

TASK ORDER APPROVAL FORM

CONTRACT #: C22-3249-WS

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TASK ORDER #: 3

ARDURRA GROUP, INC.

TASK ORDER AMOUNT: \$49,500.00

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

Joseph G. Crews

SIGNATURE

Southeast Water Practice Director

9/28/22

TITLE

DATE

**RECOMMENDED FOR APPROVAL
(Department Director)**

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

Jeff Littrell

Digitally signed by Jeff Littrell
Date: 2022.11.04 08:55:27 -05'00'

Jeffrey A Hyde

Digitally signed by Jeffrey A Hyde
Date: 2022.11.04 08:55:27 -05'00'

Jeff Littrell

Jeff Hyde, PURCHASING MANAGER

WATER & SEWER DIRECTOR

DATE

TITLE

Faye Douglas

Digitally signed by Faye Douglas
Date: 2022.11.04 09:25:26 -05'00'

11/03/2022

Faye Douglas

DATE

Faye Douglas
OMB DIRECTOR (if applicable)

DATE

John Hofstad

COUNTY ADMINISTRATOR (if applicable)

Mel Ponder

CHAIRMAN (if applicable)

DATE

DATE

C22-3249-WS

TASK ORDER 3

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 Fiscal Year 2023 Professional Permitting Assistance Services

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 provide professional permitting assistance services. 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, performance of analyses of wastewater, groundwater, etc. that is collected and tested by COUNTY staff, preparation of periodic reports (except the Discharge Monitoring Reports (DMRs), inspection of facilities, preparation of applications for minor revisions to the existing wastewater permits. Assist COUNTY to address issues of concerns with respect to their existing wastewater permits and that are applicable with Professional Permitting Assistance Services (Project), in order to maintain compliance with the terms and conditions of each of their three (3) wastewater permits. The CONSULTANT shall only perform work related to the specific services associated with this task order on an as needed basis and only as requested by the COUNTY. The services the COUNSULTANT shall perform under this task if requested are as described below:

- Attending meetings as requested by representatives of the COUNTY and provide general engineering assistance, consultation, and opinions.
- Preparation of required documentation associated with the County's existing wastewater permits FLA485942, The Arbennie Pritchett WRF; FLA010181, The Jerry D. Mitchem (formerly Bob Sikes) WRF; and the Russell F.W. Stephenson WRF, FLA010182. Prepare periodic reports and analysis of existing data as required by the specific conditions of the permit.
- As requested by the COUNTY assists with responses to Florida Department of Environmental Protection Compliance inspection reports as they pertain to COUNTY assets and wastewater permits. Assist with periodic reporting requirements of the three wastewater permits, maintain calendar reminders of events, and to prepare required documentation and periodic reports

- Perform analyses of wastewater data collected by COUNTY and provide recommendations to COUNTY in order to modify, or amend operations required to maintain compliance with the FDEP permits, or to mitigate existing non-compliant circumstances.
- These activities are limited to those required by the coverage of the existing permits. These activities do not include those activities necessary to prepare applications for new or renewal of permits or substantial revisions to existing permits, FDEP Forms 1 and 2A along with association reports O&M Reports, Capacity Analyses and the other documents required to be attached to the Completed Form 2A.
- Assist COUNTY staff, as requested by representatives of the COUNTY, to inspect industrial facilities that discharge industrial wastewater to the COUNTY and City of Fort Walton Beach's sewage collection system.
- Assist COUNTY staff, as requested by representatives of the COUNTY, to provide technical assistance with review of Pretreatment Permit Applications for potential, new, and existing industrial dischargers regulated under the COUNTY's Sewer Use Ordinance; to calculate permits limits for inclusion in industrial Pretreatment Permits; and, assist County staff with preparation of Pretreatment Permits.
- Assist COUNTY staff to manage the periodic tasks required to implement the pretreatment program.
- Assist COUNTY in preparation of Emergency Management Tier II annual report for the water and wastewater system and required Risk Management Plan review

The following are not included in this task order and shall be performed by the COUNTY:

- Review of Discharge Monitoring Reports (DMRs) for the permitted facilities.
- Preparation of FDEP correspondence regarding additions or deletions of non-domestic users.
- Submittal of Annual Reuse Reports to FDEP.
- Pretreatment permit renewals and other documentation associated with pretreatment permit renewal except where assistance is requested by the COUNTY for specific associated tasks, such as review of water quality.
- Enforcement of 40 CFR 403 pretreatment program for the Arbennie-Pritchett WRF; creation of a 40 CFR 403 pretreatment program for the Bob Sikes WRF; management of the collection and review of Operational Monitoring Reports from industrial pretreatment users; preparation of a Pretreatment Annual Report submitted to the FDEP.

Article C. Compensation Provisions:

As compensation for providing the services described within this Task Order, CLIENT shall pay CONSULTANT in accordance with Article 2 of the 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 \$49,500.00.

The budget ceiling for the PROJECT was developed from estimates of the level of effort required to perform the proposed services based on CONSULTANT'S experience and engineering judgment. As such, the budget ceilings are an approximation made without detailed information and the actual costs of the scope of services shall depend on actual labor and expenses, final project

conditions, schedule, and other variables. CONSULTANT shall 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 budget ceiling, as may be adjusted, nor is COUNTY obligated to pay CONSULTANT beyond these limits. Payment for services shall be retroactive to the commencement of FY 2023, which is also the effective date of referenced contract.


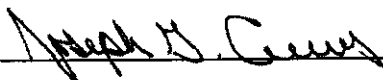
Article D. Period of Service:

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

Authorization to Proceed	October 1, 2022
Termination of Task Order	September 30, 2023

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: Jeff Littrell, Director  <small>Digitally signed by Jeff Littrell DN: cn=Jeff Littrell, o=Okaloosa County Water & Sewer System, ou=Okaloosa County SCC, email=jrlitt@myokaloosa.com, c=US Date: 2022.11.03 16:48:56 -0500</small> 11/03/2202	Name: Joseph G. Crews, PE, Sr. Project Manager  9/28/22
signature	signature
date	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