

## **Exhibit A**

### **Scope of Work**

Engineer will advise the District and serve as the District's professional representative for this Project as described in RFP No. 2024-001 and will provide the following services.

#### ***Design and Permitting:***

#### **Task 1: Civil Engineering – Stormwater Management**

This Task includes:

- Hydrologic / Hydraulic Modeling
  - Delineate Drainage Basins and Prepare Basin Map
  - Determine Hydrologic Parameters (Runoff / Time of Concentration Values)
  - Determine Hydraulic Parameters (Pipe Sizes, Manning's Coefficients, Etc.)
  - Build Hydrologic / Hydraulic Model
  - Conduct Necessary Simulations to Obtain Stormwater Design Requirements
  - Produce Input / Output Reports of Final Simulation
  
- Stormwater Management Report
  - Prepare Stormwater Management Report to include, at a minimum:
    - Introduction and Methodology
    - Existing Conditions Discussion
    - Proposed Conditions Discussion
    - Hydrologic / Hydraulic Modeling Discussion
    - Conclusion
  - Prepare Necessary Exhibits to include, at a minimum:
    - Vicinity Map
    - Aerial Map
    - Topographic Map
    - Flood Map
    - Basin Maps

Deliverable(s):        Stormwater Management Report

#### **Task 2: Construction Drawings**

This Task includes:

- The District and Project Team Coordination
  - Coordination with environmental consultant as needed to obtain permits for site development to include environmental permitting within a Regional General Permit (RGP)/Ecosystem Agreement (EMA).
  - Coordination with project Architect and building systems Engineers as required to complete the Civil Engineering design
  
- Final Engineering Design and Construction Documentation
  - Cover Sheet

- General Notes and Specifications Sheets
- Existing Conditions Plan and Erosion Control Plan
- Demolition and Preservation Plan
- Site Geometry Plan
- Grading and Drainage Plan(s)
- Site Utility Plans
  - Fire Water, Domestic Water, and Sanitary Sewer final layout and sizing
- Construction Details

Deliverable(s): 24x36 Plans and Electronic PDF files

### **Task 3: Procurement and Construction**

This Task includes:

- Assistance with Bidding Process
  - Finalize Construction Drawings and Specifications prepared in Task 2 above.
  - Prepare a schedule of values, if required.
  - Assist in bid process as needed including assistance with the solicitation and reviewing responses.
- Management and oversight of construction

### **Task 4: Meetings**

This Task includes:

- Special Coordination, not specifically related to permitting activities stated below, with Regulatory Agencies including but not limited to Walton County, Regional Utilities, Northwest Florida Water Management District (NFWFMD) and Florida Department of Environmental Protection (FDEP)
- Conference Calls
- Meetings as Required to meet Scope of Work

### **Task 5: Traffic Engineering**

This Task includes:

- Prepare a traffic concurrency letter report and concurrency calculations for submittal to Walton County.

### **Task 6: Permit Submittals**

This Task includes:

- Prepare applications and documentation to submit for a Minor Development Order in accordance with Walton County Land Development Code.
- Prepare and submit applications and required documents for the following permits:
  - Regional Utilities – Water and Sewer Permits
  - FDEP Drinking Water and Wastewater Connection Permits (if required)
  - FDEP – NPDES Stormwater Construction General Permit

- NFWFMD Environmental Resources Permit for Stormwater Management Systems only.
- Stormwater Pollution Prevention Plan (SWPPP), required for NPDES Permit
- Limitations and Exclusions:
  - Resubmittal of permit documents due to The District requested design changes after the initial submittal may result in an additional fee request.
  - Permitting of new offsite Public Water and Sewer improvements are not included.
- Assist the District in preparation of Wetland Dredge and Fill Exhibits needed for the Regional General Permit (RGP) and Ecosystem Management Agreement (EMA) Application. Wetland Permitting is not included.

### **Geotechnical Engineering and Surveying**

- provide or subcontract for all geotechnical services needed to complete the project including but not limited to retaining wall design and construction.
- provide or subcontract for all surveying services needed to complete the project.

### **Roadway design and construction and location of utility easements**

- Provide design and other appropriate documents for the construction of roadway to access the site.
- Provide location of temporary and/or permanent utility easements.
- Coordinate with utility providers and ensure provision of electric and water utilities needed for the project.

### **Assumptions and Exclusions**

The following assumptions and exclusions apply to this scope of services.

- The District will pay for applications and review fees, all required mailings, public notices, and public notice signage.
- A Development Feasibility Study was provided with the RFP.
- The District will facilitate the wetland impacts / dredge and fill permitting in accordance with the RGP and EMA and applications. Services for an Individual Permit or General Permit for wetland impacts are not included in this scope of work.
- Landscape and Irrigation Design Services are not included.
- Services other than those specifically stated are excluded but may be added and billed as Additional Services as needed to complete the project.