

TASK ORDER APPROVAL FORM

CONTRACT #: C22-3249-WS

TASK ORDER #: 19

TASK ORDER AMOUNT: \$40,800.00

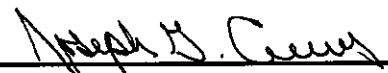
OFFERED BY CONSULTANT:

ARDURRA GROUP, INC.

FIRM'S NAME

JOSEPH G. CREWS, P.E.

REPRESENTATIVE'S PRINTED NAME


SIGNATURE

Southeast Water Practice Director

TITLE

5/01/25

DATE

**RECOMMENDED FOR APPROVAL
(Department Director)**Michael
HackettDigitally signed by Michael Hackett
DN: cn=Michael Hackett, o=Board of
County Commissioners, ou=Water and
Sewer,
email=mhackett@myokaloosa.com, c=US
Date: 2025.05.02 08:31:42 -05'00'

Michael Hackett

WATER & SEWER DIRECTOR

TITLE

DATE

John Hofstad
CLIENT ADMINISTRATOR (if applicable)

DATE

Revised January 21, 2020

**APPROVED BY OKALOOSA CLIENT
(Per Purchasing Manual)**DeRita
MasonDigitally signed by DeRita
Mason
Date: 2025.05.09
12:45:23 -05'00'

DeRita Mason, PURCHASING MANAGER

DATE

Faye
DouglasDigitally signed by Faye
Douglas
Date: 2025.05.12
08:19:34 -05'00'Faye Douglas
OMB DIRECTOR (if applicable)

DATE

Paul Mixon
CHAIRMAN (if applicable)

DATE

Scope of Basic Services to Provide Professional Engineering Consulting Services for the Series 2025 Bond Feasibility Study Engineering Report Project

Article A. Purpose:

The purpose of this Task Order is to authorize and direct CONSULTANT (Ardurra Group.) to proceed with professional engineering consulting services for the Series 2025 Bond Feasibility Study Engineering Report Project (PROJECT) for the Okaloosa County Water and Sewer Department (COUNTY).

The COUNTY proposes to issue bonds to fund activities associated with the operation of its utilities and requires the development of a Bond Feasibility Study Engineering Report to support the acquisition of said bonds. This Task Order provides authorization to CONSULTANT to perform the service to develop a Bond Feasibility Study Engineering Report. The activities that are included in this task order are described in "Article B. Scope of Services."

Article B. Base Scope of Services:

The CONSULTANT agrees to furnish general professional engineering and technical services for the work required to collect information and data, evaluate and analyze data, and prepare final report documents. The PROJECT includes the services required to develop the Bond Feasibility Study Engineering Report for the COUNTY's water and wastewater systems. The specific Engineering Services that CONSULTANT agrees to furnish to the COUNTY for the PROJECT and the Specific Work Tasks are presented below.

- Review of the information and data provided by the COUNTY
- Develop a narrative description of the COUNTY's existing water and wastewater systems
- Determine population projections, water demand and wastewater flow projections
- Develop a narrative description of the COUNTY's Five-Year Capital Improvements Program (CIP) and discuss the specific projects included in the CIP
- Coordinate with COUNTY's Financial Advisors to present a description of the CIP Funding and Financial Forecast Plan
- Attend review meeting
- Produce a Bond Feasibility Study Engineering Report Deliverable

Detailed descriptions of the scope of services that are proposed for this task order are presented below.

Work Task 1—Water and Wastewater System Engineering Evaluations

Work Task 1 involves the professional engineering services required to collect and review existing information and data required to perform assessments of the COUNTY's existing systems; to evaluate the existing water and wastewater systems; and to make projections of future populations, utility customers, water demands and wastewater flows.

1.5 Population, Water Demand, Wastewater Flow, and Customer Projections

CONSULTANT shall coordinate with COUNTY to develop population projections within the COUNTY's existing and potential future service areas. This information shall be used to develop COUNTY's strategy for meeting existing and future wastewater flows.

1.5.1. Population and Customer Projections

CONSULTANT shall assess the existing data provided by COUNTY and available from public sources such as the US Census Data and the University of Florida's Bureau of Economic and Business Research (BEBR), regarding historic, current, and future populations within the COUNTY's existing service areas. CONSULTANT shall coordinate with the COUNTY in order to account for any pending or proposed future new developments, public, commercial, or industrial customers that would affect this analysis. CONSULTANT shall coordinate population projection efforts with the COUNTY and shall review past population projections used by the COUNTY. CONSULTANT shall present the historic and current population data for each service area, and by past census tract as appropriate; shall develop projections of population using these data for period of 20 years to 2045.

1.5.2. Water Demand and Wastewater Flow Projections

CONSULTANT shall use the historic and current water demand, wastewater flow, and population data to calculate current per capita water demand and wastewater flow values for each service area. CONSULTANT shall develop future water demand/supply and wastewater flow projections using the per capita data and the projections of population and customer base developed in 1.5.1 for each service area. CONSULTANT shall perform calculations to project wastewater flow at appropriate intervals of time that span the 20-year planning period. CONSULTANT shall account for anticipated future residential, commercial, public and industrial water demands and wastewater disposal needs as identified in earlier tasks.

Work Task 2—Proposed Water and Wastewater System Capital Improvement Program

In Work Task 2, CONSULTANT shall review the OCWS Five-Year Capital Improvements Plan (CIP) for the water and wastewater systems as prepared by the COUNTY. The CONSULTANT will prepare a summary of the 5 Year CIP.

Work Task 3— Capital Improvement Plan Funding and Financial Forecasts,

In Work Task 3, CONSULTANT shall coordinate with the COUNTY's Financial Advisor as needed to incorporate into the engineering study the financial forecast regarding the funding of the 5-Year CIP. The financial forecast will need to be provided by the COUNTY's Financial Advisor and CONSULTANT shall coordinate with the Financial Advisor to appropriately incorporate the forecast into the final documents.

Work Task 4—Bond Feasibility Study Draft Report, Review, and Final Deliverable

In Work Task 4, CONSULTANT shall prepare and complete one interim draft version of the report that shall include the deliverables for Work Tasks 1 through 3 for the COUNTY's review.

CONSULTANT shall attend a meeting with the COUNTY to discuss the draft report and review the comments the COUNTY or their representatives have on the draft report.

Following review of the draft report, CONSULTANT shall address any comments by the COUNTY and finalize the report and provide 1 electronic copy in Adobe PDF Format and 3 hardcopies of the final report to the COUNTY.

1.1 Existing Water Demand and Production and Wastewater Flow Information and Data

CONSULTANT shall coordinate with the COUNTY to identify information and data required for the report, including electronic data, regarding the COUNTY'S existing water and wastewater utility. The COUNTY shall collect, format, and provide information to the CONSULTANT that may include:

- Current water and sewer customer data by service areas
- Significant water and sewer revenue customers
- Asset information and data for the existing water distribution, storage, supply, and treatment systems by service area.
- Significant improvement plans, modifications, deletions, or expansions to the water supply, storage, distribution systems
- Status of the water system consumptive use permits (CUPs) and any significant changes to other water system permits
- Current and historic water production data for individual wells and system sales and demand data
- Asset information and data for the existing wastewater collection, transmission, and treatment systems by service area.
- Significant improvement plans, modifications, deletions, or expansions to the wastewater collection, transmission, and treatment systems
- Status of the existing wastewater system and treatment plant permits
- Current and historic influent and wastewater flow and loading characterization data for individual treatment facilities
- CONSULTANT shall review and analyze the information and data provided and shall prepare a summary of the pertinent data and information to be applied in the final document.

1.2 General Description of Okaloosa County and the Okaloosa County Water and Sewer System

CONSULTANT shall develop a general description of Okaloosa County Florida and the Okaloosa County Water and Sewer (OCWS) System including the history, economy and land use, climate, government, service areas, and water and wastewater customers. The description shall include narrative descriptions, tables, illustrative maps, and other information and data.

1.3 General Description of Water System

CONSULTANT shall develop a description of the existing water system including water customer data by service area; general description of the water distribution, supply, storage, and treatment systems for each service area; asset information and data; historic water production and demand data for each service area; and a discussion of the current status of the water system permits.

1.4 General Description of Wastewater System

CONSULTANT shall develop a description of the existing wastewater system including a description of the service area; general description of the wastewater collection and transmission systems and a more detailed discussion of the wastewater treatment facilities for each service area; historic wastewater flows and influent and effluent loadings data for each treatment facility; and a discussion of the current status of the wastewater system permits.



Trane U.S. Inc.
124 East I-65 Service Road N
Mobile, AL 36607
Phone: (251) 665-2999

May 06, 2025

Okaloosa Cty Brd Of Cty Comm

Site Address:
OKALOOSA COUNTY JAIL
1200 E James Lee Blvd
Crestview, FL 32539

ATTENTION:

PROJECT NAME: OCFM-Jail-Replace CDS Coil-U14G09527

CO-OP QUOTE NUMBER: J5-ri1AAC-25-002 **CO-OP OR FEDERAL CONTRACT ID:** OMNIA Racine #3341

We are pleased to propose the following Trane services for the equipment listed. Services will be performed using Trane's exclusive service procedures provided by factory trained and experienced technicians. You receive the full benefit of our expertise derived from being Trane equipment's original manufacturer. Our procedures are environmentally and safety conscious while providing for the efficient delivery of these services.

EQUIPMENT LIST

OKALOOSA COUNTY JAIL

The following "Covered Equipment" will be serviced at OKALOOSA COUNTY JAIL:

Equipment	Qty	Manufacturer	Model Number	Serial Number	Asset Tag
Air cooled Chiller	1	Trane	RTAE200	U14G09527	Jail

SCOPE OF SERVICE

- *Recover the remaining refrigerant charge, weigh and record, compare to design charge and advise customer if additional refrigerant is required. Additional refrigerant priced separately.
- * Remove leaking coil section and install replacement coated coil.
- *Replace refrigerant filter in circuit.
- *Pressure test repairs and perform standing pressure test. Inspect for any other leaks.
- *Evacuate and perform standing vacuum test to ensure no leaks.
- *Charge with recovered refrigerant and add additional if required.
- *Start circuit and log operating parameters.

Additional Scope Items

The following services are not included as part of this base scope of services and would be performed only as authorized by the COUNTY. Authorization to proceed would be in the form of a written authorization from COUNTY.

- Formal Presentations
- Meetings with others not identified in this scope of services
- Additional draft versions of the report

Article C. Compensation Provisions:

As compensation for providing the services described in this Task Order, CLIENT shall pay CONSULTANT in accordance with Section 7 of the Agreement.

The Total Budget Ceiling for this Task Order is a lump sum of \$40,800.00. CONSULTANT will keep CLIENT informed of progress so that the Total Overall Budget Ceiling and/or work effort can be adjusted if found necessary. CONSULTANT is not obligated to incur costs beyond the indicated Total Overall Budget Ceiling, as may be adjusted, nor is CLIENT obligated to pay CONSULTANT beyond these limits. The Scope and Total Overall Budget Ceiling for this Task Order can be increased with an Authorized Revision to this Task Order when executed by both parties. When any amount has been increased, CONSULTANT's excess costs expended prior to such an increase will be allowable to the same extent as if such been incurred after the approved increase.

Article D. Period of Service:


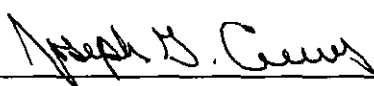
The schedule for the Project within this Task Order is as follows:

Authorization to Proceed
 Termination of Task Order

Upon Full Execution by the CLIENT
 Upon Completion of the Project

Article E. Authorized Representatives:

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

For CLIENT	For CONSULTANT
Name: Michael Hackett, Director  <small>Digitally signed by Michael Hackett DN: cn=Michael Hackett, o=Board of County Commissioners, ou=Water and Sewer, email=mhackett@myokaloosa.com, c=US Date: 2025.05.02 08:32:04 -05'00'</small>	Name: Joseph G. Crews, PE, Southeast Water Dir.  05/01/25
signature _____ date _____	signature _____ date _____
Address: 1804 Lewis Turner, Blvd., Ste 300 Fort Walton Beach, FL 32547	Address: 1988 Lewis Turner Boulevard Fort Walton Beach, FL 32547
Telephone: 850-651-7172	Telephone: 850.244.5800

***** End *****

PRICING AND ACCEPTANCE

Labor and expenses.....\$10,145.00 USD
Materials/Consumables.....\$14,805.00 USD
Add for refrigerant 13.50/# unless provided by customer.
TOTAL PRICE:.....\$24,950.00 USD
Based on standard production cycle of 5 weeks

Option: Expedited production 4 weeks ADD.....**2,275.00 USD**
Option: Expedited production 3 weeks ADD.....3,765.00 USD

CLARIFICATIONS

Total Cost - \$27,225.00

1. Applicable taxes are included.
2. Any service not listed is not included.
3. Work will be performed during normal Trane business hours.
4. This proposal is valid for 30 days from May 06, 2025.

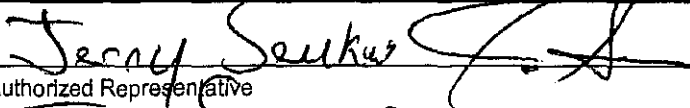


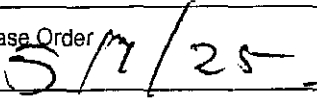
I appreciate the opportunity to earn your business and look forward to helping you with all of your service needs. Please contact me if you have any questions or concerns.

Sincerely,
Joe Breland

TARIFFS

Trane shall have the right, at its discretion, to pass along any related increases should (1) its costs related to the manufacture, supply, and shipping for any product or service materially increase. This includes, but is not limited to, cost increases in raw materials, supplier components, labor, utilities, freight, logistics, wages and benefits, regulatory compliance, or any other event beyond Company's control and/or (2) any tariffs, taxes, levies or fees affecting, placed on or related to any product or service materially increases.

This agreement is subject to Customer's acceptance of the attached Trane Terms and Conditions – Quoted Service.

CUSTOMER ACCEPTANCE	
	
Authorized Representative	
	
Printed Name	
	
Title	
Purchase Order	
	
Acceptance Date	
Trane's License Number:	

Jeff Peters

Digitally signed by Jeff Peters
Date: 2025.05.07 14:20:33
-05'00'

Jeff Peters, Director

Faye Douglas

Digitally signed by Faye Douglas
Date: 2025.05.12
08:21:59 -05'00'

Faye Douglas, OMB Director

DeRita Mason, Purchasing Manager