

**BOARD OF COUNTY COMMISSIONERS**  
**REGULAR MEETING**  
**9:00 AM, May 21, 2025**  
**James S. Page Governmental Complex, 96135 Nassau Place**  
**Yulee, FL 32097**

F.



## BOCC AGENDA ITEM

---

**Item Title:** Approve and authorize the Chairman to sign the work authorization with Halff Associates to develop Nassau County's Resilient Florida Adaptation Plan

**Date:** 05/21/2025

**Department:** Stormwater and Drainage Management

**Background:**

In 2023, the County was awarded the Florida Department of Environmental Protection (DEP)'s Resilient Florida Planning Grant for the Nassau County Vulnerability Assessment Update Including Callahan project. As part of the Resilient Florida Planning Grant, the County wishes to contract with Halff Associates to complete a portion of the contractual services requirements for the updated vulnerability assessment's adaptation plan which will help staff understand the County's stormwater system and how it responds to specific storm events. The documents and information produced by these plans will help the County continue to be more resilient, saving its citizens money on recovery in the long term.

**Request:**

Approve and authorize the Chairman to sign Work Authorization #05 to Contract No. CM3456, and associated Budget Transfer, with Halff Associates Inc., to develop Nassau County's Resilient Florida Adaptation Plan under the Florida Department of Environmental Protection (DEP)'s Resilient Florida Planning Grant, in the amount of \$205,000.

**Financial/Economic Impact to Future Years Budgeting Process or Effect on Citizens:**

This work authorization would be fully funded by the Florida Department of Environmental Protection (DEP)'s Resilient Florida Planning Grant. Without this Work Authorization, the County would not benefit from the expertise of Halff Associates for the Adaptation Plan.

**Action Requested and Recommendation:**

Approve and authorize the Chairman to sign Work Authorization #05 to Contract No. CM3456, and associated Budget Transfer, with Halff Associates Inc., to develop Nassau County's Resilient Florida Adaptation Plan under the Florida Department of Environmental Protection (DEP)'s Resilient Florida Planning Grant, in the amount of \$205,000.

**Is this action consistent with the Nassau County Comprehensive Land Use Plan?**

Yes

**Funding Source:**

03005541-534000 RPG23

---

**Additional Information Needed for Contracts/Agreements (If Applicable)**

**Contract Number assigned by Contracts Management:**

CM3456-WA05

**For non-governmental agencies, has the document been sent to the vendor for signature?**

Yes

**Does the document need to be recorded? If so, who will pay the recordation fee?**

N/A

**Are there any special mailing instructions? (Include contact name, address, deadline for submittal, how to mail such as express mail, FedEx, etc):**

Please email copy of executed work authorization and budget resolution to [kpeay@nassaucountyfl.com](mailto:kpeay@nassaucountyfl.com) and [bcontardi@nassaucounty.com](mailto:bcontardi@nassaucounty.com).

**How many originals are needed?**

Please send one (1) copy to Katie Peay.

**NASSAU COUNTY WORK AUTHORIZATION #05**

<b>Contract Number:</b>	CM3456
<b>Consultant/Vendor:</b>	Halff Associates Inc.
<b>Consultant/Vendor Contact Name:</b>	Sean Lahav
<b>Consultant/Vendor Contact Phone Number:</b>	(904)720-2611
<b>Consultant/Vendor Contact Email Address:</b>	slahav@halff.com
<b>Project Short Title:</b>	Nassau County Adaptation Program
<b>Total Amount of Previous Work Authorizations:</b>	\$707,915.62
<b>Amount of this Work Authorization:</b>	\$205,000.00
<b>New Contract Amount including this Work Authorization:</b>	\$912,915.62
<b>Funding Source:</b>	03005541-534000 RPG23 Budget Transfer Pending

This Work Authorization is issued pursuant to the Contract referenced above between Nassau County and the Consultant/Vendor for the following services:

**ARTICLE 1. Description of Services.** Consultant/Vendor shall provide the services as set forth in Exhibit “A”, attached hereto and incorporated herein.

**ARTICLE 2. Time Schedule.** Consultant/Vendor anticipates the services to be completed pursuant to the time schedule contained in Exhibit “A”, attached hereto and incorporated herein. The parties agree that this Work Authorization shall be considered as the Notice to Proceed.

**ARTICLE 3. Compensation.** Consultant/Vendor shall be compensated for the services in detailed in Exhibit “A”, attached hereto and incorporated herein, using rates previously established in the Contract referenced above.

**ARTICLE 4. Other Provisions.** This Work Authorization shall become a part of the Contract when executed by both parties. Any Work Authorization entered into prior to expiration or termination set forth in the Contract shall continue in effect through the earlier of: (i) the date all of the Services thereunder have been fully completed and accepted by Nassau County, or (ii) until such time as such Work Authorization expires or is terminated in accordance with its terms or is terminated pursuant to Article 2 hereof. Consultant/Vendor acknowledges that all drawings, data, electronic files and other information required for this Work Authorization has been accepted by Consultant/Vendor. Specifically, all electronic files have been reviewed and accepted for the purposes of this Work Authorization.

RECOMMENDED AND APPROVED BY:

Department Head/Managing Agent:	<u>Katie Peay</u>	4/10/2025	
		Date	Be
Procurement:	<u>Evelyn Burton</u>	4/11/2025	4/10/2025
		Date	
Office of Management & Budget:	<u>Chris Lacambra</u>	4/10/2025	JP
		Date	
County Attorney:	<u>Denise C. May</u>	4/16/2025	4/10/2025
	Denise C. May	Date	EM

IN WITNESS WHEREOF, the Parties have caused this Work Authorization to be executed by its duly authorized representatives, effective as of the last date below.

BOARD OF COUNTY COMMISSIONERS  
NASSAU COUNTY, FLORIDA

By: A.M. “HUPP” HUPPMANN  
Its: Chair  
Date: \_\_\_\_\_

ATTEST TO CHAIR’S  
SIGNATURE

MITCH L. KEITER  
Its: Ex-Officio Clerk

HALFF ASSOCIATES, INC.  
Sean Lahav  
BY: \_\_\_\_\_  
Print Name: Sean Lahav  
Title: Associate Vice President  
Date: 4/11/2025

# EXHIBIT "A"



## **TASK LETTER FOR CONTINUING SERVICES – HALFF AVO 53758.007 RESILIENT FLORIDA ADAPTATION PLAN NASSAU COUNTY, FLORIDA**

### **I. ABBREVIATED PROJECT DESCRIPTION**

CLIENT has requested CONSULTANT to develop Nassau County's Resilient Florida Adaptation Plan (AP). The CONSULTANT will act as a project advisor to CLIENT in this capacity. The AP will identify key vulnerabilities, prioritize adaptation strategies, and propose actionable projects to safeguard infrastructure, homes, businesses, and natural resources. The planning process will include phased development, extensive community engagement, and evaluation of strategies for feasibility and impact. The final plan will outline adaptation measures, funding opportunities, and implementation timelines to enhance Nassau County's long-term resilience.

### **II. SCOPE OF SERVICES**

#### **A. TASK 1 – KICK-OFF MEETING**

The CONSULTANT will initiate the project by conducting a kick-off meeting to outline the project scope, goals, schedule, milestones, and deliverables. This meeting will ensure that all stakeholders are aligned with the objectives and approach of the Adaptation Plan development process.

Deliverables:

1. Meeting agenda including location, date, and time of meeting.
2. Meeting sign-in sheets or attendance records with attendee names and affiliations.
3. A copy of the presentation(s) and any materials created for distribution at the meeting.
4. Kick-off meeting minutes documenting all decisions and agreed-upon outcomes.
5. A summary report including attendee input and meeting outcomes.

Task Lump Sum Fee: \$5,000.00

#### **B. TASK 2 – DRAFT ADAPTATION NEEDS AND STRATEGIES**

The CONSULTANT will develop a draft Adaptation Plan that identifies the adaptation needs and corresponding strategies. The draft will include a table listing the adaptation needs and strategies, as well as a map illustrating the critical assets identified as priorities for adaptation. The plan will be consistent with the guidelines outlined in the Florida Adaptation Planning Guidebook.

Deliverables:

1. A draft Adaptation Plan outlining the adaptation needs and strategies.

Task Lump Sum Fee: \$100,000.00

#### **C. TASK 3 – COMMUNITY PRIORITIZATION OF ADAPTATION NEEDS**

The CONSULTANT will facilitate public meetings to prioritize the adaptation needs identified in the draft Adaptation Plan. These meetings will provide an opportunity for community members to review and offer feedback on the draft plan, focusing on prioritizing adaptation needs and strategies. The CONSULTANT will prepare the necessary materials for the meetings, including social media notifications, invitations, presentations, and graphics.

Deliverables:

1. Meeting agendas including location, date, and time of meeting.
2. Meeting sign-in sheets with attendee names and affiliations (e.g., local stakeholders, residents, local government staff).
3. A copy of the presentation(s) and any materials created for distribution (e.g., social media posts, graphics).



4. A copy of the video or audio recording from the meeting, if applicable.
5. A summary report documenting attendee input and meeting outcomes.

Task Lump Sum Fee: \$35,000.00

#### **D. TASK 4 – FINAL ADAPTATION PLAN**

The CONSULTANT will finalize the Adaptation Plan, ensuring it aligns with the Florida Adaptation Planning Guidebook. The final plan will include a prioritized list of projects for each asset class, as defined in Subsection 380.093(2) of the Florida Statutes, for potential implementation. It will also include adaptation action areas, high-level conceptual designs, and engineering budgets for the top-priority projects. The final plan will be integrated with existing local planning documents, such as the Comprehensive Plan, Building Code, Local Mitigation Strategy, Capital Improvement Plan, and Stormwater Management Master Plan.

Deliverables:

1. A final Adaptation Plan, inclusive of all associated documentation, appendices, and supporting materials.

Task Lump Sum Fee: \$60,000.00

#### **E. TASK 5 – PUBLIC PRESENTATION**

The CONSULTANT will present the final Adaptation Plan results to local governing boards, technical committees, and other appropriate officers and elected officials. This presentation will communicate the outcomes of the final plan, including prioritized project recommendations and potential future funding needs. The CONSULTANT will prepare all necessary materials, such as meeting invitations, presentations, and social media notifications.

Deliverables:

1. Meeting agendas including location, date, and time of meeting.
2. Meeting sign-in sheets with attendee names and affiliations.
3. A copy of the presentation(s) and any materials created for the meeting (e.g., social media posts, graphics).
4. A copy of the video or audio recording of the presentation, if applicable.
5. A summary report documenting attendee input and meeting outcomes.

Task Lump Sum Fee: \$5,000.00

### **III. FEE SCHEDULE**

<b>Task No.</b>	<b>Task Description</b>	<b>Lump Sum Fee</b>
<b>Task 1</b>	Kick-Off Meeting	\$5,000.00
<b>Task 2</b>	Draft Adaptation Needs and Strategies	\$100,000.00
<b>Task 3</b>	Community Prioritization of Adaptation Needs	\$35,000.00
<b>Task 4</b>	Final Adaptation Plan	\$60,000.00
<b>Task 5</b>	Public Presentation	\$5,000.00
<b>TOTAL LUMP SUM FEE</b>		<b>\$205,000.00</b>

Note: Lump Sum Fee reflects FDEP grant allocation amounts, where estimated hours are slightly less than Lump Sum Fees provided in grant for each task. Total of \$338.94 difference between Lump Sum Fee and Forecasted Totals. Hourly rates are based on 2025 fee listed in 2023-26 Hourly Rate Schedule.

Labor Category		Level	2023	2024	2025	2026	2027
Architect	I	95.00	97.85	100.79	103.81	106.92	
	II	111.00	114.33	117.76	121.29	124.93	
	III	156.00	160.68	165.50	170.47	175.58	
	IV	203.50	209.61	215.89	222.37	229.04	
	V	325.00	334.75	344.79	355.14	365.79	
Engineer	I	115.00	118.45	122.00	125.66	129.43	
	II	156.00	160.68	165.50	170.47	175.58	
	III	189.00	194.67	200.51	206.53	212.72	
	IV	216.00	222.48	229.15	236.03	243.11	
	V	325.00	334.75	344.79	355.14	365.79	
Scientist	I	75.00	77.25	79.57	81.95	84.41	
	II	114.00	117.42	120.94	124.57	128.31	
	III	160.00	164.80	169.74	174.84	180.08	
	IV	200.00	206.00	212.18	218.55	225.10	
	V	325.00	334.75	344.79	355.14	365.79	
Landscape/ Planner	I	86.00	88.58	91.24	93.97	96.79	
	II	110.00	113.30	116.70	120.20	123.81	
	III	141.00	145.23	149.59	154.07	158.70	
	IV	224.00	230.72	237.64	244.77	252.11	
	V	325.00	334.75	344.79	355.14	365.79	
Surveyor	I	95.00	97.85	100.79	103.81	106.92	
	II	110.00	113.30	116.70	120.20	123.81	
	III	141.00	145.23	149.59	154.07	158.70	
	IV	164.00	168.92	173.99	179.21	184.58	
	V	325.00	334.75	344.79	355.14	365.79	
Field Tech	I	58.00	59.74	61.53	63.38	65.28	
	II	75.00	77.25	79.57	81.95	84.41	
	III	96.00	98.88	101.85	104.90	108.05	
	IV	124.00	127.72	131.55	135.50	139.56	
	V	202.00	208.06	214.30	220.73	227.35	
Office Tech	I	60.00	61.80	63.65	65.56	67.53	
	II	75.00	77.25	79.57	81.95	84.41	
	III	96.00	98.88	101.85	104.90	108.05	
	IV	124.00	127.72	131.55	135.50	139.56	
	V	160.00	164.80	169.74	174.84	180.08	
Administrative	I	34.00	35.02	36.07	37.15	38.27	
	II	75.00	77.25	79.57	81.95	84.41	
	III	97.00	99.91	102.91	105.99	109.17	
	IV	118.00	121.54	125.19	128.94	132.81	
	V	159.50	164.29	169.21	174.29	179.52	
Specialist	I	69.00	71.07	73.20	75.40	77.66	
	II	106.00	109.18	112.46	115.83	119.30	
	III	132.00	135.96	140.04	144.24	148.57	
	IV	190.00	195.70	201.57	207.62	213.85	
	V	260.00	267.80	275.83	284.11	292.63	
Intern		75.00	77.25	79.57	81.95	84.41	

Subsequent annual rates include 3% annual escalation



**NASSAU COUNTY WORK AUTHORIZATION #05**

<b>Contract Number:</b>	CM3456
<b>Consultant/Vendor:</b>	Halff Associates Inc.
<b>Consultant/Vendor Contact Name:</b>	Sean Lahav
<b>Consultant/Vendor Contact Phone Number:</b>	(904)720-2611
<b>Consultant/Vendor Contact Email Address:</b>	slahav@halff.com
<b>Project Short Title:</b>	Nassau County Adaptation Program
<b>Total Amount of Previous Work Authorizations:</b>	\$707,915.62
<b>Amount of this Work Authorization:</b>	\$205,000.00
<b>New Contract Amount including this Work Authorization:</b>	\$912,915.62
<b>Funding Source:</b>	03005541-534000 RPG23 Budget Transfer Pending

This Work Authorization is issued pursuant to the Contract referenced above between Nassau County and the Consultant/Vendor for the following services:

**ARTICLE 1. Description of Services.** Consultant/Vendor shall provide the services as set forth in Exhibit “A”, attached hereto and incorporated herein.

**ARTICLE 2. Time Schedule.** Consultant/Vendor anticipates the services to be completed pursuant to the time schedule contained in Exhibit “A”, attached hereto and incorporated herein. The parties agree that this Work Authorization shall be considered as the Notice to Proceed.

**ARTICLE 3. Compensation.** Consultant/Vendor shall be compensated for the services in detailed in Exhibit “A”, attached hereto and incorporated herein, using rates previously established in the Contract referenced above.

**ARTICLE 4. Other Provisions.** This Work Authorization shall become a part of the Contract when executed by both parties. Any Work Authorization entered into prior to expiration or termination set forth in the Contract shall continue in effect through the earlier of: (i) the date all of the Services thereunder have been fully completed and accepted by Nassau County, or (ii) until such time as such Work Authorization expires or is terminated in accordance with its terms or is terminated pursuant to Article 2 hereof. Consultant/Vendor acknowledges that all drawings, data, electronic files and other information required for this Work Authorization has been accepted by Consultant/Vendor. Specifically, all electronic files have been reviewed and accepted for the purposes of this Work Authorization.

RECOMMENDED AND APPROVED BY:

Department Head/Managing Agent:	<u>Katie Peay</u>	4/10/2025	
		Date	Be
Procurement:	<u>Evelyn Burton</u>	4/11/2025	4/10/2025
		Date	
Office of Management & Budget:	<u>Chris Lacambra</u>	4/10/2025	JP
		Date	
County Attorney:	<u>Denise C. May</u>	4/16/2025	4/10/2025
	Denise C. May	Date	EM

IN WITNESS WHEREOF, the Parties have caused this Work Authorization to be executed by its duly authorized representatives, effective as of the last date below.

BOARD OF COUNTY COMMISSIONERS  
NASSAU COUNTY, FLORIDA

By: A.M. “HUPP” HUPPMANN  
Its: Chair  
Date: \_\_\_\_\_

ATTEST TO CHAIR’S  
SIGNATURE

MITCH L. KEITER  
Its: Ex-Officio Clerk

HALFF ASSOCIATES, INC.  
Sean Lahav  
BY: \_\_\_\_\_  
Print Name: Sean Lahav  
Title: Associate Vice President  
Date: 4/11/2025



Budget Transfer Request

Requesting Dept: OMB Fund: 103-Cty Transp Transfer #

Prepared By: Brittany Contardi Date: 3/18/2025

Purpose: Provide additional budget needed for contractual services for RPG23 Grant

					Fin. Serv. Use Only
Acct. Number		Acct. Description	Available Budget	Transfer Amount	Verified Available
Transfer:					
From:	03005541-512000 RPG23	REGULAR SALARIES AND WAGE	\$ 420,431.00	\$ (420,431.00)	
From:	03005541-521010 RPG23	FICA TAXES	\$ 25,800.00	\$ (25,800.00)	
From:	03005541-521020 RPG23	MEDICARE TAXES	\$ 6,034.00	\$ (6,034.00)	
From:	03005541-522000 RPG23	RETIREMENT	\$ 56,469.00	\$ (56,469.00)	
From:	03005541-523010 RPG23	LIFE & HEALTH INSURANCE	\$ 21,170.00	\$ (21,170.00)	
From:	03005541-524010 RPG23	WORKERS' COMPENSATION	\$ 647.00	\$ (647.00)	
From:	03005541-564002 RPG23	EQUIP \$50,000 OR GREATER	\$ 77,894.00	\$ (77,894.00)	
To:	03005541-534000 RPG23	OTHER CONTRACTUAL SERVI	\$ 34,546.00	\$ 608,445.00	
To:					
To:					
To:					
To:					
Subtotal:				\$ -	
Grand Total:				\$ -	

Approved By:

BOCC: Clerk of Courts:

Date: Date:

Financial Services Use Only

Action Completed: Signature/Date

Budget Transfer Request

Requesting Dept: OMB Fund: 103-Cty Transp Transfer #

Prepared By: Brittany Contardi Date: 3/18/2025

Purpose: Provide additional budget needed for contractual services for RPG23 Grant

					Fin. Serv. Use Only
Acct. Number		Acct. Description	Available Budget	Transfer Amount	Verified Available
Transfer:					
From:	03005541-512000 RPG23	REGULAR SALARIES AND WAGE	\$ 420,431.00	\$ (420,431.00)	
From:	03005541-521010 RPG23	FICA TAXES	\$ 25,800.00	\$ (25,800.00)	
From:	03005541-521020 RPG23	MEDICARE TAXES	\$ 6,034.00	\$ (6,034.00)	
From:	03005541-522000 RPG23	RETIREMENT	\$ 56,469.00	\$ (56,469.00)	
From:	03005541-523010 RPG23	LIFE & HEALTH INSURANCE	\$ 21,170.00	\$ (21,170.00)	
From:	03005541-524010 RPG23	WORKERS' COMPENSATION	\$ 647.00	\$ (647.00)	
From:	03005541-564002 RPG23	EQUIP \$50,000 OR GREATER	\$ 77,894.00	\$ (77,894.00)	
To:	03005541-534000 RPG23	OTHER CONTRACTUAL SERVI	\$ 34,546.00	\$ 608,445.00	
To:					
To:					
To:					
To:					
Subtotal:				\$ -	
Grand Total:				\$ -	

Approved By:

BOCC: Clerk of Courts:

Date: Date:

Financial Services Use Only

Action Completed: Signature/Date

# EXHIBIT "A"



## **TASK LETTER FOR CONTINUING SERVICES – HALFF AVO 53758.007 RESILIENT FLORIDA ADAPTATION PLAN NASSAU COUNTY, FLORIDA**

### **I. ABBREVIATED PROJECT DESCRIPTION**

CLIENT has requested CONSULTANT to develop Nassau County's Resilient Florida Adaptation Plan (AP). The CONSULTANT will act as a project advisor to CLIENT in this capacity. The AP will identify key vulnerabilities, prioritize adaptation strategies, and propose actionable projects to safeguard infrastructure, homes, businesses, and natural resources. The planning process will include phased development, extensive community engagement, and evaluation of strategies for feasibility and impact. The final plan will outline adaptation measures, funding opportunities, and implementation timelines to enhance Nassau County's long-term resilience.

### **II. SCOPE OF SERVICES**

#### **A. TASK 1 – KICK-OFF MEETING**

The CONSULTANT will initiate the project by conducting a kick-off meeting to outline the project scope, goals, schedule, milestones, and deliverables. This meeting will ensure that all stakeholders are aligned with the objectives and approach of the Adaptation Plan development process.

Deliverables:

1. Meeting agenda including location, date, and time of meeting.
2. Meeting sign-in sheets or attendance records with attendee names and affiliations.
3. A copy of the presentation(s) and any materials created for distribution at the meeting.
4. Kick-off meeting minutes documenting all decisions and agreed-upon outcomes.
5. A summary report including attendee input and meeting outcomes.

Task Lump Sum Fee: \$5,000.00

#### **B. TASK 2 – DRAFT ADAPTATION NEEDS AND STRATEGIES**

The CONSULTANT will develop a draft Adaptation Plan that identifies the adaptation needs and corresponding strategies. The draft will include a table listing the adaptation needs and strategies, as well as a map illustrating the critical assets identified as priorities for adaptation. The plan will be consistent with the guidelines outlined in the Florida Adaptation Planning Guidebook.

Deliverables:

1. A draft Adaptation Plan outlining the adaptation needs and strategies.

Task Lump Sum Fee: \$100,000.00

#### **C. TASK 3 – COMMUNITY PRIORITIZATION OF ADAPTATION NEEDS**

The CONSULTANT will facilitate public meetings to prioritize the adaptation needs identified in the draft Adaptation Plan. These meetings will provide an opportunity for community members to review and offer feedback on the draft plan, focusing on prioritizing adaptation needs and strategies. The CONSULTANT will prepare the necessary materials for the meetings, including social media notifications, invitations, presentations, and graphics.

Deliverables:

1. Meeting agendas including location, date, and time of meeting.
2. Meeting sign-in sheets with attendee names and affiliations (e.g., local stakeholders, residents, local government staff).
3. A copy of the presentation(s) and any materials created for distribution (e.g., social media posts, graphics).



4. A copy of the video or audio recording from the meeting, if applicable.
5. A summary report documenting attendee input and meeting outcomes.

Task Lump Sum Fee: \$35,000.00

#### **D. TASK 4 – FINAL ADAPTATION PLAN**

The CONSULTANT will finalize the Adaptation Plan, ensuring it aligns with the Florida Adaptation Planning Guidebook. The final plan will include a prioritized list of projects for each asset class, as defined in Subsection 380.093(2) of the Florida Statutes, for potential implementation. It will also include adaptation action areas, high-level conceptual designs, and engineering budgets for the top-priority projects. The final plan will be integrated with existing local planning documents, such as the Comprehensive Plan, Building Code, Local Mitigation Strategy, Capital Improvement Plan, and Stormwater Management Master Plan.

Deliverables:

1. A final Adaptation Plan, inclusive of all associated documentation, appendices, and supporting materials.

Task Lump Sum Fee: \$60,000.00

#### **E. TASK 5 – PUBLIC PRESENTATION**

The CONSULTANT will present the final Adaptation Plan results to local governing boards, technical committees, and other appropriate officers and elected officials. This presentation will communicate the outcomes of the final plan, including prioritized project recommendations and potential future funding needs. The CONSULTANT will prepare all necessary materials, such as meeting invitations, presentations, and social media notifications.

Deliverables:

1. Meeting agendas including location, date, and time of meeting.
2. Meeting sign-in sheets with attendee names and affiliations.
3. A copy of the presentation(s) and any materials created for the meeting (e.g., social media posts, graphics).
4. A copy of the video or audio recording of the presentation, if applicable.
5. A summary report documenting attendee input and meeting outcomes.

Task Lump Sum Fee: \$5,000.00

### **III. FEE SCHEDULE**

<b>Task No.</b>	<b>Task Description</b>	<b>Lump Sum Fee</b>
<b>Task 1</b>	Kick-Off Meeting	\$5,000.00
<b>Task 2</b>	Draft Adaptation Needs and Strategies	\$100,000.00
<b>Task 3</b>	Community Prioritization of Adaptation Needs	\$35,000.00
<b>Task 4</b>	Final Adaptation Plan	\$60,000.00
<b>Task 5</b>	Public Presentation	\$5,000.00
<b>TOTAL LUMP SUM FEE</b>		<b>\$205,000.00</b>

Nassau County Adaptation Plan (AP) Fee Estimate - CM3456

Task No.	Task Description	Lump Sum Fee	Landscape/Planner III (\$149.59/hr)		Landscape/Planner IV (\$237.64/hr)		Engineer IV (\$229.15/hr)		Engineer V (\$334.79/hr)		Forecasted Totals	Difference(s)
Task 1	Kick-Off Meeting	\$5,000.00	\$2,842.21	19	\$2,138.76	9	-	-	-	-	\$4,980.97	\$19.03
Task 2	Draft Adaptation Needs and Strategies	\$100,000.00	\$34,405.70	230	\$39,670.68	167	\$15,123.90	66	\$10,713.28	32	\$99,913.56	\$86.44
Task 3	Community Prioritization of Adaptation Needs	\$35,000.00	\$15,407.77	103	\$13,771.12	58	\$5,728.75	25	-	-	\$34,907.64	\$92.36
Task 4	Final Adaptation Plan	\$60,000.00	\$25,879.07	173	\$21,852.88	92	\$7,114.65	31	\$5,021.85	15	\$59,868.45	\$131.55
Task 5	Public Presentation	\$5,000.00	-	-	\$4,990.44	21	-	-	-	-	\$4,990.44	\$9.56
TOTAL(S)		\$205,000.00	\$78,534.75	525	\$82,423.88	347	\$27,967.30	122	\$15,735.13	47	\$204,661.06	\$338.94

Note: Lump Sum Fee reflects FDEP grant allocation amounts, where estimated hours are slightly less than Lump Sum Fees provided in grant for each task. Total of \$338.94 difference between Lump Sum Fee and Forecasted Totals. Hourly rates are based on 2025 fee listed in 2023-26 Hourly Rate Schedule.



DocuSign Envelope ID: 113D015A-6217-4BD9-89D8-472C9EA009F3 IIBIT "B"

HALFF 2023-26 HOURLY RATE SCHEDULE						
Labor Category	Level	2023	2024	2025	2026	2027
Architect	I	95.00	97.85	100.79	103.81	106.92
	II	111.00	114.33	117.76	121.29	124.93
	III	156.00	160.68	165.50	170.47	175.58
	IV	203.50	209.61	215.89	222.37	229.04
	V	325.00	334.75	344.79	355.14	365.79
Engineer	I	115.00	118.45	122.00	125.66	129.43
	II	156.00	160.68	165.50	170.47	175.58
	III	189.00	194.67	200.51	206.53	212.72
	IV	216.00	222.48	229.15	236.09	243.11
	V	325.00	334.75	344.79	355.14	365.79
Scientist	I	75.00	77.25	79.57	81.95	84.41
	II	114.00	117.42	120.94	124.57	128.31
	III	160.00	164.80	169.74	174.84	180.08
	IV	200.00	206.00	212.18	218.55	225.10
	V	325.00	334.75	344.79	355.14	365.79
Landscape/ Planner	I	86.00	88.58	91.24	93.97	96.79
	II	110.00	113.30	116.70	120.20	123.81
	III	141.00	145.23	149.59	154.07	158.70
	IV	224.00	230.72	237.64	244.77	252.11
	V	325.00	334.75	344.79	355.14	365.79
Surveyor	I	95.00	97.85	100.79	103.81	106.92
	II	110.00	113.30	116.70	120.20	123.81
	III	141.00	145.23	149.59	154.07	158.70
	IV	164.00	168.92	173.99	179.21	184.58
	V	325.00	334.75	344.79	355.14	365.79
Field Tech	I	58.00	59.74	61.53	63.38	65.28
	II	75.00	77.25	79.57	81.95	84.41
	III	96.00	98.88	101.85	104.90	108.05
	IV	124.00	127.72	131.55	135.50	139.56
	V	202.00	208.06	214.30	220.73	227.35
Office Tech	I	60.00	61.80	63.65	65.56	67.53
	II	75.00	77.25	79.57	81.95	84.41
	III	96.00	98.88	101.85	104.90	108.05
	IV	124.00	127.72	131.55	135.50	139.56
	V	160.00	164.80	169.74	174.84	180.08
Administrative	I	34.00	35.02	36.07	37.15	38.27
	II	75.00	77.25	79.57	81.95	84.41
	III	97.00	99.91	102.91	105.99	109.17
	IV	118.00	121.54	125.19	128.94	132.81
	V	159.50	164.29	169.21	174.29	179.52
Specialist	I	69.00	71.07	73.20	75.40	77.66
	II	106.00	109.18	112.46	115.83	119.30
	III	132.00	135.96	140.04	144.24	148.57
	IV	190.00	195.70	201.57	207.62	213.85
	V	260.00	267.80	275.83	284.11	292.63
Intern		75.00	77.25	79.57	81.95	84.41

Subsequent annual rates include 3% annual escalation.