

TASK ORDER APPROVAL FORM

CONTRACT #: C22-3248-WS

TASK ORDER #: 20

TASK ORDER AMOUNT: NTE \$36,606.78

CONTRACT: C22-3248-WS

Poly, Inc.

General Eng Services for WS

EXPIRES: 09/30/2025 w/2 1 yr renewals

OFFERED BY CONSULTANT:

Poly, Inc.

FIRM'S NAME

Bruce Bradley, P.E

REPRESENTATIVE'S PRINTED NAME

Bruce Bradley

SIGNATURE

President

TITLE

03/14/2025

DATE

**RECOMMENDED FOR APPROVAL
(Department Director)**

Jason T. Autrey, PE, CPM
Digitally signed by Jason T. Autrey,
PE, CPM
Date: 2025.03.17 16:07:42 -05'00'

SIGNATURE

Public Works Director

TITLE

March 17, 2025

DATE

**APPROVED BY OKALOOSA COUNTY
(Per Purchasing Manual) Table 1**

DeRita Mason
Digitally signed by DeRita Mason
Date: 2025.03.18 06:44:38 -05'00'

PURCHASING MANAGER

DATE

Faye Douglas
Digitally signed by Faye Douglas
Date: 2025.03.18 15:19:57 -05'00'

OMB DIRECTOR

DATE

COUNTY ADMINISTRATOR (if applicable)

DATE

CHAIRMAN (if applicable)

TASK ORDER 20

THIS TASK ORDER IS ISSUED PURSUANT TO THE AGREEMENT FOR CONSULTING SERVICES DATED SEPTEMBER 20, 2022, BETWEEN THE COUNTY OF OKALOOSA COUNTY, FLORIDA AND POLY, INC., WHICH IS INCORPORATED HEREIN BY THIS REFERENCE, WITH RESPECT TO

Scope of Basic Services for County Pond 314 SW Improvements CEI Services (FY 2025)

Article A. Purpose:

The purpose of this Task Order is to authorize and direct CONSULTANT (Poly, Inc.) to proceed with professional engineering services for assisting the Okaloosa County Public Works Department (COUNTY) to provide field inspection services as directed and general engineering services for the PROJECT. It shall be the responsibility of the CONSULTANT to administer, monitor and inspect the Construction Contract such that the project is constructed in reasonable conformity with the plans, specifications and special provisions for the Construction Contract. Also, to observe the CONTRACTOR's work to determine the progress and quality of work as well as identify discrepancies, report significant discrepancies to the COUNTY and direct the CONTRACTOR to correct observed discrepancies. The activities that are included are described in "Article B. Scope of Services."

Article B. Scope of Services:

The general professional construction phase services that CONSULTANT agrees to furnish include, but are not limited to the items below:

- Attend pre-construction kick-off meeting with Contractor, EOR, and Owner.
- Regular on-site observation by Project Representative*
 - Pre-construction site video with photos of areas of concern
 - Observation reports from period of on-site inspection
- Witness critical inspection points: *(CEI to be notified a minimum of one week in advance of need for verification testing)*
 - Pipe: compaction testing**
 - Embankment: periodic compaction testing**
 - Base: periodic compaction testing**
 - Asphalt Paving: In-process inspection and collect tickets, if applicable
 - Concrete: In-process inspection and collect tickets, if applicable
- Periodic on-site observation by Engineer with 100% inspection during periods requested by OCPW staff (such as road closure work) if required. Seven days noticed requested prior to any 100% inspection needs.
- Dewatering system observation if required
- Schedule, conduct, and keep minutes of progress meetings if requested
 - Engineer to approve acceptable progress schedules
- Engineer's review and coordination with EOR for shop drawings, samples, and RAIs
- Processing and Approval of all pay requests by Contractor
- Attend substantial completion and final inspection of project and assist Owner with punch list
- Finalization and delivery of all final reports for OCPW (photos, updated maps, etc.)
- Processing of final payment paperwork by Contractor

*This is not intended to be a full-service CEI contract. As such, CEI will not bear responsibility for work items found to be deficient during absence of on-site CEI representation.

**Costs for any geotechnical services as required, including compaction and concrete testing, to be borne by the CONTRACTOR.

Article C. Compensation Provisions:

As compensation for providing the services described within this Task Order, COUNTY shall pay CONSULTANT in accordance with Section 7 of the September 20, 2022 Agreement, based on the CONSULTANT's Per Diem Rates for the actual time worked on the Project, plus Direct Expense incurred for the Project. The budget ceiling for this Task Order is **\$36,606.78**.

Construction, Engineering, and Inspection will be provided as shown in the attached staff-hour cost estimate for a price of NTE **\$36,606.78**. The CEI services cost estimate is based on the 200-day construction duration defined in the subject Construction Contract.

Article D. Period of Service:


The estimated duration of services is 260 days/8+months (includes pre- and post-construction services). The schedule for the Project within this Task Order is as follows:

Authorization to Proceed
Termination of Task Order

Upon Execution of Task Order
September 30, 2026

Article E. Authorized Representatives:

The Authorized Representatives designated below are authorized to act with respect to this Task Order. Communications between the parties shall be through the Authorized Representatives:

For CLIENT	For CONSULTANT
Name: Jason Autrey, P.E. Director	Name: Bruce Bradley, P.E. President  03/14/2025
signature _____ date _____	signature _____ date _____
Address: 1759 S. Ferdon Blvd., Crestview, FL 32536	Address: P.O. Box 841 Shalimar, FL 32579
Telephone: (850) 689-5772	Telephone: (850) 609-1100

***** End *****