

TASK ORDER APPROVAL FORM

CONTRACT #: C22-3248-WS

TASK ORDER #: 5

TASK ORDER AMOUNT: \$25,000

CONTRACT: C22-3248-WS

POLY, INC.

GENERAL ENG. SERVICES FOR WS

EXPIRES: 09/30/2025 W/2 1 YR RENEWALS

OFFERED BY CONSULTANT:

Poly, Inc.

FIRM'S NAME

Bruce Bradley, P.E.

REPRESENTATIVE'S PRINTED NAME



SIGNATURE

President

September 30, 2022

TITLE

DATE

**RECOMMENDED FOR APPROVAL
(Department Director)**

Jeff Littrell

Digitally signed by Jeff Littrell
DN: cn=Jeff Littrell, o=Okaloosa County Water & Sewer System, ou=Okaloosa
County Water & Sewer System, email=jlittrell@ocws.com, c=US
Date: 2022.10.05 07:59:12 -05'00'

SIGNATURE

Water & Sewer Director

TITLE

10/4/2022

DATE

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

Jeffrey A
Hyde

Digitally signed by Jeffrey
A Hyde
Date: 2022.10.05
07:59:12 -05'00'

PURCHASING MANAGER

DATE

OMB DIRECTOR/DATE

DATE

COUNTY ADMINISTRATOR (if applicable)

CHAIRMAN (if applicable)

DATE

Revised January 21, 2020

C22-3248-WS

TASK ORDER

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

Scope of Basic Services for Well Maintenance Contracts/Bid Documents/Specification Development

Article A. Purpose:

The purpose of this Task Order is to authorize and direct CONSULTANT (Poly, Inc.) to proceed with professional engineering services for assisting the Okaloosa County Water and Sewer Department (COUNTY) to provide general engineering professional services assistance. The activities that are included 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 for all requested phases of OCWS potable well maintenance services, meeting preparation/ attendance, preparation of contract documents, bid phase services through the Notice of Award including coordination of execution of contract documents and any other special services that are applicable to the well Maintenance Annual Contract(s) project, as requested by COUNTY's representative as described below:

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

- Attend County and Contractor meetings as requested by representatives of the COUNTY and provide engineering assistance, consultation, and opinions
- Develop specifications, sketches, maps (if needed) and/or any other bidding documents to facilitate new contract(s) for the maintenance and repair of existing potable water wells in the Okaloosa County Water and Sewer System, including pumps, motors and any related appurtenances.
- Resulting bid documents shall lead to final contract(s) that are 2 CFR 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).
- Bid phase services include, but are not limited to, coordinating with OC Purchasing Department during preparation of bidding documents and during bid process, holding a mandatory pre-bid meeting(s), attending bid opening(s), evaluation of bids, recommendation of award(s), preparation, and coordination of execution of contract documents in concert with OC Purchasing Department.
- Provide any other special bid and contract award services as required by the COUNTY.

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 September 20, 2022 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 \$25,000.00.**

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 budget ceiling, as may be adjusted, nor is COUNTY obligated to pay CONSULTANT beyond these limits.


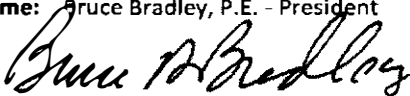
Article D. Period of Service:

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

Authorization to Proceed	Upon execution of Task Order
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  10/4/2022 <small>signature</small> <small>date</small>	Name: Bruce Bradley, P.E. - President  9/30/2022 <small>signature</small> <small>date</small>
Address: 1804 Lewis Turner Blvd., Suite 300 Fort Walton Beach, FL 32547	Address: P.O. Box 841 Shalimar, FL 32579
Telephone: (850) 651-7172	Telephone: (850) 609-1100

***** End *****