

Task Order

In accordance with Paragraph 1.01 of the **City of Bonifay General Services** Agreement Between Owner and Engineer for Professional Services – Task Order Edition, dated **February 21, 2025** ("Agreement"), Owner and Engineer agree as follows:

1. Background Data

- a. Effective Date of Task Order: February 25, 2025
- b. Owner: City of Bonifay, Florida
- c. Engineer: Ardurra Group LLC
- d. Specific Project (title): Bonifay FDEP Permit Renewal
- e. Specific Project (description): Preparation of a permit application package to renew existing FDEP permit for City of Bonifay WWTF (FL0027731)

2. Services of Engineer

- A. The specific services to be provided or furnished by Engineer under this Task Order are as follows:

SCOPE OF SERVICES

Part I – General

- 1. Contact FDEP to coordinate all permitting requirements
- 2. Attend a pre-application meeting.

Part II – Permitting

Permitting obligations of the Engineer shall include:

- 1. Prepare all required data for permit submittal. Owner will provide all WWTF operational data in electronic MS Excel format.
- 2. Complete and submit all anticipated permit applications. Anticipated permits applications include:
 - a. FDEP Form 1 {FDEP Form 62-620.910(1)}

- b. FDEP For 2A {FDEP Form 62-620.91(2)}
- 3. Prepare Capacity Analysis Report to meet minimum FDEP requirements.
- 4. Prepare Operational and Maintenance Performance Report to meet minimum FDEP permit requirements.

Additional Time & Materials (T&M) Services

Considering the complexity of the FDEP permitting process, we are requesting that an additional \$10,000.00, payable as an allowance and tracked by time and material, be set aside to cover potential cost associated with the response of up to two FDEP Requests for Additional Information (RAI). We find that this billing approach should benefit the City, in that we don't have to anticipate a "worst case scenario" to cover the cost in a complete Lump Sum amount. Also, current regulations require the submittal of a Power Outage Contingency Plan and a Collection Systems Action Plan be submitted during the permit renewal cycle. To assist we are a T&M of \$5000.00 be included. Any remaining fee from the allowances listed under Additional T&M Services can be rescinded from the total task amount of \$15,000.00

- 5. Assist the City with the preparation of a Power Outage Continuity Plan &/or Collection System Action Plan, if needed.
 - 6. Respond to up to two (2) FDEP Request for Additional Information (RAI) if needed.
- B. All of the services included above comprise Basic Services for purposes of Engineer's compensation under this Task Order.

3. Owner's Responsibilities

Owner shall have those responsibilities set forth in Article 2 of the Agreement and in Exhibit B, subject to the following: The Owner shall provide any relative existing data and documents (i.e., plans, old reports, operating data, etc.) to support the renewal of permit application. Also, any long-range planning, comprehensive plan, and annexation data pertinent to forecasting future flows shall be provided.

4. Task Order Schedule

In addition to any schedule provisions provided in Exhibit A or elsewhere, the parties shall meet the following schedule: **Schedule to be determined by FDEP application process. Per FDEP Permit Renewal Reminder letter dated October 14, 2024, application for renewal will be submitted no later than 180 days prior to the expiration of the current permit (March 18, 2025).**

5. Payments to Engineer

- A. Owner shall pay Engineer for services rendered under this Task Order as follows:

Description of Service	Amount	Basis of Compensation
1.		
a. Permit Application	\$5,000.00	Lump Sum
b. Capacity Analysis Report	\$5,000.00	Lump Sum
c. O&M Performance Report	\$10,000.00	Lump Sum
TOTAL LUMP SUM COMPENSATION (lines 1.a-c)	\$20,000.00*	
* Cost for responding to RAIs, Water Quality Study, Reuse Feasibility Report, and any specialized evaluation are not included in this work. Additionally, permit application fees will be paid by the City and are not included in this Scope of Services.		
2. Additional Services (If Applicable)		
a. Power Outage Contingency Plan	\$2500.00	Time & Materials
b. Collection System Action Plan	\$2500.00	Time & Materials
c. Additional RFIs	\$10,000.00	Time & Materials
TOTAL NOT TO EXCEED TIME & MATERIALS AMOUNT	\$15,000.00	
TOTAL TASK ORDER LUMP SUM AND T&M AMOUNT	\$35,000.00	

Compensation items and totals based in whole or in part on Hourly Rates or Direct Labor are estimates only. Lump sum amounts and estimated totals included in the breakdown by phases incorporate Engineer's labor, overhead, profit, reimbursable expenses (if any), and Consultants' charges, if any. For lump sum items, Engineer may alter the distribution of compensation between individual phases (line items) to be consistent with services actually rendered but shall not exceed the total lump sum compensation amount unless approved in writing by the Owner.

- B. The terms of payment are set forth in Article 4 of the Agreement and in the applicable governing provisions of Exhibit C.

6. Terms and Conditions

Execution of this Task Order by Owner and Engineer shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is February 25_____, 2025.

OWNER: **City of Bonifay**

ENGINEER: **Ardurra Group LLC**

By: _____

By: **Amir Zafar** Digitally signed by Amir Zafar
DN: C=US, E=azafar@ardurra.com, O=Ardurra Group
INC, OU=Panama City, CN=Amir Zafar
Date: 2025.02.23 19:56:55-05'00'

Print Name: _____

Print Name: **A m i r Z a f a r**

Title: _____

Title: **Client Service Manager**

Engineer License or Firm's
Certificate No. (if required): _____
State of: _____

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: _____

Name: _____

Title: _____

Title: _____

Address:

Address:

E-Mail
Address: _____

E-Mail
Address: _____

Phone: _____

Phone: _____