Contract #: C23-3266-PW HALFF ASSOCIATES, INC. SANTA ROSA BOULEVARD IMPROVEMENTS EXPIRES: 10/18/2025 W/2 (1) YR RENEWALS

TASK ORDER APPR

CONTRACT #: ______

TASK ORDER #: ______

TASK ORDER AMOUNT: \$610,928.00 (Not to Exceed)

OFFERED BY CONSULTANT:

HALFF ASSOCIATES, INC.

FIRM'S NAME

Mark Llewellyn Jr, PE

REPRESENTATIVE'S PRINTED NAME

SIGNATURE

Vice President

TITLE

RECOMMENDED FOR APPROVAL (Department Director)

Jason T. Autrey, P.E., C.P.M. Date: 2023.04.06 08:16:38 -05:00

SIGNATURE

Public Works Director

April 6, 2023

DATE

John Hofstad Decer 2022.04.12 08237.46

COUNTY ADMINISTRATOR (if applicable)

DATE

Revised January 21, 2020

APPROVED BY OKALOOSA COUNTY (Per Purchasing Manual) Table 1

L Digitally signed by DeRita DeRita Mason Date: 2023.04.06 08:35:25 -05'00'

4/4/2023

DATE

PURCHASING MANAGER

April 6, 2023

DATE

Faye Douglas' Digitally spined by Fare Douglas

OMB DIRECTOR/DATE

April 6, 2023

DATE SEAI CHAIRMAN (if applicable) Robert A. "Trey" Goodwin III

April 18, 2023

DATE



HALFF ASSOCIATES, INC. AGREEMENT FOR THE PROVISION OF LIMITED PROFESSIONAL SERVICES

Agreement Date: 03/13/2023

COUNTY Contact and Title: Scott Bitterman, P.E., County Engineer Business Name: Okaloosa County Public Works Address: 1759 S. Ferdon Boulevard, Crestview, FL 32536 Phone: (850) 689-5772 E-Mail: sbitterman@myokaloosa.com

Project Name: Santa Rosa Boulevard Design & CEI Engineering Services Task Work Order No. 3: Project Management and Coordination, 90% Roadway Design, and Permitting Project City, County, Zip Code: Fort Walton Beach (Okaloosa Island), Okaloosa County, 32548 Project Latitude/Longitude: 30.391838/-86.596633

Halff Associates, Inc. (CONSULTANT) is pleased to submit our proposal to provide professional services for Okaloosa County (COUNTY) regarding the above referenced project. The abbreviated project description, scope of services, COUNTY's responsibilities, schedule, and compensation are as follows:

I. ABBREVIATED PROJECT DESCRIPTION

CONSULTANT will provide roadway engineering design and construction plan production for Santa Rosa Boulevard, from the west limits of the United States Air Force property extending east approximately two miles to the adjacent Florida Department of Transportation (FDOT) Brooks Bridge project located near the intersection of Santa Rosa Boulevard and SR 30 (US 98/Miracle Strip Parkway SE). The project includes the 90% design of Santa Rosa Boulevard, consisting of roadway reconstruction, multi-use path, bike lanes, pedestrian crossings, and landscaping improvements.

For Task Work Order No. 3 (TWO3) the CONSULTANT will provide project coordination, roadway engineering design, construction plan production, and permitting for the project as required to produce 90% Construction Documents. Following the 90% submittal, the COUNTY will provide direction related to project phasing and the CONSULTANT will prepare a supplemental Task Work Order (TWO) to prepare Final Construction Documents for the overall project or phases of the project. If requested, the project phasing plans will include Maintenance of Traffic Plans and other related documents as required for bidding. The COUNTY could elect to direct the CONSULTANT to finalize the plans for bidding as a complete project. CONSULTANT will also provide post design and construction engineering and inspection services (CEI) under a separate TWO when needed.

II. SCOPE OF SERVICES

- 1. Project Management and COUNTY Coordination CONSULTANT will attend monthly and miscellaneous project coordination meetings with the COUNTY and other consultants on the project. This task anticipates the following meetings:
 - 1.1. Team Coordination It is anticipated that monthly internal project team coordination meetings will take place during the timeframe to complete TWO3 (anticipating 12 meetings). CONSULTANT will conduct design team coordination meetings as needed.



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- 1.2. Monthly Project Coordination Meetings and Reporting CONSULTANT will schedule and conduct monthly project status meetings with the COUNTY. Each meeting will be documented and provided to the COUNTY (anticipating 12 meetings for this TWO). These meetings will be coordinated with work being completed on other TWOs.
- 1.3. Adjacent Projects Review and Coordination CONSULTANT will review each of the following projects and coordinate design and analysis as necessary.
 - 1.3.1. FDOT Brooks Bridge CONSULTANT will review the proposed improvements along SR 30 (US 98/Miracle Strip Parkway SE) that are part of the FDOT Brooks Bridge project, and coordination between the projects will begin early in the design process and continue to TWO3 completion.
 - 1.3.2. Eglin Air Force Base COUNTY will coordinate throughout the design process with Eglin Air Force Base regarding the military property on the western terminus of Santa Rosa Boulevard. CONSULTANT will assist the COUNTY with this coordination as requested.
- 2. Corridor Analysis and 30% Construction Plans CONSULTANT will complete the roadway analysis and design services required based on the conceptual renderings previously submitted to the COUNTY. The roadway is anticipated to include 11' travel lanes, 4' bike lanes, 14' multi-use paths, and 5' sidewalks. A center median is not anticipated along this corridor; however, landscape buffers are anticipated for separation between travel lanes and multi-use paths. To the extent allowable by the COUNTY's project requirements and site conditions, the design will be conducted using the 2023 FDOT Design Manual, Florida Greenbook, and the FDOT Standard Plans for Road Construction. This task includes the following:
 - 2.1. Horizontal Geometry The COUNTY has provided a conceptual exhibit showing the desired alignment of Santa Rosa Boulevard. CONSULTANT will review and modify the alignment per the COUNTY's recommendation to minimize property impacts along the project where possible.
 - 2.2. Vertical Geometry Review the existing vertical profile of Santa Rosa Boulevard within the project limits and tie in elevations of connecting side streets and driveways. A conceptual vertical profile will be developed to accommodate the proposed typical section with the intent of minimizing property impacts along the project where possible. Conceptual vertical profiles of connecting side streets and driveways will be developed for tie in evaluation.
 - 2.3. Typical Sections Development Develop the preferred conceptual typical sections to meet the needs and function of each roadway segment. The typical sections will be adjusted throughout the design process to accommodate right of way constraints, the FDOT Brooks Bridge design, and adjacent property access.
 - 2.4. Conceptual Landscape and Hardscape Plans This Scope of Services anticipates that landscape and hardscape features will be incorporated into the design of Santa Rosa Boulevard. The landscape and hardscape improvements will be located primarily in areas where lane reductions are anticipated and at beach access park locations. In addition, landscape buffers will be considered that will provide separation between the roadway and multiuse trail.



- 2.4.1. Conceptual Landscape and Hardscape Plans Prepare Conceptual Landscape and Hardscape Plans for review and approval by the COUNTY prior to proceeding with detailed construction documents. The conceptual plans will include a plant palette, conceptual typical planting plans (to be utilized at multiple locations for consistency and branding purposes), and two (2) alternative hardscape layouts at pedestrian crosswalks.
- 2.4.2. Park Drive Pocket Park Conceptual Design Prepare a conceptual plan for the area encompassed by Park Drive and Santa Rosa Boulevard. The pocket park will take into consideration the existing water tower and proposed multi-use trail. This passive park will only include sidewalks and benches to provide a place of rest in a park setting. CONSULTANT will coordinate this design with Okaloosa County Parks and Recreation Department.
- 2.4.3. Conceptual Landscape and Hardscape Plan Renderings Following COUNTY approval of the Conceptual Landscape and Hardscape Plans, prepare color plan view renderings of four (4) specific locations where landscape and hardscape enhancements will be constructed. These renderings will be utilized for public engagement or other purposes.
- 2.5. Preliminary Roadway and Multi-Use Trail Lighting Plan Coordinate with the COUNTY, FDOT and electric provider to develop a conceptual roadway and trail lighting plan for the project. COUNTY will provide the lighting level requirements. Evaluate the potential to provide a consistent lighting theme that may be developed for the Brooks Bridge project. If this approach is not possible, evaluate incorporating street lighting poles and fixtures consistent with other COUNTY projects. It is expected that the electric provider may provide a limited number of street light pole and luminaire options. The COUNTY will select the preferred pole and luminaire for use on this project.
- 2.6. Conceptual Cross Section and Pavement Transition Review The conceptual alignment, profile, and typical sections will be utilized to develop conceptual cross sections at approximately 50' intervals along the project. These cross sections will inform initial geometric design decisions. In addition, prepare pavement width transition plans for review and approval by the COUNTY.
- 2.7. Access Management Review Several existing driveways and adjacent sideroads may be impacted by the Santa Rosa Boulevard project. CONSULTANT will review these impacts and make recommendations to the COUNTY regarding the options available to provide adequate vehicular access.
- 2.8. Initial Permitting Requirement Analysis CONSULTANT will conduct preapplication meetings with FDOT and the Northwest Florida Water Management District (NWFWMD) to determine the permitting requirements of each agency. The results of these meetings will be provided in a brief memorandum and include any critical issues that will need to be addressed.
- 2.9. 30% Roadway and Trail Construction Plans Production Based on the results of the corridor analysis and direction provided by the COUNTY, CONSULTANT will produce Conceptual Construction Plans for review and approval by the COUNTY. The Conceptual Construction

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Plans will be produced on 11"x17" sheets at a scale appropriate for the project. The 30% Plans will include the following components:

- Key Sheet
- Drainage Map (preliminary)
- Typical Sections
- General Notes and Details
- Project Layout
- Roadway Plan-Profile (including Trail Plan)
- Driveway and Side Street Plan-Profile
- Roadway Cross Sections (approx. every 50')
- Signing and Pavement Marking Plans
- Roadway and Trail Lighting Plans (concept)
- Landscape Plans (concept)
- 2.10. Conceptual Opinion of Probable Cost (COPC) CONSULTANT will provide a COPC based on the 30% Plans. The COPC will be based on general information and should only be considered preliminary and conceptual.
- 2.11. Property Owner Engagement The multi-use trail may encroach onto private property at cross streets or driveways to provide appropriate trail crossings or roadway separation. These locations will require easements to complete the project. The CONSULTANT will identify the encroachments and prepare exhibits for discussion and presentation to property owners. The exhibits will identify the existing and proposed conditions. All meetings with property owners will be coordinated and attended by the COUNTY. CONSULTANT will also participate in the property owner meetings when requested. This scope of work includes up to 15 property owner engagement exhibits and discussions. Specific easement documents will be prepared under a separate TWO when required.

3. 60% Construction Plans

3.1. Stormwater Analysis Report Preparation – CONSULTANT will complete the stormwater management design analysis anticipated to be required to obtain the necessary permits from the COUNTY, FDOT, and NWFWMD. The Preliminary Proposed Conditions Stormwater Analysis will be updated as the design progresses and a completed Stormwater Analysis Report will be provided to the COUNTY for review and comment.

Note: This Scope of Services does not include the design of stormwater management system improvements that extend outside of the project corridor as well as the extension or addition of new storm sewer networks. The stormwater management system is limited to roadside swales, channel drains/side drains, flumes, and limited additional structures to maintain the existing storm sewer networks.

- 3.2. 60% Roadway and Trail Construction Plans CONSULTANT will produce Construction Plans on 11"x17" sheets at a scale appropriate for the project. The plans will be provided to the COUNTY at the 60% design phase for review and comment. The plan set elements to be provided by CONSULTANT include, but may not be limited to, the following:
 - Key Sheet
 - Signature Sheet

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- Drainage Map
- Typical Sections
- General Notes and Details
- Project Layout
- Project Control
- Roadway Plan-Profile (including Trail Plan)
- Driveway and Side Street Plan-Profiles
- Intersection Layout/Detail
- Summary of Drainage Structures
- Drainage Structures Cross Sections
- Roadway Soil Survey
- Roadway Cross Sections (approx. every 50')
- Stormwater Pollution Prevention Plan
- Temporary Traffic Control Plan
- Demolition Plan
- Signing and Pavement Marking Plan
- Roadway and Trail Lighting Plans (Component Set)
- Landscape and Hardscape Plans (Component Set)

Note: Plans will reference applicable FDOT Standard Index and Technical Specifications. Supplemental details will be included in the plans if necessary.

- 3.3. 60% Landscape and Irrigation Construction Plans (Component Set)
 - 3.3.1. Landscape Plans Prepare 60% landscaping construction documents. The landscape design will be consistent with the 30% plans. The plans will be prepared in a consistent format as the roadway plans and include additional detail where necessary. The plans will also include planting specifications and associated details.
 - 3.3.2. Park Drive Pocket Park Design Prepare 60% construction documents for the Park Drive Pocket Park based on the approved conceptual plan. The pocket park will take into consideration the existing water tower and multi-use trail. The pocket park plans will include any demolition, grading, trail pavement, landscape, hardscape and associated details. These plans will be included in the landscape component set.
 - 3.3.3. Irrigation Plans Prepare 60% Irrigation Plans denoting 100% coverage of all proposed landscape enhancements. Actual layout of all irrigation elements including piping will not be shown, rather anticipated locations of major elements (such as point of connection) and coverage areas with types of irrigation (i.e., spray, drip, bubblers, etc.) will be depicted. Performance specifications, notes, and details will also be provided on the plans as needed. It is assumed that the irrigation system is to be supplied by the existing potable water system located within the right of way.
- 3.4. 60% Roadway and Multi-use Trail Lighting Plans (Component Set) CONSULTANT will provide the following services as necessary to prepare construction documents for corridor supplemental multi-use trail lighting.
 - 3.4.1. Existing Roadway Lighting Review existing roadway lighting by requesting information regarding existing features. Based on information received from others,



define the areas where additional multi-use trail illumination is required to meet the COUNTY's lighting level requirements. Prepare photometric calculations based on the proposed lighting layout. Supplemental light pole locations will be identified where required.

- 3.4.2. Multi-use Trail Lighting Plans Prepare construction plans for the supplemental multiuse trail illumination. The construction plans will include electrical service design with branch circuiting and controls manual along with a new light pole location plan.
- 3.4.3. Electric Provider Coordination Coordinate with the electric provider to design Power Load Centers as required for the lighting load. Coordinate load center locations and point of service with the COUNTY and Electric provider.
- 3.5. 60% Updated Opinion of Probable Cost CONSULTANT will provide approximate Construction Quantities for the design components prepared by CONSULTANT at the 60% submittal phase. This will include FDOT pay items with estimated costs based on FDOT average unit costs and recent COUNTY bid proposals (if desired, provided by COUNTY). This spreadsheet will serve as the Opinion of Probable Cost for the project.
- 4. Project Permitting Permitting coordination will begin during the early stages of project design by conducting preapplication meetings with the appropriate permitting agencies. Initial permit applications will be submitted to the permitting agencies following COUNTY approval of the 60% Construction Plans. CONSULTANT will compile the pertinent information required for the completion of the permit applications described below.
 - 4.1. Northwest Florida Water Management District (NWFWMD) Environmental Resources Permit (ERP) CONSULTANT will provide permitting services in effort to obtain an ERP from the NWFWMD. CONSULTANT will respond to applicable comments from the NWFWMD's review staff, including up to two (2) meetings with the agency.
 - 4.2. FDOT Permitting CONSULTANT will prepare the necessary permit documents required by FDOT, including those permits which relate to the adjacent Brooks Bridge project. It is anticipated that this will include the following:
 - Drainage Permit
 - Access Permit
 - Utility Permit

5. 90% Construction Plans

- 5.1. Stormwater Management Design Analysis CONSULTANT will update the stormwater management design analysis based on feedback from regulatory agency review to obtain the necessary permits from the County, FDOT, and NWFWMD. The 60% Stormwater Management Report will be updated as the design progresses.
- 5.2. 90% Roadway and Trail Construction Plans CONSULTANT will produce Construction Plans on 11"x17" sheets at a scale appropriate for the project. The design will not identify project phases. The plans will be provided to the COUNTY for review and comment. The plan set elements to be provided by CONSULTANT include, but may not be limited to, the following:
 - Key Sheet



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- Signature Sheet
- Drainage Map
- Typical Section(s)
- General Notes and Details
- Summary of Drainage Structures
- Project Layout
- Project Control
- Roadway Plan-Profile (including Trail Plan)
- Intersection Layout/Details/Profiles
- Drainage Structures
- Roadway Soil Survey
- Roadway Cross Sections (approx. every 50')
- Stormwater Pollution Prevention Plan
- Temporary Traffic Control Plan
- Demolition Plan
- Signing and Pavement Marking Plan
- Roadway and Trail Lighting Plans (Component Set)
- Landscape and Hardscape Plans (Component Set)

Note: Plans will reference applicable FDOT Standard Index and Technical Specifications. Supplemental details will be included in the plans if necessary.

- 5.3. 90% Landscape and Irrigation Construction Plans (Component Set)
 - 5.3.1. Landscape Plans Prepare 90% landscaping construction documents. The landscape design will be consistent with the 60% plans. The plans will be prepared in a consistent format as the roadway plans and include additional detail where necessary. The plans will also include planting specifications and associated details.
 - 5.3.2. Park Drive Pocket Park Design Prepare 90% construction documents for the Park Drive Pocket Park based on the approved conceptual plan. The pocket park will take into consideration the existing water tower and multi-use trail. The pocket park plans will include any demolition, grading, trail pavement, landscape, hardscape and associated details. These plans will be included in the landscape component set.
 - 5.3.3. Irrigation Plans Prepare 90% Irrigation Plans denoting 100% coverage of all proposed landscape enhancements. Actual layout of all irrigation elements including piping will not be shown, rather anticipated locations of major elements (such as point of connection) and coverage areas with types of irrigation (i.e., spray, drip, bubblers, etc.) will be depicted. Performance specifications, notes, and details will also be provided on the plans as needed. It is assumed that the irrigation system is to be supplied by the existing potable water system located within the right of way.
- 5.4. 90% Roadway and Multi-use Trail Lighting Plans (Component Set) CONSULTANT will provide the following services as necessary to prepare construction documents for corridor supplemental multi-use trail lighting.



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- 5.4.1. Roadway Lighting Prepare 90% Construction Plans for the roadway illumination. The construction plans will include electrical service design with branch circuiting and controls manual along with a light pole location plan.
- 5.4.2. Multi-use Trail Lighting Plans Prepare 90% Construction Plans for the multi-use trail illumination. The construction plans will include electrical service design with branch circuiting and controls manual along with a new light pole location plan.
- 5.4.3. Electric Power Load Centers Power Load Centers will be included in the 90% Lighting Plans as required for the lighting load. Coordinate load center locations and point of service will be coordinated confirmed by the COUNTY and electric provider.
- 5.5. 90% Opinion of Probable Cost CONSULTANT will provide approximate Construction Quantities for the design components prepared by CONSULTANT at the 90% submittal phases. This will include FDOT pay items with estimated costs based on FDOT average unit costs and recent COUNTY bid proposals (provided by COUNTY). This spreadsheet will serve as the Opinion of Probable Cost for the project.

6. Utility Coordination

- 6.1. Utility Conflict Matrix Existing utilities will be located during surveying services provided by the CONSULTANT. CONSULTANT will contact each utility owners to discuss the project and provide preliminary plans to confirm the location of the existing facilities. CONSULTANT will coordinate with utilities that are affected by the proposed construction. A Utility Conflict Matrix will be submitted to all Utility Agency Owners (UAO).
 - 6.1.1. Water/Sewer Relocations As necessary, CONSULTANT will identify UAO provided relocations for water and sewer utilities which conflict with the proposed design of Santa Rosa Boulevard.
 - 6.1.2. Fiber Optic Cable Relocations CONSULTANT understands that COUNTY will coordinate with Eglin Air Force Base as it relates to existing Air Force fiber optic cables that are located along Santa Rosa Boulevard. The COUNTY will be notified of any potential conflicts known to the CONSULTANT and the COUNTY will address these potential conflicts with the Air Force.

Note: This Scope of Services does not include the design of utility replacements or significant relocations; however, CONSULTANT will display proposed utility relocations in the roadway plans that are provided to CONSULTANT by others.

- 6.2. 90% Utility Coordination CONSULTANT will coordinate with UAO's who own utilities that are affected by the proposed construction.
 - 6.2.1. Water/Sewer Relocations As necessary, CONSULTANT will identify and provide relocations for water and sewer utilities which conflict with the proposed design of Santa Rosa Boulevard.
 - 6.2.2. Fiber Optic Cable Relocations CONSULTANT understands that COUNTY will coordinate with Eglin Air Force Base as it relates to existing Air Force fiber optic cables



that are located along Santa Rosa Boulevard. The CONSULTANT will identify the fiber optic lines when appropriate and design the project to avoid impacts to the lines. The COUNTY will be notified of any potential conflicts and the COUNTY will address these potential conflicts with the Air Force.

Note: This Scope of Services does not include the design of utility replacements. However, CONSULTANT will display proposed utility relocations in the roadway plans that are provided to CONSULTANT by others.

- 7. Final Construction Plans Following approval of the 90% Construction Plans, the COUNTY will provide direction related to project phasing and the CONSULTANT will prepare a supplemental TWO to prepare Final Construction Bidding Documents based on the project phasing. The project phasing plans will include Maintenance of Traffic Plans and other related documents as required for bidding. The COUNTY could elect to direct the CONSULTANT to finalize the plans for bidding as a complete project. This option will also require a supplemental TWO.
- 8. Post Design Services CONSULTANT will provide post design services and CEI services support to the COUNTY under a separate authorization.

III. COUNTY RESPONSIBILITIES

- 1. Coordination with Eglin Air Force Base.
- 2. Payment of all impact, review, and permitting fees.
- 3. Provide CONSULTANT with any information, agreements, and/or restrictions that may be in effect on the property and impact the design guidelines or criteria for the project.
- 4. Provide CONSULTANT with previously completed SWMF plans, calculations, and permit documents as necessary to evaluate the existing conditions.
- 5. The COUNTY will provide CONSULTANT with access to the site for activities necessary for the performance of the services. CONSULTANT will take precautions to minimize damage due to these activities but has not included in the fee the cost of restoration of any resulting damage.

IV. PROJECT SCHEDULE

Upon receipt of a fully executed copy of this Agreement, CONSULTANT shall perform its services and discharge the obligations imposed upon us in a prompt and timely manner and as expeditiously as is consistent with professional skill and care and the orderly progress of the work. We also acknowledge that the COUNTY is to be regularly and routinely consulted in connection with the performance hereunder.

V. SUPPLEMENTAL SERVICES

Services authorized in writing by the COUNTY other than those specifically listed in the Scope of Services, and which are agreed to be performed by CONSULTANT by written addenda to this Agreement shall be considered Additional Services for which the COUNTY shall compensate CONSULTANT at an agreed upon lump sum fee or CONSULTANT hourly rates. Supplemental Services may include, but not be limited to the following items:

1. Public Engagement (individual or group) or County Commission presentations including renderings or PowerPoint

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- 2. Access Management Coordination
- 3. Utility replacement or relocation design and permitting
- 4. Project gateway, signage, or hardscape design
- 5. Stormwater or utility improvements outside the project corridor or design of standalone stormwater management facilities
- 6. Extension or addition of new storm sewer networks
- 7. Right of Way acquisition support services
- 8. Traffic analysis or signal design
- 9. Structural design
- 10. Soil contamination analysis, remediation, or any contamination related effort
- 11. Preparation of standalone phased construction documents
- **12.** Post Design Services
- 13. Design plans for connectivity to public areas beyond the R/W

VI. FEE SCHEDULE

Our fees for the described services are outlined in the attached fee schedule and summarized in the following table. Not to Exceed and Hourly Fees do not include Reimbursable Expenses directly associated with this project (travel, mileage, reproduction, supplies, and other non-labor reimbursable costs).

Hourly Services will be invoiced monthly based on CONSULTANT hourly rates set forth in Contract # C23-3266-PW. The CONSULTANT will notify the COUNTY when Hourly Services have reached 75% of the estimated fee. A supplemental TWO will be requested if necessary to complete Hourly Services.

Scope of Services	Not to Exceed Fees	Hourly Fees (Not to Exceed)
1. Project Management and COUNTY Coordination	\$52,520.00	
2. Corridor Analysis and 30% Construction Plans	\$245,898.00	
3. 60% Construction Plans	\$154,416.00	
4. Project Permitting	\$16,680.00	
5. 90% Construction Plans	\$115,746.00	
6. Utility Coordination		\$25,668.00
TOTAL	\$610,928.00	

Prepared by: Mark Llewellyn Jr, PE Halff Associates, Inc. 2255 Killearn Center Boulevard, Suite 200 Tallahassee FL, 32303 850-224-4400