

TASK ORDER APPROVAL FORM

CONTRACT #: C22-3249-WS

TASK ORDER #: 5

TASK ORDER AMOUNT: \$37,500.00

CONTRACT: C22-3249-WS

Ardurra Group, Inc.

General Eng Services for WS

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


OFFERED BY CONSULTANT:

ARDURRA GROUP, INC.

FIRM'S NAME

JOSEPH G. CREWS, P.E.

REPRESENTATIVE'S PRINTED NAME



SIGNATURE

Southeast Water Practice Director

8/24/2023

TITLE

DATE

**RECOMMENDED FOR APPROVAL
(Department Director)**

Mark Wise

Digitally signed by Mark Wise
DN: cn=Mark Wise, o=Okaloosa County
Water & Sewer, ou,
email=rmwise@myokaloosa.com, c=US
Date: 2023.08.24 16:22:09 -05'00'

Mark Wise, P.E.

INTERIM WATER & SEWER DIRECTOR

TITLE

8/24/2023

DATE

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

DeRita
Mason

Digitally signed by DeRita
Mason
Date: 2023.08.25
08:44:36 -05'00'

DeRita Mason, PURCHASING MANAGER

DATE

Faye
Douglas

Digitally signed by Faye
Douglas
Date: 2023.08.25
09:55:13 -05'00'

Faye Douglas
OMB DIRECTOR (if applicable)

DATE

John Hofstad
COUNTY ADMINISTRATOR (if applicable)

DATE

Robert A. "Trey" Goodwin III
CHAIRMAN (if applicable)

DATE

May 5, 2023

C22-3249-WS

TASK ORDER 5

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

Scope of Basic Services for Russell Stephenson Water Reclamation Facility FDEP Permit Renewal

Article A. Purpose:

The purpose of this Task Order is to authorize and direct CONSULTANT (Ardurra) to proceed with professional engineering services for assisting the Okaloosa County Water and Sewer Department (COUNTY) to prepare the documentation required by the State of Florida Department of Environmental Protection (FDEP) for renewal of the wastewater permit for operation of the Russell Stephenson Water Reclamation Facility, in accordance with FDEP regulations Chapters 62-600, 62-610, and 62-620, Florida Administrative Code. The activities that are included are described in "Article B. Scope of Services."

Article B. Scope of Services:

The general professional consultation services that CONSULTANT agrees to furnish include, but are not limited to, preparation of studies, reports, field work, and special services, etc., and that are applicable to the Russell Stephenson Water Reclamation Facility Wastewater Permit Renewal (PROJECT), as requested by COUNTY's representative as described below:

1. Data Collection, Application Forms and Administration
2. Capacity Analysis Report – FDEP Abbreviated
3. Operations and Maintenance Performance Report
4. FDEP coordination, Request for Additional Information, and Delivery

Work Task 1. Data Collection, Application Forms, and Administration

CONSULTANT will provide and perform general professional engineering and related services as authorized by COUNTY that consist of the appropriate items, as follows:

1. Coordinate with COUNTY staff the acquisition of historical water quality and operational data required to be presented in the application document.
2. Prepare the applications forms, Form 1 and 2A, as required by Chapter 62-620, F.A.C.

3. Obtain the Reclaimed Water and Effluent Analysis from COUNTY staff.
4. Prepare an updated site plan and process flow diagram.
5. Review, develop and prepare necessary documentation to accompany the application for permit renewal as required by FDEP regulations and guidelines.
6. Attend meetings as requested by representatives of the COUNTY and provide general engineering assistance, consultation, and opinions.
7. Coordinate review of the draft permit application package with COUNTY staff and adjudicate comments received.

Word Task 2. Capacity Analysis Report

The CONSULTANT will provide professional engineering services required to prepare a Capacity Analysis Report for the Russell Stephenson WRF in accordance with the existing FDEP Permit FLA010182 and Rule 62-600, F.A.C.

CONSULTANT shall prepare the report including the following:

1. Historical flow and loading data
2. Service area description and land use
3. Abbreviated report summary

Work Task 3. Operations and Maintenance Performance Report

The CONSULTANT agrees to furnish general professional engineering and technical services required to prepare an Operations and Maintenance Performance Report for the Russell Stephenson WRF in accordance with existing FDEP Permit FLA010182 and Rule 62-600.735, F.A.C.

CONSULTANT shall prepare a report of the following:

1. Evaluate the capability of treatment and disposal facilities to function as intended during the period for which the permit will be requested.
2. Evaluate the physical condition of each treatment unit, the treatment efficiencies of each treatment process, the overall treatment efficiency of the treatment plant, performance trends, and the operation and maintenance program.
3. Identify physical, capacity, performance and operations and maintenance problems and deficiencies, and provide recommendations and schedules for corrective actions.

Work Task 4. FDEP coordination, Request for Additional Information, and Delivery

CONSULTANT will provide and perform general professional engineering and related services as authorized by COUNTY that consist of the appropriate items, as follows:

1. Hold meetings with FDEP in coordination for permit renewal application.
2. Submit the application and accompanying documents to FDEP.
3. Respond to Request for Additional Information after FDEP review. The budget ceiling for this service is based on responding to no more than two FDEP Request for Additional Information (RAI) on the overall application.

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 Agreement, based on the Lump Sum amounts and CONSULTANT’s Per Diem Rates for the actual time worked on the Task 4, plus Direct Expense incurred for the Project. The budget ceiling for this Task Order is \$37,500.00 according to the task breakdown in the table below:

| Task | Cost | Terms |
|--|-----------------|----------------|
| Task 1 – Data Collection, Application Forms, and Administration | \$12,299 | Lump Sum |
| Task 2 – Capacity Analysis Report | \$10,934 | Lump Sum |
| Task 3 – O&M Performance Report | \$7,937 | Lump Sum |
| Task 4 – FDEP Coordination, Request for Additional Information, and Delivery | \$6,330 | Time & Expense |
| Total | \$37,500 | |

CONSULTANT will keep COUNTY informed of progress so that the budget and/or work effort can be adjusted if found necessary. CONSULTANT is not obligated to incur costs beyond the indicated budgets, as may be adjusted, nor is COUNTY obligated to pay CONSULTANT beyond these limits..

Article D. Period of Service:


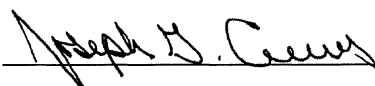
The schedule for the Project within this Task Order is as follows:

Authorization to Proceed
 Termination of Task Order

Upon Fully Executed Task Order
 May 29, 2024

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: Mark Wise, PE, Interim Director  <small>Digitally signed by Mark Wise DN: cn=Mark Wise, o=Okaloosa County Water & Sewer, ou email=wise@myokaloosa.com, c=US Date: 2023.08.24 16:21:43 -0500'</small> 8/24/2023 signature date | Name: Joseph G. Crews, PE, Sr. Project Manager  08/24/23 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 |