to September 30th (latest survey date for SAV). This task is estimated to take approximately 1-2 weeks to complete the final report for delivery.

Michael R. Dombrowski

Signature

December 04, 2023

Date

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

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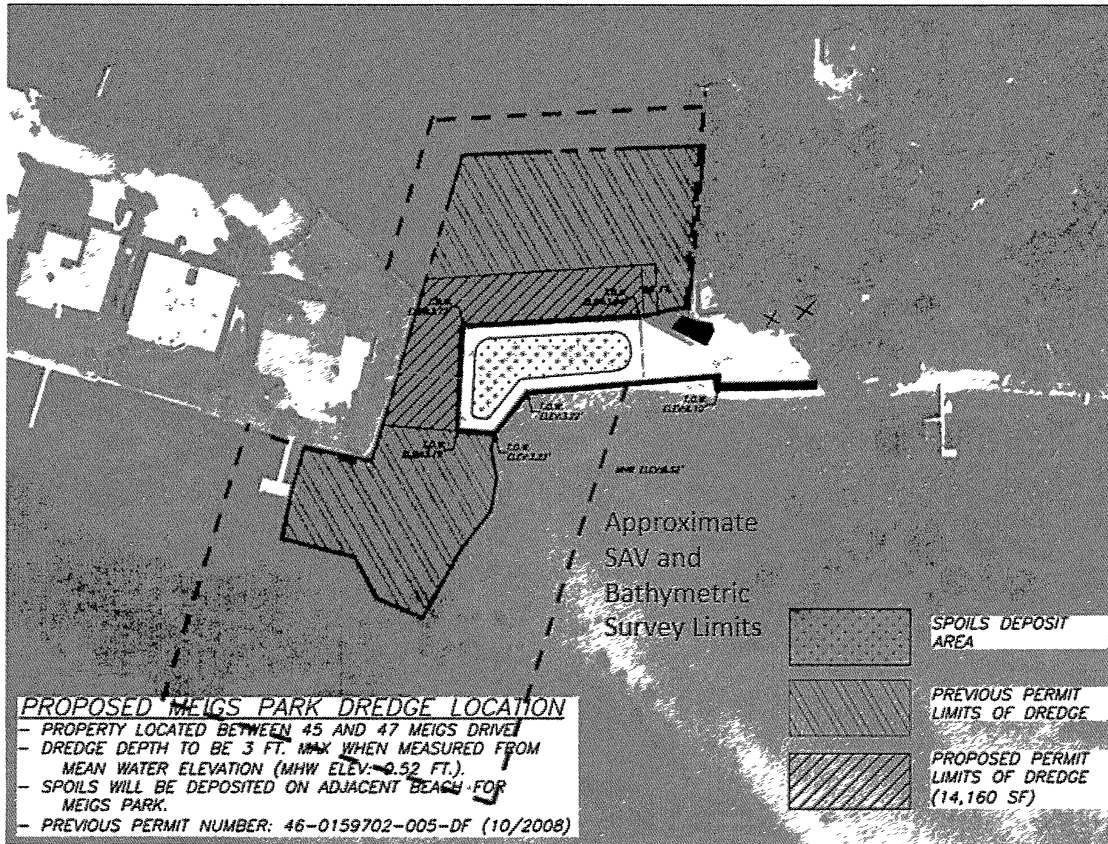


Figure 1. Approximate dredge, bathymetric and SAV survey limits