

TASK ORDER TO THE AGREEMENT

In accordance with the Civil Site Engineers for Miscellaneous Projects Agreement, approved by the Board of County Commissioners on June 6, 2023 (the "Agreement") for work within the scope of Solicitation 23Q-087-TO-61 Marion County Resilient Florida Adaptation Plan (AP), this Task Order to the Agreement (this "Amendment") is made and entered into between Half Associates, Inc. whose address 902 North Sinclair Ave., Tavares, FL 32778, and possessing FEIN# 75-1308699 ("CONTRACTOR") and Marion County, a political subdivision of the State of Florida, 601 SE 25th Avenue, Ocala, FL, 34471 ("COUNTY").

WITNESSETH

WHEREAS the parties wish to amend the Agreement as set forth below; and;

IN CONSIDERATION of the mutual covenants and conditions contained herein, the parties do hereby agree as follows:

1. This Amendment shall be deemed to amend and become a part of the Agreement in accordance with the original Solicitation and Agreement for Civil Site Engineers for Miscellaneous Projects under 23Q-087.

2. CONTRACTOR's services and performance will be in accordance with the scope of service and fee schedule, Exhibit A hereto. The total cost for the Project will not exceed Two-Hundred Ten Thousand and 00/100 Dollars (\$210,000.00). The Project shall reach substantial completion no later than February 28, 2028 and final completion no later than March 31, 2028. All Work shall proceed in a timely manner without delays. **TIME IS OF THE ESSENCE.** All limitations of time set forth in the Contract Documents are of the essence of this Contractor. The Work may be presumed abandoned after ninety (90) days if CONTRACTOR terminates the Work without just cause or without proper notification to COUNTY, including the reason for termination, or fails to perform Work without just cause for ninety (90) consecutive days.

IN WITNESS WHEREOF the parties have entered into this Amendment, as approved by the Marion County Board of County Commissioners, on the date of the last signature below.

ATTEST:

**MARION COUNTY, A POLITICAL SUB-DIVISION OF THE STATE OF FLORIDA**

\_\_\_\_\_  
GREGORY C. HARRELL, DATE  
MARION COUNTY CLERK OF COURT

\_\_\_\_\_  
CARL ZALAK III DATE  
CHAIRMAN

**FOR USE AND RELIANCE OF MARION COUNTY ONLY, APPROVED AS TO FORM AND LEGAL SUFFICIENCY**

**BCC APPROVED:** March 13, 2026  
23Q-087-TO-61 Marion County Resilient Florida Adaptation Plan (AP)

\_\_\_\_\_  
MATTHEW G. MINTER, DATE  
MARION COUNTY ATTORNEY

WITNESS:

**Half Associates, Inc.**

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
BY: DATE

\_\_\_\_\_  
PRINTED NAME

\_\_\_\_\_  
PRINTED:

\_\_\_\_\_  
ITS: (TITLE)

WITNESS:

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
PRINTED NAME



VIA EMAIL

February 18, 2026

Christine Vrabic  
Engineer, Office of the County Engineer  
Marion County Board of County Commissioners  
412 SE 25<sup>th</sup> Ave.  
Ocala, FL 34471

**Re: Marion County Resilient Florida Adaptation Plan (AP) – Scope of Work  
Marion County Solicitation #23Q-087 – Civil/Site Engineering for  
Miscellaneous Projects**

**SCOPE OF SERVICES:**

Halff is pleased to submit for your approval the following professional services proposal to support Marion County in the development of the Marion County Resilient Florida Adaptation Plan (AP) in accordance with the Resilient Florida Program, the Florida Adaptation Planning Guidebook, and Grant Agreement No. 26PLN03 with the Florida Department of Environmental Protection (FDEP).

Halff will complete an AP that identifies climate-related adaptation needs, evaluates adaptive capacity, prioritizes risks, and develops implementable adaptation strategies and projects. The project includes public outreach, stakeholder engagement, and coordination to confirm the final AP is technically sound, locally informed, and positioned for future implementation and funding. Services will be provided pursuant to the **23Q-087 Professional Services Agreement**. The following tasks are proposed as part of the project:

**SCOPE OF WORK:**

**PHASE 100 DRAFT ADAPTATION NEEDS AND STRATEGIES**

- Halff will develop adaptation needs and strategies for inclusion in the Adaptation Plan (AP).
- Halff will prepare the AP to include a table listing the adaptation needs and corresponding recommended strategies for each.
- Halff will prepare the AP to include a map illustrating the critical assets identified as adaptation needs.



- Half will confirm the AP is consistent with the guidelines in the Florida Adaptation Planning Guidebook.

Deliverables

- 1) Half will prepare a draft AP.

**FEE: \$110,000.00**

**PHASE 200 COMMUNITY PRIORITIZATION OF ADAPTATION NEEDS**

- Half will conduct a public meeting to develop a prioritization of adaptation needs for the community.
- Half will present the draft AP that includes the assessment of adaptive capacities, adaptation needs, and identification of adaptation strategies.
- Half will conduct the meeting for the purpose of allowing the public to provide community-specific input on the identified adaptation needs and strategies included in the draft AP, as well as an opportunity to prioritize adaptation needs.
- Half will prepare all social media notifications, meeting invitations, meeting materials, presentations, and graphics utilized during the meeting, as applicable.

Deliverables

- 1) Half will prepare a meeting agenda, including location, date, and time.
- 2) Half will prepare a copy of the presentation, if applicable, and all materials created for the meeting.
- 3) Half will prepare a summary report or meeting minutes that include the meeting purpose, stakeholder input, and outcomes.

**FEE: \$10,000.00**

**PHASE 300 FINAL ADAPTATION PLAN**

- Half will complete an AP that is consistent with the Florida Adaptation Planning Guidebook.
- Half will prepare the AP to include a list of prioritized projects for each asset class as defined in subsection 380.093(2), Florida Statutes, for consideration and implementation.
- Half will prepare the AP to include identification of adaptation action areas, high-level conceptual designs and budgets for prioritized projects, and integration into local planning products including the Comprehensive Plan, Land Development Code, Local Mitigation Strategy, Capital Improvement Plan, and Stormwater Management Master Plan.



Deliverables

- 1) Halff will prepare a final AP, including any products or documentation, either within or as appendices or independent sections, resulting from all optional subtasks included in the task description.

**FEE: \$80,000.00**

**PHASE 400 PUBLIC OUTREACH MEETINGS AND STAKEHOLDER ENGAGEMENT**

- Halff will conduct public outreach meetings and stakeholder engagement for the project.
- Halff will conduct project meetings to confirm effective project execution, stakeholder engagement, and compliance with grant requirements.
- Halff will conduct a kick-off meeting to discuss the project scope, project goals, schedule, key milestones, and deliverables in order to develop a consistent project approach.
- Halff will develop an overall project management plan and address initial actions, identify and invite key stakeholders, prepare the sign-in sheet, draft a project schedule, and prepare any other meeting materials as necessary.
- Halff will present the final AP results to local governing boards, technical committees, or other appropriate officers and elected officials in a public presentation.
- Halff will share the outcomes of the final AP including resulting prioritized project recommendations and future project funding.
- Halff will prepare all social media notifications, meeting invitations, meeting materials, presentations, and graphics utilized during the meeting, as applicable.

Deliverables

- 1) Halff will prepare a Kickoff Meeting agenda (including location, date, and time), presentation materials (including sign-in sheet and draft project schedule), and a summary report documenting the meeting purpose, discussion topics, stakeholder input, decisions, and action items.
- 2) Halff will prepare a Public Presentation agenda (including location, date, and time), final presentation materials (including slides, graphics, and handouts), and a summary report documenting presentation outcomes, stakeholder and public input, prioritized project recommendations, and identified future funding opportunities.
- 3) Halff will prepare the overall project management plan and any additional documentation necessary to support Phase 400 activities, including stakeholder coordination materials, meeting notifications, social media content, and other materials.

**FEE: \$10,000.00**



Our fees for the described services are outlined in the following table. We have provided “Lump Sum Fees” for the services identified in the Scope of Work. Our fee schedule is as follows:

### FEE SUMMARY

PHASE	AMOUNT
PHASE 100	\$110,000.00
PHASE 200	\$10,000.00
PHASE 300	\$80,000.00
PHASE 400	\$10,000.00
<b>TOTAL</b>	<b>\$210,000.00</b>

Classification	Hourly Rate	Classification	Hourly Rate
Principal Engineer	\$245	Hydrogeologist (Registered)	\$150
Project Manager (Registered)	\$210	Staff Scientist	\$100
Project Manager	\$175	CADD Designer	\$110
Project Engineer (Registered)	\$170	CADD Technician	\$90
Staff Engineer	\$125	GIS Technician	\$90
CEI Inspector	\$90	Project Surveyor & Mapper (Registered)	\$150
Staff Geologist (Registered)	\$120	Survey Technician	\$90
2-Man Survey Field Crew	\$130	Clerical	\$60
3-Man Survey Field Crew	\$150	Senior Planner	\$130
Landscape Architect	\$140	Planner	\$100
Landscape Designer	\$100	Planner Technician	\$80

*Overtime shall not be considered for any classification, reimbursables are not allowed for this contract (projects/task orders are all inclusive), and lump-sum task orders may be subject to further negotiations.*