

TASK ORDER APPROVAL FORM

CONTRACT #: C19-2747-PW

TASK ORDER #: 11 14

TASK ORDER AMOUNT: \$49,962.50 (HOURLY)

CONTRACT: C19-2747-PW
MOTT MACDONALD FLORIDA, INC.
GENERAL ENGINEERING SERVICES FOR PW
EXPIRES: 09/30/2023

OFFERED BY CONSULTANT:

Mott MacDonald Florida, LLC
FIRM'S NAME

David D. Skipper, PE
REPRESENTATIVE'S PRINTED NAME


SIGNATURE

Senior Vice President June 6, 2022
TITLE DATE

**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: 2022.06.07 14:47:18 -05'00'

SIGNATURE

TITLE

DATE

COUNTY ADMINISTRATOR (if applicable)

DATE

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

Jeffrey A Hyde Digitally signed by Jeffrey A Hyde Date: 2022.06.29 11:18:27 -05'00'

PURCHASING MANAGER

DATE

Faye Douglas Digitally signed by Faye Douglas Date: 2022.06.29 11:56:04 -05'00'

OMB DIRECTOR/DATE

DATE

CHAIRMAN (if applicable)

DATE



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

**RE: 6th Street Drainage Improvements Supplemental Services-
Shalimar, FL (Request for Additional Funds)**

Our Reference
366295

April 24, 2020/ December 29, 2020/ June 7, 2022 (Revised)

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

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F +1 (850) 484 8199
mottmac.com/americas

Dear Mr. Bitterman:

Mott MacDonald is pleased to provide continuation of services for construction administration services for the drainage improvements on 6th Street 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 a 20-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:

- Provide Construction Inspection 5 days a week (20 hrs each week) for 20 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 **\$49,962.50**. 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: 2022.06.07 14:47:44 -05'00'

Jason Autrey, PE
Public Works Director