

TASK ORDER APPROVAL FORM

CONTRACT #: C18-2678-WS

TASK ORDER #: 29

TASK ORDER AMOUNT: \$35,100.00


OFFERED BY CONSULTANT:

ARDURRA GROUP, INC.

FIRM'S NAME

JOSEPH G. CREWS, P.E.

REPRESENTATIVE'S PRINTED NAME


SIGNATURE

Southeast Water Practice Director

08/26/22

TITLE

DATE

**RECOMMENDED FOR APPROVAL
(Department Director)**

Jeff Littrell

Jeff Littrell

WATER & SEWER DIRECTOR

TITLE

08/30/2022

DATE

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

Jeffrey A
Hyde

Digitally signed by Jeffrey
A Hyde
Date: 2022.08.31
07:36:35 -05'00'

Jeff Hyde, PURCHASING MANAGER

DATE

Faye
Douglas

Digitally signed by Faye
Douglas
Date: 2022.08.31
08:21:35 -05'00'

Faye Douglas
OMB DIRECTOR (if applicable)

DATE

John Hofstad
COUNTY ADMINISTRATOR (if applicable)

DATE

Mel Ponder
CHAIRMAN (if applicable)

DATE

Revised January 21, 2020

**CONTRACT #: C18-2678-WS
ARDURRA GROUP, INC.
MASTER SERVICE ENG. AGREEMENT
EXPIRES: 09/30/2022**



TASK ORDER 29

THIS TASK ORDER IS ISSUED PURSUANT TO THE AGREEMENT FOR CONSULTING SERVICES DATED FEBRUARY 6, 2018, BETWEEN THE COUNTY OF OKALOOSA COUNTY, FLORIDA AND ARDURRA, WHICH IS INCORPORATED HEREIN BY THIS REFERENCE, WITH RESPECT TO

Scope of Basic Services to Provide Professional Engineering Services for the Lead and Copper Service Line Replacement Program

Article A. Purpose:

In 1986 Congress enacted the SDWA Amendments of 1986 (Public Law 99-339) on June 9, 1986. It prohibited the use of pipe, solder, or flux in PWS that was not "lead-free," which was defined as containing not more than 0.2 percent lead in solders and flux, and that pipes and pipe fittings could not contain more than 8.0 percent lead. In January 2021, the EPA revised the Lead and Copper Rule (LCRR) Per 141.84 requiring all PWS to compile an inventory on lead, galvanized steel, and unknowns on the entire service line from the main to the building inlet, regardless of ownership. Specifically:

- 141.84 (a)(4)(i-iii) Each portion of the service line (if ownership is split) must be identified as:
1. Lead
 2. Galvanized requiring replacement
 3. Non-lead – (evidence-based)
 4. Unknown

The purpose of this Task Order is to authorize and direct CONSULTANT (ARDURRA) to proceed with professional engineering services to assist with developing a preliminary records screening and bid phase services for development of a Lead and Copper Service Line Replacement Program (PROJECT) for the Okaloosa County Water and Sewer Department (COUNTY). The specific activities that are included in the PROJECT are described in "Article B. Scope of Services."

Article B. Scope of Services:

The professional consultation services that CONSULTANT agrees to furnish include, but are not limited to, development of scope of work to identify and replace miscellaneous lead and copper water service lines in the COUNTY's water service areas. The scope will include attending meetings; preliminary records screening, preparation of contract documents, bid phase services through the Notice of Award. Coordination of execution of contract documents and any other special services that are applicable to the PROJECT, as requested by the COUNTY's representative as described below:

Work Task 1. Engineering Services – Desktop Review

The COUNTY will provide a spreadsheet from their customer service database that lists all meter locations including physical address, meter numbers, and longitude/latitude coordinates. The specific Engineering Design Services that CONSULTANT agrees to furnish to the COUNTY for the PROJECT are described below.

1.1 Preliminary Records Screening



- 1.1.1 On the COUNTY provided meter inventory spreadsheet, CONSULTANT will add the following three columns.
 - 1.1.1.1 Material type of the public service line (County side of the meter).
 - 1.1.1.2 Material type of the private service line (customer side of the meter).
 - 1.1.1.3 OCWS drawing number and year and any notes or additional comments.
- 1.1.2 CONSULTANT shall utilize historical information provided by the COUNTY including design drawings and as-builts to complete the desktop review. All services designed or constructed after 1989 will be considered “non-lead services (non-LSL)” and updated on the provided spreadsheet.
- 1.1.3 Finalize spreadsheet and submit to the COUNTY for incorporation into their records.
- 1.1.4 CONSULTANT will develop contract document to allow the COUNTY to contract with a licensed contractor or plumber to perform visual inspections of the identified locations.

Work Task 2. Bid Phase Services

If a traditional project delivery method is selected by the COUNTY, the specific bid phase services that CONSULTANT agrees to furnish to the COUNTY for the PROJECT are described below.

- 2.1 Provide one electronic and one original copy of the final Contract Documents for bidding. Additional copies of the final documents shall be provided at cost to the COUNTY.
- 2.2 Prepare bid documents with 2 CPR compliant (i.e., shall follow OMB Guidance for Federal Grants and Agreements) and include language to allow other FL municipalities and other entities to piggyback on said contract(s).
- 2.3 Attend a prebid conference with the COUNTY, interested bidders, and others, as necessary.
- 2.4 Assist the COUNTY by providing technical consultation during bidding, by preparing addenda, and in evaluating and recommending award of the Contract for construction.

CONSULTANT shall coordinate with COUNTY to execute the construction contract and provide COUNTY with conformed contract documents at the time of award.

Additional Services.

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

- Provide additional services in connection with the rejection of bids and re-bidding of construction projects when such actions are for causes beyond CONSULTANT's control.
- Provide full-time RO services.
- Prepare an Operations and Maintenance (O&M) Manual for the project to assist the COUNTY with the daily operation and maintenance of all the equipment.
- Prepare as-built drawings and deliver same within a reasonable time to the COUNTY.
- Provide assistance to the COUNTY in claims management.

Article C. Compensation Provisions:

As compensation for providing the services described within this Task Order, CLIENT shall pay CONSULTANT in accordance with Section 5 of the February 6, 2018, Agreement, based on a Lump Sum amount or per the CONSULTANT's Per Diem Rates for the actual time worked on the Project and any approved Direct Expense incurred for the Project. The total budget ceiling for this Task Order is \$35,100.00. A breakdown of the budget ceiling for this Task Order is presented in Table C.1,



Table C.1-- Budget Ceiling Breakdown

Work Task Description	Current Budget Ceiling Amount (\$)	Payment Terms
1. Engineering Services – Desktop Review	\$26,600	Lump Sum
2. Bid Phase Services	\$8,500	Lump Sum
Total Budget Ceiling	\$35,100	

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.

Article D. Authorization to Proceed:

In order for the CONSULTANT to be authorized by the COUNTY to proceed with the scope of services as specified by any Work Task defined in Article B- Scope of Services, the Consultant’s Representative may at Owner’s discretion receive a written Work Task Directive. Provided; however, nothing in this Task Order shall obligate the COUNTY to authorize or direct CONSULTANT to perform any given Work Task. The COUNTY expressly reserves the right and privilege to elect not to have such Work Tasks performed, to have such Work Tasks performed by its own forces or to contract with other firms or entities for such Work Task services. The COUNTY expressly reserves the right and privilege to modify the Scope of Services and Compensation for individual Work Tasks in accordance with the provisions of the February 6, 2018, Agreement.

Article E. Period of Service:

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

Authorization to Proceed
 Termination of Task Order

August 30, 2022
 September 30, 2023

Article F. 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 COUNTY	For CONSULTANT
Name: Jeff Littrell Director, Water and Sewer	Name: Joseph Crews, P.E., Southeast Region Practice Director
Address: Suite 300, Lewis Turner Boulevard, Fort Walton Beach, FL 32547	Address: 1988 Lewis Turner Boulevard, Unit 3 Fort Walton Beach, FL 32547
Telephone: (850) 651-7172	Telephone: (850) 978-0015

***** End *****

