CONTRACT, LEASE, AGREEMENT CONTROL FORM

Date: 10/06/2021

Contract/Lease Control #: C18-2636-TDD

Procurement#: RFQ TDD 63-17

Contract/Lease Type: CONTRACT

Award To/Lessee: TAYLOR ENGINEERING, INC.

Owner/Lessor: OKALOOSA COUNTY

Effective Date: 10/14/2017

Expiration Date: 10/03/2022

Description of: ENGINEERING & ARCHITECTURAL CONSULTING SERVICES

Department: TDD

Department Monitor: ADAMS

Monitor's Telephone #: 850-651-7131

Monitor's FAX # or E-mail: JADAMS@MYOKALOOSA.COM

Closed:

Cc: BCC RECORDS

CONTRACT/LEASE RENEWAL FORM

CONTRACT: C18-2636-TDD
TAYLOR ENGINEERING, INC.
ENGINEERING & ARCHITECTURAL
CONSULTING SERVICES
EXPIRES: 10/3/2022

Date: September 8, 2021
Company: Taylor Engineering, Inc
Attn: James N. Marino
Address: ~~1221 Airport Road, Suite 210~~ 4300 Legendary Dr., Suite C246
City, St, Zip: Destin, FL 32541
RE: 2nd Renewal Option

Dear Mr. Marino,

The Okaloosa County Board of County Commissioners agrees to renew the subject contract/lease, #C18-2636-TDD for an additional term. The contract renewal period will be 10/4/2021 to 10/03/2022. The annual budgeted amount for this contract is $TBD per hourly rates. All other terms and conditions of the original agreement shall remain in full force and effect through the duration of this renewal.

If you are in agreement, please sign below and return this form along with a current Certificate of Insurance listing Okaloosa County as co-insured (if applicable).

COUNTY REPRESENTATIVES

Dept. Director Signature: Jennifer Adams — Digitally signed by Jennifer Adams Date: 2021.09.09 11:17:08 -04'00'

Date:

Approved By: John Hofstad — Digitally signed by John Hofstad Date: 2021.09.09 12:48:14 -05'00'
(as prescribed below on item 1)

Date:

Approved By: Carolyn N. Ketchel Title: Chairman
(as prescribed below on item 1)
Carolyn N. Ketchel, Chairman

Date: OCT 0 5 2021

SEAL — BOARD OF COUNTY COMMISSIONERS OF OKALOOSA COUNTY, FLORIDA

AUTHORIZED COMPANY REPRESENTATIVE

Contractor: Taylor Engineering, Inc

Approved By: James N. Marino, P.E., D.CE — Digitally signed by James N. Marino, P.E., D.CE Date: 2021.09.08 14:26:50 -04'00'

Title: President

Date:

County Department Instructions:

1) **Obtain signatures from Department Director, authorized Company Representative and then Purchasing Manager <$25K and less, OMB Director $25K to $50K, County Administrator <$100K and less or Board >$100K, as necessary. If Board approval is required, the Chairman and County Administrator's signatures are required. Make sure the company provides a current Certificate of Insurance. (if applicable).**

2) **Keep a copy of this form for your records.**

3) **Send original to Contracts and Lease Coordinator at Purchasing Department.**
If you have any questions please contact the Purchasing Manager at 850-689-5960, Fax: 850-689-5970

CONTRACT, LEASE, AGREEMENT CONTROL FORM

Date: 09/08/2020

Contract/Lease Control #: C18-2636-TDD

Procurement#: RFQ TDD 54-17

Contract/Lease Type: CONTRACT

Award To/Lessee: TAYLOR ENGINEERING, INC.

Owner/Lessor: OKALOOSA COUNTY

Effective Date: 10/04/2020

Expiration Date: 10/03/2021 W/1 1 YR RENEWAL

Description of: COASTAL AND ENVIRONMENTAL ENGINEER SERVICES

Department: TDD

Department Monitor: ADAMS

Monitor's Telephone #: 850-651-7131

Monitor's FAX # or E-mail: JADAMS@MYOKALOOSA.COM

Closed:
Cc: BCC RECORDS

Client#: 89184 TAYLENGI

ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 10/08/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: Trudy Henry
Greyling Ins. Brokerage/EPIC 3780 Mansell Rd. Suite 370 Alpharetta, GA 30022	PHONE (A/C, No, Ext): 770-552-4225 FAX (A/C, No): 866-550-4082 E-MAIL ADDRESS: Trudy.Henry@greyling.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Hartford Accident & Indemnity Company	22357
INSURER B : Hartford Fire Insurance Co.	19682
INSURER C : Hartford Underwriters	30104
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
Taylor Engineering Inc.
10199 Southside Blvd., Ste 310
Jacksonville, FL 32256

COVERAGES CERTIFICATE NUMBER: 20-21 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY			20SBWNA6176	11/01/2020	11/01/2021	EACH OCCURRENCE	$1,000,000
	CLAIMS-MADE X OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$1,000,000
							MED EXP (Any one person)	$10,000
							PERSONAL & ADV INJURY	$1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$2,000,000
	POLICY X PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$2,000,000
	OTHER							$
C	AUTOMOBILE LIABILITY			20UEGLP0627	11/01/2020	11/01/2021	COMBINED SINGLE LIMIT (Ea accident)	$1,000,000
	X ANY AUTO						BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	X HIRED AUTOS ONLY / X NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
A	X UMBRELLA LIAB X OCCUR			20SBWNA6176	11/01/2020	11/01/2021	EACH OCCURRENCE	$4,000,000
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	$4,000,000
	DED X RETENTION $10000							$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y/N: N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		20WBGBN0954	11/01/2020	11/01/2021	X PER STATUTE / OTH-ER	
							E.L. EACH ACCIDENT	$1,000,000
							E.L. DISEASE - EA EMPLOYEE	$1,000,000
							E.L. DISEASE - POLICY LIMIT	$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

RE: Coastal & Environmental Engineering Services - Okaloosa County, FL is named as an Additional Insured on the above referenced liability policies with the exception of workers compensation where required by written contract. Waiver of Subrogation in favor of Additional Insured(s) where required by written contract & allowed by law.

CERTIFICATE HOLDER

Okaloosa County
Purchasing Dept.
602-C NORTH PEARL STREET
CRESTVIEW, FL 32536-0000

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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THEN2

C18-2636-TDN

Client#: 1051175 TAYLOENG2

ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 10/01/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME:	
USI Insurance Services, LLC 2502 N Rocky Point Drive Suite 400 Tampa, FL 33607	PHONE (A/C, No, Ext): 813 321-7500	FAX (A/C, No):
	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A : XL Specialty Insurance Company	37885
INSURED Taylor Engineering, Inc 10199 Southside Blvd. Suite 310 Jacksonville, FL 32256	INSURER B : Certain Underwriters at Lloyds	NONAIC
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	$
	☐ CLAIMS-MADE ☐ OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$
							MED EXP (Any one person)	$
							PERSONAL & ADV INJURY	$
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$
	☐ POLICY ☐ PRO-JECT ☐ LOC						PRODUCTS - COMP/OP AGG	$
	☐ OTHER							$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$
	☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						BODILY INJURY (Per person)	$
							BODILY INJURY (Per accident)	$
							PROPERTY DAMAGE (Per accident)	$
								$
	☐ UMBRELLA LIAB ☐ OCCUR						EACH OCCURRENCE	$
	☐ EXCESS LIAB ☐ CLAIMS-MADE						AGGREGATE	$
	☐ DED ☐ RETENTION $							$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y / N ☐ N/A (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						☐ PER STATUTE ☐ OTH-ER	
							E.L. EACH ACCIDENT	$
							E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$
A	Professional Liability			DPR9960942	06/01/2020	06/01/2021	$2,000,000 per claim $2,000,000 annl aggr.	
B	Cyber Liabil			ESJ0221836098	09/28/2020	09/28/2021	$1,000,000 per claim	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Professional Liability coverage is written on a claims-made basis.

RE: Coastal & Environmental engineering Services.

CERTIFICATE HOLDER	CANCELLATION
Okaloosa County Purchasing Department 602-C North Pearl Street Crestview, FL 32536	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE

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MFKZP

C18-2636-TDD

TASK ORDER APPROVAL FORM

CONTRACT #: C18-2636-TDD

TASK ORDER #: 1 - Revision ~~3~~ 2

TASK ORDER AMOUNT: $ ~~67,800.00~~ $92,800.00

CONTRACT: C18-2636-TDD
TAYLOR ENGINEERING,INC.
ENGINEERING & ARCHITECTURAL
CONSULTING SERVICES
EXPIRES: 10/03/2022

OFFERED BY CONSULTANT:

Taylor Engineering, Inc.
FIRM'S NAME

Jonathan Armbruster, P.E.
REPRESENTATIVE'S PRINTED NAME

Jonathan Armbruster Digitally signed by Jonathan Armbruster Date: 2020.10.23 14:43:22 -04'00'
SIGNATURE

Vice President — October 23, 2020
TITLE — DATE

Charlotte Dunworth

RECOMMENDED FOR APPROVAL (Department Director)

Jennifer Adams Digitally signed by Jennifer Adams Date: 2020.11.23 11:44:26 -06'00'
SIGNATURE

TDD Director
TITLE

DATE

John Hofstad Digitally signed by John Hofstad Date: 2020.11.30 14:39:36 -06'00'
COUNTY ADMINISTRATOR (if applicable)

DATE

APPROVED BY OKALOOSA COUNTY (Per Purchasing Manual) Table 1

Jeffrey A Hyde Digitally signed by Jeffrey A Hyde Date: 2020.11.25 10:50:45 -06'00'
PURCHASING MANAGER

DATE

Faye Douglas Digitally signed by Faye Douglas Date: 2020.11.30 13:11:20 -06'00'
OMB DIRECTOR/DATE

DATE

CHAIRMAN (if applicable)

DATE

Revised January 21, 2020

ARTIFICIAL REEF PROGRAM ASSISTANCE
OKALOOSA COUNTY, FLORIDA

SCOPE OF SERVICES

Introduction

Okaloosa County continues to expand its artificial reef program and has identified several initiatives it is pursuing or desires to pursue. The County has requested Taylor Engineering to provide design, permitting, environmental, planning, and other related services to support the County's initiatives on an as-needed basis as requested by the County. Some of the initiatives will require only a small effort while others are larger or longer-term in scope. Taylor Engineering expects to work with the County to identify cost-effective support for these initiatives.

Assumptions

We have made several assumptions in developing this scope of services and associated fees. The assumptions noted below and throughout this scope of services affect the proposed level of effort and associated costs. If any of the assumptions should prove incorrect, we will submit a proposal to modify our scope of services and fees accordingly. We have developed this scope of services with the following assumptions and background information:

- Okaloosa County will provide guidance regarding the preferred locations for proposed artificial reef sites.
- Okaloosa County will provide available information associated with existing Okaloosa County artificial reefs including historical permits, post-construction information, monitoring data, and recent photographs, as needed.
- Okaloosa County will provide descriptions of any specific materials currently proposed for use at new artificial reef sites. Otherwise Taylor Engineering will assume the same materials (clean concrete debris, surplus concrete structural materials, etc.) as proposed for previously permitted sites.
- Okaloosa County will provide an estimated construction schedule for placement within proposed artificial reef site(s) (i.e., reef deployments per year).
- Okaloosa County will pay all fees associated with permit applications.
- Taylor Engineering will use the appropriate Florida Administrative Code information, USACE guidance, and prior discussions with the regulatory agency staff as the basis for new artificial reef permit applications.

Scope of Work

Taylor Engineering will assist the County's artificial reef program efforts for the proposed initiatives listed below (and potentially others) as requested:

- Regulatory artificial reef permitting for large vessel(s)
- Re-authorization of Large Area Artificial Reef Site (LAARS) permits in federal waters
- Permit application(s) for new LAARS within state and/or federal waters
- Design and permitting of nearshore (snorkeling) artificial reef sites
- Design and permitting of new ¼-nautical mile artificial reef sites within state waters

- Design and permitting of new 1-nautical mile artificial reef sites within state waters as described in Attachment 1 – Artificial Reef Permitting Assistance.
- Coordinate with regulatory agencies and the County regarding future or on-going permit applications, artificial reef program planning, acceptability of repurposed artificial reef materials, and other artificial related services.
- Performing bottom surveys to meet the requirements of Section 62-330.600 of the Florida Administrative Code for artificial reef site permitting within State waters
- Artificial reef program planning assistance
- Assist in the development of a comprehensive monitoring program and compilation of existing monitoring data
- Assist in the development and updating of the County's artificial reef management plan
- Development and/or support of an Okaloosa County artificial reef database or website to include existing authorizations, site descriptions, monitoring data, recent photographs, etc.
- Preparation of biological assessments or a general narrative for artificial reef construction offshore of Okaloosa County
- Preparation and/or review of artificial reef construction/monitoring funding application packages (FWC, NRDA, RESTORE, etc.)
- Prepare for and attend local County meetings and/or workshops for artificial reefs or related projects
- Perform construction observation for artificial reef deployments
- Review proposed materials for artificial reef deployment, prepare material inventories, and coordinate to procure additional materials for the County's artificial reef initiatives
- Additional services to support the Okaloosa County Artificial Reef Program, per request of the County Coastal Coordinator and/or the Marine Economic and Tourist Development Resource Coordinator

Cost Proposal

Taylor Engineering will perform work tasks as requested to support Okaloosa County's artificial reef program initiatives on a time and expense basis for a fee up to a maximum amount of ~~$40,000~~ $65,000.00. In addition, Taylor Engineering will perform the services described in Attachment 1 - Artificial Reef Permitting Assistance for a fixed fee cost of $27,800.

We will provide monthly progress reports detailing the work conducted by Taylor Engineering and the expenses incurred. Should the work require more time than the amount budgeted, Taylor Engineering will contact the Okaloosa County Project Manager and discuss a modification to the task order to account for the additional level of effort.

Signature

October 23, 2020
Date

Jonathan Armbruster, P.E., Vice President
Printed Name, Title

ARTIFICIAL REEF PROGRAM ASSISTANCE
ATTACHMENT 1 – ARTIFICIAL REEF PERMITTING ASSISTANCE
OKALOOSA COUNTY, FLORIDA

SCOPE OF SERVICES

Introduction

Okaloosa County has requested Taylor Engineering assist them in completing permit applications for three new offshore artificial reefs areas. From preliminary discussions with County staff, the permit areas will all be one-nautical mile (nm) square reef areas within State waters. The proposed artificial reef areas will require permits from the State of Florida (through Florida Department of Environmental Protection [FDEP]) and the Department of the Army (through the US Army Corps of Engineers [USACE]). Under this scope of services, Taylor Engineering will provide FDEP and USACE permit applications for the proposed project (incorporating the three new reef areas) and conduct regulatory coordination during the application review process.

Assumptions

We have made several assumptions in developing this scope of services and associated fees for the project. The assumptions noted below and throughout this scope of services affect the proposed level of effort and associated costs. If any of the assumptions should prove incorrect, we will submit a proposal to modify our scope of services and our fees accordingly. We have developed this scope of services with the following assumptions and background information:

- From initial coordination with FDEP and USACE staff, we assume the three reef areas may be permitted as one project. We have budgeted the project based on the development of one set of permit drawings and two separate application packages (one for FDEP and one for USACE).
- Okaloosa County will identify the preferred locations for the sites. The area of each square area is assumed as one nautical mile on a side. All reef sites will remain entirely within State waters (within 9 nautical miles from shore). We will strive to permit the proposed reef areas provided by the County; however, regulatory guidance may require site relocations or modifications.
- Based on feedback from recent artificial reef applications for Okaloosa County, Taylor Engineering will perform a "desktop" record search of resources within the proposed reef areas and make a request of the State Historic Preservation Office (SHPO) to provide any known cultural / historic resource locations that they have in their records. We assume this information will provide sufficient evidence that no cultural resources exist within the proposed artificial reef sites. Taylor Engineering may recommend site relocations if resources are found to exist within the proposed reef areas.
- Okaloosa County will perform bottom survey investigations and prepare a report of findings to be included within the permit application. Further, we assume County staff will coordinate with regulatory and commenting agencies regarding the details of proposed survey methods (e.g. SCUBA, underwater video, fathometer, side scan, etc.) and reporting criteria.
- The installation of a nearshore reef will require a letter of consent from the State of Florida under Chapter 18-21, FAC. Taylor Engineering assumes FDEP will issue a letter or letters of consent for

the artificial reef areas. This proposal does not include any surveying services as we assume these services will not be required in support of the sovereign submerged lands authorizations.

- Okaloosa County will pay all fees associated with permit applications.
- Okaloosa County will serve as the permit applicant and Taylor Engineering as the County's authorized agent in the processing of the applications. Okaloosa County will provide copies of all permit related correspondence to Taylor Engineering as part of the permit application process.
- Okaloosa County will provide descriptions of any specific materials currently proposed for use at the new reef sites. Otherwise, Taylor Engineering will assume the same materials (e.g., heavy-gauge steel, clean concrete debris, surplus concrete structural materials, etc.) as proposed for previously permitted sites. Okaloosa County will provide an estimated construction schedule for placement of the individual artificial reefs within each of the offshore sites (i.e., reef deployments per year).
- Taylor Engineering does not guarantee, warranty, or otherwise ensure that the regulatory agencies will authorize the requested permits.

Task 1 Permit Application Development

Taylor Engineering will review FAC requirements, USACE policy, information from County staff, and use previously-developed information as the basis for the new permit applications. We assume the County will provide preferred general locations of the proposed reef areas. Taylor Engineering will compare the County's proposed areas to documented natural resources, permitted and historic reef areas, as well as significant boundaries for reef planning (e.g. safety fairway, state-water boundaries, restricted areas, etc.). Taylor Engineering will develop an overview figure showing the proposed reef areas with features described above for County review and approval prior to preparation of the permit drawings and application packages.

Following approval from County staff, Taylor Engineering will prepare the FDEP individual environmental resource permit application and USACE permit application for the proposed project. We will provide supporting information within each application that will include:

- Permit Drawings depicting the following:
    - A location map of the proposed reef areas showing documented natural resources, distance from shore, distance to navigation safety fairways, state-water boundaries, water depths, etc.
    - Details of the proposed boundary coordinates, buffers, and typical patch reef configuration.
    - Typical reef cross section displaying proposed reef materials and minimum authorized depth.
- Project description including discussion of location, materials, deployment/construction methodology, phasing, etc. We will describe deployment schedules as estimated and dependent on funding availability.
- Description of project site, including assessment of bottom conditions described in available Okaloosa County information provided to Taylor Engineering.
- A biological assessment to fulfill the USACE requirements as outlined under Section 7(c) of the Endangered Species Act (ESA) of 1973, as amended. The biological narrative will consider the ecosystem where the nearshore reef site is proposed and include any necessary protocols for the protection of state and federal listed species.

Task 2 Regulatory Agency Coordination

Taylor Engineering will conduct agency coordination to support the regulatory permitting process for the proposed project. Notably, the dimensions of the County-proposed reef areas exceed the thresholds for FDEP General Permits and USACE programmatic assessment. Compared to previous permit applications within the general permit thresholds, the required individual permit review process will likely require increased agency coordination.

Taylor Engineering will conduct a pre-application meeting with relevant regulatory and commenting agencies to introduce the project to permit reviewers. We will develop a simple (2-3 exhibit) presentation and solicit feedback and advice concerning permit application requirements and any other issues of concern to the regulatory agencies. The Taylor Engineering project manager will coordinate with the FDEP and USACE (lead state and federal regulatory agencies for this type project), and we encourage County staff participation.

Following submission of application materials, regulatory review typically requires coordination between the permit applicant and the regulatory agencies permit processors/reviewers to fully address the agencies' requests for additional information (RAIs) that occur during the review process. While we anticipate submittal of complete and concise permit application packages, the size of the proposed reef areas will likely generate review comments and RAIs from regulatory agencies and associated commenting agencies. As the County's representative, we will coordinate with the County and the lead regulatory agencies to address any such RAIs. Upon receipt of an RAI, Taylor Engineering will review the request and discuss an appropriate response with County staff. Prior to submitting the response to the regulatory agency, Taylor Engineering will provide a copy to the County for review and approval. If coordination and RAIs require work that would generate expenditures more than the amount budgeted, Taylor Engineering will contact County staff and discuss a modification of the contract to account for the additional level of effort. We understand that the County wishes to avoid this action. Taylor Engineering always provides cost-effective work products and will make all reasonable efforts to constrain the additional level of effort desired by the agencies for resolving their concerns.

END OF SCOPE OF SERVICES

Taylor Engineering will perform the above-described scope of services for a fixed fee cost of $27,800.00.

Signature

September 4, 2018
Date

Jonathan Armbruster, P.E., Vice President
Printed Name, Title

TASK ORDER APPROVAL FORM

CONTRACT #: C18-2636-TDD

TASK ORDER #: 2 - Revision ~~3~~ 2

TASK ORDER AMOUNT: $ ~~70,000.00~~ $95,000.00

CONTRACT#: C18-2636-TDD
TAYLOR ENGINEERING, INC.
COASTAL & ENVIRONMENTAL ENGINEER SVS
EXPIRES: 10/03/2021 W/1 1 YR RENEWAL

OFFERED BY CONSULTANT:

Taylor Engineering, Inc.
FIRM'S NAME

Jonathan Armbruster, P.E.
REPRESENTATIVE'S PRINTED NAME

Jonathan Armbruster Digitally signed by Jonathan Armbruster Date: 2020.10.23 14:38:25 -04'00'
SIGNATURE

Vice President — October 23, 2020
TITLE — DATE

RECOMMENDED FOR APPROVAL (Department Director)

Jennifer Adams Digitally signed by Jennifer Adams Date: 2020.11.23 11:43:47 -06'00'
SIGNATURE

TDD Director
TITLE

DATE

John Hofstad Digitally signed by John Hofstad Date: 2020.11.24 09:19:44 -06'00'
COUNTY ADMINISTRATOR (if applicable)

DATE

APPROVED BY OKALOOSA COUNTY (Per Purchasing Manual) Table 1

Jeffrey A Hyde Digitally signed by Jeffrey A Hyde Date: 2020.11.24 07:41:04 -06'00'
PURCHASING MANAGER

DATE

Faye Douglas Digitally signed by Faye Douglas Date: 2020.11.24 09:02:45 -06'00'
OMB DIRECTOR/DATE

DATE

CHAIRMAN (if applicable)

DATE

Revised January 21, 2020

COASTAL ENGINEERING SUPPORT SERVICES
OKALOOSA COUNTY, FLORIDA

SCOPE OF SERVICES

Taylor Engineering will provide Okaloosa County with coastal engineering and environmental consultant services in support of current and future coastal engineering projects and matters. Such services may include but not be limited to:

- Review and comment on coastal and environmental work performed by other individuals or consultants
- Participate in project development meetings with state and federal agencies in Okaloosa County or other locales as required
- Prepare for and attend local County meetings, workshops, and/or site visits
- Conduct coastal engineering analyses, design, and/or environmental services in support of on-going or future Tourist Development Department (TDD) projects
- Prepare and present public presentations for on-going and future TDD projects
- Provide grant support services including application submittals, support documentation, reviews, etc.
- Assist in securing authorizations as required for beach and dune nourishment and restoration, beach and bay access development, or other projects as requested by the TDD
- Assist with re-authorization or extensions of existing regulatory authorizations
- Provide Construction observation as County's representative
- Provide coastal engineering expert opinions on appropriate subject matter

Taylor Engineering will also provide disaster planning and recovery assistance services to the County and TDD if required. Such services may include but not be limited to:

- Assist and participate with County staff and consultants to identify and obtain pre-hurricane season documentation and work with the TDD to ensure that the documentation is available
- Assist in the development of scopes of work conducted by other consultants in regards to physical monitoring requirements or environmental assessments
- Perform pre- and post-storm site visits and assessments
- Assist in the preparation of disaster recovery assistance funding requests
- Assist in post-storm recovery efforts for the coastal areas and coordinate these efforts with state and federal agencies
- Provide project assessments, recommendations, reviews, and/or observations

We will perform work tasks as requested by the County on a time and expenses basis, including transportation and subsistence for out-of-County travel and visits to Project Sites or the County's office (subject to Florida Statutes and County policy), for a fee up to a maximum amount of ~~$40,000~~ ~~$70,000~~ $95,000.00. We will provide monthly progress reports detailing the work conducted by Taylor Engineering and the expenses incurred, including applicable transportation and subsistence. Should the work require more time than the amount budgeted, Taylor Engineering will contact the Okaloosa County project manager and discuss a modification to the task order to account for the additional level of effort.

Signature

10/20/2020
Date

Jonathan Armbruster, P.E., Vice President
Printed Name, Title

TASK ORDER APPROVAL FORM

CONTRACT #: C18-2636-TDD

TASK ORDER #: 12

TASK ORDER AMOUNT: $ 31,000.00

CONTRACT#: C18-2636-TDD
TAYLOR ENGINEERING, INC.
COASTAL & ENVIRONMENTAL ENGINEER SVS
EXPIRES: 10/03/2021 W/1 1 YR RENEWAL

OFFERED BY CONSULTANT:

Taylor Engineering, Inc.
FIRM'S NAME

Ken Craig, P.E.
REPRESENTATIVE'S PRINTED NAME

KRC Digitally signed by Kenneth Craig Date: 2020.10.23 13:50:39 -04'00'
SIGNATURE

Vice President — October 23, 2020
TITLE — DATE

Charlotte Dunworth

RECOMMENDED FOR APPROVAL
(Department Director)

Jennifer Adams Digitally signed by Jennifer Adams Date: 2020.10.27 06:59:43 -05'00'
SIGNATURE

TDD Director
TITLE

DATE

APPROVED BY OKALOOSA COUNTY
(Per Purchasing Manual) Table 1

Jeffrey A. Hyde Digitally signed by Jeffrey A. Hyde Date: 2020.11.05 13:50:22 -06'00'
PURCHASING MANAGER

DATE

Faye Douglas Digitally signed by Faye Douglas Date: 2020.11.05 16:37:08 -06'00'
OMB DIRECTOR/DATE

DATE

COUNTY ADMINISTRATOR (if applicable)

DATE

CHAIRMAN (if applicable)

DATE

Revised January 21, 2020

HURRICANE SALLY POST-STORM BEACH MONITORING
OKALOOSA COUNTY, FLORIDA

SCOPE OF SERVICES

Introduction

Impacts from Hurricane Sally (September 2020), and reports of erosion resulting from recent tropical activity over the past few years, prompted Okaloosa County to conduct physical monitoring to investigate the condition of County beaches. The County's coastal management program relies on formal documentation of the beach condition, project performance, and erosional trends to assess severity of storm impacts and the necessity of future nourishments. Post-storm monitoring provides an assessment of the storm-impacted beach conditions that may bolster potential for disaster recovery assistance or FEMA reimbursement.

Per request of the County, this scope of services excludes collection of topographic and bathymetric profile data. We assume the County will collect topographic and bathymetric profile surveys of the beach and offshore area to document the October/November 2020 post-storm beach conditions at all monuments included in the Western Destin Beach Restoration physical monitoring plan and at each monument east of the project to the eastern County line (R-31 – R-50) that generally coincide with the previous Walton/Destin Beach Restoration Project (East Destin). The Western Destin Beach Monitoring area includes profiles at each FDEP reference monument from R-17 to R-30 and additional half-monument surveys near the terminus of the two reaches (i.e., R-20.5, R-23.5, and R-25.5) and between R-24 an R-25 (R-24.5) for a total of 18 profiles. The East Destin monitoring area includes profiles at all monuments between R-31 and R-50 for a total of 20 profiles. In total, the monitoring areas include 38 profiles. The surveying activities and deliverables must conform to the May 2014 Bureau of Beaches and Coastal Systems (BBCS) Monitoring Standards for Beach Erosion Control Projects, Sections 01000 and 01100. As this survey work will be performed under the supervision of others, we assume that quality control/quality assurance review of the data will be performed prior to transmittal of the data to Taylor Engineering.

Per County request, Taylor Engineering has prepared this Scope of Work to perform the physical monitoring data processing, analysis, and reporting for the Western Destin Beach Restoration Project and East Destin monitoring areas.

– SCOPE OF SERVICES –

Task 1. Western Destin Data Analysis and Reporting

Taylor Engineering will perform beach profile-based analyses in concurrence with Specific Condition 33 and 34 of FDEP Permit No. 0286575-001-JC, the FDEP-approved physical monitoring plan, and the May 2014 BBCS Monitoring Standards for Beach Erosion Control Projects. Specifically, we will determine beach shoreline and volume changes (within the two project reaches, the gap area, and eastern control area) for the following comparison periods: Pre-Construction to Post-Storm (Jan. 2013 – Oct./Nov. 2020), Post-Construction to Post-Storm (Mar. 2013 – Oct./Nov. 2020), and 2020 Post-Dredge to Post-Storm

(Jul. 2020 – Oct./Nov. 2020). These comparison periods will reveal beach changes and project performance since project construction as well as the project evolution following the 2020 East Pass Maintenance Dredging that will reveal recent changes likely attributable to Hurricane Sally.

As with previous Western Destin Beach Restoration monitoring efforts, we will convert the data to range/elevation profiles, calculate volume and mean high water position changes, and tabulate these results for analysis. Specifically, we will analyze volume changes within five vertical compartments along each profile — dune to MHW (+0.77 ft-NAVD88), MHW to MLW (-0.47 ft-NAVD88), MLW to -20 ft-NAVD88, -20 ft to -30 ft-NAVD88, and -30 ft to -50 ft-NAVD88. We will then prepare a monitoring report, which will summarize and discuss the survey data, document results of the volume and shoreline change analyses, discuss the changes brought about by project construction and Hurricane Sally. The report will also include beach monitoring and management recommendations. Report appendices will include plots of survey profiles, graphical representations of volumetric and shoreline position changes, and photographs of the monitoring area. We will submit electronic copies of the survey data and report to Okaloosa County.

Total Cost Task 1: $15,500.00

Task 2. Eastern Destin Data Analysis and Reporting

Taylor Engineering will perform beach profile-based analyses in concurrence FDEP Permit No. 0218419-001-JC, the FDEP-approved physical monitoring plan, and the May 2014 BBCS Monitoring Standards for Beach Erosion Control Projects. Specifically, we will determine beach shoreline and volume changes for the following comparison periods: Pre-Construction to Post-Storm (Jun. 2005 – Oct./Nov. 2020), Post-Construction to Post-Storm (Jun. 2007 – Oct./Nov. 2020), and the most recently available survey to Post-Storm (Jul. 2017 – Oct./Nov. 2020). These comparison periods will reveal historical beach changes and project performance since project construction as well as the project evolution following the most recent survey (July 2017) that will reveal recent changes likely attributable to Hurricane Sally.

As with previous Walton/Destin Beach Restoration project monitoring efforts, we will convert the data to range/elevation profiles, calculate volume and mean high water position changes, and tabulate these results for analysis. Specifically, we will analyze volume changes within four vertical compartments along each profile — dune to MHW (+0.65 ft-NAVD88), MHW to MLW (-0.62 ft-NAVD88), MLW to -20 ft-NAVD88, and -20 to -30 ft-NAVD88. We will then prepare a monitoring report, which will summarize and discuss the survey data, document results of the volume and shoreline change analyses, discuss the changes brought about by project construction and Hurricane Sally. The report will also include beach monitoring and management recommendations. Report appendices will include plots of survey profiles, graphical representations of volumetric and shoreline position changes, and photographs of the monitoring area. We will submit electronic copies of the survey data and report to Okaloosa County.

Total Cost Task 1: $15,500.00

– END SCOPE OF SERVICES –

Taylor Engineering will perform the above-described scope of services for a fixed fee cost of $31,000.00.

Signature

10/15/2020
Date

Kenneth Craig, P.E., Vice President
Printed Name, Title

CONTRACT/LEASE RENEWAL FORM

Date: August 12, 2020
Company: Taylor Engineering, Inc
Attn: James N. Marino
Address: 1221 Airport Road, Suite 210
City, St, Zip: Destin, FL 32541
RE: First Renewal Option

CONTRACT#: C18-2636-TDD
TAYLOR ENGINEERING, INC.
COASTAL & ENVIRONMENTAL ENGINEER SVS
EXPIRES: 10/03/2021 W/1 1 YR RENEWAL

Dear Mr. Marino:

The Okaloosa County Board of County Commissioners agrees to renew the subject contract/lease, # C18-2636-TDD for an additional term. The contract renewal period will be 10/4/2020 to 10/3/2021. The annual budgeted amount for this contract is $ TBD per hourly rates. All other terms and conditions of the original agreement shall remain in full force and effect through the duration of this renewal.

If you are in agreement, please sign below and return this form along with a current Certificate of Insurance listing Okaloosa County as co-insured (if applicable).

COUNTY REPRESENTATIVES

Dept. Director Signature: Jennifer Adams — Digitally signed by Jennifer Adams Date: 2020.08.20 10:46:59 -05'00'

Date:

Approved By: John Hofstad — Digitally signed by John Hofstad Date: 2020.08.20 13:07:31 -05'00'
(as prescribed below on item 1)

Date:

Approved By:
(as prescribed below on item 1)
Robert A. "Trey" Goodwin III
SEAL

Date: SEP 0 1 2020

AUTHORIZED COMPANY REPRESENTATIVE

Contractor: Taylor Engineering, Inc

Approved By: James N. Marino — Digitally signed by James N. Marino Date: 2020.08.14 14:55:24 -04'00'

Title: President

Date:

County Department Instructions:

1) **Obtain signatures from Department Director, authorized Company Representative and then Purchasing Manager <$25K and less, OMB Director $25K to $50K, County Administrator <$100K and less or Board >$100K, as necessary. If Board approval is required, the Chairman and County Administrator's signatures are required. Make sure the company provides a current Certificate of Insurance. (If applicable).**

2) **Keep a copy of this form for your records.**

3) **Send original to Contracts and Lease Coordinator at Purchasing Department.**
If you have any questions please contact the Purchasing Manager at 850-689-5960, Fax: 850-689-5970

CONTRACT, LEASE, AGREEMENT CONTROL FORM

Date: 10/06/2017

Contract/Lease Control #: C18-2636-TDD

Procurement #: RFQ TDD 54-17

Contract/Lease Type: CONTRACT

Award To/Lessee: TAYLOR ENGINEERING, INC.

Owner/Lessor: OKALOOSA COUNTY

Effective Date: 10/4/2017

Expiration Date: 10/3/2020 W/ TWO (2), ONE (1) YR RENEWALS

Description of Contract/Lease: COASTAL AND ENVIRONMENTAL ENGINEER SERVICES

Department: TDD

Department Monitor: ADAMS

Monitor's Telephone #: 850-651-7131

Monitor's FAX # or E-mail: JADAMS@CO.OKALOOSA.FL.US

Closed:

Cc: Finance Department Contracts & Grants Office

Client#: 1051175 TAYLOENG2

ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 6/01/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME:	
USI Insurance Services, LLC 2502 N Rocky Point Drive Suite 400 Tampa, FL 33607	PHONE (A/C, No, Ext): 813 321-7500	FAX (A/C, No):
	E-MAIL ADDRESS:	

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : XL Specialty Insurance Company	37885
INSURER B : Certain Underwriters at Lloyds	NONAIC
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
Taylor Engineering, Inc
10199 Southside Blvd.
Suite 310
Jacksonville, FL 32256

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	$
	☐ CLAIMS-MADE ☐ OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$
							MED EXP (Any one person)	$
							PERSONAL & ADV INJURY	$
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$
	☐ POLICY ☐ PRO-JECT ☐ LOC						PRODUCTS - COMP/OP AGG	$
	☐ OTHER:							$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$
	☐ ANY AUTO						BODILY INJURY (Per person)	$
	☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
	☐ UMBRELLA LIAB ☐ OCCUR						EACH OCCURRENCE	$
	☐ EXCESS LIAB ☐ CLAIMS-MADE						AGGREGATE	$
	☐ DED ☐ RETENTION $							$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N						☐ PER STATUTE ☐ OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ N / A						E.L. EACH ACCIDENT	$
	(Mandatory in NH)						E.L. DISEASE - EA EMPLOYEE	$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - POLICY LIMIT	$
A	Professional Liability			DPR9960942	06/01/2020	06/01/2021	$2,000,000 per claim $2,000,000 annl aggr.	
B	Cyber Liabil			ESI011515350	09/28/2019	09/28/2020	$1,000,000 per claim	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Professional Liability coverage is written on a claims-made basis.

RE: Artificial Reef Program

Okaloosa County BOCC

CONTRACT#: C18-2636-TDD
TAYLOR ENGINEERING, INC.
COAST AND ENVIRONMENTAL ENGINEER SVS
EXPIRES: 10/03/2020 W/ 2 I YR RENEWALS

CERTIFICATE HOLDER

Okaloosa County
1540 Miracle Strip Parkway, SE
Fort Walton Beach, FL 32548

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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MFKZP

C18-2636-TDD

Client#: 1051175 TAYLOENG2

ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 12/20/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).

PRODUCER USI Insurance Services, LLC 2502 N Rocky Point Drive Suite 400 Tampa, FL 33607	CONTACT NAME: PHONE (A/C, No, Ext): 813 321-7500 FAX (A/C, No): E-MAIL ADDRESS:
INSURED Taylor Engineering, Inc 10199 Southside Blvd. Suite 310 Jacksonville, FL 32256	INSURER(S) AFFORDING COVERAGE — NAIC # INSURER A : XL Specialty Insurance Company — 37885 INSURER B : Certain Underwriters at Lloyds — NONAIC INSURER C : INSURER D : INSURER E : INSURER F :

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	$
	☐ CLAIMS-MADE ☐ OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$
							MED EXP (Any one person)	$
							PERSONAL & ADV INJURY	$
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$
	☐ POLICY ☐ PRO-JECT ☐ LOC						PRODUCTS - COMP/OP AGG	$
	☐ OTHER:							$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$
	☐ ANY AUTO						BODILY INJURY (Per person)	$
	☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
	☐ UMBRELLA LIAB ☐ OCCUR						EACH OCCURRENCE	$
	☐ EXCESS LIAB ☐ CLAIMS-MADE						AGGREGATE	$
	☐ DED ☐ RETENTION $							$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N						☐ PER STATUTE ☐ OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ N / A						E.L. EACH ACCIDENT	$
	(Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$
A	Professional Liability			DPR9943252	06/01/2019	06/01/2020	$2,000,000 per Claim $2,000,000 Annl Aggr.	
B	Cyber Liability			ESI011515350	09/28/2019	09/28/2020	$1,000,000 pe Claim	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Professional Liability coverage is written on a claims-made basis.

RE: Artificial Reef Program

CONTRACT#: C18-2636-TDD
TAYLOR ENGINEERING, INC.
COASTAL & ENVIRONMENTAL ENGINEER SVS
EXPIRES: 10/03/2020 W/2 1 YR RENEWALS

CERTIFICATE HOLDER

Okaloosa County
1540 Miracle Strip Parkway, SE
Fort Walton Beach, FL 32548

CANCE

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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KDVZP

TASK ORDER APPROVAL FORM

CONTRACT #: C18-2636-TDD

TASK ORDER #: 11

TASK ORDER AMOUNT: $19,158

CONTRACT#: C18-2636-TDD
TAYLOR ENGINEERING, INC.
COASTAL & ENVIRONMENTAL ENGINEERS, SVS
EXPIRES: 10/03/2020

OFFERED BY CONSULTANT:

TAYLOR ENGINEERING, INC.

FIRM'S NAME

JONATHAN ARMBRUSTER, P.E.

REPRESENTATIVE'S PRINTED NAME

Jonathan T. Armbruster Digitally signed by Jonathan T. Armbruster Date: 2020.03.13 18:13:29 -04'00'

SIGNATURE

VICE PRESIDENT 3/13/2020

TITLE DATE

RECOMMENDED FOR APPROVAL
(Department Director)

SIGNATURE

Public Works Dir.

TITLE

3/19/20

DATE

APPROVED BY OKALOOSA COUNTY
(Per Purchasing Manual) Table 1

PURCHASING MANAGER

03/20/2020

DATE

OMB DIRECTOR/DATE

DATE

COUNTY ADMINISTRATOR (if applicable)

DATE

CHAIRMAN (if applicable)

DATE

Revised January 21, 2020

ENGINEERING SERVICES FOR
LONGWOOD / POQUITO BAYOU PARK
OKALOOSA COUNTY, FLORIDA

SCOPE OF WORK

Introduction

The shoreline of Longwood / Poquito Bayou park continues to experience ongoing erosion. Taylor Engineering has prepared this scope of work to provide the County engineering services to support bidding and construction of a ~120-ft dock extension and wave attenuation fence at Longwood / Poquito Bayou Park, in Okaloosa County, FL. County staff has requested Taylor Engineering prepare construction drawings and technical specifications to support construction of the dock extension and wave fence in accordance with regulatory authorizations obtained with Taylor Engineering assistance in 2018. The existing dock protruding from shore will remain, with only a small (~54 sf) portion of the existing dock to be demolished.

Per the request of the County, this scope of work includes providing final engineering design, construction documents, and limited bid administration assistance to support construction of the shore-parallel dock extension and wave attenuation fence at Longwood/Poquito Bayou Park.

Assumptions

Taylor Engineering made several assumptions in developing this scope of work and associated fees for the project. The assumptions noted below, and throughout this scope of work, affect the proposed level of effort and associated costs. If any of the assumptions should prove incorrect, Taylor Engineering will submit a proposal to modify our scope of work and fees accordingly. Taylor Engineering developed this scope of work with the following assumptions and background information:

- The County has requested that pile design rely on general assumptions of existing conditions and no geotechnical investigations will be completed for the proposed project. The County recognizes that this approach increases risk of contractor claims of differing site condition during construction and also decreases confidence with regards to the project's long-term performance. The County will not hold Taylor Engineering liable if assumed geotechnical conditions do not match actual geotechnical conditions or result in suboptimal project outcomes.
- The project excludes alteration of existing site features (i.e., boat ramp), upland project components, or any shoreline armoring or treatment.
- This scope of work excludes an opinion of probable cost, local permitting assistance, construction observation or administration, construction inspections, or assessments of existing structural components.

The following tasks comprises this scope of work.

Task 1. Final Engineering Design, Construction Drawings and Specifications

The County intends for the initial ~30 ft of existing dock to remain with a small (~54 sf) portion of the existing dock to be demolished as shown in the permit drawings. Taylor Engineering staff will visit the project site to observe the condition of the existing dock to determine how to connect the proposed shore-parallel dock extension to the existing structure. These field observations will be limited and will not include structural inspection or assessments of the existing structures.

Taylor Engineering will conduct a basic coastal conditions analysis to determine a wave produced by a tropical storm wind (~45 mph) along a conservative fetch and water level to determine a single design wave condition. Taylor Engineering will apply this wave condition to determine coastal forces, and the construction drawings will document this design condition (e.g., 2 ft wave height, 3 second period). The wave attenuation fence will be designed to a typical boat wake to less than 0.5 ft as they come ashore.

Taylor Engineering will complete structural analysis and develop the final detailed structural design. During structural design, we will verify the main structural elements, and develop detailed structural connections between these elements. Taylor Engineering will provide technical specifications on the construction drawings. The construction drawings will include sufficient and pertinent details required for project construction, and the technical specifications will provide further details on material standards, work sequence, construction site management, environmental protection, quality control, and other such information necessary to supplement and support the project drawings. This scope of work does not include development of a stand-alone project manual (contract documents and other "front-end" documents).

Task 2. Bid Administration Assistance

Conversations with County staff indicate the County will solicit an RFB for the dock construction project. Taylor Engineering will provide technical construction documents (e.g., bid tabulation, construction drawings, technical specifications [on the drawings], regulatory authorizations, and project summary) to be incorporated into the bid package and support the County during the solicitation/award phase of the project. The County will prepare their standard "front-end" contract documents for project bidding; we will review these documents only to ensure consistency with the technical construction documents. The County will advertise and distribute the complete contract documents package to prospective respondents. The services for this task will include the following items:

- Compile the technical construction documents for inclusion with the County's standard "front-end" contracting and purchasing documents. The technical construction document will include construction drawings; technical specifications (on the drawings), and other pertinent technical documents (regulatory authorizations, grant requirements, etc.).
- Support the County construction solicitation process and assist with the issuance of addenda to answer technical questions, if any, from contractors regarding the Contract Documents.

We will perform the above services from our local Destin office. Notably, any reviews and recommendations provided by Taylor Engineering will be limited to engineering and technical issues. The County will be responsible for review and evaluation of contractor's financial condition, business licenses or authorizations, insurance, bonding, contractual requirements, and any other non-engineering or non-technical information. The County will review and verify the selected contractor's insurance (e.g.

longshoreman's insurance, etc.), as well as other safety and licensure requirements (e.g., OSHA and USCG registration) required by the grant.

Schedule

Taylor Engineering will complete Task 1 within approximately six weeks of authorization. Following County review and approval of the construction drawings and specifications, Taylor Engineering will prepare the technical construction documents to support project bidding within one week.

Fees

Taylor Engineering will complete the work on a fixed fee basis for task-by-task fees as summarized in the table below.

Task	Fee
TASK 1 – Final Engineering Design, Construction Drawings and Specifications	$17,520.00
TASK 2 – Bid Administration Assistance	$1,638.00
TOTAL	$19,158.00

Recommended Acceptance By: _____

TASK ORDER APPROVAL FORM

CONTRACT #: C18-2636-TDD

TASK ORDER #: 5th 6 - Revised

TASK ORDER AMOUNT: $ 72,860.00 - NEW TOTAL (ADD - 25,000.00)

OFFERED BY CONSULTANT:

CONTRACT#: C18-2636-TDD
TAYLOR ENGINEERING, INC.
COASTAL & ENVIRONMENTAL ENGINEERS, SVS
EXPIRES: 10/03/2020

Taylor Engineering, Inc.
FIRM'S NAME

Jonathan Armbruster
REPRESENTATIVE'S PRINTED NAME

Jonathan Armbruster
SIGNATURE

Vice President, Waterfront Engineering — 2/24/2020
TITLE — DATE

RECOMMENDED FOR APPROVAL
(Department Director)

C A Demmert
SIGNATURE

Dep Dir of Fin + Compliance
TITLE

02/27/2020
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
PURCHASING MANAGER

03/02/2020
DATE

Jay Dempsey
OMB Director/DATE

3.4.20
DATE

COUNTY ADMINISTRATOR (if applicable)

DATE

CHAIRMAN (if applicable)

DATE

TOURIST DEVELOPMENT DEPARTMENT
MEMORANDUM

Date: February 10, 2020

To: Finance Department

From: Jennifer Adams, Director

Subject: Signature Delegation

I will be out of the office on the dates below. During this time, Charlotte Dunworth is designated signature authority for all Tourist Development Department documents.

February 20-24, 2020
February 26-28, 2020

OKALOOSA COUNTY DEEP-WATER FISHING BUOYS
CONSTRUCTION DOCUMENTS AND BID ADMINISTRATION SERVICES

SCOPE OF SERVICES

Overview

Okaloosa County has requested Taylor Engineering provide a scope of work and cost proposal for construction document preparation and bid administration assistance for the proposed deep-water fishing buoy project located in the Gulf of Mexico. Previously, Taylor Engineering conducted feasibility assessments, preliminary design, and regulatory permitting assistance for the eight-buoy network. Following execution of the Department of the Army authorization in June 2018, the County proposes to deploy the eight buoys to attract pelagic game fish and expand recreational and sport fishing opportunities for County visitors. Per County staff request, this scope of services includes final engineering design, preparation of construction documents (i.e. construction drawings and technical specifications) and bid administration assistance to support project solicitation as well as construction phase engineering services to support project construction.

Assumptions

We have made several assumptions in developing this scope of services and associated fees for the project. The assumptions noted below and throughout this scope of services affect the proposed level of effort and associated costs. If any of the assumptions should prove incorrect, we will submit a proposal to modify our scope of services and our fees accordingly. We have developed this scope of services with the following assumptions and background information:

- This scope of services excludes regulatory coordination associated with changes or modifications to the permit.
- The County intends to deploy all eight of the proposed buoys in accordance with the existing federal authorizations (e.g. buoy locations, mooring configurations, design life-span, etc.).
- This scope of services excludes any physical or biological surveys or cultural resource investigations.
- Taylor Engineering will develop performance-based specifications following County guidance and anticipated performance (e.g., design-life requirements), relying on industry standards, manufacturer expertise and experience, and in relation to the anticipated offshore conditions.
- ~~The scope of services does not include construction phase or monitoring services (e.g., construction administration/observation, species monitoring, etc.). Following contractor selection and upon County request, we will provide an additional scope of services to perform construction administration/observation, project certification, etc.~~

Task 1. Final Engineering Design, Construction Drawings and Technical Specifications

Taylor Engineering will conduct the final engineering design for the eight-buoy network and develop the associated construction drawings and performance-based technical specifications for

project solicitation. Taylor Engineering will also coordinate with the US Coast Guard to ensure the proposed navigational aids are sufficient and no additional authorizations or letters of no objection are required.

Concurrent with the final engineering design, we will prepare construction drawings and technical specifications for the project. The construction drawings will include sufficient and pertinent details required for project construction and the technical specifications, likely incorporated into the construction drawings, will provide details of the performance specifications (discussed below). The specifications may include requirements for environmental protection, quality control, submittal requirements, and other such information necessary to supplement and support the project drawings. The construction drawings and technical specifications will be consistent with regulatory authorizations and will be a part of the construction contract documents. As appropriate, final engineering documents will bear the signature and seal of a Florida licensed professional engineer. We assume the County will prepare their standard (i.e., "front-end") documents for project bidding and contracting.

Following our recommendations and discussions with County staff, we will develop performance-based technical specifications for the project. The engineering design comprises the development of such performance specifications that shall include, but not be limited to, anticipated environmental conditions, acceptable mooring configurations and materials, design life, low operational maintenance requirements, incorporation of data collection platform(s), GPS tracking, navigational aid requirements, etc. Taylor Engineering will conduct an offshore conditions analysis to define key design parameters such as average and extreme wave characteristics at the buoy site(s) and develop the performance requirements based on this information and industry standards. The offshore conditions analysis and development of performance specifications shall consider an anticipated design life of 5 to 7+ years.

Task 2. Bid Administration Assistance

From discussions with County staff, the County will prepare and solicit construction contractors through a single request for proposals (RFP) for the offshore buoy network. The County intends to maintain flexibility for potentially selecting up to two contractors through the RFP process to obtain the best project value (e.g. enhanced data collection features, enhanced fish habitat, increased design life or storm resistance, etc.). Taylor Engineering will provide technical Contract Documents (e.g., construction drawings, technical specifications, regulatory authorizations, and project summaries) to be incorporated into the RFP solicitation package and support the County during the solicitation/award phase of the project. We assume the County will advertise and/or distribute the RFP documents to prospective respondents. The services of this task will include the following items:

- Compile the technical Contract Documents for inclusion with the County's standard "front-end" contracting and purchasing documents. Contract documents will include construction drawings, performance-based technical specifications, and other pertinent documents (regulatory authorization[s], etc.). We assume the County will tailor the language of the County contracting and purchasing documents to reflect the option to select multiple contractors.
- Assist the County in determining appropriate proposal ranking criteria to obtain the best project value based on project goals defined by the County.

- Coordinate with County staff to develop the project construction period, to be included in the RFP.
- Attend and conduct a pre-bid conference.
- Support the County construction solicitation process and assist with the issuance of addenda to answer technical questions, if any, from contractors regarding the Contract Documents.
- Attend a local bid-opening meeting, if necessary.
- Participate in ranking discussions with County staff and/or the selection committee to address technical concerns related to selected buoys and/or contractor(s).

We will perform the above services from our local Destin office. Notably, reviews and recommendations provided by Taylor Engineering will be limited to engineering and technical issues. We assume the County will be responsible for review and evaluation of contractor's financial condition, business licenses or authorizations, insurance, bonding, contractual requirements, and any other non-engineering or non-technical information. We also assume the County will review and verify the selected contractor's insurance (e.g. longshoreman's insurance, etc.), as well as other safety and licensure requirements (e.g., OSHA and USCG registration) required by the grant.

Task 3. Construction Phase Engineering Services

Taylor Engineering will remain available to support the County throughout the construction phase of the project. Taylor Engineering will perform the services outlined below on an as-needed basis per request of County staff to help ensure compliance with the construction documents and regulatory authorizations. These services may include but are not be limited to:

- Coordination with the Contractor, County staff, and regulators regarding requirements of the construction documents, scheduling, work plan, etc.
- Review and process contractor's pre-construction and post-construction submittals.
- Review and respond to Contractor requests for information, clarification and/or change order requests.
- Submit regulatory notices including the *Florida Artificial Reef Materials Cargo Manifest and Pre-Deployment Notification*, notices of commencement, work suspensions, resumptions, and completion.
- Conduct pre-construction buoy and mooring system reviews/documentation in Orange Beach, AL.
- Conduct or attend a pre-construction conference with County staff, the selected Contractor(s), and USACE.
- Observe construction operations including buoy deployment. Of note, we assume transportation to the construction site will be provided by the County or Contractor. During this task, Taylor Engineering will notify the County of any permit violations, work stoppages, or conflicts observed and maintain daily logs of observed construction activity.
- Remain available to the Contractor and County staff during construction to resolve engineering and technical issues and address questions pertaining to design, permitting issues, scheduling, contractor payment, and any proposed changes to the work.
- Review and provide recommendations regarding the Contractor's pay application(s) for engineering and technical issues. Taylor Engineering will not be responsible for the review and

evaluation of contractor's financial condition, bonding, insurance, contractual requirements, and any other non-engineering or non-technical information.

- Prepare final certifications and/or as-built drawings.
- Prepare the County's *Self Certification Statement of Compliance* and document any deviations from the regulatory authorizations for County execution as required by the regulatory authorization.

Taylor Engineering will conduct services for this task on a time and materials basis not-to-exceed $25,000. Taylor Engineering will coordinate with County staff regarding which services shall be performed based on availability of County staff. Notably, should the County request certifications of the project from Taylor Engineering, Taylor Engineering must perform direct observation of construction or be provided certified (signed and sealed) as-built drawings from a licensed surveyor.

Should the requested work require more time than the not-to-exceed amount for this task, we will contact the Okaloosa County project manager and discuss a modification of the contract to account for the additional level of effort.

END OF SCOPE OF SERVICES

Taylor Engineering will perform the above-described scope of services for Tasks 1-2 for a fixed fee cost of $47,860.00 and will perform services for Task 3 on an as-needed basis, per request of County staff, on a time and materials basis not to exceed $25,000.00 for a total contract amount of $72,860.00.

Jonathan Armbruster

Signature

February 13, 2020

Date

Jonathan Armbruster, P.E., Vice President

Printed Name, Title

TASK ORDER APPROVAL FORM

CONTRACT #: C18-2636-TDD

TASK ORDER #: 10

TASK ORDER AMOUNT: $19,562.00

CONTRACT#: C18-2636-TDD
TAYLOR ENGINEERING, INC.
COASTAL & ENVIRONMENTAL ENGINEERS, SVS
EXPIRES: 10/03/2020

OFFERED BY CONSULTANT:

Taylor Engineering, Inc
FIRM'S NAME

Kenneth Craig, P.E.
REPRESENTATIVE'S PRINTED NAME

SIGNATURE

Vice President
TITLE

DATE

CO 12/12/19

RECOMMENDED FOR APPROVAL
(Department Director)

SIGNATURE

12/12/19
TITLE

DATE

COUNTY ADMINISTRATOR (if applicable)

DATE

APPROVED BY OKALOOSA COUNTY
(Per Purchasing Manual) Table 1

PURCHASING MANAGER

12/13/2019
DATE

OMB DIRECTOR/DATE

DATE

CHAIRMAN (if applicable)

DATE

Revised November 3, 2017

ARTIFICIAL REEF MANAGEMENT PLAN DEVELOPMENT
OKALOOSA COUNTY, FLORIDA

SCOPE OF SERVICES

Introduction

Okaloosa County (County) has requested Taylor Engineering (Taylor) assist them in preparing an Okaloosa County Artificial Reef Management Plan. From preliminary discussions with County staff, Taylor will document aspects of planning, management, and funding to further increase recreational and economic benefit of artificial reef initiatives. Preparation of the document will be supported by the County Marine Resource Coordinator. The proposed 10-year management plan will act as a "living document" that the County may update as necessary to accurately incorporate current or future planning and funding initiatives as they arise or are completed.

Assumptions

We have made several assumptions in developing this scope of services and associated fees for the project. The assumptions noted below and throughout this scope of services affect the proposed level of effort and associated costs. If any of the assumptions should prove incorrect, we will submit a proposal to modify our scope of services and our fees accordingly. We have developed this scope of services with the following assumptions and background information:

- The County Marine Resource Coordinator (or other staff) will assist preparation of the document by providing prepared information including, but not limited to, stakeholder input, historical projects, planned funding (i.e., projected fiscal budgets), private artificial reef program information, and monitoring initiatives.
- Okaloosa County will provide descriptions of any specific materials currently proposed for use at existing and proposed reef sites. Otherwise, Taylor Engineering will assume the same materials (e.g., heavy-gauge steel, clean concrete debris, surplus concrete structural materials, etc.) as proposed for previously permitted sites.
- Okaloosa County will provide estimated construction schedule(s) for placement of the individual artificial reefs within each of the offshore sites (i.e., anticipated reef deployments per year and proposed locations).
- Okaloosa County will provide document reviews and written responses within two weeks of written request.

Task 1 Artificial Reef Management Plan Preparation

Taylor Engineering will develop an artificial reef management plan to assist the County in enhancing both recreational and economic benefits of the artificial reef system. The plan will provide a clear framework for technical and regulatory success in developing, maintaining and expanding the artificial reef program. The plan organizes in one document the means of implementing, maintaining, and expanding a cost-effective, functional long-term artificial reef network.

The plan will also provide the information typically required by the Florida Fish and Wildlife Conservation Commission (FFWCC) for annual artificial reef construction and monitoring grants, for the

County to remain competitive with other Florida reef programs. Specifically, the plan will include the following:

1. Goals and objectives of the National, State, and local Artificial Reef Plans
2. Background of reef management in Okaloosa County (developed by the County)
3. State and Federal regulations concerning artificial reef permitting
4. Environmental Descriptions
5. Biological, physical, and economic impacts of artificial reefs
6. Artificial reef site selection, development, and management protocols
    a. Documentation of existing artificial reef sites
    b. Natural and cultural resource standards and requirements associated with reef site selection and construction
    c. Proposed schedules for annual deployment periods, required annual monitoring, permit renewal, and plan reviews of the artificial reef system and program performance
    d. Artificial reef monitoring protocols (developed by the County)
    e. Identification of potential source materials (e.g., materials of opportunity, pre-fabricated units, etc.) and estimated cost of deployment for various alternatives
7. Funding
    a. Estimated annual budget (developed by the County) and potential grant funding opportunities
    b. Information typically required for FFWCC grant funding for reef construction and monitoring (local demand, public access, etc.)
8. Education and public outreach
    a. Stakeholder input and support (from elected officials, fishermen, tourism development council, etc.)
    b. Recommendations for stakeholder outreach and schedule for periodic public education/outreach activities
    c. Recommendations for web distribution of Okaloosa County artificial reef program information (developed by the County)
9. Recommendations for the establishment of a marine advisory board to oversee the artificial reef program, implementation, and related public access/marine resource projects
10. Review of and recommendations for local County ordinances supporting and regulating private artificial reef development
11. Review of and recommendations for the County's management plans for individual/private artificial reef deployments within County-permitted LAARS
12. Contingency plans for emergencies
13. Copies of all active artificial reef permits

As part of plan development, Taylor Engineering will meet with Okaloosa County and their selected local stakeholders (fishermen, diving groups, etc.). Such meetings are necessary to begin an effective public involvement process and identify key stakeholder interests. Furthermore, such meetings

and demonstration of public support is necessary in order to maximize FFWCC grant funding opportunities. We have assumed a limited level of effort (12 man-hours) for this task. If local coordination and public meetings require more than this amount of time, Taylor Engineering will contact the County's project manager and discuss a modification of the contract to account for the additional level of effort.

Development of the artificial program management plan will require a significant amount of input from the County in the form of existing data requests and draft document review. Meeting an expedited schedule will require active communication between the County and Taylor Engineering staff, and efficient and timely turnaround of requested materials and review of draft documents.

END OF SCOPE OF SERVICES

Taylor Engineering will perform the above-described scope of services for a fixed fee cost of $19,562.00.

TASK ORDER APPROVAL FORM

CONTRACT #: C18-2636-TDD

TASK ORDER #: 9

TASK ORDER AMOUNT: $ 40,915.00

CONTRACT#: C18-2636-TDD
TAYLOR ENGINEERING, INC.
COASTAL & ENVIRONMENTAL ENGINEERS, SVS
EXPIRES: 10/03/2020

OFFERED BY CONSULTANT:

Taylor Engineering, Inc
FIRM'S NAME

Kenneth Graig, P.E.
REPRESENTATIVE'S PRINTED NAME

SIGNATURE

Vice President
TITLE

DATE

CD 12/12/19

RECOMMENDED FOR APPROVAL
(Department Director)

SIGNATURE

12/12/19
TITLE

DATE

COUNTY ADMINISTRATOR (if applicable)

DATE

APPROVED BY OKALOOSA COUNTY
(Per Purchasing Manager) Table 1

PURCHASING MANAGER

12/13/2019
DATE

OMB DIRECTOR/DATE

12.13.2019
DATE

CHAIRMAN (if applicable)

DATE

Revised November 3, 2017

CONSTRUCTION-PHASE SERVICES FOR ARTIFICIAL REEF CONSTRUCTION
FUNDED BY NRDA AND THE RESTORE ACT
– NEARSHORE REEFS –
OKALOOSA COUNTY, FLORIDA

SCOPE OF WORK

Introduction

Taylor Engineering has prepared this scope of work for continuing to assist the Okaloosa County Artificial Reef Program with nearshore artificial reef construction funded by Natural Resource Damage Assessment (NRDA) and the Resources and Ecosystems Sustainability, Tourist Opportunities, and Revived Economies of the Gulf Coast States (RESTORE) Act. In April 2019, the County completed construction of four reefs in the first phase of nearshore reef construction utilizing NRDA funding. Taylor Engineering provided construction-phase engineering services for the project under Contract C14-2117-TDD Task Order 20. Notably, that task order contracted Taylor to provide construction phase services for the full project, utilizing both RESTORE and NRDA funding to construct eight (8) reefs. Due to a delay in RESTORE funding and expiration of NRDA grant, the County opted to phase the project based on funding availability (i.e., Phase I using NRDA funds and Phase II using RESTORE funds). To close the NRDA grant-funded portion (FWC Agreement #15155), the County requested Taylor Engineering final invoice the previous task order and provide this new scope of services to support the Phase II RESTORE project. From correspondence with County staff, the below scope of services will be reimbursed through the RESTORE grant and/or funded through TDC funds specifically designated for supporting artificial reef program initiatives. We assume remaining funds from the initial project phase will be applied to the second project phase.

Okaloosa County (County) has been awarded approximately $1.2 million dollars through the Direct Component of the RESTORE Act for nearshore reef construction. With these funds, the County proposes to construct four nearshore reefs (Beach Access #2, Beach Access #6, Henderson West, and Pompano), utilizing a total of approximately 300 reef modules. For this scope of work, and following direction from County staff, we assume adhering to the relatively stringent reporting and monitoring requirements of the previous NRDA artificial reef funding grant shall fulfill the RESTORE funding requirements.

The artificial nearshore reefs will consist of pile-supported multimedia concrete disks. We anticipate that the County will prepare a Request for Bids (RFB) to solicit construction of the project. We will assist the County in providing contract documents (construction drawings and technical specifications) for construction and installation of such prefabricated reef modules.

Per the request of the County, Taylor Engineering has provided this scope of work for permitting assistance, construction document revisions and construction-phase services for the proposed RESTORE funded nearshore artificial reef construction.

Assumptions

We have made several assumptions in developing this scope of work and associated fees for the project. The assumptions noted below, and throughout this scope of work, affect the proposed level of

effort and associated costs. If any of the assumptions should prove incorrect, we will submit a proposal to modify our scope of work and fees accordingly. We have developed this scope of work with the following assumptions and background information:

- We assume any RESTORE Act funding requirements will be fulfilled through completion of the previous NRDA grant requirements. Should additional services be required to fulfill RESTORE Act funding requirements (e.g. additional reporting, annual monitoring, etc.), Taylor Engineering will contact the County project manager to discuss a modification to the scope of work. We assume the construction phase services and certification documents developed under this scope of services will be sufficient information for obtaining reimbursement from RESTORE.
- We assume the County will provide "front-end" contract documents for project solicitation.
- This scope of work does not include any additional permitting or permit modification assistance for the installation of additional reef features (e.g., signage, marker buoys, etc.).
- We assume the Contractor or County staff will mark each unit with unique alpha numeric identifiers prior to deployment.
- We assume the County will conduct required reviews of submitted materials in no greater than two weeks following completion of each project element. Further, we assume that the approval of such materials will be provided via email from County staff.
- Taylor Engineering does not anticipate conducting barge displacements measurements; we assume the contractor will provide certified individual module and total tonnages necessary for cargo manifests and project narrative(s). Taylor Engineering shall verify the individual module tonnages via simplified volume calculations.
- We are not proposing any professional surveying services as the Contractor shall be required to have DGPS and regulatory agencies generally accepts calibrated fathometer readings for post-construction certification. Post-construction measurements of vertical relief shall also be supplemented by SCUBA observations, underwater video, and/or fathometer measurements.
- We assume regulators will accept the permitted reef module layouts with minor modifications as determined by Taylor Engineering and Okaloosa County. Changes to previously prepared module layouts, incorporated to maximize funding use, will be accepted by the County prior to preparation of the construction drawings. We assume these minor modifications will be accepted by regulatory agencies and will not require any additional permitting.
- We assume the County will perform the pre- and post-construction surveys and that regulatory agencies will accept the County's methodology and documentation.
- We assume the Contractor will provide overwater transport to the work barge.

The following tasks comprises this scope of work.

Task 1. Permitting Assistance

The four reef sites (Beach Access #2, Beach Access #6, Henderson West, and Pompano) planned for construction have existing FDEP and Corps permit authorizations. However, the FDEP general permits will expire before construction in November 2019. From conversations with FDEP, these permits may not be extended. To secure permits prior to construction, Taylor will submit general permit applications using the original applications developed and submitted in 2014. Taylor will make revisions as necessary for FDEP submittal and support the regulator's during their review of each application. Because these projects have existing authorizations, Taylor has budgeted for limited coordination and RAI response, a total of 12

hours. If additional time is required, Taylor will contact the Okaloosa County project manager for an amendment to this scope of services.

Cost Task 1: $4,334.00

Task 2. Construction Document Revisions

Based on conversations with County staff, Taylor will revise the previously developed construction drawings and technical specifications to maximize use of available construction funds. Revisions may include addition of modules, minor reorganization of the module layouts, and/or removal of constructed reefs for clarity during the bidding process. Taylor will coordinate with County staff regarding the construction budget and input regarding module layouts. Taylor Engineering will prepare construction drawings and technical specifications to support the RFB for construction of the RESTORE-funded nearshore reefs and project construction. Following bidding, Taylor will prepare the final construction drawings that accurately reflect the module total using the selected bidder's unit prices.

The construction drawings will consist of plan views of the existing bottom conditions (based on available bathymetric survey data), the permitted reef boundary, and proposed reef module locations and unique alpha-numeric identifiers. Taylor Engineering will provide specific module location information in multiple coordinate system formats as typically required by regulatory agencies, including State Plane and Geographic (decimal degrees and decimal minutes). We will prepare technical specifications, consistent with FDEP and Department of the Army (DOA) permits, to support the deployment of prefabricated reef modules for artificial reef construction.

Finally, we will review the regulatory authorizations and coordinate with regulatory staff and commenting agencies to ensure all permit conditions are applicable to the proposed work. Should any permit conditions be irrelevant or inappropriate, we will coordinate with FDEP, USACE, FWC and/or commenting agencies to request that such conditions be waived.

Cost Task 2: $4,958.00

Task 3. Nearshore Reef Construction Bid Administration

Conversations with County staff indicate the County will solicit an RFB for the RESTORE nearshore artificial nearshore reef construction. Taylor Engineering will provide technical Contract Documents (e.g., construction drawings, technical specifications, regulatory authorizations, and project summary) to be incorporated into the bid package and support the County during the solicitation/award phase of the project. We assume the County will prepare their standard "front-end" contract documents for project bidding; we will review these documents and ensure consistency with the specifications. Additionally, we assume the County will advertise and distribute the Contract Documents to prospective respondents. The services of this task will include the following items:

- Compile the technical Contract Documents for inclusion with the County's standard "front-end" contracting and purchasing documents, including construction plans, technical specifications (including general module specifications), and other pertinent documents (regulatory authorizations, grant requirements, etc.).
- Attend and provide technical support for a pre-bid conference.

- Support the County construction solicitation process and assist with the issuance of addenda to answer technical questions, if any, for contractors regarding the Contract Documents.
- Attend a local bid-opening meeting and provide technical clarifications as necessary.
- Coordinate and participate in ranking discussions with the County staff to determine selected contractor(s), if required.

We will perform the above services from our local Destin office. Notably, any reviews and recommendations provided by Taylor Engineering will be limited to engineering and technical issues. We assume the County will be responsible for review and evaluation of contractor's financial condition, business licenses or authorizations, insurance, bonding, contractual requirements, and any other non-engineering or non-technical information. We also assume the County will review and verify the selected contractor's insurance (e.g. longshoreman's insurance, etc.), as well as other safety and licensure requirements (e.g., OSHA and USCG registration) required by the grant.

Cost Task 3: $6,083.00

Task 4. Nearshore Reef Construction Administration and Certification

Taylor Engineering will provide construction administration and post-construction certification as required by regulatory agencies to support the artificial nearshore reef construction project. These services will include the following:

4.1. Pre-Construction Services

Per permit conditions, and to ensure the continued viability of all proposed artificial reef construction sites, we assume the County will conduct pre-construction surveys in accordance with the regulatory authorizations. In conjunction with the pre-construction survey, we assume the County will document bathymetric data and confirm reef location suitability. We assume the County will provide written documentation of the survey methods and results, which will be incorporated into the project record. The surveys shall confirm the results of the previous bottom investigations and verify the intended reef locations remain devoid of submerged grass beds, shellfish, other hard bottom communities, corals, artificial reefs, or historic artifacts.

Taylor Engineering will attend a pre-construction conference with County staff, the selected contractor, and USACE prior to construction operations (including terrestrial transport or barge mobilization). We assume the pre-construction conference will occur at the Contractor's reef module staging area and that the staging area will be within a reasonable driving distance from Okaloosa County and Destin, FL (within 100 miles). During the pre-construction conference, we will review the construction drawings and technical specifications, regulatory authorizations and grant requirements, operations plan, construction methodology, staging area(s), and the anticipated construction schedule.

No less than 5 days prior to deployment of reef material, Taylor Engineering will transmit via email a complete and signed *Florida Artificial Reef Materials Cargo Manifest and Pre-Deployment Notification* to the USACE and FWC to allow inspection of the proposed reef materials. We assume the County's Contractor will hold inspections at a local staging area identified in the Contractors proposal or within reasonable driving distance from Destin, FL. During the inspection, Taylor Engineering or County staff will sign the *Pre-Deployment Notification*, certifying that all materials are free from asphalt, petroleum, other hydrocarbons, and toxic residues in accordance with 62-330.600 Florida Administrative Code (FAC). Taylor

Engineering is not proposing any construction observation during any loading and/or terrestrial transport from the Contractors staging area to the deployment site; however, we will remain available to support the County and Contractor during these operations. We will take digital photos of representative prefabricated modules and transmit them to the regulatory agencies with the appropriate form(s) for each deployment and verify the agencies' receipt of the notification and photos. Taylor Engineering will rely on certified module weights provided by the Contractor to calculate each deployment tonnage necessary for the cargo manifest and project narrative. Taylor Engineering shall verify the approximate module weights via simple volume calculations and we assume this method should be accepted by FWC. The contractor shall only deploy material after notification by the USACE and/or FWC that the material is acceptable and when County staff or Taylor Engineering, as the designated observer, is present and authorizes deployment.

Taylor Engineering will provide the contractor with copies of the USACE and FDEP permits as well as a signed *Florida Artificial Reef Materials Cargo Manifest and Pre-Deployment Notification*. The Contractor will be required to maintain possession of these documents, as well as appropriate nautical charts and other required documents (e.g., construction drawings, permits, etc.), aboard the material deployment vessel at all times during all deployment operations (e.g., material loading, transit, and deployment).

4.2. Construction Services

Taylor Engineering has budgeted to accompany County staff and the selected contractor during the prefabricated reef module deployments. Based on previous projects in the local area, we assume the selected contractor will place 25 pile-supported nearshore reef modules each day. Thus, Taylor Engineering has budgeted to conduct 12 days of deployment observation to complete the proposed eight nearshore reefs (approximately 300 modules total). We will observe the contractor's means, methods and sequences to ascertain whether the work is proceeding in general conformance with the plans, specifications, and regulatory authorizations. Observation will be performed from the Contractor's vessel. Observations will include monitoring reef position and reef elevation using differentially-corrected global positioning system and calibrated fathometer readings. During deployments, Taylor Engineering staff will communicate with the contractor directly (or via VHF radio) and monitor verify the alpha numeric indicator and targeted location before placement of each reef module. This is necessary to ensure conformance with the construction drawings, specifications, and deployment plan, as well as to document the placed module coordinates during construction. We will fill out a materials placement report each day, per FWC contract requirements, and record observations which will become part of the project record and final narrative. We will notify the County of any permit violations, work stoppages, or conflicts observed.

During all construction operations, we will remain available to address questions pertaining to design, permitting issues, scheduling, payment, and any proposed changes to the work. Should the work require more time than the amount budgeted for this task, we will contact the County project manager and discuss a modification of the contract to account for the additional level of effort.

4.3. Post-Construction Services

From discussions with County staff, the County will conduct post-construction surveys to verify the condition and location of the placed reef modules. The County shall document the reef conditions, to fulfill grant obligations, regulatory conditions, and to provide a basis for application of liquidated damages

and/or repairs. To fulfill grant requirements, the County shall record all necessary post-construction monitoring observations including partial damage/leaning/misplacement of units, methodology, conditions, physical and biological observations, and footprint area. We assume the County will also verify the reef locations and identify potential elevation exceedances. The County's summary report of the post-construction monitoring methods and results will be provided to Taylor Engineering for inclusion in the final project narrative.

Following project construction and the post-construction monitoring, Taylor Engineering will review contractor invoice(s) and provide recommendation for payment or if necessary, "punch list" items to be completed prior to payment. Within 30 days of project completion (after the County and FWC have reviewed and accepted the final contractor submittals and invoice), Taylor Engineering will transmit via email to the USACE and FWC a complete and signed *Florida Artificial Reef Materials Placement Report and Post-Deployment Notification*. A final field report from Taylor Engineering will accompany the completed notification and will include the following:

- A construction narrative describing the construction period (start/end dates)
- Chronology of deployment operations
- The latitude and longitude of the project center and outside edges (with respect to the permitted reef area)
- Any differences between the permit application/construction plans and the completed construction
- A performance evaluation of the selected marine contractor(s).
- An approximate as-built drawing showing the general deployment configuration (with an area cover estimate) and the height of the material (off the bottom and scaled to MLLW). We will use an echo sounder accurate to within 1 meter to verify the depth at the placement locations.
- Post-deployment survey methods, conditions, chronology, observations, and footprint area calculations.
- Surface and underwater photographs and/or video footage to complete the report.

Taylor Engineering will also submit the reef latitude and longitude points to artificialreefdeployments@myfwc.com for location notification to NOAA and FWC.

Cost Task 4: $25,540.00

Summary

Taylor Engineering will perform these services for a lump sum fixed fee of $40,915.00.

TASK ORDER APPROVAL FORM

CONTRACT #: C18-2636-TDD

TASK ORDER #: 8

TASK ORDER AMOUNT: $ 9,466.00

CONTRACT#: C18-2636-TDD
TAYLOR ENGINEERING, INC.
COASTAL & ENVIRONMENTAL ENGINEERS, SVS
EXPIRES: 10/03/2020

OFFERED BY CONSULTANT:

Taylor Engineering, Inc
FIRM'S NAME

James Marino, P.E.
REPRESENTATIVE'S PRINTED NAME

SIGNATURE

President
TITLE DATE

RECOMMENDED FOR APPROVAL
(Department Director)

CD 12/12/19

SIGNATURE

Director
TITLE

12/12/19
DATE

COUNTY ADMINISTRATOR (if applicable)

DATE

APPROVED BY OKALOOSA COUNTY
(Per Purchasing Manager) Table 1

PURCHASING MANAGER

12/13/2019
DATE

OMB DIRECTOR/DATE

DATE

CHAIRMAN (if applicable)

DATE

Revised November 3, 2017

**CONSTRUCTION-PHASE SERVICES FOR ARTIFICIAL REEF CONSTRUCTION
FUNDED BY THE NATURAL RESOURCE DAMAGE ASSESSMENT
– OFFSHORE FISH/DIVE REEFS –
FWC AGREEMENT NO. 15155
OKALOOSA COUNTY, FLORIDA**

SCOPE OF WORK

Introduction

Taylor Engineering has prepared this scope of work for assisting the Okaloosa County Artificial Reef Program with offshore artificial reef construction funded by the Natural Resource Damage Assessment (NRDA) resulting from the Deepwater Horizon Oil Spill. In 2019, Okaloosa County used a portion of the $1.7 million funding allocation (FWC Agreement No. 15155) for offshore artificial reef construction. Taylor Engineering provided construction-phase engineering services for the project under Contract C14-2117-TDD Task Order 21. After completion of the project, Florida Fish and Wildlife Conservation Commission (FWC), whom distributes and manages the NRDA funds for artificial reef construction, notified Okaloosa County that additional funding (approximately $100,000) would be available for reef construction. Per the request of the County, Taylor Engineering has provided this scope of work for construction-phase services using the additional NRDA funding for offshore fish/dive artificial reef construction. Of note, we are providing a separate task order for the follow-on work (as opposed to a modification of the previous task order 21) following the County's request.

From conversations with County staff, the offshore artificial reefs will consist of approximately 50 – 60 prefabricated concrete and steel "tetrahedron" type modules. Taylor will develop the proposed module locations in coordination with County staff, with all modules deployed within an existing permitted reef area.

Assumptions

We have made several assumptions in developing this scope of work and associated fees for the project. The assumptions noted below, and throughout this scope of work, affect the proposed level of effort and associated costs. If any of the assumptions should prove incorrect, we will submit a proposal to modify our scope of work and fees accordingly. We have developed this scope of work with the following assumptions and background information:

- We assume the County has an existing contract vehicle for construction and will not require bid administration assistance.
- We assume the construction phase services and certification documents developed under this scope of services will be sufficient information for obtaining reimbursement from FWC.
- We assume the existing permits will authorize all proposed work and no additional permitting or permit modifications will be required.
- We assume that FWC will conduct required reviews of submitted materials in no greater than two weeks following completion of each project element.
- Taylor Engineering does not anticipate conducting barge displacements measurements; we assume the contractor will provide certified individual module and total tonnages necessary for

cargo manifests and project narrative(s). Taylor Engineering shall verify the individual module tonnages via simplified volume calculations.

- We assume the Contractor or County staff will mark each unit with unique alpha numeric identifiers prior to deployment.
- We assume FWC will accept the survey and inspections methods described herein.
- We assume the County will provide overwater transportation to the work barge.
- We assume the County will perform the post-construction survey and provide the survey findings to Taylor for inclusion in the final narrative.

Task 1. Construction Drawings and Technical Specifications

In coordination with County staff, Taylor Engineering will develop a preliminary design of the individual proposed fish/dive artificial reefs offshore of Okaloosa County. Given the anticipated construction budget, we assume this task will include preliminary design of approximately 1 – 2 patch reefs. Following County approval of the preliminary design, we will revise the previously prepared Construction Drawings and technical specifications (Contract Documents) to support the 2020 RFB for construction of the "fish/dive" artificial reef(s) offshore of Okaloosa County.

The construction drawings will consist of plan views of the existing bottom conditions (based on available NOAA bathymetric survey data), areas of concern/avoidance (existing artificial reefs, etc.), the permitted reef sites, and proposed module locations. The drawings will also provide specific location information of the overall reef areas and individual patch reef sites. The reef area location information will be provided in multiple coordinate system formats as typically required by regulatory agencies, including State Plane and Geographic (decimal degrees and decimal minutes). We will provide the plan set in reproducible hardcopy and digital format for use in producing copies for bidding purposes.

Following selection of the Contractor (Task 2) and in close coordination with County staff, Taylor Engineering will develop a set of final construction drawings based on the selected Contractor's proposed modules and bid price. Additionally, the drawings will include unique alpha-numeric indicators for each module per FWC requirements and will be submitted to FWC for approval prior to construction. We assume FWC will approve the proposed module layout. Once the drawings are approved by the County and FWC, Taylor Engineering will finalize the construction-ready drawings and distribute them to the County, FWC, and selected Contractor(s). Notably, these drawings will also serve as the basis for the follow-on monitoring. Taylor Engineering will also provide the selected Contractor(s) specific module coordinates in digital formats to assist deployment operations.

Taylor Engineering will also prepare technical specifications, consistent with FDEP and Department of the Army (DOA) permits, as well as FWC grant requirements to support RFP solicitation and the deployment of prefabricated artificial reef modules. Taylor Engineering will include general performance specifications for prefabricated modules that promotes competition between module manufacturers, while following the FWC contract requirements. These specifications will require the Contractor to provide, at minimum, details of proposed module dimensions, material specifications, weight, and demonstration of module stability/durability. Further, we will review the regulatory authorizations and coordinate with regulatory staff and commenting agencies to ensure all permit conditions are applicable to the proposed work.

Cost Task 1: $3,508.00

Task 2. Construction Administration and Certification

Taylor Engineering will provide construction administration and post-construction certification as required by regulatory agencies and FWC to support the artificial reef construction project. These services will include the following:

2.1. Pre-Construction Services

From discussions with County staff, FWC will perform the required pre-construction survey and bottom inspections of the proposed patch reef locations utilizing underwater video equipment supplemented by calibrated fathometer readings and side-scan sonar. Post-construction surveys from the 2019 project may also fulfill permit requirements for pre-construction surveys. The surveys shall confirm the results of previous bottom investigations and verify the intended reef locations remain devoid of submerged grass beds, shellfish, other hard bottom communities, corals, artificial reefs, or historic artifacts. We assume FWC will provide a pre-construction survey report detailing the pre-construction observations and methods, and provide the data and report in both digital and hard copy formats. We will review the pre-construction data and report and coordinate with FWC for any additional data that may be required. Taylor Engineering will provide the report to regulatory agencies as required by the permits.

Taylor Engineering will attend a pre-construction conference with County staff, the selected Contractor, and likely FWC and USACE prior to construction operations including terrestrial transport or barge mobilization. We assume the staging area of modules will be within Okaloosa County or within a reasonable driving distance (within 100 miles) from Destin, FL. During the pre-construction conferences, we will review the construction drawings and technical specifications, regulatory authorizations and grant requirements, operations plan, construction methodology, staging area(s), and the anticipated construction schedule.

No less than 5 days prior to deployment of reef material, Taylor Engineering will transmit via email a complete and signed *Florida Artificial Reef Materials Cargo Manifest and Pre-Deployment Notification* to the USACE and FWC to allow inspection of the proposed reef materials. We assume the County's contractor will hold inspections at a local staging area identified in the Contractor's proposal or within reasonable driving distance from Destin, FL. During the inspection, Taylor Engineering or County staff will sign the *Pre-Deployment Notification*, certifying that all materials are free from asphalt, petroleum, other hydrocarbons, and toxic residues in accordance with 62-330.600 Florida Administrative Code (FAC). Taylor Engineering has budgeted to conduct limited observation during any loading and/or terrestrial transport from the Contractors staging area to the deployment site. Similar to previous projects, we assume County staff will take the lead during loading and transport operations; however, we will remain available to support the County in this role. We will take digital photos of representative prefabricated modules and transmit them to the regulatory agencies with the appropriate form(s) for each deployment and verify the agencies' receipt of the notification and photos. Taylor Engineering will rely on certified module weights provided by the contractor to calculate each deployment tonnage necessary for the cargo manifest and project narrative. Taylor Engineering shall verify the approximate module weights via simple volume calculations and we assume this method should be accepted by FWC. The contractor shall only deploy material after notification by the USACE and/or FWC that the material is acceptable and when Taylor Engineering, as the designated observer, is present and authorizes deployment.

Taylor Engineering will provide the contractor with copies of the USACE and FDEP permits as well as a signed *Florida Artificial Reef Materials Cargo Manifest and Pre-Deployment Notification*. The

Contractor will be required to maintain possession of these documents, as well as appropriate nautical charts and other required documents (e.g., construction drawings, permits, etc.), aboard the material deployment vessel at all times during all deployment operations – during loading, transit, and deployment.

2.2. Construction Services

Taylor Engineering shall serve as the County's designated observer and has budgeted to accompany Okaloosa County staff and the selected Contractor(s) on an offshore vessel provided by the County during the prefabricated reef module deployments. Based on placement rates provided by local marine contractors, we have budgeted to conduct a single day of deployment observations. Should the Contractor(s) require additional days of deployment, requiring additional observation by Taylor Engineering, we will contact the County project manager to modify the scope of work accordingly. During reef module deployments, we will observe the Contractor's means, methods and sequences to ascertain whether the work is proceeding in general conformance with the plans, specifications, and regulatory authorizations. Observation will include verification of reef location and reef elevation using differentially-corrected global positioning system and calibrated fathometer readings. During deployments, Taylor Engineering staff will communicate with the contractor via VHF radio to verify the alpha numeric indicator and targeted location before placement of each reef module. This is necessary to ensure conformance with the construction drawings, specifications, and deployment plan, as well as to document the placed module coordinates during construction. We will fill out materials placement report each day, per FWC contract requirements, and record observations which will become part of the project record and final narrative. We will notify Okaloosa County of any permit violations, work stoppages, or conflicts observed. During all construction operations, we will remain available to address questions pertaining to design, permitting issues, scheduling, payment, and any proposed changes to the work. Should the work require more time than the amount budgeted for this task, we will contact the Okaloosa County project manager and discuss a modification of the contract to account for the additional level of effort.

2.3. Post-Construction Services

From conversations with County staff, the County shall perform the FWC-required post-construction surveys to verify the condition and location of a portion of the placed reef modules.

Following project construction and the post-construction survey, Taylor Engineering will review contractor invoice(s) and provide recommendation for payment or if necessary, "punch list" items to be completed prior to payment. Within 30 days of project completion (after the County and FWC have reviewed and accepted the final contractor submittals and invoice), Taylor Engineering will transmit via email to the USACE and FWC a complete and signed *Florida Artificial Reef Materials Placement Report and Post-Deployment Notification*. A final field report from Taylor Engineering will accompany the completed notification and will include the following:

- A construction narrative describing the construction period (start/end dates)
- Chronology of deployment operations
- The latitude and longitude of the project center and outside edges (with respect to the permitted reef area)
- Any differences between the permit application/construction plans and the completed construction
- A performance evaluation of the selected marine contractor(s).

- An approximate as-built drawing showing the general deployment configuration (with an area cover estimate) and the height of the material (off the bottom and scaled to MLLW). We will use an echo sounder accurate to within 1 meter to verify the depth at the placement locations.
- Post-deployment survey methods, conditions, chronology, observations (provided by the County)
- Footprint area calculations.
- Surface and underwater photographs and/or video footage, as available.

Taylor Engineering will also submit the reef latitude and longitude points to artificialreefdeployments@myfwc.com for location notification to NOAA and FWC. These services should complete the proposed "fish/dive" reef construction and FWC grant reimbursement requirements for this project phase.

Total Cost Task 2: $5,958.00

Summary

Taylor Engineering will perform these services for a lump sum fixed fee of $9,466.00.

TASK ORDER APPROVAL FORM

CONTRACT #: C18-2636-TDD

TASK ORDER #: 2 - Revised

TASK ORDER AMOUNT: $ 70,000

CONTRACT # C18-2636-TDD
Taylor Engineering, Inc.
Coastal & Environmental Engineer Services
EXPIRES: 10/03/2020

OFFERED BY CONSULTANT:

Taylor Engineering, Inc

FIRM'S NAME

Jonathan Armbruster, P.E.

REPRESENTATIVE'S PRINTED NAME

SIGNATURE

Vice President — 12/10/2018

TITLE — DATE

RECOMMENDED FOR APPROVAL
(Department Director)

SIGNATURE

Fld Director

TITLE

1/8/2019

DATE

COUNTY ADMINISTRATOR (if applicable)

1/8/19

DATE

APPROVED BY OKALOOSA COUNTY
(Per Purchasing Manual)

- $25,000 or less approved by Purchasing Director
- Between $25,001 and $50,000 approved by Purchasing Director and County Administrator
- In excess of $50,000 approved by the Board.

PURCHASING DIRECTOR
Interim OMB Director

1/8/19

DATE

CHAIRMAN (if applicable)

DATE

COASTAL ENGINEERING SUPPORT SERVICES
OKALOOSA COUNTY, FLORIDA

SCOPE OF SERVICES

Taylor Engineering will provide Okaloosa County with coastal engineering and environmental consultant services in support of current and future coastal engineering projects and matters. Such services may include but not be limited to:

- Review and comment on coastal and environmental work performed by other individuals or consultants
- Participate in project development meetings with state and federal agencies in Okaloosa County or other locales as required
- Prepare for and attend local County meetings, workshops, and/or site visits
- Conduct coastal engineering analyses, design, and/or environmental services in support of on-going or future Tourist Development Department (TDD) projects
- Prepare and present public presentations for on-going and future TDD projects
- Provide grant support services including application submittals, support documentation, reviews, etc.
- Assist in securing authorizations as required for beach and dune nourishment and restoration, beach and bay access development, or other projects as requested by the TDD
- Assist with re-authorization or extensions of existing regulatory authorizations
- Provide Construction observation as County's representative
- Provide coastal engineering expert opinions on appropriate subject matter

Taylor Engineering will also provide disaster planning and recovery assistance services to the County and TDD if required. Such services may include but not be limited to:

- Assist and participate with County staff and consultants to identify and obtain pre-hurricane season documentation and work with the TDD to ensure that the documentation is available
- Assist in the development of scopes of work conducted by other consultants in regards to physical monitoring requirements or environmental assessments
- Perform pre- and post-storm site visits and assessments
- Assist in the preparation of disaster recovery assistance funding requests
- Assist in post-storm recovery efforts for the coastal areas and coordinate these efforts with state and federal agencies
- Provide project assessments, recommendations, reviews, and/or observations

We will perform work tasks as requested by the County on a time and expenses basis for a fee up to a maximum amount of ~~$40,000~~ $70,000. We will provide monthly progress reports detailing the work conducted by Taylor Engineering and the expenses incurred. Should the work require more time than the amount budgeted, Taylor Engineering will contact the Okaloosa County project manager and discuss a modification to the task order to account for the additional level of effort.

Signature

12/06/2018
Date

Jonathan Armbruster, P.E., Vice President
Printed Name, Title

CONTRACT, LEASE, AGREEMENT CONTROL FORM

Date: 10/06/2017

Contract/Lease Control #: C18-2636-TDD

Procurement #: RFQ TDD 54-17

Contract/Lease Type: CONTRACT

Award To/Lessee: TAYLOR ENGINEERING, INC.

Owner/Lessor: OKALOOSA COUNTY

Effective Date: 10/4/2017

Expiration Date: 10/3/2020 W/ TWO (2), ONE (1) YR RENEWALS

Description of Contract/Lease: COASTAL AND ENVIRONMENTAL ENGINEER SERVICES

Department: TDD

Department Monitor: ADAMS

Monitor's Telephone #: 850-651-7131

Monitor's FAX # or E-mail: JADAMS@CO.OKALOOSA.FL.US

Closed:

Cc: Finance Department Contracts & Grants Office

TASK ORDER APPROVAL FORM

CONTRACT #: C18-2636-TDD

TASK ORDER #: 7

TASK ORDER AMOUNT: $ $42,418.00

CONTRACT#: C18-2636-TDD
TAYLOR ENGINEERING, INC.
COASTAL & ENVIRONMENTAL ENGINEERS, SVS
EXPIRES: 10/03/2020

OFFERED BY CONSULTANT:

Taylor Engineering, Inc.
FIRM'S NAME

Jonathan Armbruster
REPRESENTATIVE'S PRINTED NAME

SIGNATURE

Vice President — 12/10/2018
TITLE — DATE

RECOMMENDED FOR APPROVAL
(Department Director)

SIGNATURE

Director
TITLE

1/8/2019
DATE

APPROVED BY OKALOOSA COUNTY
(Per Purchasing Manual)

- $25,000 or less approved by Purchasing Director
- Between $25,001 and $50,000 approved by Purchasing Director and County Administrator
- In excess of $50,000 approved by the Board.

~~PURCHASING DIRECTOR~~
Interim OMB Director

1/8/19
DATE

COUNTY ADMINISTRATOR (if applicable)

DATE

CHAIRMAN (if applicable)

DATE

EAST DESTIN BEACH AND EAST PASS SURVEY DATA COLLECTION
OKALOOSA COUNTY, FLORIDA

SCOPE OF SERVICES

Introduction

Per the County's request, Taylor Engineering has prepared this Scope of Services to collect beach profile data along the stretch of "West Destin" and bathymetric data within East Pass to document post-storm conditions following Hurricane Michael. From the post-storm site visits, Hurricane Michael appears to have caused noticeable erosion along West Destin. Additionally, the storm surge, waves and associated currents from Michael likely affected the East Pass ebb shoal and interior bathymetry. The survey data will provide updated information to calculate the volume of sand remaining within the East Pass navigation channels (to be dredged) and the volume of sand required to restore West Destin. The data will also provide updated existing conditions for ongoing County projects within and adjacent to East Pass (West Destin Alternatives Analysis and East Pass Sediment Impoundment Basin Study).

Our proposed scope of services consists of the following.

– SCOPE OF SERVICES –

Task 1. Beach Profile Data Acquisition and Quality Control

Taylor Engineering or our survey subconsultant will collect topographic and bathymetric profile surveys of the beach and offshore area to document the current beach conditions within the West Destin project reaches, the gap between the reaches, and eastern control area. The project area and gap survey will include profiles at each FDEP reference monument from R-17 to R-25 and additional half-monument surveys near the terminus of the two reaches (i.e., R-20.5, R-23.5, and R-25.5) and between R-24 an R-25 (R-24.5). The eastern control area survey shall include R-26 to R-30. In total, the monitoring survey includes 18 profiles. Notably, the proposed survey follows previous data collection along this beach area in support of the West Destin Beach Restoration project monitoring. We anticipate survey data collection to occur December 2018 or January 2019; however, the actual survey dates will be dependent on contract authorization schedule and favorable weather and sea conditions.

The surveying activities and deliverables will conform to the May 2014 Bureau of Beaches and Coastal Systems (BBCS) Monitoring Standards for Beach Erosion Control Projects, Sections 01000 and 01100. Upon receipt, we will convert the data to range/elevation profiles and perform a quality control/quality assurance review of the data. Following our quality assurance review, Taylor Engineering will provide a digital copy of the survey to County staff for their records. As the County's coastal engineering consultant, Taylor Engineering will remain available to answer questions provided by County staff regarding the most recent beach survey.

Total Cost Task 1: $16,864.00

Task 2. East Pass Ebb Shoal Data Acquisition and Quality Control

Taylor Engineering or our survey subconsultant will collect detailed bathymetric survey data of the East Pass ebb shoal and inlet system to document the existing (post-Hurricane Michael) conditions. The data shall be collected along survey lines (primarily running east-west and north-south) spaced in an approximate 200-ft by 200-ft grid pattern. The survey area will cover an approximately 5,000-ft (E-W) by 2,500-ft (N-S) area and will abut the beach profile data collected east of East Pass (Task 1) to provide a comprehensive dataset of the ebb shoal system.

Within East Pass, surveyors will collect bathymetric data along survey transects (generally running perpendicular with the channel) at approximate 200-ft spacing. The survey area will extend from the East Pass inlet entrance approximately 5,000 ft northeast to Destin Bridge. North of Destin bridge, surveyors will collect bathymetric data along survey transects generally running perpendicular with the natural channels at approximate 400-ft spacing. The survey area north of Destin Bridge shall extend approximately 3,000 ft north of the bridge.

The East Pass survey data collection will occur concurrently with the beach monitoring surveys described above; however, the actual survey dates will be dependent on favorable weather and sea conditions. The surveying activities and deliverables will conform to the May 2014 Bureau of Beaches and Coastal Systems (BBCS) Monitoring Standards for Beach Erosion Control Projects, Sections 01100 and 01200. Upon receipt, we will perform a quality control/quality assurance review of the data. Following our quality assurance review, Taylor Engineering will provide a digital copy of the survey to County staff for their records and remain available to answer questions from County staff regarding the most recent survey.

Total Cost Task 2: $25,554.00

– END SCOPE OF SERVICES –

Taylor Engineering will perform the above-described scope of services for a fixed fee cost of $42,418.00.

Jonathan Armbruster

Signature

12/5/2018

Date

Jonathan Armbruster, P.E., Vice President

Printed Name, Title

TASK ORDER APPROVAL FORM

JK
12/11/2018

CONTRACT #: C18-2636-TDD

TASK ORDER #: 3 - Revised #1 CD

TASK ORDER AMOUNT: $40,000.00

CONTRACT#: C18-2636-TDD
TAYLOR ENGINEERING, INC.
COASTAL & ENVIRONMENTAL ENGINEERS, SVS
EXPIRES: 10/03/2020

OFFERED BY CONSULTANT:

Taylor Engineering, Inc.
FIRM'S NAME

Jonathan Armbruster
REPRESENTATIVE'S PRINTED NAME

Jonathan Armbruster
SIGNATURE

Vice President — 12/10/2018
TITLE — DATE

RECOMMENDED FOR APPROVAL
(Department Director)

CO 12/18/18

SIGNATURE

Director
TITLE

12/18/18
DATE

APPROVED BY OKALOOSA COUNTY
(Per Purchasing Manual)

- $25,000 or less approved by Purchasing Director
- Between $25,001 and $50,000 approved by Purchasing Director and County Administrator
- In excess of $50,000 approved by the Board.

PURCHASING DIRECTOR

12/19/18
DATE

COUNTY ADMINISTRATOR (if applicable)

DATE

CHAIRMAN (if applicable)

DATE

EAST PASS NAVIGATION CHANNEL
EMERGENCY DREDGING SUPPORT SERVICES
OKALOOSA COUNTY, FLORIDA

SCOPE OF SERVICES

Taylor Engineering, Inc. was previously selected by the City of Destin (City) to prepare construction drawings and technical specifications and provide construction administration, construction observation, and post-construction certification and monitoring services for the East Pass Emergency Navigation Channel Dredging and Holiday Isle Beach Restoration Project. Under this existing authorization, Taylor Engineering prepared construction drawings and technical specifications and performed preliminary regulatory coordination to support project construction with the City's proposed contractor (Inland Dredging) following the on-going Norriego Point dredging work. However, on March 30, 2018, the U.S. Army Corps of Engineers (USACE) Mobile District notified the City and County that the proposed contractor would not be released from their existing USACE maintenance dredging contract obligations and therefore would not be able to perform the follow-on work as originally requested. Further, on April 3, 2018, the Okaloosa County (County) Board of County Commissioners voted to move forward with various project alternatives concurrently, including an emergency bid solicitation, to potentially dredge the dangerously shallow East Pass navigation channel and place the dredged material on the adjacent eroding beaches of Holiday Isle. Over the following months, Taylor Engineering revised the construction drawings, assisted with emergency solicitation services, and coordinated with USACE and County staff regarding USACE permit authorizations, contributed fund agreements, and additional dredging opportunities (e.g., annual and supplemental work plan funding and future maintenance dredging operations). Most recently, USACE received funding for the proposed project and was anticipating performing the work early 2019; however, their FDEP authorization for the proposed work was challenged prohibiting them from performing the necessary maintenance dredging work. This challenge has forced the County to again consider other alternatives such as contracting with private contractors to ensure the navigation channel is dredged for safe navigation. As such, Taylor Engineering will provide Okaloosa County with the following general services outside of our existing contract with the City of Destin to support these emergency initiatives/directives. Such services may include but not be limited to:

- Contact dredging industry companies and representatives to gage the current and future dredging market and possible interest in immediate (emergency) and/or longer-term dredging projects
- Coordinate with County, City, USACE, and other staff as necessary to discuss project details and potential funding sources (TDD bed taxes, USACE operational or emergency funds, etc.)
- Participate in project development meetings with project stakeholders in Okaloosa County or other locales as may be required
- Prepare for and attend local County meetings, workshops, and/or site visits
- Review and update the existing construction drawings and technical specifications to document existing (post-Hurricane Michael) conditions and/or support a short or longer-term dredging project solicitation.
- Calculate/update dredge volumes within East Pass and placement fill volumes along east and west beach areas.
- Support various procurement activities, including but not limited to, emergency bid and/or proposal solicitations, sole-source solicitations, or longer-term bid solicitations. Taylor Engineering may also provide the following services to further support project procurement:

- Prepare a summary of work suitable for bid advertisement and a bid schedule with estimated quantities for each project component
- Attend pre-bid meeting(s) to provide a brief overview of the project and technical details of the project drawings, specifications and regulatory permits.
- Further support County and/or City staff during the bidding process to provide responses to bidder's questions, requests for information, or clarification and interpretation of the project documents prepared by Taylor Engineering.
- Assist the County and/or City in the technical review of bids/proposals received.

We will perform work tasks as requested by the County on a time and expenses basis for a fee up to a maximum amount of ~~$20,000~~$40,000. We will provide monthly progress reports detailing the work conducted by Taylor Engineering and the expenses incurred. Should the work require more time than the amount budgeted or additional services not contemplated above, Taylor Engineering will contact the Okaloosa County project manager and discuss a modification to the task order to account for the additional level of effort.

Jonathan Armbruster

Signature

12/06/2018

Date

Jonathan Armbruster, P.E., Vice President

Printed Name, Title

TASK ORDER APPROVAL FORM

12/11/2018

CONTRACT #: C18-2636-TDD

TASK ORDER #: 6

TASK ORDER AMOUNT: $40,000

CONTRACT#: C18-2636-TDD
TAYLOR ENGINEERING, INC.
COASTAL & ENVIRONMENTAL ENGINEERS, SVS
EXPIRES: 10/03/2020

OFFERED BY CONSULTANT:

Taylor Engineering, Inc

FIRM'S NAME

Jonathan Armbruster, P.E.

REPRESENTATIVE'S PRINTED NAME

Jonathan Armbruster

SIGNATURE

Vice President — 12/10/2018

TITLE — DATE

RECOMMENDED FOR APPROVAL
(Department Director)

CO 12/18/18

SIGNATURE

Director

TITLE

12/18/18

DATE

APPROVED BY OKALOOSA COUNTY
(Per Purchasing Manual)

- $25,000 or less approved by Purchasing Director
- Between $25,001 and $50,000 approved by Purchasing Director and County Administrator
- In excess of $50,000 approved by the Board.

PURCHASING DIRECTOR

12/19/18

DATE

COUNTY ADMINISTRATOR (if applicable)

DATE

CHAIRMAN (if applicable)

DATE

COASTAL STORM RISK MANAGEMENT FEASIBILITY STUDY ASSISTANCE
OKALOOSA COUNTY, FLORIDA

SCOPE OF SERVICES

The U.S. Army Corps of Engineers (USACE) previously completed a Section 905(b) Analysis, or reconnaissance study, of *Okaloosa County, Florida Storm Damage Reduction, Beach Protection and Restoration* that determined further planning in the nature of a feasibility study should proceed. Subsequently, the USACE developed a Project Management Plan (PMP) outlining the scope of work for the feasibility study and most recently the Federal Government formally authorized and funded the Okaloosa County Coastal Storm Risk Management (CSRM) Study. During the CSRM Study, the USACE will assess the feasibility of providing shoreline erosion control, beach restoration, storm damage reduction, environmental restoration and protection, and related improvements along Okaloosa County's Gulf of Mexico and possibly Choctawhatchee Bay shorelines and will recommend an appropriate implementable solution(s).

While Taylor Engineering had previously performed minor tasks in support of previous federal project studies, the County has requested a separate Task Order for supporting the authorized CSRM Study given the long-term duration and increasing support requests from the Corps. Additionally, since the CSRM study is now authorized, Corps staff have indicated these specific federal assistance services will be eligible for in-kind contributions (reimbursement) against future local (County) cost-share matches, providing additional savings to the County. Under this scope of services, Taylor Engineering will assist Okaloosa County in facilitating these and other related federal studies. Work shall include but not be limited to the following:

- Review and comment on reports, solicitations, and other documents provided by the USACE or County during the federal studies
- Coordinate with the USACE to ensure effective utilization of past work products (e.g. sand source and feasibility study investigations)
- Participate in project development meetings with state and federal agencies in Okaloosa County, Florida; Tallahassee, Florida; Pensacola, Florida; Mobile, Alabama; Atlanta, Georgia; Washington, D.C.; and other locales as required
- Provide technical information, data, or review as requested by state and federal agencies
- Coordinate efforts with consultants/lobbyists in regards to state and federal cost-share efforts to include meetings with Congressional staff, state legislature, and other agencies or organizations as required
- Obtain, amend and manage (in concert with the Tourist Development Department [TDD] and County staff) Florida Department of Environmental Protection (FDEP) grant agreements that fund beach management activities
- Coordinate with the USACE, County, and other consultants on East Pass and local federal navigation channel maintenance dredging operations, or other coastal storm risk initiatives
- Provide general oversight of federal and related studies and their effectiveness regarding County interests
- Prepare for and attend USACE-scheduled meetings and workshops
- Prepare for and attend local County and/or City meetings and workshops
- Prepare and present public presentations on the project(s) as requested by the County
- Perform non-Federal in-kind contributions

Taylor Engineering will perform work tasks as requested by the County on a time and expenses basis for a fee up to a maximum amount of $40,000.00. We will provide monthly progress reports detailing the work conducted by Taylor Engineering and the expenses incurred. Should the work require more time than the amount budgeted, Taylor Engineering will contact the Okaloosa County project manager and discuss a modification to the task order to account for the additional level of effort.

Signature

12/06/2018
Date

Jonathan Armbruster, P.E., Vice President
Printed Name, Title

TASK ORDER APPROVAL FORM

CONTRACT #: C18-2636-TDD

TASK ORDER #: 1 - Revised

TASK ORDER AMOUNT: $ 67,800.00

CONTRACT#: C18-2636-TDD
TAYLOR ENGINEERING, INC.
COASTAL &ENVIRONMENTAL ENGINEERS, SVS
EXPIRES: 10/03/2020

OFFERED BY CONSULTANT:

Taylor Engineering, Inc.
FIRM'S NAME

Jonathan Armbruster
REPRESENTATIVE'S PRINTED NAME

SIGNATURE

Vice President, Waterfront Engineering
TITLE

9/6/2018
DATE

RECOMMENDED FOR APPROVAL
(Department Director)

CO 9/10/18

SIGNATURE

Jennifer Adams
TITLE

9/10/18
DATE

COUNTY ADMINISTRATOR (if applicable)

9/13/18
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.

PURCHASING MANAGER

09/12/2018
DATE

OMB Director/DATE

9/14/18
DATE

CHAIRMAN (if applicable)

DATE

Revised November 3, 2017

ARTIFICIAL REEF PROGRAM ASSISTANCE
OKALOOSA COUNTY, FLORIDA

SCOPE OF SERVICES

Introduction

Okaloosa County continues to expand its artificial reef program and has identified several initiatives it is pursuing or desires to pursue. The County has requested Taylor Engineering to provide design, permitting, environmental, planning, and other related services to support the County's initiatives on an as-needed basis as requested by the County. Some of the initiatives will require only a small effort while others are larger or longer-term in scope. Taylor Engineering expects to work with the County to identify cost-effective support for these initiatives.

Assumptions

We have made several assumptions in developing this scope of services and associated fees. The assumptions noted below and throughout this scope of services affect the proposed level of effort and associated costs. If any of the assumptions should prove incorrect, we will submit a proposal to modify our scope of services and fees accordingly. We have developed this scope of services with the following assumptions and background information:

- Okaloosa County will provide guidance regarding the preferred locations for proposed artificial reef sites.
- Okaloosa County will provide available information associated with existing Okaloosa County artificial reefs including historical permits, post-construction information, monitoring data, and recent photographs, as needed.
- Okaloosa County will provide descriptions of any specific materials currently proposed for use at new artificial reef sites. Otherwise Taylor Engineering will assume the same materials (clean concrete debris, surplus concrete structural materials, etc.) as proposed for previously permitted sites.
- Okaloosa County will provide an estimated construction schedule for placement within proposed artificial reef site(s) (i.e., reef deployments per year).
- Okaloosa County will pay all fees associated with permit applications.
- Taylor Engineering will use the appropriate Florida Administrative Code information, USACE guidance, and prior discussions with the regulatory agency staff as the basis for new artificial reef permit applications.

Scope of Work

Taylor Engineering will assist the County's artificial reef program efforts for the proposed initiatives listed below (and potentially others) as requested:

- Regulatory artificial reef permitting for large vessel(s)
- Re-authorization of Large Area Artificial Reef Site (LAARS) permits in federal waters
- Permit application(s) for new LAARS within state and/or federal waters
- Design and permitting of nearshore (snorkeling) artificial reef sites
- Design and permitting of new ¼-nautical mile artificial reef sites within state waters

- Design and permitting of new 1-nautical mile artificial reef sites within state waters as described in Attachment 1 – Artificial Reef Permitting Assistance.
- Coordinate with regulatory agencies and the County regarding future or on-going permit applications, artificial reef program planning, acceptability of repurposed artificial reef materials, and other artificial related services.
- Performing bottom surveys to meet the requirements of Section 62-330.600 of the Florida Administrative Code for artificial reef site permitting within State waters
- Artificial reef program planning assistance
- Assist in the development of a comprehensive monitoring program and compilation of existing monitoring data
- Assist in the development and updating of the County's artificial reef management plan
- Development and/or support of an Okaloosa County artificial reef database or website to include existing authorizations, site descriptions, monitoring data, recent photographs, etc.
- Preparation of biological assessments or a general narrative for artificial reef construction offshore of Okaloosa County
- Preparation and/or review of artificial reef construction/monitoring funding application packages (FWC, NRDA, RESTORE, etc.)
- Prepare for and attend local County meetings and/or workshops for artificial reefs or related projects
- Perform construction observation for artificial reef deployments
- Review proposed materials for artificial reef deployment, prepare material inventories, and coordinate to procure additional materials for the County's artificial reef initiatives
- Additional services to support the Okaloosa County Artificial Reef Program, per request of the County Coastal Coordinator and/or the Marine Economic and Tourist Development Resource Coordinator

Cost Proposal

Taylor Engineering will perform work tasks as requested to support Okaloosa County's artificial reef program initiatives on a time and expense basis for a fee up to a maximum amount of $40,000. In addition, Taylor Engineering will perform the services described in Attachment 1 - Artificial Reef Permitting Assistance for a fixed fee cost of $27,800.

We will provide monthly progress reports detailing the work conducted by Taylor Engineering and the expenses incurred. Should the work require more time than the amount budgeted, Taylor Engineering will contact the Okaloosa County Project Manager and discuss a modification to the task order to account for the additional level of effort.

Jonathan Armbruster

Signature

September 4, 2018

Date

Jonathan Armbruster, P.E., Vice President

Printed Name, Title

ARTIFICIAL REEF PROGRAM ASSISTANCE
ATTACHMENT 1 – ARTIFICIAL REEF PERMITTING ASSISTANCE
OKALOOSA COUNTY, FLORIDA

SCOPE OF SERVICES

Introduction

Okaloosa County has requested Taylor Engineering assist them in completing permit applications for three new offshore artificial reefs areas. From preliminary discussions with County staff, the permit areas will all be one-nautical mile (nm) square reef areas within State waters. The proposed artificial reef areas will require permits from the State of Florida (through Florida Department of Environmental Protection [FDEP]) and the Department of the Army (through the US Army Corps of Engineers [USACE]). Under this scope of services, Taylor Engineering will provide FDEP and USACE permit applications for the proposed project (incorporating the three new reef areas) and conduct regulatory coordination during the application review process.

Assumptions

We have made several assumptions in developing this scope of services and associated fees for the project. The assumptions noted below and throughout this scope of services affect the proposed level of effort and associated costs. If any of the assumptions should prove incorrect, we will submit a proposal to modify our scope of services and our fees accordingly. We have developed this scope of services with the following assumptions and background information:

- From initial coordination with FDEP and USACE staff, we assume the three reef areas may be permitted as one project. We have budgeted the project based on the development of one set of permit drawings and two separate application packages (one for FDEP and one for USACE).
- Okaloosa County will identify the preferred locations for the sites. The area of each square area is assumed as one nautical mile on a side. All reef sites will remain entirely within State waters (within 9 nautical miles from shore). We will strive to permit the proposed reef areas provided by the County; however, regulatory guidance may require site relocations or modifications.
- Based on feedback from recent artificial reef applications for Okaloosa County, Taylor Engineering will perform a "desktop" record search of resources within the proposed reef areas and make a request of the State Historic Preservation Office (SHPO) to provide any known cultural / historic resource locations that they have in their records. We assume this information will provide sufficient evidence that no cultural resources exist within the proposed artificial reef sites. Taylor Engineering may recommend site relocations if resources are found to exist within the proposed reef areas.
- Okaloosa County will perform bottom survey investigations and prepare a report of findings to be included within the permit application. Further, we assume County staff will coordinate with regulatory and commenting agencies regarding the details of proposed survey methods (e.g. SCUBA, underwater video, fathometer, side scan, etc.) and reporting criteria.
- The installation of a nearshore reef will require a letter of consent from the State of Florida under Chapter 18-21, FAC. Taylor Engineering assumes FDEP will issue a letter or letters of consent for

the artificial reef areas. This proposal does not include any surveying services as we assume these services will not be required in support of the sovereign submerged lands authorizations.

- Okaloosa County will pay all fees associated with permit applications.
- Okaloosa County will serve as the permit applicant and Taylor Engineering as the County's authorized agent in the processing of the applications. Okaloosa County will provide copies of all permit related correspondence to Taylor Engineering as part of the permit application process.
- Okaloosa County will provide descriptions of any specific materials currently proposed for use at the new reef sites. Otherwise, Taylor Engineering will assume the same materials (e.g., heavy-gauge steel, clean concrete debris, surplus concrete structural materials, etc.) as proposed for previously permitted sites. Okaloosa County will provide an estimated construction schedule for placement of the individual artificial reefs within each of the offshore sites (i.e., reef deployments per year).
- Taylor Engineering does not guarantee, warranty, or otherwise ensure that the regulatory agencies will authorize the requested permits.

Task 1 Permit Application Development

Taylor Engineering will review FAC requirements, USACE policy, information from County staff, and use previously-developed information as the basis for the new permit applications. We assume the County will provide preferred general locations of the proposed reef areas. Taylor Engineering will compare the County's proposed areas to documented natural resources, permitted and historic reef areas, as well as significant boundaries for reef planning (e.g. safety fairway, state-water boundaries, restricted areas, etc.). Taylor Engineering will develop an overview figure showing the proposed reef areas with features described above for County review and approval prior to preparation of the permit drawings and application packages.

Following approval from County staff, Taylor Engineering will prepare the FDEP individual environmental resource permit application and USACE permit application for the proposed project. We will provide supporting information within each application that will include:

- Permit Drawings depicting the following:
    - A location map of the proposed reef areas showing documented natural resources, distance from shore, distance to navigation safety fairways, state-water boundaries, water depths, etc.
    - Details of the proposed boundary coordinates, buffers, and typical patch reef configuration.
    - Typical reef cross section displaying proposed reef materials and minimum authorized depth.
- Project description including discussion of location, materials, deployment/construction methodology, phasing, etc. We will describe deployment schedules as estimated and dependent on funding availability.
- Description of project site, including assessment of bottom conditions described in available Okaloosa County information provided to Taylor Engineering.
- A biological assessment to fulfill the USACE requirements as outlined under Section 7(c) of the Endangered Species Act (ESA) of 1973, as amended. The biological narrative will consider the ecosystem where the nearshore reef site is proposed and include any necessary protocols for the protection of state and federal listed species.

Task 2 Regulatory Agency Coordination

Taylor Engineering will conduct agency coordination to support the regulatory permitting process for the proposed project. Notably, the dimensions of the County-proposed reef areas exceed the thresholds for FDEP General Permits and USACE programmatic assessment. Compared to previous permit applications within the general permit thresholds, the required individual permit review process will likely require increased agency coordination.

Taylor Engineering will conduct a pre-application meeting with relevant regulatory and commenting agencies to introduce the project to permit reviewers. We will develop a simple (2-3 exhibit) presentation and solicit feedback and advice concerning permit application requirements and any other issues of concern to the regulatory agencies. The Taylor Engineering project manager will coordinate with the FDEP and USACE (lead state and federal regulatory agencies for this type project), and we encourage County staff participation.

Following submission of application materials, regulatory review typically requires coordination between the permit applicant and the regulatory agencies permit processors/reviewers to fully address the agencies' requests for additional information (RAIs) that occur during the review process. While we anticipate submittal of complete and concise permit application packages, the size of the proposed reef areas will likely generate review comments and RAIs from regulatory agencies and associated commenting agencies. As the County's representative, we will coordinate with the County and the lead regulatory agencies to address any such RAIs. Upon receipt of an RAI, Taylor Engineering will review the request and discuss an appropriate response with County staff. Prior to submitting the response to the regulatory agency, Taylor Engineering will provide a copy to the County for review and approval. If coordination and RAIs require work that would generate expenditures more than the amount budgeted, Taylor Engineering will contact County staff and discuss a modification of the contract to account for the additional level of effort. We understand that the County wishes to avoid this action. Taylor Engineering always provides cost-effective work products and will make all reasonable efforts to constrain the additional level of effort desired by the agencies for resolving their concerns.

END OF SCOPE OF SERVICES

Taylor Engineering will perform the above-described scope of services for a fixed fee cost of $27,800.00.

Jonathan Armbruster

Signature

September 4, 2018

Date

Jonathan Armbruster, P.E., Vice President

Printed Name, Title

8/16/2018

TASK ORDER APPROVAL FORM

CONTRACT#: C16-2363-TDD
TAYLOR ENGINEERING, INC.
COASTAL & ENVIRONMENTAL ENGINEER SVS
EXPIRES: 10/03/2020

CONTRACT #: C18-2636-TDD

TASK ORDER #: 15 CO

TASK ORDER AMOUNT: $ 47,860.00

OFFERED BY CONSULTANT:

Taylor Engineering, Inc.
FIRM'S NAME

Jonathan Armbruster
REPRESENTATIVE'S PRINTED NAME

SIGNATURE

Vice President, Waterfront Engineering — 8/13/2018
TITLE — DATE

RECOMMENDED FOR APPROVAL
(Department Director)

SIGNATURE

Fm. Admin. Comp Mgr
TITLE

08/15/18
DATE

APPROVED BY OKALOOSA COUNTY
(Per Purchasing Manual)

- $50,000 or less approved by Purchasing Director
- Between $50,001 and $100,000 approved by Purchasing Director and County Administrator
- In excess of $100,000 approved by the Board.

PURCHASING DIRECTOR

8/17/18
DATE

COUNTY ADMINISTRATOR (if applicable)

DATE

CHAIRMAN (if applicable)

DATE

Revised November 3, 2017

THE HEART OF FLORIDA'S
EMERALD COAST
DESTIN | FT. WALTON BEACH
OKALOOSA ISLAND

TOURIST DEVELOPMENT DEPARTMENT MEMORANDUM

DATE: July 16, 2018

TO: Finance Department

FROM: Jennifer Adams, Tourist Development Department Director

SUBJECT: Signature Delegation

I will be out of the office August 13-17, 2018. During this time, Charlotte Dunworth is hereby designated signature authority for all Tourist Development Department documents.

OKALOOSA COUNTY DEEP-WATER FISHING BUOYS
CONSTRUCTION DOCUMENTS AND BID ADMINISTRATION SERVICES

SCOPE OF SERVICES

Overview

Okaloosa County has requested Taylor Engineering provide a scope of work and cost proposal for construction document preparation and bid administration assistance for the proposed deep-water fishing buoy project located in the Gulf of Mexico. Previously, Taylor Engineering conducted feasibility assessments, preliminary design, and regulatory permitting assistance for the eight-buoy network. Following execution of the Department of the Army authorization in June 2018, the County proposes to deploy the eight buoys to attract pelagic game fish and expand recreational and sport fishing opportunities for County visitors. Per County staff request, this scope of services includes final engineering design, preparation of construction documents (i.e. construction drawings and technical specifications) and bid administration assistance to support project solicitation.

CH-2117-TDO TO # 12 CO 6/15/18

Assumptions

We have made several assumptions in developing this scope of services and associated fees for the project. The assumptions noted below and throughout this scope of services affect the proposed level of effort and associated costs. If any of the assumptions should prove incorrect, we will submit a proposal to modify our scope of services and our fees accordingly. We have developed this scope of services with the following assumptions and background information:

- This scope of services excludes regulatory coordination associated with changes or modifications to the permit.
- The County intends to deploy all eight of the proposed buoys in accordance with the existing federal authorizations (e.g. buoy locations, mooring configurations, design life-span, etc.).
- This scope of services excludes any physical or biological surveys or cultural resource investigations.
- Taylor Engineering will develop performance-based specifications following County guidance and anticipated performance (e.g., design-life requirements), relying on industry standards, manufacturer expertise and experience, and in relation to the anticipated offshore conditions.
- The scope of services does not include construction phase or monitoring services (e.g., construction administration/observation, species monitoring, etc.). Following contractor selection and upon County request, we will provide an additional scope of services to perform construction administration/observation, project certification, etc.

Task 1. Final Engineering Design, Construction Drawings and Technical Specifications

Taylor Engineering will conduct the final engineering design for the eight-buoy network and develop the associated construction drawings and performance-based technical specifications for project solicitation. Taylor Engineering will also coordinate with the US Coast Guard to ensure the

proposed navigational aids are sufficient and no additional authorizations or letters of no objection are required.

Concurrent with the final engineering design, we will prepare construction drawings and technical specifications for the project. The construction drawings will include sufficient and pertinent details required for project construction and the technical specifications, likely incorporated into the construction drawings, will provide details of the performance specifications (discussed below). The specifications may include requirements for environmental protection, quality control, submittal requirements, and other such information necessary to supplement and support the project drawings. The construction drawings and technical specifications will be consistent with regulatory authorizations and will be a part of the construction contract documents. As appropriate, final engineering documents will bear the signature and seal of a Florida licensed professional engineer. We assume the County will prepare their standard (i.e., "front-end") documents for project bidding and contracting.

Following our recommendations and discussions with County staff, we will develop performance-based technical specifications for the project. The engineering design comprises the development of such performance specifications that shall include, but not be limited to, anticipated environmental conditions, acceptable mooring configurations and materials, design life, low operational maintenance requirements, incorporation of data collection platform(s), GPS tracking, navigational aid requirements, etc. Taylor Engineering will conduct an offshore conditions analysis to define key design parameters such as average and extreme wave characteristics at the buoy site(s) and develop the performance requirements based on this information and industry standards. The offshore conditions analysis and development of performance specifications shall consider an anticipated design life of 5 to 7+ years.

Task 2. Bid Administration Assistance

From discussions with County staff, the County will prepare and solicit construction contractors through a single request for proposals (RFP) for the offshore buoy network. The County intends to maintain flexibility for potentially selecting up to two contractors through the RFP process to obtain the best project value (e.g. enhanced data collection features, enhanced fish habitat, increased design life or storm resistance, etc.). Taylor Engineering will provide technical Contract Documents (e.g., construction drawings, technical specifications, regulatory authorizations, and project summaries) to be incorporated into the RFP solicitation package and support the County during the solicitation/award phase of the project. We assume the County will advertise and/or distribute the RFP documents to prospective respondents. The services of this task will include the following items:

- Compile the technical Contract Documents for inclusion with the County's standard "front-end" contracting and purchasing documents. Contract documents will include construction drawings, performance-based technical specifications, and other pertinent documents (regulatory authorization[s], etc.). We assume the County will tailor the language of the County contracting and purchasing documents to reflect the option to select multiple contractors.
- Assist the County in determining appropriate proposal ranking criteria to obtain the best project value based on project goals defined by the County.
- Coordinate with County staff to develop the project construction period, to be included in the RFP.
- Attend and conduct a pre-bid conference.

TASK ORDER APPROVAL FORM

OK 8-16-2018

CONTRACT #: C18-2636-TDD

TASK ORDER #: 4

TASK ORDER AMOUNT: $ 15,781.26

CONTRACT#: C16-2363-TDD
TAYLOR ENGINEERING, INC.
COASTAL & ENVIRONMENTAL ENGINEER SVS
EXPIRES: 10/03/2020

OFFERED BY CONSULTANT:

Taylor Engineering, Inc.
FIRM'S NAME

Jonathan Armbruster
REPRESENTATIVE'S PRINTED NAME

SIGNATURE

Vice President, Waterfront Engineering — 8/13/2018
TITLE — DATE

RECOMMENDED FOR APPROVAL
(Department Director)

SIGNATURE

Fac, Admin, Camp Mgr
TITLE

08/15/18
DATE

APPROVED BY OKALOOSA COUNTY
(Per Purchasing Manual)

- $50,000 or less approved by Purchasing Director
- Between $50,001 and $100,000 approved by Purchasing Director and County Administrator
- In excess of $100,000 approved by the Board.

PURCHASING DIRECTOR

08/17/2018
DATE

COUNTY ADMINISTRATOR (if applicable)

DATE

CHAIRMAN (if applicable)

DATE

Revised November 3, 2017

THE HEART OF FLORIDA'S
EMERALD COAST
DESTIN | FT. WALTON BEACH
OKALOOSA ISLAND

TOURIST DEVELOPMENT DEPARTMENT MEMORANDUM

DATE: July 16, 2018

TO: Finance Department

FROM: Jennifer Adams, Tourist Development Department Director

SUBJECT: Signature Delegation

I will be out of the office August 13-17, 2018. During this time, Charlotte Dunworth is hereby designated signature authority for all Tourist Development Department documents.

OKALOOSA COUNTY UNDERWATER CAMERA PERMITTING ASSISTANCE

SCOPE OF SERVICES

Introduction

Okaloosa County has requested Taylor Engineering provide permitting assistance for installation of an underwater camera system within two permitted, nearshore artificial reef areas – Henderson Beach State Park and Beasley Park. Taylor Engineering previously conducted permitting assistance for the nearshore reef areas (installation of artificial reef modules within these areas), and County staff has since requested installation of underwater cameras within these areas. The underwater cameras will require permits from the State of Florida (through Florida Department of Environmental Protection [FDEP]) and the Department of the Army (through the US Army Corps of Engineers [USACE]). Under this scope of services, Taylor Engineering will develop general permit applications for the proposed underwater cameras and conduct regulatory coordination during the application review process.

Assumptions

We have made several assumptions in developing this scope of services and associated fees for the project. The assumptions noted below and throughout this scope of services affect the proposed level of effort and associated costs. If any of the assumptions should prove incorrect, we will submit a proposal to modify our scope of services and our fees accordingly. We have developed this scope of services with the following assumptions and background information:

- Okaloosa County will identify the preferred locations for the underwater cameras and upland facilities. We will strive to permit the proposed reef areas provided by the County; however, regulatory guidance may require site relocations or modifications.
- Based on feedback from recent artificial reef applications for Okaloosa County, Taylor Engineering will perform a "desktop" record search of resources within the proposed camera and associated infrastructure (i.e., cable, piling, etc.) areas and make a request of the State Historic Preservation Office (SHPO) to provide any known cultural / historic resource locations that they have in their records. We assume this search will provide sufficient evidence that no cultural resources exist within the proposed project area.
- We assume regulatory agencies will accept beach profile survey data for topographic/ bathymetric contours and mean high water locations displayed in the permit drawings. Taylor Engineering will display the most recent surveys available—the Okaloosa Island survey conducted June 2016 (Beasley Park), and the East Destin survey conducted July 2017 for East Destin (Henderson State Park).
- If required by regulatory agencies, Okaloosa County staff will perform bottom survey investigations and prepare a report of findings to be included within the permit application. Further, we assume County staff will coordinate with regulatory and commenting agencies regarding the details of proposed survey methods (e.g. SCUBA, underwater video, fathometer, side scan, etc.) and reporting criteria, if required.
- The installation of the underwater camera and associated infrastructure may require a letter of consent from the State of Florida under Chapter 18-21, FAC. Taylor Engineering assumes FDEP will issue a letter or letters of consent for the underwater camera and associated infrastructure. This

proposal does not include any surveying services as we assume these services will not be required in support of the sovereign submerged lands authorizations.

- Okaloosa County will serve as the permit applicant and Taylor Engineering as the County's authorized agent in the processing of the applications. Okaloosa County will provide copies of all permit related correspondence to Taylor Engineering as part of the permit application process.
- Okaloosa County will pay all fees associated with permit applications.
- Taylor Engineering does not guarantee, warranty, or otherwise ensure that the regulatory agencies will authorize the requested permits.

Task 1 Permit Application Development

Taylor Engineering will provide permitting assistance for the installation of underwater cameras within permitted artificial reef areas in the nearshore areas of Henderson State Park and Beasley Park. Taylor Engineering will review FAC requirements, USACE policy, information from County staff, and use previously-developed information, and details of similar permitted projects in the Florida panhandle as the basis for the underwater camera permit applications. From conversations with County staff, each proposed project includes installation of a pile-supported underwater camera tethered to upland utilities via a self-burying cable. The cable would be initially trenched into the dry beach to a location where the camera will be connected to a computer (for connectivity and display) as well as a power-source. We assume the County will provide preferred general locations of these upland facilities.

Taylor Engineering will prepare FDEP general environmental resource permit applications and USACE permit applications for each underwater camera. We will provide supporting information within each application that will include:

- Permit Drawings depicting the following:
  - Overview map depicting the project location.
  - Detail figures illustrating the proposed activities including the pile-mounted underwater camera location, self-burying cable corridor, and the permitted nearshore reef area. The drawing(s) will also depict the camera's distance from shore, topographic/bathymetric contours and mean high water locations from recent beach profiles surveys.
  - Cross section detail displaying proposed pile-supported underwater camera and cable system in relation to the permitted nearshore reef module locations.
- Project description including discussion of location, materials, deployment/construction methodology, etc. We will describe deployment schedules as estimated and dependent on funding availability.
- Description of project site, including assessment of bottom conditions previously documented by Taylor Engineering and as updated by Okaloosa County surveys (if required).
- If required, a biological assessment to fulfill the USACE requirements as outlined under Section 7(c) of the Endangered Species Act (ESA) of 1973, as amended. The biological narrative will consider the ecosystem where the nearshore cameras are proposed and include any necessary protocols for the protection of state and federal listed species.

Task 2 Regulatory Agency Coordination

Taylor Engineering will coordinate with regulatory agencies throughout the permitting process to support regulatory review for each of the camera systems. Prior to application development, Taylor Engineering will coordinate with regulatory and commenting agencies to introduce the project to permit reviewers and solicit feedback and advice concerning permit application requirements and any other issues of concern.

Following submission of application materials, regulatory review typically requires coordination between the permit applicant and the regulatory agencies permit processors/reviewers to fully address the agencies' requests for additional information (RAIs) that occur during the review process. While we anticipate submittal of complete and concise permit application packages, the proposed activity may generate review comments and RAIs from regulatory agencies and associated commenting agencies. As the County's representative, we will coordinate with the County, and the lead regulatory agencies to address any such RAIs. Upon receipt of an RAI, Taylor Engineering will review the request and discuss an appropriate response with County staff. Prior to submitting the response to the regulatory agency, Taylor Engineering will provide a copy to the County for review and approval. If coordination and RAIs require work that would generate expenditures more than the amount budgeted, Taylor Engineering will contact County staff and discuss a modification of the contract to account for the additional level of effort. We understand that the County wishes to avoid this action. Taylor Engineering always provides cost-effective work products and will make all reasonable efforts to constrain the additional level of effort desired by the agencies for resolving their concerns.

END OF SCOPE OF SERVICES

Taylor Engineering will perform the above-described scope of services for a fixed fee cost of $15,781.26.

Jonathan Armbruster

Signature

August 6, 2018

Date

Jonathan Armbruster, P.E., Vice President

Printed Name, Title

- Support the County construction solicitation process and assist with the issuance of addenda to answer technical questions, if any, from contractors regarding the Contract Documents.
- Attend a local bid-opening meeting, if necessary.
- Participate in ranking discussions with County staff and/or the selection committee to address technical concerns related to selected buoys and/or contractor(s).

We will perform the above services from our local Destin office. Notably, reviews and recommendations provided by Taylor Engineering will be limited to engineering and technical issues. We assume the County will be responsible for review and evaluation of contractor's financial condition, business licenses or authorizations, insurance, bonding, contractual requirements, and any other non-engineering or non-technical information. We also assume the County will review and verify the selected contractor's insurance (e.g. longshoreman's insurance, etc.), as well as other safety and licensure requirements (e.g., OSHA and USCG registration) required by the grant.

END OF SCOPE OF SERVICES

Taylor Engineering will perform the above-described scope of services for a fixed fee cost of $47,860.00.

Jonathan Armbruster

Signature

August 8, 2018

Date

Jonathan Armbruster, P.E., Vice President

Printed Name, Title

C14-2117-TDD / C18-2636-TDD

ACORD®

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 10/09/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME:	
Marsh Sponsored Programs a division of Marsh USA Inc. PO Box 14404 Des Moines IA 50306	PHONE (A/C, No, Ext): 800-338-1391	FAX (A/C, No): 888-621-3173
	E-MAIL ADDRESS: acecclientrequest@marsh.com	

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A: Hartford Accident & Indemnity Co	22357
INSURER B: Hartford Fire Insurance Company	19682
INSURER C: Hartford Underwriters Insurance Co	30104
INSURER D:	
INSURER E:	
INSURER F:	

INSURED

Taylor Engineering Inc.
P.O. Box 550510
Jacksonville, FL 32255-0510

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	GENERAL LIABILITY	Y		84SBWNA6176 Prof. Liab Excl	11/01/2017	11/01/2018	EACH OCCURRENCE	$1,000,000
	[X] COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence)	$1,000,000
	[ ] CLAIMS-MADE [X] OCCUR						MED EXP (Any one person)	$10,000
							PERSONAL & ADV INJURY	$1,000,000
							GENERAL AGGREGATE	$2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						PRODUCTS - COMP/OP AGG	$2,000,000
	[ ] POLICY [X] PRO-JECT [ ] LOC							$
C	AUTOMOBILE LIABILITY	Y		84UEGLP0627	11/01/2017	11/01/2018	COMBINED SINGLE LIMIT (Ea accident)	$1,000,000
	[X] ANY AUTO						BODILY INJURY (Per person)	$
	[ ] ALL OWNED AUTOS [ ] SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	[ ] HIRED AUTOS [ ] NON-OWNED AUTOS						PROPERTY DAMAGE (Per accident)	$
								$
A	[X] UMBRELLA LIAB [X] OCCUR	Y		84SBWNA6176	11/01/2017	11/01/2018	EACH OCCURRENCE	$4,000,000
	[ ] EXCESS LIAB [ ] CLAIMS-MADE						AGGREGATE	$4,000,000
	[ ] DED [X] RETENTION $ 10,000							$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY		Y	84WBGBN0954	11/01/2017	11/01/2018	[X] WC STATU-TORY LIMITS [ ] OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory In NH) [ ] Y/N N/A						E.L. EACH ACCIDENT	$1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$1,000,000
							E.L. DISEASE - POLICY LIMIT	$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
RE: Coastal & Environmental Engineering Services - Okaloosa County, FL is included as additional insured for above coverages except WC AS REQUIRED BY WRITTEN CONTRACT. Waiver of Subrogation is included in favor of additional insureds as respects the WC.

Contract # C18-2636-TDD
TAYLOR ENGINEERING, INC.
COASTAL & ENVIRONMENTAL ENGINEER SERVICES
EXPIRES: 10/31/2020

Okaloosa County Purchasing Dept.

602-C North Pearl Street
Crestview, FL 32536

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Bianka Vinent

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Client#: 1051175 TAYLOENG2

ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 7/17/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME:	
USI Insurance Services, LLC 1715 N. Westshore Blvd. Suite 700 Tampa, FL 33607 813 321-7500	PHONE (A/C, No, Ext): 813 321-7500	FAX (A/C, No):
	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A : XL Specialty Insurance Company	37885
INSURED Taylor Engineering, Inc 10151 Deerwood Park Blvd Bldg 300, Suite 300 Jacksonville, FL 32256	INSURER B :	
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	COMMERCIAL GENERAL LIABILITY CLAIMS-MADE OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY PRO-JECT LOC OTHER:			RECEIVED JUL 3 1 2018 BY: PURCH			EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) EACH OCCURRENCE AGGREGATE PER STATUTE OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$
	AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY HIRED AUTOS ONLY SCHEDULED AUTOS NON-OWNED AUTOS ONLY							
	UMBRELLA LIAB OCCUR EXCESS LIAB CLAIMS-MADE DED RETENTION $							
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y / N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N / A						
A	Professional Liability			DPR9926239	06/01/2018	06/01/2019	$2,000,000 per Claim $2,000,000 Annl Aggr.	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

RE: Coastal & Environmental engineering Services.

Professional Liability coverage is written on a claims-made basis.

C14-2117-TDD / C18-2636-TDD

CERTIFICATE HOLDER

Okaloosa County Purchasing Department
602-C North Pearl Street
Crestview, FL 32536

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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GZYZP

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TASK ORDER APPROVAL FORM

CONTRACT #: C18-2636-TDD

TASK ORDER #: 3

TASK ORDER AMOUNT: $ 20,000

OFFERED BY CONSULTANT:

Taylor Engineering

FIRM'S NAME

Jonathan Armbruster

REPRESENTATIVE'S PRINTED NAME

SIGNATURE

Vice President, Waterfront Engineering 04/04/2018

TITLE DATE

RECOMMENDED FOR APPROVAL
(Department Director)

SIGNATURE

TITLE

04/13/18

DATE

APPROVED BY OKALOOSA COUNTY
(Per Purchasing Manual)

- $25,000 or less approved by Purchasing Director
- Between $25,001 and $50,000 approved by Purchasing Director and County Administrator
- In excess of $50,000 approved by the Board.

PURCHASING DIRECTOR

04/18/2018

DATE

COUNTY ADMINISTRATOR (if applicable)

DATE

CHAIRMAN (if applicable)

DATE

THE HEART OF FLORIDA'S
EMERALD COAST
DESTIN | FT. WALTON BEACH
OKALOOSA ISLAND

FILED
JD PEACOCK II
2018 APR -9 PM 12:30
CLERK OF CIRCUIT COURT
OKALOOSA COUNTY
CRESTVIEW, FL

TOURIST DEVELOPMENT DEPARTMENT MEMORANDUM

DATE: April 9, 2018

TO: Finance Department

FROM: Jennifer Adams, Tourist Development Department Director

SUBJECT: Signature Delegation

I will be out of the office April 11-13, 2018. During this time, Charlotte Dunworth is hereby designated signature authority for all Tourist Development Department documents.

EAST PASS NAVIGATION CHANNEL
EMERGENCY DREDGING SUPPORT SERVICES
OKALOOSA COUNTY, FLORIDA

SCOPE OF SERVICES

Taylor Engineering, Inc. was previously selected by the City of Destin (City) to prepare construction drawings and technical specifications and provide construction administration, construction observation, and post-construction certification and monitoring services for the East Pass Emergency Navigation Channel Dredging and Holiday Isle Beach Restoration Project. Under this existing authorization, Taylor Engineering prepared construction drawings and technical specifications and performed preliminary regulatory coordination to support project construction with the City's proposed contractor (Inland Dredging) following the on-going Norriego Point dredging work. However, on March 30, 2018, the U.S. Army Corps of Engineers (USACE) Mobile District notified the City and County that the proposed contractor would not be released from their existing USACE maintenance dredging contract obligations and therefore would not be able to perform the follow-on work as originally requested. Further, on April 3, 2018, the Okaloosa County (County) Board of County Commissioners voted to move forward with various project alternatives concurrently, including an emergency bid solicitation, to potentially dredge the dangerously shallow East Pass navigation channel and place the dredged material on the adjacent eroding beaches of Holiday Isle. As such, Taylor Engineering will provide Okaloosa County with the following general services to support these emergency initiatives/directives. Such services may include but not be limited to:

- Contact dredging industry companies and representatives to gage the current and future dredging market and possible interest in immediate (emergency) and/or longer-term dredging projects
- Coordinate with County, City, USACE, and other staff as necessary to discuss project details and potential funding sources (TDD bed taxes, USACE operational or emergency funds, etc.)
- Participate in project development meetings with project stakeholders in Okaloosa County or other locales as may be required
- Prepare for and attend local County meetings, workshops, and/or site visits
- Review and update the existing construction drawings and technical specifications to support a short or longer-term dredging project solicitation
- Support various procurement activities, including but not limited to, emergency bid and/or proposal solicitations, sole-source solicitations, or longer-term bid solicitations. Taylor Engineering may also provide the following services to further support project procurement:
    - Prepare a summary of work suitable for bid advertisement and a bid schedule with estimated quantities for each project component
    - Attend pre-bid meeting(s) to provide a brief overview of the project and technical details of the project drawings, specifications and regulatory permits.
    - Further support County and/or City staff during the bidding process to provide responses to bidder's questions, requests for information, or clarification and interpretation of the project documents prepared by Taylor Engineering.
    - Assist the County and/or City in the technical review of bids/proposals received.

We will perform work tasks as requested by the County on a time and expenses basis for a fee up to a maximum amount of $20,000. We will provide monthly progress reports detailing the work conducted by Taylor Engineering and the expenses incurred. Should the work require more time than the amount budgeted or additional services not contemplated above, Taylor Engineering will contact the

Okaloosa County project manager and discuss a modification to the task order to account for the additional level of effort.

Signature

April 4, 2018
Date

Jonathan Armbruster, P.E., Vice President
Printed Name, Title

TASK ORDER APPROVAL FORM

JT OK 10/25/2017

CONTRACT #: C18-2636-TDD

TASK ORDER #: 2 Coastal Support

TASK ORDER AMOUNT: $40,000

Contract # C18-2636-TDD
TAYLOR ENGINEERING, INC.
COASTAL AND ENVIRONMENTAL ENGINEER SERVICES
EXPIRES: 10/03/2020

OFFERED BY CONSULTANT:

Taylor Engineering, Inc

FIRM'S NAME

Jonathan Armbruster, P.E.

REPRESENTATIVE'S PRINTED NAME

SIGNATURE

Vice President — 10/18/2017

TITLE — DATE

RECOMMENDED FOR APPROVAL
(Department Director)

SIGNATURE

Director

TITLE

11/1/17

DATE

COUNTY ADMINISTRATOR (if applicable)

DATE

APPROVED BY OKALOOSA COUNTY
(Per Purchasing Manual)

- $25,000 or less approved by Purchasing Director
- Between $25,001 and $50,000 approved by Purchasing Director and County Administrator
- In excess of $50,000 approved by the Board.

PURCHASING DIRECTOR

11/14/17

DATE

CHAIRMAN (if applicable)

DATE

COASTAL ENGINEERING SUPPORT SERVICES
OKALOOSA COUNTY, FLORIDA

SCOPE OF SERVICES

Taylor Engineering will provide Okaloosa County with coastal engineering and environmental consultant services in support of current and future coastal engineering projects and matters. Such services may include but not be limited to:

- Review and comment on coastal and environmental work performed by other individuals or consultants
- Participate in project development meetings with state and federal agencies in Okaloosa County or other locales as required
- Prepare for and attend local County meetings, workshops, and/or site visits
- Conduct coastal engineering analyses, design, and/or environmental services in support of on-going or future Tourist Development Department (TDD) projects
- Prepare and present public presentations for on-going and future TDD projects
- Provide grant support services including application submittals, support documentation, reviews, etc.
- Assist in securing authorizations as required for beach and dune nourishment and restoration, beach and bay access development, or other projects as requested by the TDD
- Assist with re-authorization or extensions of existing regulatory authorizations
- Provide Construction observation as County's representative
- Provide coastal engineering expert opinions on appropriate subject matter

Taylor Engineering will also provide disaster planning and recovery assistance services to the County and TDD if required. Such services may include but not be limited to:

- Assist and participate with County staff and consultants to identify and obtain pre-hurricane season documentation and work with the TDD to ensure that the documentation is available
- Assist in the development of scopes of work conducted by other consultants in regards to physical monitoring requirements or environmental assessments
- Perform pre- and post-storm site visits and assessments
- Assist in the preparation of disaster recovery assistance funding requests
- Assist in post-storm recovery efforts for the coastal areas and coordinate these efforts with state and federal agencies
- Provide project assessments, recommendations, reviews, and/or observations

We will perform work tasks as requested by the County on a time and expenses basis for a fee up to a maximum amount of $40,000. We will provide monthly progress reports detailing the work conducted by Taylor Engineering and the expenses incurred. Should the work require more time than the amount budgeted, Taylor Engineering will contact the Okaloosa County project manager and discuss a modification to the task order to account for the additional level of effort.

Signature

10/11/2017
Date

Jonathan Armbruster, P.E., Vice President
Printed Name, Title

Username Password Log In

Forgot Username? Forgot Password? Create an Account

Entity Dashboard

- Entity Overview
- Entity Registration
  - Core Data
  - Assertions
  - Reps & Certs
  - POCs
- Exclusions
  - Active Exclusions
  - Inactive Exclusions
  - Excluded Family Members

RETURN TO SEARCH

TAYLOR ENGINEERING, INC

DUNS: 181561168 **CAGE Code:** 0L8G0

Status: Active

10151 DEERWOOD PARK BLVD STE 300
JACKSONVILLE, FL, 32256-5507 ,
UNITED STATES

Expiration Date: 07/25/2018

Purpose of Registration: All Awards

Entity Overview

Entity Registration Summary

Name: TAYLOR ENGINEERING, INC
Business Type: Business or Organization
Last Updated By: Jamie Gregory
Registration Status: Active
Activation Date: 07/25/2017
Expiration Date: 07/25/2018

Exclusion Summary

Active Exclusion Records? No

GSA

Search Records | Disclaimers | FAPIIS.gov
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TASK ORDER APPROVAL FORM

OK 10/25/2017

CONTRACT #: C18-2636-TDD

TASK ORDER #: 1 Artificial Reef Program Support

TASK ORDER AMOUNT: $40,000

OFFERED BY CONSULTANT:

Taylor Engineering, Inc

FIRM'S NAME

Jonathan Armbruster, P.E.

REPRESENTATIVE'S PRINTED NAME

SIGNATURE

Vice President — 10/18/2017

TITLE — DATE

RECOMMENDED FOR APPROVAL
(Department Director)

SIGNATURE

Director

TITLE

11/1/17

DATE

COUNTY ADMINISTRATOR (if applicable)

DATE

APPROVED BY OKALOOSA COUNTY
(Per Purchasing Manual)

- $25,000 or less approved by Purchasing Director
- Between $25,001 and $50,000 approved by Purchasing Director and County Administrator
- In excess of $50,000 approved by the Board.

PURCHASING DIRECTOR

11/7/17

DATE

CHAIRMAN (if applicable)

DATE

ARTIFICIAL REEF PROGRAM ASSISTANCE
OKALOOSA COUNTY, FLORIDA

SCOPE OF SERVICES

Introduction

Okaloosa County continues to expand its artificial reef program and has identified several initiatives it is pursuing or desires to pursue. The County has requested Taylor Engineering to provide design, permitting, environmental, planning, and other related services to support the County's initiatives on an as-needed basis as requested by the County. Some of the initiatives will require only a small effort while others are larger or longer-term in scope. Taylor Engineering expects to work with the County to identify cost-effective support for these initiatives.

Assumptions

We have made several assumptions in developing this scope of services and associated fees. The assumptions noted below and throughout this scope of services affect the proposed level of effort and associated costs. If any of the assumptions should prove incorrect, we will submit a proposal to modify our scope of services and fees accordingly. We have developed this scope of services with the following assumptions and background information:

- Okaloosa County will provide guidance regarding the preferred locations for proposed artificial reef sites.
- Okaloosa County will provide available information associated with existing Okaloosa County artificial reefs including historical permits, post-construction information, monitoring data, and recent photographs, as needed.
- Okaloosa County will provide descriptions of any specific materials currently proposed for use at new artificial reef sites. Otherwise Taylor Engineering will assume the same materials (clean concrete debris, surplus concrete structural materials, etc.) as proposed for previously permitted sites.
- Okaloosa County will provide an estimated construction schedule for placement within proposed artificial reef site(s) (i.e., reef deployments per year).
- Okaloosa County will pay all fees associated with permit applications.
- Taylor Engineering will use the appropriate Florida Administrative Code information, USACE guidance, and prior discussions with the regulatory agency staff as the basis for new artificial reef permit applications.

Scope of Work

Taylor Engineering will assist the County's artificial reef program efforts for the proposed initiatives listed below (and potentially others) as requested:

- Regulatory artificial reef permitting for large vessel(s)
- Re-authorization of Large Area Artificial Reef Site (LAARS) permits in federal waters
- Permit application(s) for new LAARS within state and/or federal waters
- Design and permitting of nearshore (snorkeling) artificial reef sites
- Design and permitting of new ¼-nautical mile artificial reef sites within state waters

- Coordinate with regulatory agencies and the County regarding future or on-going permit applications, artificial reef program planning, acceptability of repurposed artificial reef materials, and other artificial related services.
- Performing bottom surveys to meet the requirements of Section 62-330.600 of the Florida Administrative Code for artificial reef site permitting within State waters
- Artificial reef program planning assistance
- Assist in the development of a comprehensive monitoring program and compilation of existing monitoring data
- Assist in the development and updating of the County's artificial reef management plan
- Development and/or support of an Okaloosa County artificial reef database or website to include existing authorizations, site descriptions, monitoring data, recent photographs, etc.
- Preparation of biological assessments or a general narrative for artificial reef construction offshore of Okaloosa County
- Preparation and/or review of artificial reef construction/monitoring funding application packages (FWC, NRDA, RESTORE, etc.)
- Prepare for and attend local County meetings and/or workshops for artificial reefs or related projects
- Perform construction observation for artificial reef deployments
- Review proposed materials for artificial reef deployment, prepare material inventories, and coordinate to procure additional materials for the County's artificial reef initiatives
- Additional services to support the Okaloosa County Artificial Reef Program, per request of the County Coastal Coordinator and/or the Marine Economic and Tourist Development Resource Coordinator

Cost Proposal

Taylor Engineering will perform work tasks as requested to support Okaloosa County's artificial reef program initiatives on a time and expense basis for a fee up to a maximum amount of $40,000. We will provide monthly progress reports detailing the work conducted by Taylor Engineering and the expenses incurred. Should the work require more time than the amount budgeted, Taylor Engineering will contact the Okaloosa County Project Manager and discuss a modification to the task order to account for the additional level of effort.

Jonathan Armbruster

Signature

10/11/2017

Date

Jonathan Armbruster, P.E., Vice President

Printed Name, Title

C18-2636-TDD
Taylor Engineering, Inc.
Coastal and Environmental Engineer Services
Expires: 10/3/2020

CONTRACT FOR PROFESSIONAL CONSULTING SERVICES

This Contract is made and entered into this 4th day of October, 2017, by and between OKALOOSA COUNTY, FLORIDA ("COUNTY"), a political subdivision of the State of Florida, located at 1250 N. Eglin Parkway, Shalimar, Florida 32579, and Taylor Engineering, Inc., whose principal place of business is at 1221 Airport Road, Suite 210, Destin, Florida 32541 (the "Consultant"), whose Federal I.D. number is 58-2850478, in connection with Okaloosa County Request for Qualifications No. RFQ TDD 54-17 and the professional services set forth therein.

W I T N E S S E T H

WHEREAS, the County has pursued the professional services selection process contemplated under section 287.055, Florida Statutes; and

WHEREAS, Okaloosa County desires to obtain the professional consulting services of the Consultant concerning said services being more fully described in the exhibits attached to this Contract.

INCORPORATION OF DOCUMENTS

The following documents are incorporated by reference into this Contract:

1. Schedule "A"
2. Exhibit "A", Fee Schedule; and
3. Exhibit "B", Request for Qualification (RFQ) and Respondent's Acknowledgement, **RFQ TDD 54-17, Coastal and Environmental Engineer Services**, date of opening June 5th, 2017, and any addendums thereto; and
4. Exhibit "C", additional Federal Requirements.

All terms within the above referenced documents are in full force and effect and shall be binding upon both parties. Any changes to the Contract shall be by a contract amendment which must be agreed to and fully executed by both parties. The cost of a change, modification, or change order must be allowable, allocable, within the scope of any grant or cooperative agreement, and reasonable for the completion of the scope. A cost or price analysis shall be performed when making contract modifications and amendments.

NOW, THEREFORE, in consideration of the mutual promises herein, the County and the Consultant agree as follows:

ARTICLE ONE
CONSULTANT'S RESPONSIBILITY

1.1. Consultant shall provide to County continuing professional engineering consulting services for the duration of the Contract.

1.2. The Services required under this Contract to be performed by Consultant shall be those set forth in Article Two and Exhibit "B" (Request for Qualification (RFQ) and Respondent's Acknowledgement) and shall be issued periodically as Notice to Proceeds. The basis of compensation to be paid Consultant by the County for Services is set forth in Article Five and Schedule A, "Basis of Compensation" attached to each Notice to Proceed, which is attached hereto and incorporated herein. Work Authorization requests will be made to Consultant as may be warranted, including but not limited to updates of plans, designs of

improvements, field and construction services, acquisition analysis, and permitting activities as may be reasonably contemplated hereunder.

1.3. The Consultant agrees to obtain and maintain throughout the period of this Contract all such licenses as are required to do business in the State of Florida, including, but not limited to, all licenses required by the respective state boards, and other governmental agencies responsible for regulating and licensing the professional services to be provided and performed by the Consultant pursuant to this Contract.

1.4. The Consultant agrees that, when the services to be provided hereunder relate to a professional service which, under Florida Statutes, requires a license, certificate of authorization or other form of legal entitlement to practice such services, it shall employ and/or retain only qualified personnel to provide such services.

1.5. Consultant agrees that the Project Manager for the term of this Contract shall be:

Matthew Trammell, P.E.

The Consultant agrees that the Project Manager shall devote whatever time is required to satisfactorily manage the services to be provided and performed by the Consultant hereunder. The person selected by the Consultant to serve as the Project Manager shall be subject to the prior approval and acceptance of the County, such approval or acceptance shall not be unreasonably withheld.

1.6. Consultant agrees, within fourteen (14) calendar days of receipt of a written request from the County, to promptly remove and replace from the project team the Project Manager, or any other personnel employed or retained by the Consultant, or any subconsultants or subcontractors or any personnel of any such subconsultants or subcontractors engaged by the Consultant to provide and perform services or work pursuant to the requirements of this Contract, whom the County shall request in writing to be removed, which request may be made by the County with or without cause.

1.7. The Consultant has represented to the County that it has expertise in the type of professional services that will be required for the Project. The Consultant agrees that all services to be provided by Consultant pursuant to this Contract shall be subject to the County's review and approval and shall be in accordance with the generally accepted standards of professional practice in the State of Florida, as well as in accordance with all published laws, statutes, ordinances, codes, rules, regulations and requirements of any governmental agencies which regulate or have jurisdiction over the Project or the services to be provided and performed by Consultant hereunder. In the event of any conflicts in these requirements, the Consultant shall notify the County of such conflict and utilize its best professional judgment to advise County regarding resolution of the conflict.

1.8. Consultant agrees not to divulge, furnish or make available to any third person, firm or organization, without County's prior written consent, or unless incident to the proper performance of the Consultant's obligations hereunder, or in the course of judicial or legislative proceedings where such information has been properly subpoenaed, any non-public information concerning the services to be rendered by Consultant hereunder, and Consultant shall require all of its employees, agents, subconsultants and subcontractors to comply with the provisions of this paragraph.

1.9. Evaluations of the County's adopted capital improvement budget, preliminary estimates of construction cost and detailed estimates of construction cost prepared by the Consultant represent the Consultant's best judgment as a design professional familiar with the construction industry. The Consultant cannot and does not guarantee that bids or negotiated prices will not vary from any estimate of

construction cost or evaluation prepared or agreed to by the Consultant. Notwithstanding anything above to the contrary, Consultant shall revise and modify Construction Documents and assist in the rebidding of the work at no additional cost to County, if all responsive and responsible bids exceed the estimates of construction costs prepared by Consultant.

1.10. Consultant shall not be responsible for means, methods, techniques, sequences or procedures of construction selected by contractors or the safety precautions and programs incident to the work of contractors.

ARTICLE TWO
SERVICES OF CONSULTANT

2.1 As authorized or required by the County in a Notice to Proceed, and agreed to by Consultant, Consultant shall furnish or obtain from others Services of the types listed in Exhibit "B" (Request for Qualification (RFQ) and Respondent's Acknowledgement). These services will be paid for by the County as indicated in Article Five and Schedule A and as confirmed in each Notice to Proceed.

ARTICLE THREE
COUNTY'S RESPONSIBILITIES

3.1. The County shall designate in writing a representative to act as County's representative with respect to the services to be rendered under this Contract (hereinafter referred to as the "County's Representative"). The County's Representative shall have County transmit instructions, receive information, interpret and define County's policies and decisions with respect to Consultant's services for the Project. However, the County's Representative is not authorized to issue any verbal or written orders or instructions to the Consultant that would have the effect, or be interpreted to have the effect, of modifying or changing in any way whatever:

a. The scope of services to be provided and performed by the Consultant hereunder;

b. The time the Consultant is obligated to commence and complete all such services; or

c. The amount of compensation the County is obligated or committed to pay the Consultant.

3.2. The County's Representative shall:

a. Review and make appropriate recommendations on all requests submitted by the Consultant for payment for services and work provided and performed in accordance with this Contract;

b. Provide all criteria and information requested by Consultant as to County's requirements, for the Project, including design objectives and constraints, space, capacity and performance requirements, flexibility and expandability, and any budgetary limitations;

c. Upon request from Consultant, assist Consultant by placing at Consultant's disposal all available information in the County's possession pertinent to the Project, including existing drawings, specifications, shop drawings, product literature, previous reports and any other data relative to design or construction of the Project;

d. Arrange for access to and make all provisions for Consultant to enter the Project site to perform the services to be provided by Consultant under this Contract; and

e. Provide notice to Consultant of any deficiencies or defects discovered by the County with respect to the services to be rendered by Consultant hereunder.

3.3. Consultant acknowledges that access to the Project Site, to be arranged by County for Consultant, may be provided during times that are not the normal business hours of the Consultant.

3.4. County shall be responsible for the acquisition of all easements, property sites, rights-of-way, or other property rights required for the Project and for the costs thereof, including the costs of any required land surveys in connection with such acquisition.

3.5. For the purposes of this Contract, the County's Representative shall be:

John Hofstad, County Administrator

ARTICLE FOUR
TIME

4.1. Services to be rendered by Consultant shall be commenced subsequent to the execution of any Notice to Proceeds issued pursuant to this Contract, after receiving written Notice to Proceed from County for all or any designated portion of the Project and shall be performed and completed in accordance with the Project Schedule attached to the Notice to Proceed for the Project.

4.2. Should Consultant be obstructed or delayed in the prosecution or completion of its services as a result of unforeseeable causes beyond the control of Consultant, and not due to its own fault or neglect, including but not restricted to acts of God or of public enemy, acts of government or of the County, fires, floods, epidemics, quarantine regulations, strikes or lock-outs, then Consultant shall notify County in writing within five (5) working days after commencement of such delay, stating the cause or causes thereof, or be deemed to have waived any right which Consultant may have had to request a time extension.

4.3. No interruption, interference, inefficiency, suspension or delay in the commencement or progress of Consultant's services from any cause whatsoever, including those for which County may be responsible in whole or in part, shall relieve Consultant of its duty to perform or give rise to any right to damages or additional compensation from County. Consultant's sole remedy against County will be the right to seek an extension of time to its schedule. This paragraph shall expressly apply to claims for early completion, as well as claims based on late completion. Provided, however, if through no fault or neglect of the Consultant, the services to be provided hereunder have not been completed within the schedule identified in the Notice to Proceed, the Consultant's compensation shall be equitably adjusted, with respect to those services that have not yet been performed, to reflect the incremental increase in costs experienced by Consultant.

4.4. Should the Consultant fail to commence, provide, perform or complete any of the services to be provided hereunder in a timely and reasonable manner, in addition to any other rights or remedies available to the County hereunder, the County at its sole discretion and option may withhold any and all payments due and owing to the Consultant until such time as the Consultant resumes performance of its obligations hereunder in such a manner so as to reasonably establish to the County's satisfaction that the Consultant's performance is or will shortly be back on schedule.

ARTICLE FIVE
COMPENSATION

5.1. Compensation and the manner of payment of such compensation by the County for services rendered hereunder by Consultant shall be as prescribed in Schedule A, entitled "Basis of Compensation," and Exhibit "A" (Fee Schedule) which are attached hereto and made a part hereof.

5.2. The total amount to be paid by the County under this Contract for all services and materials, including "out of pocket" expenses and any approved subcontracts, shall not exceed the amount set forth in the approved Notice to Proceeds without prior approval of the County. The Consultant shall notify the County's Representative in writing when 90% of the "not to exceed amount" has been reached.

5.3. Invoices received by the County from the Consultant pursuant to this Contract will be reviewed and approved in writing by the County's Representative, who shall indicate whether services have been rendered in conformity with the Contract, and then sent to the County's Office of Management and Budget for processing payment. All invoices shall contain a detailed breakdown of the services provided for which payment is being requested. Invoices shall be paid within thirty (30) days following the County Representative's approval, who shall process all payments in accordance with the Florida Prompt Payment Act or advise Consultant in writing of reasons for not processing same. In addition to detailed invoices, upon request of the County's Representative, Consultant will provide County with detailed periodic Status Reports on the project.

5.4. "Out-of-pocket" expenses shall be reimbursed in accordance with Florida law and Schedule A. All requests for payment of "out-of-pocket" expenses eligible for reimbursement under the terms of this Contract shall include copies of paid receipts, invoices, or other documentation acceptable to the County's Representative. Such documentation shall be sufficient to establish that the expense was actually incurred and necessary in the performance of the Scope of Work described in this Contract.

5.5. In order for both parties herein to close their books and records, the Consultant will clearly state "final invoice" on the Consultant's final/last billing to the County for each Notice to Proceed. This final invoice shall also certify that all services provided by Consultant have been performed in accordance with the applicable Notice to Proceed and all charges and costs have been invoiced to the County. Because this account will thereupon be closed, any and other further charges not included on this final invoice are waived by the Consultant. Acceptance of final payment by Consultant shall constitute a waiver of all claims and liens against County for additional payment.

5.6 In the event a portion of an invoice submitted to the County for payment to the Contractor, as specified above, is disputed, payment for the disputed amount may be withheld pending resolution of the dispute, and the remainder of the invoice will be processed for payment without regard to that portion which is in dispute.

ARTICLE SIX
WAIVER OF CLAIMS

6.1. Consultant's acceptance of final payment shall constitute a full waiver of any and all claims related to the obligation of payment by it against County arising out of this Contract or otherwise related to the Project, except those previously made in writing and identified by Consultant as unsettled at the time of the final payment. Neither the acceptance of Consultant's services nor payment by County shall be deemed to be a waiver of any of County's rights against Consultant.

ARTICLE SEVEN
TRUTH IN NEGOTIATION REPRESENTATIONS

7.1. Consultant warrants that Consultant has not employed or retained any company or person, other than a bona fide employee working solely for Consultant, to solicit or secure this Contract and that Consultant has not paid or agreed to pay any person, company, corporation, individual or firm, other than a bona fide employee working solely for Consultant, any fee, commission, percentage, gift or any other consideration contingent upon or resulting from the award or making of this Contract.

7.2. In accordance with provisions of Section 287.055(5)(a), Florida Statutes, the signature of this Contract by the Consultant shall also act as the execution of a truth in negotiation certificate certifying that the wage rates, overhead charges, and other costs used to determine the compensation provided for in this Contract are accurate, complete and current as of the date of the Contract and no higher than those charged the Consultant's most favored customer for the same or substantially similar service. Should the County determine that said rates and costs were significantly increased due to incomplete, noncurrent or inaccurate representation, then said rates and compensation provided for in this Contract shall be adjusted accordingly.

ARTICLE EIGHT
TERMINATION OR SUSPENSION

8.1. Consultant shall be considered in material default of this Contract and such default will be considered cause for County to terminate this Contract, in whole or in part, as further set forth in this section, for any of the following reasons: (a) failure to begin work under the Contract within a reasonable time after issuance of the Notice(s) to Proceed of a Notice to Proceed, or (b) failure to properly and timely perform the services to be provided hereunder or as directed by County pursuant to this Contract, or (c) the bankruptcy or insolvency or a general assignment for the benefit of creditors by Consultant or by any of Consultant's principals, officers or directors, or (d) failure to obey laws, ordinances, regulations or other codes of conduct, or (e) failure to perform or abide by the terms or spirit of this Contract, or (f) for any other just cause. The County may so terminate this Contract, in whole or in part, by giving the Consultant seven (7) calendar days' written notice.

8.2. If, after notice of termination of this Contract as provided for in paragraph 8.1 above, it is determined for any reason that Consultant was not, in default, or that its default was excusable, or that County otherwise was not entitled to the remedy against Consultant provided for in paragraph 8.1, then the notice of termination given pursuant to paragraph 8.1 shall be deemed to be the notice of termination provided for in paragraph 8.3 below and Consultant's remedies against County shall be the same as and limited to those afforded Consultant under paragraph 8.3 below.

8.3. County shall have the right to terminate this Contract, in whole or in part, without cause upon seven (7) calendar days' written notice to Consultant. In the event of such termination for convenience, Consultant's recovery against County shall be limited to that portion of the fee earned through the date of termination, together with any retainage withheld and any costs reasonably incurred by Consultant that are directly attributable to the termination, but Consultant shall not be entitled to any other or further recovery against County, including, but not limited to, anticipated fees or profits on work not required to be performed.

8.4. Upon termination, the Consultant shall deliver to the County all original papers, records, documents, drawings, models, and other material set forth and described in this Contract.

8.5. The County shall have the power to suspend all or any portions of the services to be provided by Consultant hereunder upon giving Consultant two (2) calendar days prior written notice of such suspension. If all or any portion of the services to be rendered hereunder are so suspended, the Consultant's sole and exclusive remedy shall be to seek an extension of time to its schedule in accordance with the procedures set forth in Article Four herein.

ARTICLE NINE
PERSONNEL

9.1. The Consultant is, and shall be, in the performance of all work services and activities under this Contract, an Independent Contractor, and not an employee, agent, or servant of the County. All persons engaged in any of the work or services performed pursuant to this Contract shall at all times, and in all places, be subject to the Consultant's sole direction, supervision, and control. The Consultant shall exercise control over the means and manner in which it and its employees perform the work, and in all respects the Consultant's relationship and the relationship of its employees to the County shall be that of an Independent Contractor and not as employees or agents of the County.

9.2. The Consultant represents that it has, or will secure at its own expense, all necessary personnel required to perform the services under this Contract. Such personnel shall not be employees of or have any contractual relationship with the County, nor shall such personnel be entitled to any benefits of the County including, but not limited to, pension, health and workers' compensation benefits.

9.3. All of the services required hereunder shall be performed by the Consultant or under its supervision, and all personnel engaged in performing the services shall be fully qualified and, if required, authorized or permitted under state and local law to perform such services.

9.4. Any changes or substitutions in the Consultant's key personnel, as may be listed in Consultant's statement of qualifications, must be made known to the County's Representative and written approval must be granted by the County's Representative before said change or substitution can become effective, said approval for which shall not unreasonably be withheld.

9.5. The Consultant warrants that all services shall be performed by skilled and competent personnel to professional standards applicable to firms of similar local and national reputation.

9.10 The Consultant warrants that it fully complies with all Federal Executive Orders, statutes and regulations regarding the employment of undocumented workers and others and that all employees performing work under this Agreement meet the citizenship or immigration status requirements set forth in Federal Executive Orders, statutes and regulations. Consultant shall indemnify, defend and hold harmless the County, its officers and employees from and against any sanctions and any other liability which may be assessed against the Contractor in connection with any alleged violation of any Federal statutes or regulations pertaining to the eligibility for employment of any persons performing work hereunder.

9.11 The employees and agents of each party, shall while on the premises of the other party, comply with all rules and regulations of the premises, including, but not limited to, security requirements.

ARTICLE TEN
SUBCONTRACTING

10.1. Consultant shall not subcontract any services or work to be provided to County without the prior written approval of the County's Representative. The County reserves the right to accept the use of a subcontractor or to reject the selection of a particular subcontractor and to inspect all facilities of any subcontractors in order to make a determination as to the capability of the subcontractor to perform properly under this Contract. The County's acceptance of a subcontractor shall not be unreasonably withheld. The Consultant is encouraged to seek minority and women business enterprises for participation in subcontracting opportunities.

ARTICLE ELEVEN
FEDERAL AND STATE TAX

11.1. The County is exempt from payment of Florida state sales and use taxes. The Consultant shall not be exempted from paying sales tax to its suppliers for materials used to fulfill contractual obligations with the County, nor is the Consultant authorized to use the County's tax exemption number in securing such materials.

11.2. The Consultant shall be responsible for payment of its own and its share of its employees' payroll, payroll taxes, and benefits with respect to this Contract.

ARTICLE TWELVE
OWNERSHIP OF DOCUMENTS

12.1. Upon completion or termination of this Contract, all records, documents, tracings, plans, specifications, maps, evaluations, reports, computer assisted design or drafting disks and other technical data, other than working papers, prepared or developed by Consultant under this Contract shall be delivered to and become the property of County. Consultant, at its own expense, may retain copies for its files and internal use.

12.2. The County and the Consultant shall comply with the provisions of Chapter 119, Florida Statutes, pertaining to public records. Consultant assumes no liability for the use of such documents by the County or others for purposes not intended under this Contract.

ARTICLE THIRTEEN
MAINTENANCE OF RECORDS & PUBLIC RECORDS

13.1. Consultant will keep adequate records and supporting documentation which concern or reflect its services hereunder. The records and documentation will be retained by Consultant for a minimum of three (3) years from the date of termination of this Contract or the date the Project is completed, whichever is later. County, or any duly authorized agents or representatives of County, shall have the right to audit, inspect and copy all such records and documentation as often as they deem necessary during the period of this Contract and during the three (3) year period noted above; provided, however, such activity shall be conducted only during normal business hours.

13.2 Contractor must comply with the public records laws, Florida Statute chapter 119, specifically Contractor must:

a) Keep and maintain public records required by the County to perform the service.
b) Upon request from the County's custodian of public records, provide the County with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in chapter 119 Florida Statutes or as otherwise

provided by law.

c) Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the contractor does not transfer the records to the County.

d) Upon completion of the contract, transfer, at no cost, to the County all public records in possession of the contractor or keep and maintain public records required by the County to perform the service. If the contractor transfers all public records to the public agency upon completion of the contract, the contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the contractor keeps and maintains public records upon completion of the contract, the contractor shall meet all applicable requirements for retaining the public records. All records stored electronically must be provided to the public agency, upon the request from the public agency's custodian of public records, in a format that is compatible with the information technology systems of the public agency.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT OKALOOSA COUNTY RISK MANAGEMENT DEPARTMENT 5479 OLD BETHEL ROAD CRESTVIEW, FL 32536 PHONE: (850) 689-5977 riskinfo@co.okaloosa.fl.us.

13.3 The County reserves the right to unilaterally cancel this Contract for refusal by the Contractor or any contractor, sub-contractor or materials vendor to allow public access to all documents, papers, letters or other material subject to the provisions of Chapter 119, Florida Statutes, and made or received in conjunction with this Contract unless the records are exempt.

ARTICLE FOURTEEN
GENERAL SERVICES INSURANCE REQUIREMENTS

RESPONDENT'S INSURANCE

1. The Respondent shall not commence any work in connection with this Agreement until he has obtained all required insurance and such insurance has been approved by the Okaloosa County Risk Manager or designee.

2. All insurance policies shall be with insurers licensed to do business in the State of Florida.

3. All insurance shall include the interest of all entities named and their respective agents, consultants, servants and employees of each and all other interests as may be reasonably required by Okaloosa County as Additional Insured. The coverage afforded the Additional Insured under this policy shall be primary insurance. If the Additional Insured have other insurance that is applicable to the loss, such other insurance shall be on an excess or contingent basis. The amount of the company's liability under this policy shall not be reduced by the existence of such other insurance.

4. The County shall be listed as Additional Insured by policy endorsement on all insurance contracts applicable to this Agreement except Workers' Compensation and Professional Liability.

5. The County shall be furnished proof of coverage by certificates of insurance (COI) and endorsements for every applicable insurance contract required by this Agreement. The COI's and policy endorsements must be delivered to the County Representative not less than ten (10) days prior to the commencement of any and all contractual Agreements between the County and the Respondent.

6. The County shall retain the right to reject all insurance contracts that do not meet the requirement of this Agreement. Further, the County reserves the right to change these insurance requirements with 60-day notice to the Respondent.

7. The insurance definition of Insured or Additional Insured shall include Subcontractor, Sub-subcontractor, and any associated or subsidiary companies of the Respondent, which are involved, and which is a part of the contract.

8. The County reserves the right at any time to require the Respondent to provide certified copies of any insurance policies to document the insurance coverage specified in this Agreement.

9. The designation of Respondent shall include any associated or subsidiary company which is involved and is a part of the contract and such, if any associated or subsidiary company involved in the project must be named in the Workers' Compensation coverage.

10. All insurance policies shall include a clause to provide 30 days written notice to Okaloosa County for any changes, cancellations or non-renewal of the policy, with the exception of 10 day notice for cancellation due to non-payment of premium. Such notice shall be given directly to the County Representative.

WORKERS' COMPENSATION INSURANCE

1. The Respondent shall secure and maintain during the life of this Agreement Workers' Compensation insurance for all of his employees employed for the project or any site connected with the work, including supervision, administration or management, of this project and in case any work is sublet, with the approval of the County, the Respondent shall require the Subcontractor similarly to provide Workers' Compensation insurance for all employees employed at the site of the project, and such evidence of insurance shall be furnished to the County not less than ten (10) days prior to the commencement of any and all sub-contractual Agreements which have been approved by the County.
2. Such insurance shall comply with the Florida Workers' Compensation Law.
3. No class of employee, including the Respondent himself, shall be excluded from the Workers' Compensation insurance coverage. The Workers' Compensation insurance shall also include Employer's Liability coverage.

BUSINESS AUTOMOBILE AND COMMERCIAL GENERAL LIABILITY INSURANCE

1. The Respondent shall maintain Business Automobile Liability insurance coverage throughout the life of this Agreement. The insurance shall include Owned, Non-owned & Hired Motor Vehicle coverage.

2. The Respondent shall carry other Commercial General Liability insurance against all other Bodily Injury, Property Damage and Personal and Advertising Injury exposures. The coverage shall include both On- and Off-Premises Operations, Contractual Liability, and Broad Form Property Damage.

3. All liability insurance (other than Professional Liability) shall be written on an occurrence basis and shall not be written on a claims-made basis. If the insurance is issued with an aggregate limit of liability, the aggregate limit of liability shall apply only to the locations included in this Agreement. If, as the result of any claims or other reasons, the available limits of insurance reduce to less than those stated in the Limits of Liability, the Respondent shall notify the County representative in writing. The Respondent shall purchase additional liability insurance to maintain the requirements established in this Agreement. Umbrella or Excess Liability insurance can be purchased to meet the Limits of Liability specified in this Agreement.

4. Commercial General Liability coverage shall be endorsed to include the following:
   1.) Premises – Operation Liability
   2.) Occurrence Bodily Injury and Property Damage Liability
   3.) Independent Contractor's Liability
   4.) Completed Operations and Products Liability

LIMITS OF LIABILITY

The insurance required shall be written for not less than the following, or greater if required by law and shall include Employer's liability with limits as prescribed in this contract:

		LIMIT
1.	Worker's Compensation	
	1.) State	Statutory
	2.) Employer's Liability	$100,000 each accident
2.	Business Automobile	$1,000,000 each occurrence (A combined single limit)
3.	Commercial General Liability	$1,000,000 each occurrence (A combined single limit)
4.	Personal and Advertising Injury	$250,000
5.	Professional Liability (E&O)	$1,000,000 (claims made)

NOTICE OF CLAIMS OR LITIGATION

The Respondent agrees to report any incident or claim that results from performance of this Agreement. The County representative shall receive written notice in the form of a detailed written report describing the incident or claim within ten (10) days of the Respondent's knowledge. In the event such incident or claim involves injury and/or property damage to a third

party, verbal notification shall be given the same day the Respondent becomes aware of the incident or claim followed by a written detailed report within ten (10) days of verbal notification.

INDEMNIFICATION & HOLD HARMLESS

To the fullest extent permitted by law, Respondent shall indemnify and hold harmless the County, its officers and employees from liabilities, damages, losses, and costs including but not limited to reasonable attorney fees, to the extent caused by the negligence, recklessness, or wrongful conduct of the Respondent and other persons employed or utilized by the Respondent in the performance of this contract.

Note: For respondent's convenience, this certification form is enclosed and is made a part of the bid package.

CERTIFICATE OF INSURANCE

1. Certificates of insurance, in duplicate, evidencing all required coverage must be submitted to and approved by Okaloosa County prior to the commencement of any of the work. The certificate holder(s) shall be as follows: Okaloosa County, 5479A Old Bethel Road, Crestview, Florida, 32536.

2. All policies shall expressly require 30 days written notice to Okaloosa County at the address set out above, or the cancellations of material alterations of such policies, and the Certificates of Insurance, shall so provide.

3. All certificates shall be subject to Okaloosa County's approval of adequacy of protection and the satisfactory character of the Insurer. County reserves the right to approve or reject all deductible/SIR above $10,000. The Certificates of Insurance shall disclose any and all deductibles or self-insured retentions (SIRs).

4. All deductibles or SIRs, whether approved by Okaloosa County or not, shall be the Respondent's full responsibility. In particular, the Respondent shall afford full coverage as specified herein to entities listed as Additional Insured.

5. In no way will the entities listed as Additional Insured be responsible for, pay for, be damaged by, or limited to coverage required by this schedule due to the existence of a deductible or SIR. Specific written approval from Okaloosa County will only be provided upon demonstration that the Respondent has the financial capability and funds necessary to cover the responsibilities incurred as a result of the deductible or SIR.

GENERAL TERMS

Any type of insurance or increase of limits of liability not described above which, the Respondent required for its own protection or on account of statute shall be its own responsibility and at its own expense.

The carrying of the insurance described shall in no way be interpreted as relieving the Respondent of any responsibility under this contract.

Should the Respondent engage a subcontractor or sub-subcontractor, the same conditions will apply under this Agreement to each subcontractor and sub-subcontractor.

The Respondent hereby waives all rights of subrogation against Okaloosa County and its consultants and other indemnities of the Respondent under all the foregoing policies of insurance.

UMBRELLA INSURANCE

The Respondent shall have the right to meet the liability insurance requirements with the purchase of an umbrella insurance policy. In all instances, the combination of primary and umbrella liability coverage must equal or exceed the minimum liability insurance limits stated in this Agreement.

The County reserves the right to require any other insurance coverage it deems necessary depending upon the exposures.

ARTICLE FIFTEEN
INDEMNIFICATION

15.1. The Consultant shall indemnify and hold harmless the County, and its officers and employees, from liabilities, damages, losses, and costs, including, but not limited to, reasonable attorneys' fees, to the extent caused by the negligence, recklessness, or intentionally wrongful conduct of the Consultant and other persons employed or utilized by the Consultant in the performance of the Contract.

15.2. Consultant acknowledges that the general conditions of any construction contract shall include language, satisfactory to the County's attorney, in which the contractor agrees to hold harmless and to defend County, Consultant, their agents and employees, from all suits and actions, including attorney's fees, and all costs of litigation and judgments of any name and description arising out of or incidental to the performance of the construction contract or work performed thereunder. County acknowledges that Consultant shall be expressly named as an indemnified party, and shall be held harmless, in the general conditions of any construction contract, and shall be named as an additional insured in any contractor's insurance policies.

15.3 The first ten dollars ($10.00) of remuneration paid to Consultant under this Contract shall be in consideration for the indemnification provided for in this section.
Consultant under this Contract shall be in consideration for the indemnification provided for in this section.

ARTICLE SIXTEEN
SUCCESSORS AND ASSIGNS

16.1. The County and the Consultant each binds itself and its successors, executors, administrators and assigns to the other party of this Contract and to the successors, executors, administrators and assigns of such other party, in respect to all covenants of this Contract. Except as above, neither the County nor the Consultant shall assign, sublet, convey or transfer its interest in this Contract without the written consent of the other. Nothing herein shall be construed as creating any personal liability on the part of any officer or agent of the County which may be a party hereto, nor shall it be construed as giving any rights or benefits hereunder to anyone other than the County and the Consultant.

ARTICLE SEVENTEEN
REMEDIES

17.1. This Contract shall be governed by the laws of the State of Florida. Any and all legal action necessary to enforce the Contract shall be held in Okaloosa County. No remedy herein conferred upon any party is intended to be exclusive of any other remedy, and each and every such remedy shall be cumulative and shall be in addition to every other remedy given hereunder or now or hereafter existing at law or in equity or by statute or otherwise. No single or partial exercise by any party of any right, power, or remedy hereunder shall preclude any other or further exercise thereof.

ARTICLE EIGHTEEN
CONFLICT OF INTEREST

18.1. The Consultant represents that it has no interest and shall acquire no interest, either direct or indirect, which would conflict in any manner with the performance of services required hereunder, as provided for in the Code of Ethics for Public Officers and Employees (Chapter 112, Part III, Florida Statutes). The Consultant further represents that no person having any interest shall be employed for said performance.

18.2. The Consultant shall promptly notify the County Representative, in writing, by certified mail, of all potential conflicts of interest for any prospective business association, interest or other circumstance which may influence or appear to influence the Consultant's judgment or quality of services being provided hereunder. Such written notification shall identify the prospective business association, interest or circumstance, the nature of work that the Consultant may undertake and request an informed determination from the County Representative as to whether the association, interest or circumstance would be viewed by the County Representative as constituting a conflict of interest if entered into by the Consultant. The County Representative agrees to notify the Consultant of its opinion by certified mail within thirty (30) days of receipt of notice by the Consultant. Such determination may be appealed to the Board of County Commissioners by the Consultant within thirty (30) days of the County Representative's notice to the Consultant. If, in the opinion of the County Representative or County, the prospective business association, interest or circumstance would not constitute a conflict of interest by the Consultant, the County Representative or County shall so state in the notice and the Consultant shall, at its option, enter into said association, interest or circumstance and it shall be deemed not in conflict of interest with respect to services provided to the County by the Consultant under the terms of this Contract.

ARTICLE NINETEEN
DEBT

19.1. The Consultant shall not pledge the County's credit or make it a guarantor of payment or surety for any contract, debt, obligation, judgment, lien or any form of indebtedness. The Consultant further warrants and represents that it has no obligation or indebtedness that would impair its ability to fulfill the terms of this Contract.

ARTICLE TWENTY
NONDISCRIMINATION

20.1. The Consultant warrants and represents that all of its employees are treated equally during employment without regard to race, color, religion, disability, sex, age, national origin, ancestry, marital status, or sexual orientation.

20.2 Additionally, (As per Executive Order 11246) Contractor may not discriminate against any employee or applicant for employment because of age, race, color, creed, sex, disability or national origin. Contractor agrees to take affirmative action to ensure that applicants are employed and that

employees are treated during employment without regard to their age, race, color, creed, sex, disability or national origin. Such action shall include but not be limited to the following: employment, upgrading, demotion or transfer, recruitment advertising, layoff or termination, rates of pay or other forms of compensation and selection for training including apprenticeship.

ARTICLE TWENTY-ONE
ENFORCEMENT COSTS

21.1. If any legal action or other proceeding is brought for the enforcement of this Contract, or because of an alleged dispute, breach, default or misrepresentation in connection with any provisions of this Contract, the successful or prevailing party or parties shall be entitled to recover reasonable attorney's fees, court costs and all expenses (including taxes) even if not taxable as court costs (including, without limitation, all such fees, costs and expenses incident to appeals), incurred in that action or proceeding, in addition to any other relief to which such party or parties may be entitled.

ARTICLE TWENTY-TWO
NOTICE

22.1. All notices required in this Contract shall be sent by certified mail, return receipt requested to the Consultant's Representative and the County Representative at the addresses shown on page one (1).

ARTICLE TWENTY-THREE
MODIFICATION OF SCOPE OF WORK

23.1. It is the intent of this Contract that County shall from time to time issue Notice to Proceeds for Consultant to perform work. Notice to Proceeds shall be duly approved by the County prior to issuance. Consultant shall expediently perform such work within the schedule indicated in the work order in accordance with Article Four above. Consultant shall timely cooperate with County Representative in negotiating the cost and schedule of said work orders prior to submission to the County for approval. The County reserves the right to make changes in the Scope of Work, including alterations, reductions therein or additions thereto. Upon receipt by the Consultant of the County's notification of a contemplated change, the Consultant shall, in writing: (1) provide a detailed estimate for the increase or decrease in cost due to the contemplated change, (2) notify the County of any estimated change in the completion date, and (3) advise the County if the contemplated change shall effect the Consultant's ability to meet the completion dates or schedules of this Contract.

23.2. If the County so instructs in writing, the Consultant shall suspend work on that portion of the Scope of Work or work order affected by a contemplated change, pending the County's decision to proceed with the change. Consultant shall be entitled to invoice County for that portion of the work completed prior to receipt of the written notice.

23.3. If the County elects to make the change, the County shall initiate a Contract Amendment and the Consultant shall not commence work on any such change until such written amendment is signed by the Consultant and the County.

ARTICLE TWENTY-FOUR
MODIFICATION

24.1. The County and the Consultant agree that this Contract together with the Exhibits hereto, sets forth the entire agreement between the parties, and that there are no promises or understandings other than

those stated herein. None of the provisions, terms and conditions contained in this Contract may be added to, modified, superseded or otherwise altered, except by written instrument executed by the parties hereto in accordance with Article Twenty Three - Modification of Scope of Work. In the event of any conflict or inconsistency between this Contract and the provisions in the incorporated Exhibits, the terms of this Contract shall supersede and prevail over the terms in the Exhibits.

ARTICLE TWENTY FIVE
MISCELLANEOUS

25.1. Consultant, in representing County, shall promote the best interest of County and each party agrees to assume toward the other party a duty of good faith and fair dealing.

25.2. No modification, waiver, suspension or termination of the Contract or of any terms thereof shall impair the rights or liabilities of either party.

25.3. This Contract is not assignable, in whole or in part, by Consultant without the prior written consent of County.

25.4. Waiver by either party of a breach of any provision of this Contract shall not be deemed to be a waiver of any other breach and shall not be construed to be a modification of the terms of this Contract.

25.5. The headings of the Articles, Schedules, Parts and Attachments as contained in this Contract are for the purpose of convenience only and shall not be deemed to expand, limit or change the provisions in such Articles, Schedules, Parts and Attachments.

25.6. This Contract, including the referenced Schedules and Attachments hereto, constitutes the entire agreement between the parties hereto and shall supersede, replace and nullify any and all prior agreements or understandings, written or oral, relating to the matter set forth herein, and any such prior agreements or understanding shall have no force or effect whatever on this Contract.

25.7 Consultant, acknowledges that it shall comply with all applicable Federal law, regulations, executive orders, State laws and regulations and local laws, ordinances and regulations as it pertains to services being rendered under this contract.

25.8 Consultant acknowledges that some federal funds may be utilized in the course of services being performed under this agreement, as such, consultant agrees that it shall adhere to all necessary federal regulations, including those as set forth in Exhibit "C" (additional Federal Requirements). Further, the Consultant acknowledges that the Federal government is not a party to this agreement and is not subject to any obligations or liabilities to the non-Federal entity, Consultant, or any other party pertaining to any matter resulting from this Contract.

ARTICLE TWENTY SIX
MINORITY/WOMEN"S BUSINESS ENTERPRISES

26.1 The Consultant must take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible, in accordance with 2CFR 200.321. If subcontracts are to be let, prime contractor will require compliance by all sub-contractors. Prior to contract award, the contractor shall document efforts to utilize M/WBE firms including what firms were solicited as suppliers and/or subcontractors as applicable and submit this information with their bid submittal. Information regarding certified M/WBE firms can be obtained from:

Florida Department of Management Services (Office of Supplier Diversity)
Florida Department of Transportation
Minority Business Development Center in most large cities and
Local Government M/DBE programs in many large counties and cities

ARTICLE TWENTY SEVEN
PROCUREMENT OF RECOVERED MATERIALS

27.1 Consultant must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds $10,000 or the value of the quantity acquired during the preceding fiscal year exceeded $10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

ARTICLE TWENTY EIGHT
ENVIRONMENTAL AND ENERGY POLICIES

28.1 The Consultant shall comply with mandatory standards and policies relating to energy efficiency, stating in the state energy conservation plan issued in compliance with the Energy Policy and Conservation act. (Pub. L. 94-163, 89 Stat. 871) [53 FR 8078, 8087, Mar. 11, 1988, as amended at 60 FR 19639, 19645, Apr. 19, 1995].

28.2 Clean Air Act.

a. The Consultant agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act, as amended, 42 U.S.C. § 7401 et seq.

b. The Consultant agrees to report each violation to the County and understands and agrees that the County will, in turn, report each violation as required to assure notification to the State of Florida, Federal Emergency Management Agency, and the appropriate Environmental Protection Agency Regional Office.

c. The Consultant agrees to include these requirements in each subcontract exceeding $150,000 financed in whole or in part with Federal assistance under this Contract.

28.3 Federal Water Pollution Control Act.

a. The Consultant agrees to comply with all applicable standards, orders or regulations issued pursuant to the Federal Water Pollution Control Act, as amended, 33 U.S.C. 1251 et seq.

b. The Consultant agrees to report each violation to the County and understands and agrees that the County will, in turn, report each violation as required to assure notification to the State of Florida, Federal Emergency Management Agency, and the appropriate Environmental Protection Agency Regional Office.

c. The Consultant agrees to include these requirements in each subcontract exceeding $150,000 financed in whole or in part with Federal assistance under this Contract.

ARTICLE TWENTY NINE
FEDERAL SUSPENSION AND DEBARMENT

29.1 This Agreement may be covered in part as transaction for purposes of 2 C.F.R. pt. 180 and 2 C.F.R. pt. 3000. As such the Consultant is required to verify that none of the contractor, its principals (defined at 2 C.F.R. § 180.995), or its affiliates (defined at 2 C.F.R. § 180.905) are excluded (defined at 2 C.F.R. § 180.940) or disqualified (defined at 2 C.F.R. § 180.935).

a. The Consultant must comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C and must include a requirement to comply with these regulations in any lower tier covered transaction it enters into.

b. This certification is a material representation of fact relied upon by the County. If it is later determined that the Consultant did not comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C, in addition to remedies available to the State of Florida and the County, the Federal Government may pursue available remedies, including but not limited to suspension and/ or debarment.

c. The Consultant agrees to comply with the requirements of 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C while this offer is valid and throughout the period of any contract that may arise from this offer. The Contractor further agrees to include a provision requiring such compliance in its lower tier covered transactions.

ARTICLE THIRTY
LOBBYING

30.1 Byrd Anti-Lobbying Amendment. Consultant who apply or bid for an award of $100,000 or more shall file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant, or any other award covered by 31 U.S.C. § 1352. Each tier shall also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the recipient.

ARTICLE THIRTY ONE
THIRD PARTY BENEFICIARIES

31.1 It is specifically agreed between the parties executing this Contract that it is not intended by any of the provisions of any part of the Contract to create in the public or any member thereof, a third party beneficiary under this Contract, or to authorize anyone not a party to this Contract to maintain a suit for personal injuries or property damage pursuant to the terms or provisions of this Contract

ARTICLE THIRTY TWO
SEVERABILITY

32.1. If any term or provision of this Contract, or the application thereof to any person or circumstances shall, to any extent, be held invalid or unenforceable, the remainder of this Contract, or the application of such term or provision, to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected, and every other term and provision of this Contract shall be deemed valid and enforceable to the extent permitted by law.

ARTICLE THIRTY THREE
REPRESENTATION OF AUTHORITY TO CONTRACT/SIGNATORY

33.1 The individual signing this Contract on behalf of Taylor Engineering, Inc. represents and warrants that he or she is duly authorized and has legal capacity to execute and deliver this Contract. The signatory represents and warrants to the County that the execution and delivery of this Contract and the performance of Taylor Engineering, Inc. obligations hereunder have been duly authorized and that the Agreement is a valid and legal agreement binding on the Consultant and enforceable in accordance with its terms.

IN WITNESS WHEREOF, the parties hereto have set their hands and official seals the day and year first above written.

CONSULTANT

Authorized Representative

James N. Marino, P.E., D.CE
(Printed)

BOARD OF COUNTY COMMISSIONERS OF OKALOOSA COUNTY, FLORIDA

Carolyn N. Ketchel, Chairman

Date: 10/4/2017

ATTEST:

J.D. Peacock II, Clerk

Date: 10/4/17

SCHEDULE A
BASIS OF COMPENSATION

1. As consideration for providing Services set forth herein Article Two of the Contract for Professional Consulting Services, the County agrees to pay, and Consultant agrees to accept, fees as indicated below:

PAYMENT - The contract consists of fixed hourly costs for all positions required to complete projects as set forth in Exhibit "B" (Request for Qualification (RFQ) and Respondent's Acknowledgement).

Each specific project will be negotiated relative to the number of hours required by each position to accomplish the scope of work. A task order will be executed for each specific project and engineering costs will be based on time and expenses with a not to exceed limit based on the negotiated hours and expenses.

The Contractor will be paid for their services provided in accordance with the terms and conditions of this contract and attached Exhibit "B" (Request for Qualification (RFQ) and Respondent's Acknowledgement). The maximum contract sum payable by the County to Contractor for services performed under this Agreement shall not exceed $500,000.00 for the initial three-year term of this contract, the Contractor certifies that if the cap is exceeded it is at its own risk.

Additionally, for any option to renew mutually agreed to by the parties, the maximum rate of increase to the contract price shall be either an increase of 3% of the current pricing within this agreement or an increase in accordance with the most recently published Consumer Price Index for All Urban Consumers (CPI-U) for the South, published by the U.S. Bureau of Labor Statistics, whichever is less.

2. Reimbursable costs shall mean the actual expenditures made by the Consultant while providing Services, in the interest of the Project, and may include the following items:

a. Expenses for preparation, reproduction, photographic production techniques, postage and handling of drawings, specifications, bidding documents and similar Project-related items.

b. When authorized in advance by County, except as specifically otherwise provided herein, the expense of overtime work requiring higher than regular rates.

c. Expenses for renderings, models and mock-ups requested by County.

3. Unless approved by the County in advance, reimbursable costs shall not include the following:

a. Transportation and subsistence, including transportation and subsistence expenses incidental to out-of-town travel required by Consultant and directed by County, other than visits to the Project Site or County's office.

b. Consultant overhead including field office facilities.

c. Overtime not authorized by County.

d. Expenses for copies, reproductions, postage, handling, express delivery, and long distance communications not required for a Project.

4. Payments will be made for services rendered on no more than on a monthly basis, within thirty (30) days of submittal of an approvable invoice. The number of the Notice to Proceed pursuant to which the services have been provided shall appear on all invoices. All invoices shall be reasonably substantiated, identify the services rendered and must be submitted in triplicate in a form and manner required by County.

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Exhibit "A"

TAYLOR ENGINEERING, INC.

Delivering Leading-Edge Solutions

TAYLOR ENGINEERING, INC.
SCHEDULE OF BURDENED HOURLY RATES AND FEES
Okaloosa County Coastal and Environmental Engineering Services
Effective August 2017 to July 2020

LABOR RATES*

*Labor rates are effective for three years from the date of the contract. If the contract is extended beyond the initial 3-year term, labor rates will increase by the Consumer Price Index (CPI) as published by the Bureau of Labor Statistics, the base of which is 244.786 as of July 2017.

Taylor Engineering, Inc.

Labor Category	Burdened Hourly Rate
Director/Program Manager	$167
Senior Professional/Project Manager	153
Project Professional	115
Staff Professional	90
Technical Editor	90
Sr. CAD Technician/GIS Analyst	140
Project CAD Technician/GIS Analyst	110
Staff CAD Technician/GIS Analyst	65
Administrative/Document Prep	57
Intern	45

American Vibracore Services

Labor Category	Burdened Hourly Rate
Staff Engineer/Geologist/Scientist	$ 90
Project Engineer/Geologist/Scientist	111
Senior Project Engineer/Geologist/Scientist	165
Principal Engineer/Geologist	237
Captain	120
Deckhand	75
Vibracore Crew	315
Clerical	54

ESA Scheda

Labor Category	Burdened Hourly Rate
Expert Witness	$175
Principal Scientist	160
Senior Scientist IV	135
Senior Scientist III	125
Senior Scientist II	110
Senior Scientist I	100
Environmental Scientist II/III	90
Environmental Scientist I	85
Senior CAD Designer	85
GIS Specialist	80
Environmental Technician	60
Clerical	55

Gustin, Cothern & Tucker, Inc.

Labor Category	Burdened Hourly Rate
Principal	$175
Surveyor	125
Project Designer/Manager	125
Senior Survey Technician/AutoCAD	95
Senior Survey Technician/Survey Coordinator	95
Survey Technician/AutoCAD	75
Survey Technician	75
Administration	60
2 Man Survey Crew (equipment & supplies)	160
3 Man Survey Crew (equipment & supplies)	175
GPS RTK Crew (1 man, Base, Rover, equipment & supplies)	100
GPS RTK Crew (2-Man, Base, Rover, equipment & supplies)	180
GPS RTK Crew (3-Man, Base, 2 Rovers, equipment & supplies)	275
GPS Static Crew (4-Man, 4 receivers, 4 Vehicles, equip & supp)	400
Single Beam Hydro Crew (2-Man with necessary equipment)	210
Multibeam Hydro Crew (2-Man with necessary equipment)	300
Certified Hydrographer	95

Morgan & Eklund, Inc.

Office Personnel	**Unit Rate**
Chief Surveyor/PSM	$140/hr.
Project Surveyor/Manager/PSM	95/hr.
Senior Survey Computer Technician (CAD/ Processing)	85/hr.
Survey Technician (CAD / Processing)	75/hr.
Administrative Assistant (Research – Clerical)	50/hr.
Field Personnel:	
Field Operations Supervisor	$95/hr.
Four Man Survey Crew	175/hr.
Three Man Survey Crew	150/hr.
Two Man Survey Crew	120/hr.
Survey Technician (Field)	65/hr.
Survey Equipment:	
26' Parker Survey Boat	$500/day
Digital Fathometer	85/day
Motion Compensator	200/day
Hypack Navigation Software & Computer	50/day
Submersible Tide Gauge	50/day
Polaris 6 WD Beach Vehicle	75/day
Multi Beam System	750/day
16' Lowe Survey Boat	225/day
Trimble RTK	450/day

GPI Geospatial, Inc. (formerly American Cartographics of America, Inc.)

Labor Category	**Burdened Hourly Rate**
Aircraft Pilot	$179
Sensor Operator	108
Flight Crew	287
Analyst	165
Specialist	275
QA/QC	273
Survey Helper	74
Instrument Man	96
Party Chief	126
Technician	117
2-Person Survey Crew	222

Genesis Group

Labor Category	Burdened Hourly Rate
Engineers	
Principal/Officer – Professional Engineer	$225
Senior Professional Engineer	165
Professional Engineer	120
Project Engineer	105
Engineer Intern	85
Graduate Engineer	70
Technicians	
Supervisory Technician	$115
Senior Technician	85
Design Technician	65
Technician	45
Technician Trainee	35
GIS	
Senior Spatial Analyst	$110
Spatial Analyst	95
GIS Specialist	70
Landscape Architects	
Senior Professional Landscape Architect	$120
Project Manager Landscape Architect	110
Professional Landscape Architect	105
Planners	
Senior Planner	$135
Planning Project Manager	100
Professional Planner	90
Project Planner	85
Administration	
Programmer / Web Designer	$125
Executive Administrative Assistant	90
Senior Administrative Assistant	70
Administrative Assistant	60
Office Assistant	45

LMJ

Drilling/Field Services		Unit Rate
Mobilization	0-25 Mi	$400/ea
(Round Trip from Pensacola Office)	26-75 Mi	$475/ea
	76-125 Mi	$550/ea
Standard Penetration Test Borings	0-40 Ft	$14/ft
	41-80 Ft	$16/ft
	81-120 Ft	$19/ft
Tripod Borings	0-30 Ft	$20/ft
	31-60 Ft	$23/ft
Mobilization of Waterborne Drilling Platform	0-125 Mi	$1,350/ea
Waterborne Drilling Platform Rental		$1,050/day
Waterborne Drill Crew		$1,400/day
Auger/Probe Borings		$13/day
2-Man Drill Crew Mileage		$1/mi
All Terrain Machine Rental		$270/day
Difficult Moving Time (Clearing, Matting, Hand Carry, Etc.)		$150/hr
Obtain Undisturbed/Shelby Tube Sample		$90/hr
Engineering Technician (Locate Borings & Clear Utilities)		$55/hr

Laboratory Testing Services	
Water Content	$16/ea
Sieve Analysis (ASTM C136)	$80/ea
FDEP Sieve Analysis	$90/ea
Organic Content	$55/ea
Wash #200 Sieve	$37/ea
Atterberg Limits (Inc. Moisture Content)	$105/ea
Permeability & Sieve (Unit Weight, Moisture & Porosity)	$160/ea
Carbonate Content (FM5-514)	$70/ea

Engineering Services	
Senior Principal Geotechnical Engineer	$160/hr
Principal Geotechnical Engineer	$145/hr
Senior Geotechnical Engineer	$130/hr
Project Engineer	$115/hr
Project Manager	$105/hr
CAD Technician	$60/hr

REIMBURSABLE EXPENSES

Expense	**Reimbursable Rate**
Travel:	
Lodging	At cost, not to exceed GSA per diem rates at time of travel
Airfare (coach class)	At cost
Mileage	IRS rates at time of travel
Meals	Up to $41/day**
Car rentals	At cost
Miscellaneous (tolls, parking, taxis, etc.)	At cost
Other Direct Expenses:	
Subconsultants	At cost
Computer Usage	Included in Labor Rates
Telephone	Included in Labor Rates
Miscellaneous External Costs (field supplies, data, etc.)	At cost

** Meals will be reimbursed per Florida Statutes §112.061(5)-(6) for Class A, B or C travel

Exhibit "B"

REQUEST FOR QUALIFICATIONS (RFQ) & RESPONDENTS ACKNOWLEDGEMENT

RFQ TITLE: Coastal and Environmental Engineer Services	**RFQ NUMBER:** RFQ TDD 54-17	
LAST DAY FOR QUESTIONS:	May 24th, 2017	2:00 P.M. CST
RFQ DUE DATE & TIME:	June 5th, 2017	4:00 P.M. CST

NOTE: QUALIFICATIONS RECEIVED AFTER THE REQUEST FOR QUALIFICATIONS OPENING DATE & TIME WILL NOT BE CONSIDERED.

Okaloosa County, Florida solicits your company to submit a qualifications on the above referenced goods or services. All terms, specifications and conditions set forth in this RFQ are incorporated into your response. Qualifications will not be accepted unless all conditions have been met. All qualifications must have an authorized signature in the space provided below. All envelopes containing sealed qualifications must reference the "RFQ Title", "RFQ Number" and the "RFQ Due Date and Time". Okaloosa County is not responsible for lost or late delivery of qualifications by the U.S. Postal Service or other delivery services used by the respondent. Neither faxed nor electronically submitted documents will be accepted. Qualifications may not be withdrawn for a period of sixty (60) days after the opening of qualifications unless otherwise specified.

RESPONDENT ACKNOWLEDGEMENT FORM BELOW MUST BE COMPLETED, SIGNED, AND RETURNED AS PART OF YOUR QUALIFICATIONS. QUALIFICATIONS WILL NOT BE ACCEPTED WITHOUT THIS FORM, SIGNED BY AN AUTHORIZED AGENT OF THE RESPONDENT.

COMPANY NAME: Taylor Engineering, Inc.

MAILING ADDRESS: 1221 Airport Road, Suite 210

CITY, STATE, ZIP: Destin, Florida 32541

FEDERAL EMPLOYER'S IDENTIFICATION NUMBER (FEIN): 58-2850478

TELEPHONE NUMBER: 850-460-7040 EXT: _____ FAX: 850-460-7042

EMAIL: jmarino@taylorengineering.com

I CERTIFY THAT THIS SUBMITTAL IS MADE WITHOUT PRIOR UNDERSTANDING, AGREEMENT, OR CONNECTION WITH ANY OTHER RESPONDENT SUBMITTING FOR THE SAME MATERIALS, SUPPLIES, EQUIPMENT OR SERVICES, AND IS IN ALL RESPECTS FAIR AND WITHOUT COLLUSION OR FRAUD. I AGREE TO ABIDE BY ALL TERMS AND CONDITIONS OF THIS SOLICITATION AND CERTIFY THAT I AM AUTHORIZED TO SIGN THESE DOCUMENTS FOR THE RESPONDENT.

AUTHORIZED SIGNATURE: _____ TYPED OR PRINTED NAME: James N. Marino

TITLE: President DATE: 05/19/17

Rev: September 22, 2014

NOTICE TO RESPONDENTS
RFQ TDD 54-17

The Okaloosa County Board of County Commissioners request qualifications from interested respondents detailing their qualifications and experience to provide **Coastal and Environmental Engineer Services.**

Interested respondents desiring consideration shall provide an original and six (6) copies (total of 7 copies) of their Request for Qualifications (RFQ) response with the respondent's areas of expertise identified. Submissions shall be portrait orientation, unbound, and 8 ½" x 11" where practical.
All originals must have original signatures in blue ink.

Qualification documents are available for download by accessing the Okaloosa County website at http://www.co.okaloosa.fl.us/purchasing/home then accessing the link "View Current Solicitations" or by accessing the Florida Purchasing Group website at http://www.floridabidsystem.com/Bids/ViewOpenSolicitations.asp.

RFQs must be delivered to the Okaloosa County Purchasing Department at the address below no later than **4:00 p.m., June 19th, 2017** in order to be considered. All qualifications received after the stated time and date will be returned unopened and will not be considered.

All qualifications must be in sealed envelopes reflecting on the outside thereof **"Coastal and Environmental Engineer Services".** Failure to mark outside of the envelope as set forth herein shall result in the submittal not being considered.

The County reserves the right to award to the firm with a resulting negotiated agreement that is most advantageous and in the best interest of Okaloosa County, and to waive any irregularity or technicality. Okaloosa County shall be the sole judge of the submittal and the resulting negotiated agreement that is in its best interest and its decision will be final.

NOTE: Crestview, FL is not a next day guaranteed delivery location by most delivery services. Respondents using mail or delivery services assume all risks of late or non-delivery.

All submittals should be addressed as follows:

Coastal and Environmental Engineer Services
Okaloosa County Purchasing Department
5479A Old Bethel Road
Crestview, FL 32536

Greg Kisela
Purchasing Director

5/26/17
Date

OKALOOSA COUNTY
BOARD OF COUNTY COMMISSIONERS

Carolyn N. Ketchel
Chairman

QUALIFICATION REQUIREMENTS

PROPOSAL #: RFQ TDD 54-17

PROPOSAL ITEM: Coastal and Environmental Engineer Services

BACKGROUND

Through this Request for Qualifications ("RFQ") the County, is seeking qualified consultants capable of providing professional coastal and environmental engineering services in a timely and efficient manner to meet the County's, coastal, marine, environmental and natural resource management needs. Depending on the project, consultants may work in conjunction with the County's technical staff and/or other consultants hired by the County as part of a project team. In the conduct of these activities, the County requires the assistance of specialized knowledge, expertise, and state-of-the-art techniques that are beyond the capabilities of its own staff and resources. Requested services may involve an entire project, several projects and part of a project or for any project phase. This RFQ is issued pursuant to section 287.055, Florida Statutes, known as the Consultant Competitive Negotiation Act (CCNA).

The County reserves the right to award multiple contracts for three year periods for services as needed. In addition, the County shall have the option to annually extend the term up to two additional years. The County does not guarantee the contract renewals.

Note: Statements of Qualifications shall be limited to 10 to 15-single sided pages

SCOPE OF WORK

The Scope of Work is to be used as a general guide and is not intended to be a complete list of all work that may be required. Firms offering their services in response to this RFQ may suggest other services provided that such other services are specifically and separately identified as such, with an explanation as to why the respondent believes such services to be essential to the needs of the County.

The selected, as-needed consultants will provide comprehensive coastal and environmental engineering services (e.g., site engineering, landscape, civil, geotechnical, design-related environmental, data management), to support the County in its on-going efforts to effectively protect and maintain its varied coastal environment. Design and engineering services may be related to the following types of activities and facilities:

- Beach Restoration
- Marine Resources
- Dredging
- Piling – marine and land based
- Seawall, breakwaters and other erosion control structures
- Environmental restoration
- Engineering cost estimates
- Specification preparation
- Peer Reviews
- Second Opinions
- Shoreline Protection
- Geotechnical Engineering
- Cost Estimating

- Project Management
- Scheduling
- Aerial/Photogrammetric Services
- Surveying
- Community Relations

Selected Consultants must have sufficient staff to assure availability in handling several projects simultaneously for task continuity, prompt delivery of services and completion of assign tasks. Depending on the project assignment, consultants may work in conjunction with the County technical staff and/or other consultants hired by the County as part of a project team.

General Standards of Work - The actual scope of work and specific assignments will be determined on an as-needed basis.

Proposals **MUST** include qualifications and work experience for all proposed team members.

Proposals **MUST** be submitted in the format described below:

1. Letter of Interest including information on location of the firm's office that will be the lead office for this contract.

A. Name:
Name of Business:
Address:
City, State, Zip Code

Business #:
Fax #:
E-mail Address:

2. **Business Credentials** – Provide a synopsis of the proposer's qualifications, to include specific capabilities.

3. **Registration** – State of Florida licensing/registration qualifications (if required) of the proposer's personnel and business office. Provide copies of same.

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SELECTION CRITERIA

The selection of a firm to provide professional services will be based on the following criteria:

1. Experience in design/permitting and construction management of beach restoration projects. **(20 Points)**
2. Experience in design/permitting and construction management of environmental projects including restoration and living shoreline projects **(20 Points)**
3. Experience in design/permitting and construction management of seawalls, breakwaters and other erosion control structures **(10 Points)**
4. Experience in evaluating coastal inlet hydrodynamics, morphology and structures **(10 Points)**
5. Current workload and capability of personnel to provide desired service **(10 Points)**
6. Experience in design/permitting and construction management of artificial reefs. **(15 Points)**
7. Location of personnel supporting this effort and physical proximity to respond to Tourist Development Department administration questions and concerns is considered to be a key factor. Maximum points will be awarded for project management staff located within 150 miles of Okaloosa County. Respondents have ninety (90) days after Notice of Award of contract to complete this provision. This radius would allow response to emergency issues or short notice meetings within a half day or the following morning without significant per diem requirements. **(15 Points)**

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INSURANCE REQUIREMENTS

REVISED: 02/09/16

BONDING REQUIREMENTS

No bonding required.

RESPONDENT'S INSURANCE

1. The RESPONDENT shall not commence any work in connection with this Agreement until he has obtained all required insurance and such insurance has been approved by the Okaloosa County Risk Management Director or designee.

2. All insurance policies shall be with insurers licensed to do business in the State of Florida.

3. All insurance shall include the interest of all entities names in and its respective agents, consultants, servants and employees of each and all other interests as may be reasonably required by Okaloosa County as Additional Insured. The coverage afforded the Additional Insured under this policy shall be primary insurance. If the Additional Insured have other insurance that is applicable to the loss, such other insurance shall be on an excess or contingent basis. The amount of the company's liability under this policy shall not be reduced by the existence of such other insurance.

4. The County of Okaloosa shall be listed as Additional Insured by policy endorsement on all insurance contracts applicable to this Agreement except Workers' Compensation and Professional Liability.

5. The County of Okaloosa shall be furnished proof of coverage by certificates of insurance (COI) and endorsements for every applicable insurance contract required by this Agreement. The COI's and policy endorsements must be delivered to the County Representative not less than ten (10) days prior to the commencement of any and all contractual agreements between the County of Okaloosa and the RESPONDENT.

6. The County shall retain the right to reject all insurance contracts that do not meet the requirement of this Agreement. Further, the County reserves the right to change these insurance requirements with 60-day notice to the RESPONDENT.

7. The insurance definition of Insured or Additional Insured shall include Subcontractor, Sub-subcontractor, and any associated or subsidiary companies of the RESPONDENT, which are involved, and which is a part of the contract.

8. The County reserves the right at any time to require the RESPONDENT to provide certified copies of any insurance policies to document the insurance coverage specified in this Agreement.

9. The designation of RESPONDENT shall include any associated or subsidiary company which is involved and is a part of the contract and such, if any associated or subsidiary company involved in the project must be named in the Workers' Compensation coverage.

10. All policies shall be written so that the County will be notified of cancellation or restrictive amendments at least thirty (30) days prior to the effective date of such cancellation or amendment. Such notice shall be given directly to the County Representative.

WORKERS' COMPENSATION INSURANCE

1. The RESPONDENT shall secure and maintain during the life of this agreement Workers' Compensation insurance for all of his employees employed for the project or any site connected with the work, including supervision, administration or management, of this project and in case any work is sublet, with the approval of the County of Okaloosa, the RESPONDENT shall require the Subcontractor similarly to provide Workers' Compensation insurance for all employees employed at the site of the project, and such evidence of insurance shall be furnished the County of Okaloosa not less than ten (10) days prior to the commencement of any and all sub-contractual agreements which have been approved by the County of Okaloosa.

2. Such insurance shall comply with the Florida Workers' Compensation Law.

3. No class of employee, including the RESPONDENT himself, shall be excluded from the Workers' Compensation insurance coverage. The Workers' Compensation insurance shall also include Employer's Liability coverage.

4. If any operations in connection with this solicitation are to be undertaken on or about navigable waters, coverage under the Longshore and Harbor Workers' Compensation Act and if applicable, the Jones Act, must be provided with limits in accordance with Federal Law.

BUSINESS AUTOMOBILE AND COMMERCIAL GENERAL LIABILITY INSURANCE

1. The RESPONDENT shall maintain Business Automobile Liability insurance coverage throughout the life of this Agreement. The insurance shall include Owned, Non-owned & Hired Motor Vehicle coverage.

2. The RESPONDENT shall carry other Commercial General Liability insurance against all other Bodily Injury, Property Damage and Personal and Advertising Injury exposures. The coverage shall include both On-and Off-Premises Operations, Contractual Liability, Broad Form Property Damage, and Professional Liability.

3. All liability insurance (other than Professional Liability) shall be written on an occurrence basis and shall not be written on a claim-made basis. If the insurance is issued with an aggregate limit of liability, the aggregate limit of liability shall apply only to the locations included in this Agreement. If, as the result of any claims or other reasons, the available limits of insurance reduce to less than those stated in the Limits of Liability, the RESPONDENT shall notify the County representative in writing. The RESPONDENT shall purchase additional liability insurance to maintain the requirements established in this Agreement. Umbrella or Excess Liability insurance can be purchased to meet the Limits of Liability specified in this Agreement.

4. Commercial General Liability coverage shall be endorsed to include the following:

1.) Premises – Operation Liability
2.) Occurrence Bodily Injury and Property Damage Liability
3.) Independent Respondent's Liability
4.) Completed Operations and Products Liability

5. RESPONDENT shall agree to keep in continuous force Commercial General Liability coverage including Completed Operations and Products Liability for two (2) years beyond acceptance of project.

LIMITS OF LIABILITY

The insurance required shall be written for not less than the following, or greater if required by law and shall include Employer's liability with limits as prescribed in this contract:

		LIMIT
1.	Worker's Compensation 1.) State and if applicable, coverage under the Longshore Harbor Workers Act and Jones Act	Statutory and Federal Regulations
	2.) Employer's Liability	$100,000 each accident
2.	Business Automobile & Commercial General Liability Insurance	$5,000,000 each occurrence (A combined single limit)
3.	Personal and Advertising Injury	$250,000
4.	Professional Liability	$1,000,000 each occurrence (A combined single limit)

NOTICE OF CLAIMS OR LITIGATION

The RESPONDENT agrees to report any incident or claim that results from performance of this Agreement. The County representative shall receive written notice in the form of a detailed written report describing the incident or claim within ten (10) days of the RESPONDENT's knowledge. In the event such incident or claim involves injury and/or property damage to a third party, verbal notification shall be given the same day the RESPONDENT becomes aware of the incident or claim followed by a written detailed report within ten (10) days of verbal notification.

INDEMNIFICATION & HOLD HARMLESS

To the fullest extent permitted by law, RESPONDENT shall indemnify and hold harmless COUNTY, its officers and employees from liabilities, damages, losses, and costs including but not limited to reasonable attorney fees, to the extent caused by the negligence, recklessness, or intentional wrongful conduct of the RESPONDENT and other persons employed or utilized by the RESPONDENT in the performance of this contract.

Note: For respondent's convenience, this certification form is enclosed and is made a part of the bid package.

CERTIFICATE OF INSURANCE

1. Certificates of insurance, in duplicate, indicating the job site and evidencing all required coverage must be submitted to and approved by Okaloosa County prior to the commencement of any of the work. The certificate holder(s) shall be as follows:

   Okaloosa County
   5479A Old Bethel Road
   Crestview, Florida 32536

2. All policies shall expressly require 30 days written notice to Okaloosa County at the address set out above, or the cancellations of material alterations of such policies, and the Certificates of Insurance, shall so provide.

3. All certificates shall be subject to Okaloosa County's approval of adequacy of protection and the satisfactory character of the Insurer. County reserves the right to approve or reject all deductible/SIR above $10,000.

4. The Certificates of Insurance shall disclose any and all deductibles or self-insured retentions (SIRs). County requests that all deductibles or SIRs be no greater than $10,000. However, RESPONDENTS having insurance with higher deductibles may submit a bid without penalty reflecting the pricing for their deductible provided that RESPONDENT also submits a brief company financial statement.

5. All deductibles or SIRs, whether approved by Okaloosa County or not, shall be the RESPONDENT's full responsibility. In particular, the RESPONDENT shall afford full coverage as specified herein to entities listed as Additional Insured.

6. In no way will the entities listed as Additional Insured be responsible for, pay for, be damaged by, or limited to coverage required by this schedule due to the existence of a deductible or SIR. Specific written approval from Okaloosa County will only be provided upon demonstration that the RESPONDENT has the financial capability and funds necessary to cover the responsibilities incurred as a result of the deductible or SIR.

7. In the event of failure of the RESPONDENT to furnish and maintain said insurance and to furnish satisfactory evidence thereof, Okaloosa County shall have the right (but not the obligation) to take out and maintain insurance on the project. All costs for the coverage will be paid by RESPONDENT upon presentation of a bill.

GENERAL TERMS

Any type of insurance or increase of limits of liability not described above which, the RESPONDENT required for its own protection or on account of statute shall be its own responsibility and at its own expense.

The carrying of the insurance described shall in no way be interpreted as relieving the RESPONDENT of any responsibility under this contract.

Should the RESPONDENT engage a subcontractor or sub-subcontractor, the same conditions will apply under this agreement to each subcontractor and sub-subcontractor.

The RESPONDENT hereby waives all rights of subrogation against Okaloosa County and its consultants and other indemnities of the RESPONDENT under all the foregoing policies of insurance.

UMBRELLA INSURANCE

The RESPONDENT shall have the right to meet the liability insurance requirements with the purchase of an umbrella insurance policy. In all instances, the combination of primary and umbrella liability coverage must equal or exceed the minimum liability insurance limits stated in this agreement.

GENERAL QUALIFICATIONS CONDITIONS

1. **PRE-QUALIFICATION ACTIVITY -**

Addendum - Except as provided in this section, respondents are prohibited from contacting or lobbying the County, County Administrator, Commissioners, County staff, and Review Committee members, or any other person authorized on behalf of the County related or involved with the solicitation. All inquiries on the scope of work, specifications, additional requirements, attachments, terms and general conditions or instructions, or any issue must be directed in writing, by US mail or email to:

Okaloosa County Purchasing Department
5479A Old Bethel Road
Crestview, FL 32536
Email: myoung@co.okaloosa.fl.us
(850)689-5960

All questions or inquiries must be received no later than the last day for questions (reference RFQ & Respondent's Acknowledgement form). Any addenda or other modification to the bid documents will be issued by the County five (5) days prior to the date and time of bid closing, as a written addenda distributed to all prospective respondents by posting to the Florida Online Bid System (Florida Purchasing Group) and the Okaloosa County Web Site.

To access the Florida Online Bid System go to: www.floridabidsystem.com. To access the Okaloosa County Web Site go to: http://www.co.okaloosa.fl.us/purchasing/current-solicitations.

Such written addenda or modification shall be part of the RFQ documents and shall be binding upon each respondent. Each respondent is required to acknowledge receipt of any and all addenda in writing and submit with their documents. No respondent may rely upon any verbal modification or interpretation.

2. **PREPARATION OF QUALIFICATIONS** – Qualifications which contain any omissions, erasures, alterations, additions, irregularities of any kind, or items not called for which shall in any manner fail to conform to the conditions of public notice requesting qualifications may be rejected.

A. Qualifications submitted by a corporation shall be executed in the corporate name by the president or a vice president or other corporate officer who has legal authority to sign.

B. Qualifications submitted by a partnership shall be executed in the partnership name and signed by a partner (whose title must appear under the signature). The official address of the partnership shall be shown below the signature.

C. Qualifications submitted by a limited liability company shall be executed in the name of the firm by a member and accompanied by evidence of authority to sign. The state of formation of the firm and the official address of the firm must be shown below the signature.

D. Qualifications submitted by an individual shall show the respondent's name and official address.

E. Qualifications submitted by a joint venture shall be executed by each joint venture in the manner indicated in the Request for Qualification. The official address of the joint venture must be shown below the signature.

F. All signatures shall be in blue ink. All names shall be typed or printed below the signature.

G. The submittal shall contain an acknowledgement of receipt of all Addenda, the numbers of which shall be filled in on the form. The address and telephone # for communications regarding the submittal shall be shown.

H. If the respondent is an out-of-state corporation, the submittal shall contain evidence of respondent's authority and qualification to do business as an out-of-state corporation in the State of Florida.

3. **INTEGRITY OF QUALIFICATIONS DOCUMENTS** - Respondents shall use the original qualification documents provided by the Purchasing Department and enter information only in the spaces where a response is requested. Respondents may use an attachment as an addendum to the qualification documents t if sufficient space is not available. Any modifications or alterations to the original solicitation documents by the respondent, whether intentional or otherwise, will constitute grounds for rejection of submittal. Any such modifications or alterations that a respondent wishes to propose must be clearly stated in the respondent's response and the form of an addendum to the original documents.

4. **SUBMITTAL OF QUALIFICATIONS** – Qualifications shall be submitted no later than the date and time prescribed and at the place indicated in the advertisement or request for qualifications and shall be enclosed in an opaque sealed envelope plainly marked with the project title (and, if applicable, the designated portion of the project for which the qualifications are being submitted for), the name and address of the respondent, and shall be accompanied by the other required documents.

Note: Crestview is <u>not</u> a next day delivery site for overnight carriers.

5. **MODIFICATION & WITHDRAWAL OF SUBMITTAL** – Qualifications may be modified or withdrawn by an appropriate document duly executed in the manner that a submittal must be executed and delivered to the place where documents are to be submitted prior to the date and time for the opening of the solicitation.

If within 24 hours after qualifications are opened any respondent files a duly signed written notice with the County and promptly thereafter demonstrates to the reasonable satisfaction of

the County that there was a material substantial mistake in the preparation of its submittal, that respondent may withdraw its submittal, and the respondent's security will be returned. Thereafter, if the work is a re- qualification, that respondent will be disqualified from 1) further purposing on the work, and 2) doing any work on the contract, either as a subcontractor or in any other capacity.

Note: Crestview, Florida is "not a next day guaranteed delivery location" by delivery services.

6. **QUALIFICATIONS DOCUEMNTS TO REMAIN SUBJECT TO ACCEPTANCE** – All qualifications documents will remain subject to acceptance or rejection for sixty (60) calendar days after the day of the opening, but the County may, in its sole discretion, release any submittal and return the respondent's security prior to the end of this period.

7. **IDENTICAL TIE QUALIFICATIONS** - Preference shall be given to businesses with drug-free workplace programs. Whenever two or more qualifications which are equal with respect to price, quality and service are received by the County for the procurement of commodities, contractual services, a submittal received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process (see attached certification form).

   Established procedures for processing tie qualifications will be followed if none of the tied vendors have a drug-free workplace program.

   Note: For respondent's convenience, this certification form is enclosed and is made a part of the qualification package.

8. **CONDITIONAL & INCOMPLETE QUALIFICATIONS** - Okaloosa County specifically reserves the right to reject any conditional submittal and qualifications which make it impossible to determine the true quality of services to be provided by respondent.

9. **ADDITION/DELETION OF ITEM** – The County reserves the right to add or delete any item from this qualification or resulting contract when deemed to be in the County's best interest.

10. **APPLICABLE LAWS & REGULATIONS** – All applicable Federal and State laws, County and municipal ordinances, orders, rules and regulations of all authorities having jurisdiction over the project shall apply to the qualifications throughout, and they will be deemed to be included in the contract the same as though they were written in full therein.

11. **DISQUALIFICATION OF RESPONDENTS** - Any of the following reasons may be considered as sufficient for the disqualification of a respondent and the rejection of its qualifications:

    a. Submission of more than one qualification for the same work from an individual, firm or corporation under the same or different name.

    b. Evidence that the respondent has a financial interest in the firm of another proposer for the same work.

    c. Evidence of collusion among respondents. Participants in such collusion will receive no recognition as respondents for any future work of the County until such participant has been reinstated as a qualified respondent.

d. Uncompleted work which in the judgment of the County might hinder or prevent the prompt completion of additional work if awarded.

e. Failure to pay or satisfactorily settle all bills due for labor and material on former contracts in force at the time of advertisement of qualifications.

f. Default under previous contract.

g. Listing of the respondent by any Local, State or Federal Government on its barred/suspended vendor list.

12. **AWARD OF CONTRACT - Okaloosa County Review:** A selection committee will review all qualifications and will participate in the Recommendation to Award.

The County will award the contract to the most qualified respondent(s), and the County reserves the right to award the contract to the respondent(s) submitting the most responsive submittal with a resulting negotiated agreement which is most advantageous and in the best interest of the County, and to reject any and all qualifications or to waive any irregularity or technicality in qualifications received. Okaloosa County shall be the sole judge of the qualifications and the resulting negotiated agreement that is in its best interest and its decision shall be final.

Okaloosa County reserves the right to waive any informalities or reject any and all qualifications, in whole or part, to utilize any applicable state contracts in lieu of or in addition to this RFQ and to accept the submittal that in its judgment will best serve the interest of the County.

Okaloosa County specifically reserves the right to reject any conditional qualifications and bids which make it impossible to determine the true quality of services to be provided by respondent.

13. **PAYMENTS** – The respondent shall be paid upon submission of invoices and approval of acceptance by Okaloosa County Board of County Commissioners, Finance Office, 302 N. Wilson St., #203, Crestview FL 32536, for the prices stipulated in the resulting agreement. Invoices must show Contract #.

14. **DISCRIMINATION** - An entity or affiliate who has been placed on the discriminatory vendor list may not submit qualifications for a contract to provide goods or services to a public entity, may not submit qualifications on a contract with a public entity for the construction or repair of a public building or public work, may not submit qualifications on leases of real property to a public entity, may not award or perform work as a contractor, supplier, subcontractor, or consultant under contract with any public entity, and may not transact business with any public entity.

15. **PUBLIC ENTITY CRIME INFORMATION** - Pursuant to Florida Statute 287.133, a respondent may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in s. 287.017 for CATEGORY TWO for a period of 36 months following the date of being placed on the convicted vendor list.

16. **CONFLICT OF INTEREST** - The award hereunder is subject to the provisions of Chapter 112, Florida Statutes. All respondents must disclose with their qualifications the name of any officer,

director, or agent who is also a public officer or an employee of the Okaloosa Board of County Commissioners, or any of its agencies. Furthermore, all respondents must disclose the name of any County officer or employee who owns, directly or indirectly, an interest of five percent (5%) or more in the firm or any of its branches.

17. **REORGANIZATION OR BANKRUPTCY PROCEEDINGS** – Qualifications will not be considered from respondents who are currently involved in official financial reorganization or bankruptcy proceedings.

18. **INVESTIGATION OF RESPONDENT** – The County may make such investigations, as it deems necessary to determine the stability of the respondent to perform the work and that there is no conflict of interest as it relates to the project. The respondent shall furnish any additional information and financial data for this purpose as the County may request.

19. **NO CONTACT CLAUSE** - The Okaloosa County Board of County Commissioners have established a solicitation silence policy **(No Contact Clause)** that prohibits oral and written communication regarding all formal solicitations for goods and services issued by the Board through the County Purchasing Department. The period commences upon receipt of the procurement proposal, by the County, and terminates upon Board approval to award a contract or reject all bids/responses.

Note: For respondent's convenience, this certification form is enclosed and is made a part of this qualifications package.

20. **REVIEW OF PROCUREMENT DOCUMENTS** - Per Florida Statute 119.071(1)(b)2. sealed bids, proposals, or replies received by an the County pursuant to a competitive solicitation are exempt from public disclosure until such time as the agency provides notice of an intended decision or until 30 days after opening the bids, proposals, or final replies, whichever is earlier.

21. **COMPLIANCE WITH FLORIDA STATUTE 119.0701** - The Respondent shall comply with all the provisions of section 119.0701, Florida Statutes relating to the public records which requires, among other things, that the Respondent: (a) Keep and maintain public records; (b) Provide the public with access to public records on the same terms and conditions that the public agency would provide the records; (c) ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law; and (d) Meet all requirements for retaining public records and transfer, at no cost, to the public agency all public records in possession of the respondent upon termination of the contract.

22. **PROTECTION OF RESIDENT WORKERS** – The Okaloosa County Board of County Commissioners actively supports the Immigration and Nationality Act (INA) which includes provisions addressing employment eligibility, employment verifications, and nondiscrimination. Under the INA, employers may hire only persons who may legally work in the United States (i.e., citizens and nationals of the U.S.) and aliens authorized to work in the U.S. The employer must verify the identity and employment eligibility of anyone to be hired, which includes completing the Employment Eligibility Verifications. The respondent shall establish appropriate procedures and controls so no services or products under the Contract Documents will be performed or manufactured by any worker who is not legally eligible to perform such services or employment. Okaloosa County reserves the right to request documentation showing compliance with the requirements.

23. **SUSPENSION OR TERMINATION FOR CONVENIENCE -** The County may, at any time, without cause, order Respondent in writing to suspend, delay or interrupt the work in whole or in part for such period of time as the County may determine, or to terminate all or a portion of the Contract for the County's convenience. Upon such termination, the Contract Price earned to the date of termination shall be paid to Respondent, but Respondent waives any claim for damages, including loss of profits arising out of or related to the early termination. Those Contract provisions which by their nature survive final acceptance shall remain in full force and effect. If the County orders a suspension, the Contract price and Contract time may be adjusted for increases in the cost and time caused by suspension, delay or interruption. No adjustment shall be made to the extent that performance is, was or would have been so suspended, delayed or interrupted by reason for which Respondent is responsible; or that an equitable adjustment is made or denied under another provision of this Contract.

24. **FAILURE OF PERFORMANCE/DELIVERY** - In case of default by the respondent, the County after due notice (oral or written) may procure the necessary supplies or services from other sources and hold the respondent responsible for difference in cost incurred. Continuous instances of default shall result in cancellation of the contract and removal of the respondent from the vendor list for duration of one (1) year, at the option of County.

25. **AUDIT** - If requested, respondent shall permit the County or an authorized, independent audit agency to inspect all data and records of respondent relating to its performance and its subcontracts under this contract from the date of the contract through and until three (3) years after the expiration of contract.

26. **EQUAL EMPLOYMENT OPPORTUNITY; NON DISCRIMINATION** – Respondent shall not discriminate against any employee or an applicant for employment because of race, color, religion, gender, sexual orientation, national origin, age, familial status or handicap.

27. **NON-COLLUSION** – Respondent certifies that it has entered into no agreement to commit a fraudulent, deceitful, unlawful or wrongful act, or any act which may result in an unfair advantage over other respondents. See Florida Statute 838.22.

28. **UNAUTHORIZED ALIENS/PATRIOT'S ACT** – The knowing employment by respondent or its subcontractors of any alien not authorized to work by the immigration laws is prohibited and shall be a default of the contract. In the event that the respondent is notified or becomes aware of such default, the respondent shall take steps as are necessary to terminate said employment with 24 hours of notification or actual knowledge that an alien is being employed. Respondent's failure to take such steps as are necessary to terminate the employment of any said alien within 24 hours of notification or actual knowledge that an alien is being employed shall be grounds for immediate termination of the contract. Respondent shall take all commercially reasonable precautions to ensure that it and its subcontractors do not employ persons who are not authorized to work by the immigration laws.

29. The following documents are to be submitted with the qualifications packet:

A. Drug-Free Workplace Certification Form
B. Conflict of Interest
C. Federal E-Verify
D. No Contact Clause Form
E. Indemnification and Hold Harmless
F. Company Data
G. Addendum Acknowledgement
H. Certification Regarding Lobbying
I. Governmental Debarment & Suspension
J. Recycled Content Form
K. Ranking Sheet
L. Exhibit B: General Grant Funding Special Proposal Conditions

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DRUG-FREE WORKPLACE CERTIFICATION

THE BELOW SIGNED RESPONDENT CERTIFIES that it has implemented a drug-free workplace program. In order to have a drug-free workplace program, a business shall:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.

2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.

3. Give each employee engaged in providing the commodities or contractual services that are under quote a copy of the statement specified in subsection 1.

4. In the statement specified in subsection 1, notify the employees that, as a condition of working on the commodities or contractual services that are under quote, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893, Florida Statutes, or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.

5. Impose a sanction on, or require the satisfactory participation in, drug abuse assistance or rehabilitation program if such is available in employee's community, by any employee who is convicted.

6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign this statement, I certify that this firm complies fully with the above requirements.

DATE: 19 May 17

SIGNATURE: _____

COMPANY: Taylor Engineering, Inc.

NAME: James N. Marino
(Typed or Printed)

ADDRESS: 1221 Airport Road, Suite 210
Destin, Florida 32541

TITLE: President

E-MAIL: jmarino@taylorengineering.com

PHONE NO.: 850-460-7040

CONFLICT OF INTEREST DISCLOSURE FORM

For purposes of determining any possible conflict of interest, all respondents, must disclose if any Okaloosa Board of County Commissioner, employee(s), elected officials(s), or if any of its agencies is also an owner, corporate officer, agency, employee, etc., of their business.

Indicate either "yes" (a county employee, elected official, or agency is also associated with your business), or "no". If yes, give person(s) name(s) and position(s) with your business.

YES: _____ NO: X

NAME(S) **POSITION(S)**

_____

_____

_____

_____

FIRM NAME: Taylor Engineering, Inc.

BY (PRINTED): James N. Marino

BY (SIGNATURE):

TITLE: President

ADDRESS: 1221 Airport Road, Suite 210, Destin, Florida 32541

PHONE NO.: 850-460-7040

E-MAIL: jmarino@taylorengineering.com

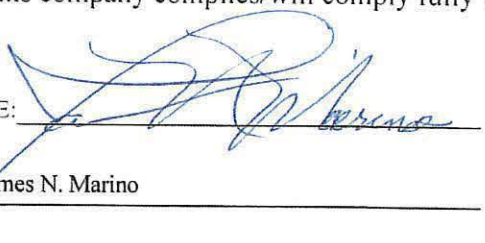
DATE: 19 May 17

FEDERAL E-VERIFY COMPLIANCE CERTIFICATION

In accordance with Okaloosa County Policy and Executive Order Number 11-116 from the office of the Governor of the State of Florida, Respondent hereby certifies that the U.S. Department of Homeland Security's E-Verify system will be used to verify the employment eligibility of all new employees hired by the respondent during the contract term, and shall expressly require any subcontractors performing work or providing services pursuant to the contact to likewise utilize the U.S. Department of Homeland Securities E-Verify system to verify the employment eligibility of all new employees hired by the subcontractor during the contract term; and shall provide documentation such verification to the COUNTY upon request.

As the person authorized to sign this statement, I certify that this company complies/will comply fully with the above requirements.

DATE: 19 May 17

SIGNATURE: 

COMPANY: Taylor Engineering, Inc.

NAME: James N. Marino

ADDRESS: 1221 Airport Road, Suite 210
Destin, Florida 32541

TITLE: President

E-MAIL: jmarino@taylorengineering.com

PHONE NO.: 850-460-7040

NO CONTACT CLAUSE

The Board of County Commissioners have established a solicitation silence policy **(No Contact Clause)** that prohibits oral and written communication regarding all formal solicitations for goods and services (formal bids, Request for Proposals, Requests for Qualifications) issued by the Board through the County Purchasing Department.

The period commences upon receipt of the procurement proposal, by the County, and terminates upon Board approval to award a contract or reject all bids/responses.

When the solicitation silence period is in effect, no oral or written communication is allowed regarding the solicitation between prospective respondents and members of the Board of County Commissioners the County Administrator, county employees or members of the Board Approved Review Committee. All questions or requests for information regarding the solicitation **MUST** be directed to the designated Purchasing Representative listed in the solicitation.

Any information thought to affect the committee or staff recommendation submitted after bids are due, should be directed to the Purchasing Director or an appointed representative. It shall be the Purchasing Director's decision whether to consider this information in the decision process.

Any violation of this policy shall be grounds to disqualify the respondent from consideration during the selection process.

All respondents must agree to comply with this policy by signing the following statement and including it with their submittal.

I _____ representing Taylor Engineering, Inc.
Signature **Company Name**

On this 19th day of May 2017 hereby agree to abide by the County's **"No Contact Clause"** and understand violation of this policy shall result in disqualification of my proposal/submittal.

INDEMNIFICATION AND HOLD HARMLESS

To the fullest extent permitted by law, Respondent shall indemnify and hold harmless the County, its officers and employees from liabilities, damages, losses, and costs including but not limited to reasonable attorney fees, to the extent caused by the negligence, recklessness, or intentional wrongful conduct of the Respondent and other persons employed or utilized by the Respondent in the performance of this Agreement.

Taylor Engineering, Inc.
Respondent's Company Name

1221 Airport Rd., Suite 210, Destin, FL 32541
Physical Address

10151 Deerwood Park Blvd., Bldg 300, Ste 300
Jacksonville, FL 32256
Mailing Address

850-460-7040
Phone Number

850-375-8651
Cellular Number

19 May 17
Date

Authorized Signature – Manual

James N. Marino
Authorized Signature – Typed

President
Title

850-460-7042
FAX Number

850-375-8651
After-Hours Number(s)

COMPANY DATA

Respondent's Company Name:	Taylor Engineering, Inc.
Physical Address & Phone #:	1221 Airport Road, Suite 210 Destin, Florida 32541 850-460-7040
Contact Person (Typed-Printed):	Matthew Trammell, P.E.
Phone #:	850-460-7040
Cell #:	850-375-8651
Email:	mtrammell@taylorengineering.com
Federal ID or SS #:	59-2850478
Respondent's License #:	Taylor Engineering FL License No.: 4815
Respondent's DUNS #:	18-156-1168
Fax #:	850-460-7040
Emergency #'s After Hours, Weekends & Holidays:	850-375-8651

ADDENDUM ACKNOWLEDGEMENT

Acknowledgment is hereby made of the following addenda (identified by number) received since issuance of solicitation:

ADDENDUM NO.	DATE
1	5/26/17
2	5/26/17
3	6/9/17

NOTE: Prior to submitting the response to this solicitation, it is the responsibility of the respondent to confirm if any addenda have been issued. If such addenda have been issued, acknowledge receipt by noting number(s) and date(s) above.

LOBBYING - 31 U.S.C. 1352, as amended

CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements
(To be submitted with each bid or offer exceeding $100,000)

The undersigned [Contractor] certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form--LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions

3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31, U.S.C. § 1352 (as amended by the Lobbying Disclosure Act of 1995). Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

The Contractor, Taylor Engineering, Inc. certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. A 3801, *et seq., apply* to this certification and disclosure, if any.

_____ Signature of Contractor's Authorized Official

James N. Marino, President Name and Title of Contractor's Authorized Official

19 May 17 Date

Government Debarment & Suspension

Instructions

1. By signing and submitting this form, the prospective lower tier participant is providing the certification set out in accordance with these instructions.

2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension or debarment.

3. The prospective lower tier participant shall provide immediate written notice to the person(s) to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Orders 12549, at Subpart C of OMB 2 C.F.R. Part 180 and 3000.332. You may contact the department or agency to which this proposal is being submitted for assistance in obtaining a copy of those regulations.

5. The prospective lower tier participant agrees by submitting this form that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.

6. The prospective lower tier participant further agrees by submitting this form that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.

7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the System for Award Management (SAM) database.

8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

9. Except for transactions authorized under paragraph (5) of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions

The following statement is made in accordance with the Privacy Act of 1974 (5 U.S.C. § 552(a), as amended). This certification is required by the regulations implementing Executive Orders 12549, Debarment and Suspension, and OMB 2 C.F.R. Part 180, Participants' responsibilities. The regulations were amended and published on August 31, 2005, in 70 Fed. Reg. 51865-51880.

[READ INSTRUCTIONS ON PREVIOUS PAGE BEFORE COMPLETING CERTIFICATION]

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency;

2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal

James N. Marino, President

Printed Name and Title of Authorized Representative

Signature

19 May 17

Date

RECYCLED CONTENT FORM

RECYCLED CONTENT INFORMATION

1. Is the material in the above: Virgin X or Recycled _____(Check the applicable blank). If recycled, what percentage _____%.

   Product Description: _____

2. Is your product packaged and/or shipped in material containing recycled content?

   Yes _____ No X

   Specify: _____

3. Is your product recyclable after it has reached its intended end use?

   Yes X No _____

   Specify: Paper used in submission is recyclable and binder clips can be reused.

The above is not applicable if there is only a personal service involved with no product involvement.

Name of Respondent: Taylor Engineering, Inc.

E-Mail: mtrammell@taylorengineering.com

Ranking Sheet
RFQ TDD 54-17

REQUEST FOR QUALIFICATIONS
Coastal and Environmental Engineer Services
RFQ TDD 54-17

QUALIFICATIONS	COMPANY NAME
Experience in design/permitting and construction management of beach restoration projects in the Gulf of Mexico **(20 Points)**	Taylor Engineering, Inc.
Experience in design/permitting and construction management of environmental projects including restoration and living shoreline projects **(20 Points)**	
Experience in design/permitting and construction management of seawalls, breakwaters and other erosion control structures **(10 Points)**	
Experience in evaluating coastal inlet hydrodynamics, morphology and structures **(10 Points)**	
Current workload and capability of personnel to provide desired service **(10 Points)**	
Experience in design/permitting and construction management of artificial reefs in the Gulf of Mexico **(15 Points)**	
Location of personnel supporting this effort and physical proximity to respond to Tourist Development Department administration questions and concerns is considered to be a key factor. Maximum points will be awarded for project management staff located within 120 miles of Okaloosa County. This radius would allow response to emergency issues or short notice meetings within a half day or the following morning without significant per diem requirements. **(15 Points)**	
Total Points (100)	

SPECIAL PROPOSAL CONDITIONS

GRANT REQUIREMENTS:

Some position assignments may include duties within the County funded by federal grant dollars. In order to comply with federal grant regulations, additional rules and regulations will apply. See EXHIBIT B.

[This part of the page was left blank intentionally]

EXHIBIT B
GENERAL GRANT FUNDING SPECIAL PROPOSAL CONDITIONS

Either this solicitation is fully or partially Grant funded. Respondents shall comply with the clauses as enumerated below.

1. **Drug Free Workplace Requirements:** Drug-free workplace requirements in accordance with Drug Free Workplace Act of 1988 (Pub l 100-690, Title V, Subtitle D) All contractors entering into Federal funded contracts over $100,000 must comply with Federal Drug Free workplace requirements as Drug Free Workplace Act of 1988.

2. **Contractor Compliance:** The contractor shall comply with all uniform administrative requirements, cost principles, and audit requirements for federal awards.

3. **Conflict of Interest:** The contractor must disclose in writing any potential conflict of interest to the County or pass-through entity in accordance with applicable Federal policy.

4. **Mandatory Disclosures:** The contractor must disclose in writing all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award.

5. **Utilization of Minority and Women Firms (M/WBE):** The contractor must take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible, in accordance with 2CFR 200.321. If subcontracts are to be let, prime contractor will require compliance by all sub-contractors. Prior to contract award, the contractor shall document efforts (see Attachment B) to utilize M/WBE firms including what firms were solicited as suppliers and/or subcontractors as applicable and submit this information with their bid submittal. Information regarding certified M/WBE firms can be obtained from:

   Florida Department of Management Services (Office of Supplier Diversity)
   Florida Department of Transportation
   Minority Business Development Center in most large cities and
   Local Government M/DBE programs in many large counties and cities

6. **Equal Employment Opportunity:** (As per Executive Order 11246) The contractor may not discriminate against any employee or applicant for employment because of age, race, color, creed, sex, disability or national origin. The contractor agrees to take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to their age, race, color, creed, sex, disability or national origin. Such action shall include but not be limited to the following: employment, upgrading, demotion or transfer, recruitment advertising, layoff or termination, rates of pay or other forms of compensation and selection for training including apprenticeship.

7. **Davis-Bacon Act:** If applicable to this contract, the contractor agrees to comply with all provisions of the Davis Bacon Act as amended (40 U.S.C. 3141-3148). Contractors are required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. If the grant award contains Davis Bacon provisions, the County will place a copy of the current prevailing wage determination issued by the Department of Labor in the solicitation document. The decision to award a contract shall be conditioned upon the acceptance of the wage determination.

8. **Copeland Anti Kick Back Act**: If applicable to this contract, contractors shall comply with all the requirements of 18 U.S.C. § 874, 40 U.S.C. § 3145, 29 CFR Part 3 which are incorporated by reference to this contract. Contractors are prohibited from inducing by any means any person employed in the construction, completion or repair of public work to give up any part of the compensation to which he or she is otherwise entitled.

9. **Contract Work Hours and Safety Standards Act** (40 U.S.C. 3701–3708): Where applicable, all contracts awarded in excess of $100,000 that involve the employment of mechanics or laborers must be in compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor is required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

10. **Clean Air Act (42 U.S.C. 7401–7671q.)** and the Federal Water Pollution Control Act (33 U.S.C. 1251–1387): as amended—The Contractor agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401–7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251–1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

11. **Debarment and Suspension** (Executive Orders 12549 and 12689): A contract award (see 2 CFR 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), "Debarment and Suspension. SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549. The contractor shall certify compliance. The bidder or proposer further agrees to include a provision requiring such compliance in its lower tier covered transactions and subcontracts.

12. **Byrd Anti-Lobbying Amendment** (31 U.S.C. 1352): Contractors that apply or bid for an award exceeding $100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award. The contractor shall certify compliance.

13. **Rights to Inventions Made Under a Contract or Agreement**: If the Federal award meets the definition of "funding agreement" under 37 CFR § 401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.

14. **Procurement of Recovered Materials**: Contractors must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds $10,000 or the value of the quantity acquired during the preceding fiscal year exceeded $10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

15. **Access to Records and Reports:**
Contractor will make available to the County's granting agency, the granting agency's Office of Inspector General, the Government Accountability Office, the Comptroller General of the United States, Okaloosa County, Okaloosa County Clerk of Court's Inspector General, or any of their duly authorized representatives any books, documents, papers or other records, including electronic records, of the contractor that are pertinent to the County's grant award, in order to make audits, investigations, examinations, excerpts, transcripts, and copies of such documents. The right also includes timely and reasonable access to the contractor's personnel during normal business hours for the purpose of interview and discussion related to such documents. This right of access shall continue as long as records are retained.

16. **Record Retention:**
Contractor will retain of all required records pertinent to this contract for a period of three years, beginning on a date as described in 2 C.F.R. §200.333 and retained in compliance with 2 C.F.R. §200.333.

17. **Federal Changes:** Contractor shall comply with all applicable Federal agency regulations, policies, procedures and directives, including without limitation those listed directly or by reference, as they may be amended or promulgated from time to time during the term of the contract.

18. **Termination for Default (Breach or Cause):**
Contracts in excess of $10,000 – If Contractor does not deliver supplies in accordance with the contract delivery schedule, or, if the contract is for services, the Contractor fails to perform in the manner called for in the contract, or if the Contractor fails to comply with any other provisions of the contract, the County may terminate the contract for default. Termination shall be effected by serving a notice of termination on the contractor setting forth the manner in which the Contractor is in default. The contractor will only be paid the contract price for supplies delivered and accepted, or services performed in accordance with the manner of performance set forth in the contract.

19. **Safeguarding Personal Identifiable Information**
Contractor will take reasonable measures to safeguard protected personally identifiable information and other information designated as sensitive by the awarding agency or is considered sensitive consistent with applicable Federal, state and/or local laws regarding privacy and obligations of confidentiality.

20. **Prohibition on utilization of cost plus a percentage of cost contracts**: The County will not award contracts containing Federal funding on a cost plus percentage of cost basis.

21. **Prohibition on utilization of time and material type contracts:** The County will not award contracts based on a time and material basis if the contract contains Federal funding.

22. **Disputes:** Any dispute arising under this Agreement which is not settled by Agreement of the parties may be settled by mediation, arbitration, or other appropriate legal proceedings. Pending any decision, appeal

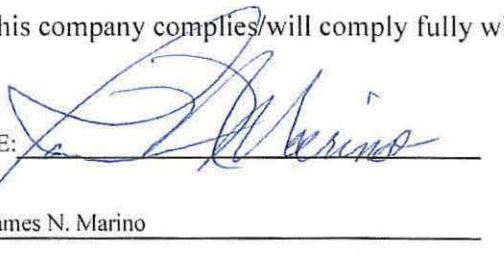
or judgment in such proceedings or the settlement of any dispute arising under this Agreement, shall proceed diligently with the performance of this Agreement in accordance with the decision of the County. This Agreement shall be construed under the laws of the State of Florida, and venue for any actions arising out of this Agreement shall be in the Circuit Court of Okaloosa County.

23. **Energy Policy and Conservation Act (43 U.S.C.§6201)**

All contracts except micro-purchases ($3000 or less, except for construction contracts over $2000). Contracts shall comply with mandatory standards and policies relating to energy efficiency, stating in the state energy conservation plan issued in compliance with the Energy Policy and Conservation act. (Pub. L. 94-163, 89 Stat. 871) [53 FR 8078, 8087, Mar. 11, 1988, as amended at 60 FR 19639, 19645, Apr. 19, 1995].

As the person authorized to sign this statement, I certify that this company complies/will comply fully with the above requirements.

DATE: 19 May 17

SIGNATURE: 

COMPANY: Taylor Engineering, Inc.

NAME: James N. Marino

ADDRESS: 1221 Airport Road, Suite 210
Destin, Florida 32541

TITLE: President

E-MAIL: jmarino@taylorengineering.com

PHONE NO.: 850-460-7040

Exhibit "C"

Title VI Clauses for Compliance with Nondiscrimination Requirements

Compliance with Nondiscrimination Requirements

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees as follows:

Compliance with Regulations: The contractor (hereinafter includes consultants) will comply with the Title VI List of Pertinent Nondiscrimination Acts And Authorities, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.

Non-discrimination: The contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor will not participate directly or indirectly in the discrimination prohibited by the Nondiscrimination Acts and Authorities, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR part 21.

Solicitations for Subcontracts, Including Procurements of Materials and Equipment: In all solicitations, either by competitive bidding, or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the contractor of the contractor's obligations under this contract and the Nondiscrimination Acts And Authorities on the grounds of race, color, or national origin.

Information and Reports: The contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the sponsor or the Federal Aviation Administration to be pertinent to ascertain compliance with such Nondiscrimination Acts And Authorities and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the contractor will so certify to the sponsor or the Federal Aviation Administration, as appropriate, and will set forth what efforts it has made to obtain the information.

Sanctions for Noncompliance: In the event of a contractor's noncompliance with the Non-discrimination provisions of this contract, the sponsor will impose such contract sanctions as it or the Federal Aviation Administration may determine to be appropriate, including, but not limited to:

a. Withholding payments to the contractor under the contract until the contractor complies; and/or
b. Cancelling, terminating, or suspending a contract, in whole or in part.

Incorporation of Provisions: The contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless

exempt by the Acts, the Regulations and directives issued pursuant thereto. The contractor will take action with respect to any subcontract or procurement as the sponsor or the Federal Aviation Administration may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the contractor becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the contractor may request the sponsor to enter into any litigation to protect the interests of the sponsor. In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States.

Title VI List of Pertinent Nondiscrimination Acts and Authorities

Title VI List of Pertinent Nondiscrimination Acts and Authorities

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*, 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin);
- 49 CFR part 21 (Non-discrimination In Federally-Assisted Programs of The Department of Transportation—Effectuation of Title VI of The Civil Rights Act of 1964);
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 *et seq.*), as amended, (prohibits discrimination on the basis of disability); and 49 CFR part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 *et seq.*), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act of 1990, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131 – 12189) as implemented by Department of Transportation regulations at 49 CFR parts 37 and 38;
- The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures non-discrimination against minority populations by

discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;

Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);

Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq).

FEDERAL FAIR LABOR STANDARDS ACT (FEDERAL MINIMUM WAGE)

All contracts and subcontracts that result from this solicitation incorporate by reference the provisions of 29 CFR part 201, the Federal Fair Labor Standards Act (FLSA), with the same force and effect as if given in full text. The FLSA sets minimum wage, overtime pay, recordkeeping, and child labor standards for full and part time workers.

The [*contractor* | *consultant*] has full responsibility to monitor compliance to the referenced statute or regulation. The [*contractor* | *consultant*] must address any claims or disputes that arise from this requirement directly with the U.S. Department of Labor – Wage and Hour Division

OCCUPATIONAL SAFETY AND HEALTH ACT OF 1970

All contracts and subcontracts that result from this solicitation incorporate by reference the requirements of 29 CFR Part 1910 with the same force and effect as if given in full text. Contractor must provide a work environment that is free from recognized hazards that may cause death or serious physical harm to the employee. The Contractor retains full responsibility to monitor its compliance and their subcontractor's compliance with the applicable requirements of the Occupational Safety and Health Act of 1970 (20 CFR Part 1910). Contractor must address any claims or disputes that pertain to a referenced requirement directly with the U.S. Department of Labor – Occupational Safety and Health Administration.

E-VERIFY

Enrollment and verification requirements.

(1) If the Contractor is not enrolled as a Federal Contractor in E-Verify at time of contract award, the Contractor shall-

a. Enroll. Enroll as a Federal Contractor in the E-Verify Program within thirty (30) calendar days of contract award;

b. Verify all new employees. Within ninety (90) calendar days of enrollment in the E-Verify program, begin to use E-Verify to initiate verification of employment eligibility of all new hires of the Contractor, who are working in the United States,

whether or not assigned to the contract, within three (3) business days after the date of hire (but see paragraph (b)(3) of this section); and,

c. Verify employees assigned to the contract. For each employee assigned to the contract, initiate verification within ninety (90) calendar days after date of enrollment or within thirty (30) calendar days of the employee's assignment to the contract, whichever date is later (but see paragraph (b)(4) of this section.)

(2) If the Contractor is enrolled as a Federal Contractor in E-Verify at time of contract award, the Contractor shall use E-Verify to initiate verification of employment eligibility of

a. All new employees.

i. Enrolled ninety (90) calendar days or more. The Contractor shall initiate verification of all new hires of the Contractor, who are working in the United States, whether or not assigned to the contract, within three (3) business days after the date of hire (but see paragraph (b)(3) of this section); or

b. Enrolled less than ninety (90) calendar days. Within ninety (90) calendar days after enrollment as a Federal Contractor in E-Verify, the Contractor shall initiate verification of all new hires of the contractor, who are working in the United States, whether or not assigned to the contract, within three (3) business days after the date of hire (but see paragraph (b)(3) of this section; or

ii. Employees assigned to the contract. For each employee assigned to the contract, the Contractor shall initiate verification within ninety (90) calendar days after date of contract award or within thirty (30) days after assignment to the contract, whichever date is later (but see paragraph (b)(4) of this section.)

(3) If the Contractor is an institution of higher education (as defined at 20 U.S.C. 1001(a)); a State of local government or the government of a Federally recognized Indian tribe, or a surety performing under a takeover agreement entered into with a Federal agency pursuant to a performance bond, the Contractor may choose to verify only employees assigned to the contract, whether existing employees or new hires. The Contractor shall follow the applicable verification requirements of (b)(1) or (b)(2), respectively, except that any requirement for verification of new employees applies only to new employees assigned to the contract.

(4) Option to verify employment eligibility of all employees. The Contractor may elect to verify all existing employees hired after November 6, 2986 (after November 27, 2009, in the Commonwealth of the Northern Mariana Islands), rather than just those employees assigned to the contract. The Contractor shall initiate verification for each existing employee working in the United States who was hired after November 6, 1986 (after November 27, 2009, in the Commonwealth of the Northern Mariana Islands), within one hundred eighty (180) calendar days of-

i. Enrollment in the E-Verify program; or

ii. Notification to E-Verify Operations of the Contractor's decision to exercise this option, using the contract information provided in the E-Verify program Memorandum of Understanding (MOU)

(5) The Contractor shall comply, for the period of performance of this contract, with the requirements of the E-Verify program MOU.

i. The Department of Homeland Security (DHS) or the Social Security Administration (SSA) may terminate the Contractor's MOU and deny access to the E-Verify system in accordance with the terms of the MOU. In such case, the Contractor, will be referred to a suspension or debarment official.

ii. During the period between termination of the MOU and a decision by the suspension or debarment official whether to suspend or debar, the contractor is excused from its obligations under paragraph (b) of this clause. If the suspension or debarment official determines not to suspend or debar the Contractor, then the Contractor must reenroll in E-Verify.

iii. Web site. Information on registration for and use of the E-Verify program can be obtained via the Internet at the Department of Homeland Security Web site: http://www.dhs.gov/E-Verify.

Individuals previously verified. The Contractor is not required by this clause to perform additional employment verification using E-Verify for any employee-

(a) Whose employment eligibility was previously verified by the Contractor through the E-Verify program;

(b) Who has been granted and holds an active U.S. Government security clearance for access to confidential, secret, or top secret information in accordance with the National Industrial Security Program Operating Manual; or

(c) Who has undergone a completed background investigation and been issued credentials pursuant to Homeland Security Presidential Directive (HSPD)-12. Policy for a Common Identification Standard for Federal Employees and Contractors.

Subcontracts. The Contractor shall include the requirements of this clause, including this paragraph € (appropriately modified for identification of the parties in each subcontract that-

(1) Is for-(i) Commercial and noncommercial services (except for commercial services that are part of the purchase of a COTS item (or an item that would be a COTS item, but for minor modifications), performed by the COTS provider, and are normally provided for that COTS item); or

(ii) Construction;

(2) Has a value of more than $3,500; and

(3) Includes work performed in the United States.

7829

CA #20

BOARD OF COUNTY COMMISSIONERS
AGENDA REQUEST

DATE: October 3, 2017
TO: Honorable Chairman and Distinguished Members of the Board
FROM: Greg Kisela
SUBJECT: Approval of the contract with Taylor Engineering, Inc.
DEPARTMENT: Purchasing
BCC DISTRICT: All

STATEMENT OF ISSUE: Request approval of the contract with Taylor Engineering, Inc. for Coastal and Environmental Engineering Services. (RFQ TDD 54-17)

BACKGROUND & ANALYSIS: On August 1, 2017, the Board approved the request to begin contract negotiations with Taylor Engineering, Inc. for Coastal and Environmental Engineering Services. The contracts are now complete and are ready for the Chairman's signature. Staff requests approval of the contracts with Taylor Engineering, Inc. and requests authorization for the Chairman to sign the documents.

OPTIONS: Approve/Deny

RECOMMENDATION: Request approval of the contract with Taylor Engineering, Inc. for Coastal and Environmental Engineering Services.

RECOMMENDED BY:

Greg Kisela
Greg Kisela, Purchasing Director 9/22/2017

APPROVED BY:

John Hofstad, County Administrator 9/27/2017

PROCUREMENT/CONTRACT/LEASE INTERNAL COORDINATION SHEET

Procurement/Contract/Lease Number: RFQ TAD 54-17 Tracking Number: 2594-17

Procurement/Contractor/Lessee Name: Taylor Engineering, Inc. Grant Funded: YES___ NO___

Purpose: Coastal and Environmental Engineer Services

Date/Term: _____

Amount: _____

Department: TAD

Dept. Monitor Name: Trifilio

1. ☐ GREATER THAN $50,000
2. ☐ GREATER THAN $25,000
3. ☐ $25,000 OR LESS

Purchasing Review

Procurement requirements are met:

_____ Date: 9/21/17

Purchasing Director or designee — Greg Kisela, DeRita Mason, Matthew Young

***2CFR Compliance Review** (if required)*

Approved as written:

Renee Biby Date: 9/21/17

Grants Coordinator — Renee Biby

Risk Management Review

Approved as written:

Krystal King Date: 9-21-17

Risk Manager or designee — Laura Porter or Krystal King

County Attorney Review

Approved as written: See Approval Dated

_____ Date: 9/20/17

County Attorney — Gregory T. Stewart, Lynn Hoshihara, Kerry Parsons or Designee

Following Okaloosa County approval:

Contracts & Grants

Document has been received:

_____ Date: _____

Contracts & Grants Manager — Marcella Eubanks, Mindy Kovalsky, Ashley Endris

Matthew Young

From: Parsons, Kerry <KParsons@ngn-tally.com>
Sent: Wednesday, September 20, 2017 3:02 PM
To: Matthew Young
Cc: Lynn Hoshihara; Charlotte Dunworth; Greg Kisela
Subject: RE: Professional Consulting Services Contracts (CCNA contracts)

This is approved for legal sufficiency.

From: Matthew Young [mailto:myoung@co.okaloosa.fl.us]
Sent: Wednesday, September 20, 2017 3:58 PM
To: Parsons, Kerry
Cc: Lynn Hoshihara; Charlotte Dunworth; Greg Kisela
Subject: RE: Professional Consulting Services Contracts (CCNA contracts)
Importance: High

I now have their approval with the *changes* attached, Ma'am.

Respectfully,

Matthew Young
Contracts & Lease Coordinator
Okaloosa County Purchasing Department

Tel: (850) 689-5960 | Fax: (850) 689-3970
myoung@co.okaloosa.fl.us | www.co.okaloosa.fl.us
5479 Old Bethel Rd, Suite A, Crestview, FL 32536

Please note: Due to Florida's very broad public records laws, most written communications to or from County employees regarding County business are public records, available to the public and media upon request. Therefore, this written e-mail communication, including your e-mail address, may be subject to public disclosure.

From: Parsons, Kerry [mailto:KParsons@ngn-tally.com]
Sent: Wednesday, September 20, 2017 2:54 PM
To: Matthew Young <myoung@co.okaloosa.fl.us>
Cc: Lynn Hoshihara <lhoshihara@co.okaloosa.fl.us>; Charlotte Dunworth <cdunworth@co.okaloosa.fl.us>; Greg Kisela <gkisela@co.okaloosa.fl.us>
Subject: RE: Professional Consulting Services Contracts (CCNA contracts)

I still defer to Risk on my one comment about insurance requirements. Otherwise, this is approved for legal purposes.

From: Matthew Young [mailto:myoung@co.okaloosa.fl.us]
Sent: Wednesday, September 20, 2017 2:33 PM
To: Parsons, Kerry
Cc: Lynn Hoshihara; Charlotte Dunworth; Greg Kisela
Subject: RE: Professional Consulting Services Contracts (CCNA contracts)
Importance: High

I have made the revisions, Ma'am.

Respectfully,

Matthew Young
Contracts & Lease Coordinator
Okaloosa County Purchasing Department

Tel: (850) 689-5960 | Fax: (850) 689-5970
myoung@co.okaloosa.fl.us | www.co.okaloosa.fl.us
5479 Old Bethel Rd, Suite A, Crestview, FL 32536

Please note: Due to Florida's very broad public records laws, most written communications to or from County employees regarding County business are public records, available to the public and media upon request. Therefore, this written e-mail communication, including your e-mail address, may be subject to public disclosure.

From: Parsons, Kerry [mailto:KParsons@ngn-tally.com]
Sent: Wednesday, September 20, 2017 11:09 AM
To: Matthew Young <myoung@co.okaloosa.fl.us>
Cc: Lynn Hoshihara <lhoshihara@co.okaloosa.fl.us>; Charlotte Dunworth <cdunworth@co.okaloosa.fl.us>
Subject: RE: Professional Consulting Services Contracts (CCNA contracts)

My revisions:

PAYMENT - ~~It is expected that the~~ The contract ~~will~~ consists of fixed hourly costs for all positions required to complete projects as set forth in Exhibit "B"., ~~including but not limited to: engineering studies; surveys; engineering design; preparation of plans, cost estimates, and specifications and contract documents; obtaining necessary federal, state and local governmental agency permits (fees paid by County); construction inspections and management; contract administration; project completion certifications and as-builts as may be required; presentations to the Board of County Commissioners and the general public; right-of-way identification, appraisal and assistance in acquisition; assistance in identifying and acquiring grants and loans from federal agencies or other applicable sources of funding.~~

~~Contract negotiations will conform to the Florida Consultants Competitive Negotiation Act (CCNA) Chapter 287.057, Florida Statutes and County policy. Once fixed hourly costs are negotiated and the contract signed,~~ Each specific project will be negotiated relative to the number of hours required by each position to accomplish the scope of work. A task order will be executed for each specific project and engineering costs will be based on time and expenses with a not to exceed limit based on the negotiated hours and expenses.

The Contractor will be paid for their services provided in accordance with the terms and conditions of this contract and attached Exhibit "B" (Request for Qualification (RFQ) and Respondent's Acknowledgement). The maximum contract sum payable by the County to Contractor for services performed under this Agreement shall not exceed $900,000.00 for ~~a~~ the initial three-year term of this contract, the Contractor certifies that if the cap is exceeded it is at its own risk. ~~based on last three years' actuals ranging from $200,000.00 to $300,000.00 per year for Genesis & Matrix combined.~~

~~Note: For~~ Additionally, for any option to renew mutually agreed to by the parties, the maximum rate of increase to the contract price shall be either an increase of 3% of the current pricing within this agreement or an increase in accordance with the most recently published Consumer Price Index ~~(CPI)~~ for All Urban Consumers (CPI-U) for the South, published by the U.S. Bureau of Labor Statistics, whichever is less. ~~CPI is defined as the yearly increase from the most recently published Consumer Price Index, South Region.~~

From: Matthew Young [mailto:myoung@co.okaloosa.fl.us]
Sent: Wednesday, September 20, 2017 10:04 AM
To: Parsons, Kerry
Cc: Lynn Hoshihara; Charlotte Dunworth
Subject: RE: Professional Consulting Services Contracts (CCNA contracts)

For your review, Ma'am.

Respectfully,

Matthew Young
Contracts & Lease Coordinator
Okaloosa County Purchasing Department

Tel: (850) 689-5960 | Fax: (850) 689-5970
myoung@co.okaloosa.fl.us | www.co.okaloosa.fl.us
5479 Old Bethel Rd, Suite A, Crestview, FL 32536

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From: Parsons, Kerry [mailto:KParsons@ngn-tally.com]
Sent: Wednesday, September 20, 2017 7:53 AM
To: Matthew Young <myoung@co.okaloosa.fl.us>; Charlotte Dunworth <cdunworth@co.okaloosa.fl.us>; Greg Kisela <gkisela@co.okaloosa.fl.us>; DeRita Mason <dmason@co.okaloosa.fl.us>; David Underwood <dunderwood@co.okaloosa.fl.us>
Cc: Lynn Hoshihara <lhoshihara@co.okaloosa.fl.us>
Subject: RE: Professional Consulting Services Contracts (CCNA contracts)

Yes that would be good.

From: Matthew Young [mailto:myoung@co.okaloosa.fl.us]
Sent: Wednesday, September 20, 2017 8:50 AM
To: Charlotte Dunworth; Parsons, Kerry; Greg Kisela; DeRita Mason; David Underwood
Cc: Lynn Hoshihara
Subject: RE: Professional Consulting Services Contracts (CCNA contracts)
Importance: High

Apologies, Charlotte. KTR is contractor. I converse with Eglin a lot; it's a Federal abbreviation.

Ms. Parsons,
Shall I use language similar to what I used for the Debris Removal contracts to outline the cap? I'll input the varying figures based on what Charlotte has provided below.

I. Method of Payment

The Contractor will be paid for their services provided in accordance with the terms and conditions of this contract and attached Exhibit "A" (Request for Proposal (RFP) and Respondent's Acknowledgement). The maximum contract sum payable by the County to Contractor for services performed under this Agreement shall not exceed $1,000,000.

Respectfully,

Matthew Young
Contracts & Lease Coordinator
Okaloosa County Purchasing Department

Tel: (850) 689-5960 | Fax: (850) 689-5970
myoung@co.okaloosa.fl.us | www.co.okaloosa.fl.us
5479 Old Bethel Rd, Suite A, Crestview, FL 32536

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From: Charlotte Dunworth
Sent: Wednesday, September 20, 2017 6:32 AM
To: Matthew Young <myoung@co.okaloosa.fl.us>; Parsons, Kerry <KParsons@ngn-tally.com>; Greg Kisela <gkisela@co.okaloosa.fl.us>; DeRita Mason <dmason@co.okaloosa.fl.us>; David Underwood <dunderwood@co.okaloosa.fl.us>
Cc: Lynn Hoshihara <lhoshihara@co.okaloosa.fl.us>
Subject: RE: Professional Consulting Services Contracts (CCNA contracts)

Hi Matthew,
Not sure what KTR name means? For purposes of funding cap, I would use the following estimates:

Taylor Engineering - $500K for a three-year contract based on last three years' actuals ranging from $130K to $215K per year and assuming some portion of future work will be performed by MRD

MRD & Assoc - $500K for a three-year contract for consistency with Taylor since same scope of work

The combined value for Taylor & MRD is higher than past actuals for coastal engineering, but Taylor should be based on past performance and it's preferable that the two contracts mirror each other.

DAG Architects - $900K for a three-year contract based on last three years' actuals ranging from $200K to $300K per year for Genesis & Matrix combined

Sunny Regards,
Charlotte Dunworth
Finance, Administration, & Compliance Manager
850.609.5385 phone
cdunworth@co.okaloosa.fl.us

THE HEART OF FLORIDA'S EMERALD COAST
DESTIN | FT. WALTON BEACH
OKALOOSA ISLAND

Emerald Coast Convention & Visitors Bureau
1540 Miracle Strip Parkway SE
Fort Walton Beach, FL 32548

EmeraldCoastFL.com

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From: Matthew Young
Sent: Tuesday, September 19, 2017 3:49 PM
To: Parsons, Kerry <KParsons@ngn-tally.com>; Greg Kisela <gkisela@co.okaloosa.fl.us>; DeRita Mason <dmason@co.okaloosa.fl.us>; David Underwood <dunderwood@co.okaloosa.fl.us>; Charlotte Dunworth <cdunworth@co.okaloosa.fl.us>
Cc: Lynn Hoshihara <lhoshihara@co.okaloosa.fl.us>
Subject: RE: Professional Consulting Services Contracts (CCNA contracts)
Importance: High

Charlotte, please see the remarks from Legal below. This will be for the Coastal & Environmental Engineer Services (RFQ TDD 54-17) and the Engineer Services (RFQ TDD 63-17). I'll simply change the KTR name.

Respectfully,

Matthew Young
Contracts & Lease Coordinator
Okaloosa County Purchasing Department

Tel: (850) 689-5960 | Fax: (850) 689-5970
myoung@co.okaloosa.fl.us www.co.okaloosa.fl.us
5479 Old Bethel Rd, Suite A, Crestview, FL 32536

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From: Parsons, Kerry [mailto:KParsons@ngn-tally.com]
Sent: Tuesday, September 19, 2017 3:20 PM
To: Matthew Young <myoung@co.okaloosa.fl.us>; Greg Kisela <gkisela@co.okaloosa.fl.us>; DeRita Mason <dmason@co.okaloosa.fl.us>; David Underwood <dunderwood@co.okaloosa.fl.us>
Cc: Lynn Hoshihara <lhoshihara@co.okaloosa.fl.us>
Subject: RE: Professional Consulting Services Contracts (CCNA contracts)

Hello Purchasing:

This looks good, however because this could involve Federal funding you will need to include a cap in the contract on price. Otherwise it looks good!

From: Matthew Young [mailto:myoung@co.okaloosa.fl.us]
Sent: Friday, September 15, 2017 12:56 PM
To: Parsons, Kerry; Greg Kisela; DeRita Mason; David Underwood
Cc: Lynn Hoshihara
Subject: RE: Professional Consulting Services Contracts (CCNA contracts)

Feedback appreciated.

Respectfully,

Matthew Young
Contracts & Lease Coordinator
Okaloosa County Purchasing Department

Tel: (850) 689-5960 Fax: (850) 689-5970
myoung@co.okaloosa.fl.us www.co.okaloosa.fl.us
5479 Old Bethel Rd, Suite A Crestview, FL 32536

Please note: Due to Florida's very broad public records laws, most written communications to or from County employees regarding County business are public records, available to the public and media upon request. Therefore, this written e-mail communication, including your e-mail address, may be subject to public disclosure.

From: Parsons, Kerry [mailto:KParsons@ngn-tally.com]
Sent: Friday, September 15, 2017 10:44 AM
To: Greg Kisela <gkisela@co.okaloosa.fl.us>; Matthew Young <myoung@co.okaloosa.fl.us>; DeRita Mason <dmason@co.okaloosa.fl.us>; David Underwood <dunderwood@co.okaloosa.fl.us>
Cc: Lynn Hoshihara <lhoshihara@co.okaloosa.fl.us>
Subject: RE: Professional Consulting Services Contracts (CCNA contracts)

Yes please

From: Greg Kisela [mailto:gkisela@co.okaloosa.fl.us]
Sent: Friday, September 15, 2017 11:41 AM
To: Parsons, Kerry; Matthew Young; DeRita Mason; David Underwood
Cc: Lynn Hoshihara
Subject: RE: Professional Consulting Services Contracts (CCNA contracts)

Kerry: Is this the template you want us to use for Taylor Engineering, MRD and DAG?

Greg Kisela

From: Parsons, Kerry [mailto:KParsons@ngn-tally.com]
Sent: Wednesday, September 06, 2017 9:31 AM
To: Greg Kisela <gkisela@co.okaloosa.fl.us>; Matthew Young <myoung@co.okaloosa.fl.us>; DeRita Mason <dmason@co.okaloosa.fl.us>; David Underwood <dunderwood@co.okaloosa.fl.us>
Cc: Lynn Hoshihara <lhoshihara@co.okaloosa.fl.us>
Subject: Professional Consulting Services Contracts (CCNA contracts)

Good Morning Purchasing:

Attached is the shell of a Professional Consulting Services Contract pursuant to CCNA procurement that I have drafted for you. I recommend that you all take a look at it and use it for the Consulting Engineering Services and the Volkert Contracts. I tried to highlight places where information would need to be added in as well as made some comments.

Please let me know if you have any questions or concerns. Again, I recommend you plug in the necessary information and use these for the Consulting Services contracts and Volkert procurement that it going through Purchasing right now.

Have a good day!
Kerry

Kerry A. Parsons, Esq.
Nabors Giblin & Nickerson P.A.
1500 Mahan Dr. Ste. 200
Tallahassee, FL 32308
T. (850) 224-4070
Kparsons@ngn-tally.com

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List of records matching your search for :

Search Term : taylor* engineering* inc*
Record Status: Active

ENTITY TAYLOR ENGINEERING, INC Status:Active

DUNS: 181561168 +4: CAGE Code: 0L8G0 DoDAAC:

Expiration Date: Jul 25, 2018 Has Active Exclusion?: No Debt Subject to Offset?: No

Address: 10151 DEERWOOD PARK BLVD
STE 300
City: JACKSONVILLE State/Province: FLORIDA
ZIP Code: 32256-5507 Country: UNITED STATES

ENTITY M. E. TAYLOR ENGINEERING, INC. Status:Active

DUNS: 066774480 +4: CAGE Code: 0HB72 DoDAAC:

Expiration Date: Mar 3, 2018 Has Active Exclusion?: No Debt Subject to Offset?: No

Address: 21604 GENTRY LN
City: BROOKEVILLE State/Province: MARYLAND
ZIP Code: 20833-1813 Country: UNITED STATES