

TASK ORDER APPROVAL FORM

CONTRACT #: C18-2679-WS

TASK ORDER #: _____ 14 _____

TASK ORDER AMOUNT: \$ _____ 99,000 _____

CONTRACT: C18-2679-WS
CH2M HILL ENGINEERS, INC.
MASTER SERVICE ENG AGREEMENT
EXPIRES: 09/30/2022

OFFERED BY CONSULTANT:


CH2M HILL Engineers, Inc

FIRM'S NAME

David Stejskal

REPRESENTATIVE'S PRINTED NAME

David Stejskal

 Digitally signed by David Stejskal
C=US, E=david.stejskal@jacobs.com, O=Jacobs Engineering Group, inc., CN=David Stejskal
Date: 2022.09.08 10:51:27-05'00'

SIGNATURE

Vice-President

9/8/2022

TITLE

DATE

**RECOMMENDED FOR APPROVAL
(Department Director)**

Jeff Littrell

 Digitally signed by Jeff Littrell
C=US, E=jeff.littrell@okaloosa.gov, O=Okaloosa County, Inc., CN=Jeff Littrell
Date: 2022.09.08 10:51:27-05'00'

SIGNATURE

Water & Sewer Director


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9/8/2022

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**APPROVED BY OKALOOSA COUNTY
(Per Purchasing Manual) Table 1**

**Jeffrey A
Hyde**


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A Hyde
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PURCHASING MANAGER

DATE

Faye

Douglas

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Douglas
Date: 2022.09.09
07:57:17 -05'00'


OMB Director/DATE

DATE

not applicable

CHAIRMAN (if applicable)

John Hofstad

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Hofstad
Date: 2022.09.09
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COUNTY ADMINISTRATOR (if applicable)

DATE

DATE

Task Order 14

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

Holt Water Reclamation Facility – Conceptual Design

Article A.Purpose

Introduction

The community of Holt is located along Interstate 10 (I-10) in the northwestern portion of Okaloosa County, Florida, outside the limits of the Okaloosa County (the "COUNTY") water and sewer service area. For economic development purposes and for the community of Holt, Senior COUNTY leadership has targeted development and growth of the I-10/Holt Interchange. To accommodate this growth, the COUNTY is pursuing the design and construction of a new Water Reclamation Facility (WRF) in this portion of the county. This Task Order (TO) was requested by the COUNTY for CH2M HILL Engineers, Inc, a wholly owned subsidiary of Jacobs Engineering Group Inc. (Jacobs) to perform site investigations and develop a preliminary- design package for the construction of a new WRF.

Article B.Scope of Services

Task 1 – Master Planning

The COUNTY has been working with the local property owners and has selected a parcel of land adjacent to a proposed RV park and I-10 to build the new Holt WRF. Per direction from the COUNTY, the WRF is to be designed around a phased approach with the initially constructed "Phase I" facility sized to treat approximately 100,000 gallons per day (GPD) and then expanded in the future to build out the site, currently assumed to target 1 million gallons per day (MGD). The purpose of this task is to investigate the selected project site to confirm its viability and perform preliminary engineering master planning for the WRF treatment and rapid-rate infiltration basin (RIB) disposal systems.

Subtask 1.1 – Site Investigation

Site-specific investigations will be required to obtain the data needed to evaluate the site suitability, capacity, design requirements, and potential impacts of an infiltration system. Jacobs will gather available published and site-specific data to evaluate the viability of constructing the WRF on the site and to determine site specific requirements for design. The information gathered and evaluated under this Task will be included as introductory information within the Basis of Design TM. The following information will be included:

- General site description, including various property owners and boundaries in the vicinity of the WRF
- Project area zoning requirements
- Facility buffer limits based on the county, local, FDEP, and FDOT restrictions
- Water system infrastructure and water service capacity. Information will be requested directly from Holt Water Works, Inc.

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- Geologic information from available literature including information concerning sinkhole features within one mile of the site
 - Surface water classified pursuant to Chapter 62-302 that are located within one mile of the site will be located on a map and described with respect to classification, average elevation, uses, and approximate distance from the site. Jacobs will also use available wetlands map data and will supplement with the wetlands survey data gathered within the project property limits during Task 2.
 - Information on existing water supply wells within one mile of the site. This information will be compiled from existing data from the Northwest Florida Water Management District, FDEP, and Okaloosa County records.

A site visit to one or more of the COUNTY's existing WRF's will be conducted by up to two Jacobs engineers to understand the treatment processes and equipment that COUNTY operators are familiar with. Jacobs staff will meet with the COUNTY staff to conduct an Equipment Selection Review Meeting to select the key treatment and facility design parameters, construction, and equipment for use in developing the preliminary design.

Jacobs will also conduct pre-application meetings with the Florida Department of Environmental Protection Agency (FDEP) and Okaloosa County Growth Management (OCGM) to inform them of the project and to determine regulatory requirements for treatment, disposal, wet weather storage, site setbacks and stormwater management. The information gathered at this meeting will be used in consideration of the preliminary design documents.

Jacobs will have preliminary conversations with the power utility and fiber utility (Okaloosa County Information Technology) to gain any feedback that could impact the project and will report key information to Jacobs.

Subtask 1.2 – Funding Assistance

Jacobs will assist the COUNTY with preparing grant and/or funding applications as requested. This Funding Assistance Subtask includes a fee budget of \$5,000 encompassing approximately 40 hours of engineering labor.

Deliverables

- Equipment Selection Review Meeting Minutes
- Funding Applications as requested

Task 2 – Environmental Investigations

Jacobs will conduct a field investigation to evaluate the habitat potential for threatened and endangered (T&E) species to meet the FDEP requirements for permitting the property for development of the WRF. The desktop analysis will encompass the entire parcel boundary but the field investigations will be limited to the areas identified for construction of Phase I of the Holt WRF and RIBs. See Figure 2.1 for details. Specific subtasks performed for this effort include:

- Review existing data from State and Federal agencies regarding T&E species. Specifically, the Florida Natural Areas Inventory (FNAI), Florida Fish and Wildlife Conservation Commission (FWC) and the U.S. Fish and Wildlife Service (USFWS) online database search will be conducted to compile available information on known occurrences and potential habitat for T&E species that may frequent the area.

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- Conduct T&E field investigations with one Jacobs biologist for up to two days. The site will be assessed for the presence of T&E species and habitat will be qualitatively assessed.
 - Upon review of the U.S. Fish and Wildlife Service, National Wetlands Inventory, no wetlands appear to be located within the identified environmental assessment boundary limits as shown in Figure 2.1. However, if any wetlands are identified during the field investigation they will be marked and shown on the drawings.
 - Prepare a TM presenting the findings from the agency information and field survey. This memorandum will include a discussion of recommendations for agency coordination, list of permitting requirements, and determination of species-specific surveys that may be required if potentially suitable habitat is identified during the field investigations.

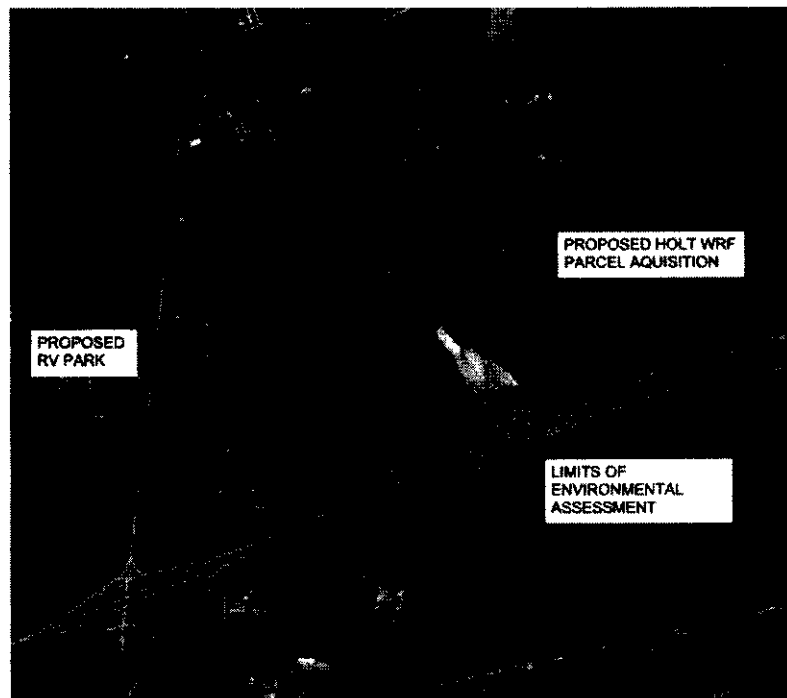


FIGURE 2.1 – Proposed WRF Property and Limits of Environmental Assessment

Deliverables

- Threatened and Endangered Species and Cultural Resources Survey TM

Task 3 – Geotechnical Investigations

Under this Task, Jacobs will prepare a geotechnical testing plan and subcontract with a geotechnical subcontractor to perform up to 3 exploratory borings across the site within the vicinity of the proposed facilities. One exploratory boring will be advanced to attempt to locate the base of the surficial aquifer. The maximum depth of the exploratory boring is assumed to be 200 feet. The remaining borings will be advanced to depths down to the groundwater elevations. The deep boring will be advanced using sonic drilling techniques for continuous collection of lithologic cores to the total depth of the borings. Representative lithologic samples will be sent to a geotechnical laboratory, subcontracted by the driller, to perform grain size analysis and Atterberg limits. The

remaining borings will use standard penetration test (SPT) methods. The subcontractor will describe the lithologic cores and provide soil boring logs.

The geotechnical subcontractor will be responsible for minimal site clearing to gain access to the borings.

The objectives of the sonic borings will be:

- Identify the elevations at which the uppermost significant restrictive layer (aquitard) occurs.
- Identify groundwater elevations
- Investigate hydraulic properties and lithology of potentially restrictive layers

Deliverables

- Geotechnical Investigation Report

Task 4 – Conceptual Design

Jacobs will prepare Conceptual Design Drawings and a brief Draft Basis of Design TM based upon the treatment and equipment selected in Task 1. The Conceptual design drawings will include a detailed site plan encompassing the key facilities and components. The site plan will detail the process basins, yard piping and RIBs proposed for Phase I while the facilities associated with the future plant build out will be shown in less detail with the purpose of depicting the general locations and space requirements. In addition to the site plan the conceptual design drawings are anticipated to include: a process flow diagram; process and instrumentation diagrams (P&IDs); and conceptual level process mechanical drawings of the process basins. The conceptual design drawings will also include a corridor for the access road and required utilities. The drawings will include a preliminary centerline alignment, typical section, preliminary utility locations.

The Basis of Design TM will be prepared to document the design flows and loads, treatment systems and processes, disinfection system, preliminary basin volumes, and RIB bottom area and capacities. The conceptual design documents will be submitted to the COUNTY for review and comment. A Conceptual Design Review Meeting will be held with the COUNTY and attended by up to two Jacobs engineers.

The Conceptual Design Drawings and Basis of Design TM will be updated based on any changes or decisions made during the Design Review Meeting or as later discussed and agreed upon with the COUNTY.

Deliverables

- Draft Conceptual Design Drawings
- Draft Basis of Design TM
- Final Conceptual Design Drawings
- Final Basis of Design TM

Assumptions and Specific Conditions

The following assumptions have been taken into consideration in the preparation of this Scope of Services and compensation. Should deviations from these assumptions be required to deliver the services described in this Scope of Services, the scope of work and compensation shall be modified

accordingly and approved by COUNTY in writing prior to executing the changes to the Scope of Services.

- The Scope of Services assumes the COUNTY will prepare the survey of the project site and provide to Jacobs for development of the Conceptual Design Drawings.
- The Phase I Design will be for an approximate 100,000 GPD design flow with the ability to expand the plant capacity in the future.
- Jacobs will coordinate with FDEP and OCGM and conduct a pre-application meetings to identify the regulatory requirements and constraints. This Task Order does not include the preparation nor submission of any permit applications.
- Jacobs will only assist in preparing funding applications as requested. It is assumed that Jacobs will not be responsible for grant or funding administration.
- Jacobs will coordinate with Holt Water Works utility personnel for their determination of water capacity at the entrance to the project site. Jacobs assumes no responsibility for the accuracy of this information.
- The environmental field investigation will cover the southern half of the proposed property where the Phase I WRF is proposed. The northern half of the property is assumed to not be disturbed in Phase I and therefore an environmental investigation of this remaining area will be performed in the future before expanding the WRF.
- The treatment alternative selected and accepted by the COUNTY during the Master Planning Task will be used as the basis of design. Modification to the treatment alternative after Jacobs has begun the Conceptual Design in Task 4 may result in an adjustment in the scope of services and compensation.
- This Task Order does not include load testing, groundwater modeling and analysis, nor a Preliminary Engineering Report to maximize the permittable effluent disposal loading rate. The RIBs will be designed for the maximum allowable loading rate through FDEP based on the sites geotechnical conditions without the requirement to provide supplementary field-testing and groundwater modeling.
- The geotechnical investigation will include representative soil borings distributed around the project site for conceptual design purposes. Additional soil borings may be required within the footprint of the basins in the future for detailed design but are not included in this Task Order.
- Preliminary design calculations will be prepared to estimate basin volumes for preliminary sizing and layouts. A wastewater process model and detailed design calculations for process basins, pumps and equipment are not included in the Task Order.
- It is assumed that for this Conceptual Design Jacobs will select general equipment types but will not provide detailed equipment model and HP sizing selections. Jacobs will estimate pump and process equipment flow capacities, but final flow rates and head/pressure calculations will be performed in detailed design.
- It is assumed structural and electrical calculations will be performed in detailed design. Sizing of process basins and buildings will based on best engineering judgement and experience with structure and equipment sizing on similar projects.

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- Jacobs will reasonably rely upon the accuracy, timeliness, and completeness of information gathered and or provided by governing agencies, the COUNTY and other industry sources.
 - The information gathered from the soil borings and site investigations in this task will be relied upon to prepare the conceptual design. The site investigation will include sampling at various locations across the site; however, actual soil and groundwater characteristics may vary between sampling locations and times. Because of the inherent uncertainties in subsurface evaluations, unanticipated underground conditions may be encountered that are outside Jacobs' control and therefore may not be held liable for unforeseen changes required during construction.
 - A Phase I Environmental Assessment (EA) is not included in this Task Order. A Phase I EA is recommended prior to closing on the property.
 - An investigation of archeological artifacts, buried tanks and soil contaminants is not included in this Task Order.
 - The Environmental Investigation will be limited to field investigations for threatened and endangered species and wetlands identification. The data gathered is not intended to make a definitive determination that T&E species will not be present at the time of construction..

Article C. Schedule

Work will begin upon execution of this Task Order. A preliminary milestone schedule is shown below.

TABLE 2
Preliminary Schedule

Task	Completion Time
Task 1 – Site Investigation and Master Planning	
1.1 – Site Investigation	4 weeks from NTP
1.2 – Funding Assistance	As requested
Task 2 – Environmental Assessment	8 weeks from NTP
Task 3 – Geotechnical Investigation	16 weeks from NTP
Task 4 – Conceptual Design	16 weeks from completion of Task 1.1

Article D. Compensation Provisions

As compensation for providing the services described in this Task Order 14, the COUNTY shall pay Jacobs in accordance with Section 7 – Amount and Method of Payment of the Agreement. Compensation will be \$99,000 on lump sum basis. Jacobs will keep the COUNTY informed of progress so that the budget and/or work effort can be adjusted if found necessary.

An estimated breakdown by task is summarized below:

TABLE 3
Estimated Compensation per Task

Task	Fee (\$)
Task 1 – Site Investigation and Master Planning	\$22,700
Task 2 – Environmental Assessment	\$13,950
Task 3 – Geotechnical Investigation	\$14,150
Task 4 – Conceptual Design	\$48,200
Total	\$99,000

The fee by task shown in Table 2 is based on immediate authorization to proceed.

Article E. Period of Service:

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

Authorization to Proceed:	Upon Execution of the Task Order
Termination of Task Order:	September 30, 2022 or until completed

Article F. Authorized Representatives

The Authorized Representatives designated below are authorized to act with respect to this Task Order. Communications between the parties and between Jacobs' subcontractors shall be through the following Authorized Representatives:

For Okaloosa County Water & Sewer:	For CH2M HILL Engineers, Inc, a wholly owned subsidiary of Jacobs Engineering Group Inc.:
Name: Jeff Littrell, Water and Sewer Director	Name: David Stejskal, Vice-President
Address: 1804 Lewis Turner Blvd., Suite 300, Fort Walton Beach, Florida 32547	Address: 25 West Cedar Street, Suite 350 Pensacola, FL 32502
Telephone: (850) 651-7172	Telephone: (251) 591-9248

Jeff Littrell
On the basis of the information provided, the undersigned hereby certifies that the information provided is true and correct.

