

TASK ORDER APPROVAL FORM

CONTRACT #: C19-2747-PW


TASK ORDER #: 13-Revision 2

TASK ORDER AMOUNT: \$99,994.00
(\$60,346.00-original, plus \$23,540.00-addit'l, plus \$16,108.00-addit'l)

OFFERED BY CONSULTANT:

Mott MacDonald Florida, LLC
FIRM'S NAME

David D. Skipper, PE
REPRESENTATIVE'S PRINTED NAME


SIGNATURE

Senior Vice President
TITLE

CONTRACT: C19-2747-PW
MOTT MACDONALD FLORIDA, LLC
GENERAL ENG SERVICES FOR PW
EXPIRES: 09/30/2023

April 14, 2023
DATE

RECOMMENDED FOR APPROVAL
(Department Director)

APPROVED BY OKALOOSA COUNTY
(Per Purchasing Manual) Table 1

Jason T. Autrey, P.E., C.P.M.
Digitally signed by Jason T. Autrey, P.E., C.P.M.
Date: 2023.04.18 08:51:57 -05'00'

SIGNATURE

Public Works Director
TITLE

04.18.2023

DATE

John Hofstad
Digitally signed by John Hofstad
Date: 2023.04.18 16:03:49 -05'00'

COUNTY ADMINISTRATOR (if applicable)

04.18.2023

DATE

DeRita Mason
Digitally signed by DeRita Mason
Date: 2023.04.18 09:28:38 -05'00'

PURCHASING MANAGER

04.18.2023

DATE

Faye Douglas
Digitally signed by Faye Douglas
Date: 2023.04.18 14:07:53 -05'00'

OMB Director

04.18.2023

DATE

CHAIRMAN (if applicable)

DATE



Mr. Scott Bitterman
County Engineer
Okaloosa County Public Works
1759 S. Ferdon Boulevard
Crestview, FL 32536

Your Reference
C14-2080-PW

Our Reference
366295

220 West Garden Street
Suite 700
Pensacola FL 32502
United States of America

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mottmac.com/americas

RE: Lake Lorraine Phase II CEI Services- Shalimar, FL (Request for Funds)

April 14, 2023

Dear Mr. Bitterman:

Mott MacDonald is pleased to provide continuation of services for construction administration services for Lake Lorraine Phase II in Shalimar, Florida. The Scope of Work will continue be performed in accordance with the existing Contract #C19-2747-PW between Mott MacDonald Florida, LLC and Okaloosa County.

Scope of Services

Task 4 – Construction Administration

Mott MacDonald will conduct site inspections five times a week, four hours a day to observe construction activities based on an additional 8-week construction schedule. Our Staff will observe construction to document that procedures and materials generally conform to plans and specifications, prepare a site inspection report, monitor Contractors schedule, and review pay request. MM will produce a substantial completion punch list for the Contractor to achieve Final Completion. Mott MacDonald will review and certify the as-builts survey provide by the Contractor and prepare close out documentation.

Deliverables:

- Attend Preconstruction Meeting
- Provide Construction Inspection (approximately 20 hrs each week) for 8 weeks.
- Prepare Inspection reports



- Document construction schedule, delays, weather days
- Review quantities and pay applications
- Develop construction punch list
- Review as-builts and close-out documentation

Summary

In summary, our additional request fee amount is **\$16,108.00**. We look forward to working with you on this project.

Sincerely,
Mott MacDonald

Handwritten signature of Frank C. Tucker in black ink.

Frank C. Tucker, PE
Principal Project Manager

Handwritten signature of David D. Skipper in black ink.

David D. Skipper, PE
Senior Vice President

**Recommended for Approval:
Department Director**

Jason T. Autrey, P.E., C.P.M. Digitally signed by Jason T. Autrey, P.E., C.P.M.
Date: 2023.04.18 08:52:26 -05'00'

Jason Autrey, PE
Public Works Director