



**MASTER SERVICES AGREEMENT
TASK ORDER NO. 6**

Attached to and forming part of the MASTER AGREEMENT

BETWEEN:

CITY OF BAYARD, NM

(hereinafter called the "CLIENT")

- and -

STANTEC CONSULTING SERVICES INC.

(hereinafter called "STANTEC")

EFFECTIVE: July 10, 2026

This TASK ORDER is issued under the **MASTER SERVICES AGREEMENT** (dated September 06, 2023) between STANTEC CONSULTING SERVICES INC. ("STANTEC") and CITY OF BAYARD, NM ("CLIENT") for Services to be provided by STANTEC on the Stantec Project No. 1817250065 - City of Bayard, NM - MSA Task Order No. 6 - Oak Street Lift Station Construction Services project ("Project"), as more fully described below. This Task Order is incorporated into and part of the Master Services Agreement.

The CLIENT's representative shall be: Martha Salas, Clerk.

SERVICES: STANTEC shall perform the following SERVICES:

Please see attached Fee Proposal Letter, Appendix A, and Fee Estimate for detailed fees and scope of services.

(hereinafter called the "SERVICES")

CONTRACT TIME: Commencement Date: July 15, 2026 or Upon Notice to Proceed

Estimated Completion Date: February 26, 2027

CONTRACT PRICE: Subject to the terms below, CLIENT will compensate STANTEC as follows:

100.100 – Project Management Support (1720) \$ 10,345.00

100.105 – Construction Management \$ 23,007.60

100.110 – Construction Observation \$ 51,403.63

100.115 – Project Closeout \$ 7,186.38

TO No. 6 Sub-Total Fees excluding NMGR%: \$ 91,942.61

Applicable Bayard NMGR @ 7.6250%: \$ 7,010.62

TO No. 6 Total Fees including NMGR @ 7.6250% (subject to change): \$ 98,953.23

Project specific charges, such as subconsultants; travel, accommodations and meals; project-specific printing of deliverables; consumables; usage charges for specialized field equipment and company-owned, leased or rented project vehicles; external testing lab charges and other external services charges; specialized computer software costs; and other significant project-specific expenses will be invoiced in addition to labor fees and to the FRD.

Where not stated as being included in the fees, project specific subconsultant, contractor, lab and other similar third party charges will be charged as invoiced to STANTEC with a ten percent (10%) markup.

Unless otherwise noted, the fees in this agreement do not include any value added, sales, or other taxes that may be applied by Government on fees for services. Such taxes will be added to all invoices as required.

Where the SERVICES or services conditions change, STANTEC shall submit to the CLIENT in a timely manner, documentation of the revisions to this Task Order adjusting the Contract Services Time and Price as required.

Unless otherwise specified, charges for SERVICES are based on STANTEC'S hourly billing rate table ("Rate Table"), attached hereto. The Rate Table is subject to escalation from time to time.

**ADDITIONAL
CONDITIONS:**

The following additional conditions shall be read in conjunction with and constitute part of this Task Order:

"No Additional Conditions"

COVID-19: The parties acknowledge the ongoing COVID-19 pandemic and agree that the CONTRACT PRICE and CONTRACT TIME does not include any schedule or cost impact that may occur as a result thereof. To the extent that there are cost or schedule impacts resulting from the COVID-19 pandemic, STANTEC shall be entitled to an equitable change order.

**ADDITIONAL
ATTACHMENTS:**

The following additional attachments shall be read in conjunction with and constitute part of this Task Order:

Stantec Fee Proposal Letter

Stantec Appendix A

Stantec Fee Estimate

RFP No. 2024-1L MSA 2026 Billing Rate Schedule

**INSURANCE
REQUIREMENTS:**

Before any services are provided under this agreement, STANTEC shall procure, and maintain in effect during the term of this agreement, insurance coverage in amounts and on terms not less than set forth below.

General Liability: Commercial general liability insurance for personal and bodily injury, including death, and property damage in the amount of \$1,000,000 each occurrence and not less than \$2,000,000 in the aggregate.

Automobile Liability: Automobile liability insurance for bodily injury, including death, and property damage in the amount of \$1,000,000 each occurrence.

Professional Liability: Professional liability insurance for damages incurred by reason of any negligent act, error or omission committed or alleged to have been committed by STANTEC in the amount of \$1,000,000 per claim and in the aggregate.

Workers' Compensation: As prescribed by applicable law.

Certificates: Upon request, STANTEC shall provide certificates of insurance evidencing coverage required above. Each certificate shall provide that the coverage therein afforded shall not be cancelled except with thirty (30) days prior written notice to the CLIENT.

CITY OF BAYARD, NM

John L. Ojinaga, Mayor, or City of Bayard, NM

Authorized Signer

Print Name and Title

Per: _____

STANTEC CONSULTING SERVICES INC.

Gabby Contreras-Apodaca, PE, Principal

Print Name and Title

Contreras-
Apodaca,
Gabby

Per: _____

Date: 2026.07.10
12:34:42 -06'00'



Stantec Consulting Services Inc.
11797 Hwy 180 East, Arenas Valley, NM 88022 - 9756

July 10, 2026

File: Stantec Project No. 1817250065

Attention: John L. Ojinaga, Mayor
City of Bayard, NM
800 Central Avenue
Bayard, NM 88023
Email: mayor@cityofbayardnm.com

Reference: Task Order No. 6 - Oak Street Lift Station Construction Services

Dear Mr. Ojinaga:

On behalf of Stantec Consulting Services Inc., we are pleased to provide a fee proposal for the Task Order No. 6 Oak Street Lift Station Construction Services.

Scope of Service

Please see attached Appendix A for detailed scope of services.

Schedule

Please see attached Appendix A for detailed project schedule.

Task Order No. 6 – Proposed Fee Summary (Fixed Fee)

The Proposed Fixed Fee is \$91,942.61 (Excluding applicable NMGRT%). We propose to lead this task order out of our Arenas Valley, NM Office (using Current Bayard, NMGRT at 7.6250%).

100.100 – Project Management Support (1720)	\$ 10,345.00
100.105 – Construction Management	\$ 23,007.60
100.110 – Construction Observation	\$ 51,403.63
100.115 – Project Closeout	\$ 7,186.38
TO No. 6 Sub-Total Fees excluding NMGRT%:	\$ 91,942.61
Applicable Bayard NMGRT @ 7.6250%:	\$ 7,010.62
TO No. 6 Total Fees including NMGRT @ 7.6250% (subject to change):	<u>\$ 98,953.23</u>

July 10, 2026
John L. Ojinaga, Mayor
Page 2 of 2

Reference: Task Order No. 6 - Oak Street Lift Station Construction Services

Please do not hesitate to contact Trent Doolittle, Project Manager, at (575) 254-6064 or via email at Trent.Doolittle@stantec.com if you have any questions or need additional information. We look forward to working with you.

Sincerely,

Stantec Consulting Services Inc.

Contreras-
Apodaca, Gabby

Digitally signed by
Contreras-Apodaca, Gabby
Date: 2026.07.10 12:35:15
-06'00'

Gabby Contreras-Apodaca, PE

Principal

DL: (575) 520-9171

Gabby.Contreras-Apodaca@stantec.com

cc: (Name), (Titles) email@cityofbayardnm.com

Attachments: Stantec Appendix A, Stantec Fee Estimate, RFP No. 2024-1L MSA 2026 Billing Rate Schedule

Terms and Conditions

The Terms and Conditions for this project and task order are applicable to the Terms and Conditions listed on the RFP No. 2024-1L General Engineering Services Agreement including first and second extensions, between the City of Bayard, NM and Stantec Consulting Services Inc., effective September 06, 2023, through September 06, 2026.

X

Authorized/Accepted by:
City of Bayard, NM
Signing Authority

Date

4 APPENDIX A

SCOPE OF WORK

City of Bayard, NM

Task Order No. 6 Oak Street Lift Station Construction Services

This Appendix A is for RFP No. 2024-L MSA General Engineering & Architectural Support State, Local Funds Task Order No. 6 Oak Street Lift Station Construction Services for the City of Bayard, NM, for services to be performed on Stantec Project No. 1817250065, between the City of Bayard, NM, hereinafter referred to as the “City”, and Stantec Consulting Services Inc., hereinafter referred to as the “Stantec”.

Project Intent:

The scope of work for the Oak Street Lift Station will consist of engineering professional services and construction for the construction of a new lift station located in the City of Bayard.

Summarized Scope of Professional Services:

Professional Engineering services projected for this project includes; Project Management Support, Construction Management, Construction Observation and Project Closeout.

Task 100.100 – BC1720 – Project Management Support

Activities within this task include Bid Recommendation presentation in an open meeting, issuance of Notice of Award to successful contractor, Pre-Construction Conference (preparation of required documents for meeting, coordination and attendance), Grant Administration assistance with required Colonias quarterly reports, support during Closeout to include final inspection notice, contractor and Stantec final documents, completion of as-built drawings, and general project management support.

Task 100.105 BC1817 – Construction Management

Construction Management to include Pre-Construction Conference, preparation of construction source book for verification of quantities, review of up to 6 construction submittals, review and address up to 4 requests for information from contractor, 4 site visits by the construction manager and/or project engineer, pay applications, preparation and execution of up to 4 contract change orders, and general project management to include scheduling and coordination as necessary to monitor the project progress.

Task 100.110 – BC1817 – Construction Observation

Part time field inspections for up to 13 weeks for 24 hours per week (estimated 3 visits per week), reviewing and processing of contractor pay applications, and processing of project modifications/change orders by resident project representative.

Task 100.115 – BC1817 – Project Closeout

Attendance at final inspection, preparation of project punchlist and construction closeout documentation for submittal to funding agency.



FEE ESTIMATE - TO No. 6 Oak Street Lift Station Construction Services

	Project Manager (Principal), Level 15	Construction Manager (Sr Project Manager), Level 13	Construction Observer, Level 09	Project Manager Assistant, Level 08	Project Engineer, Level 11	Account Manager (Client Service Manager), Level 14	Civil Designer, Level 09	Project Manager Assistant, Level 07	Mileage	Meals	Reproduction/Postage
Name	Doolittle, Trent	Cearne, Shanti	Chavez, Julio	Villines, Desiree	Ortega, Ramses	Esqueda, George	Norero, Eddie Joe	Mascarenas, Deanna			
Project Billing Rate (FF)	\$251.00	\$212.00	\$164.00	\$150.00	\$197.00	\$223.00	\$177.00	\$158.00	\$0.725	\$20.00	\$1.00
Total Units	33	59.5	330.5	14	18	13	26	18	776	2	250
Fee (FF)	\$8,283.00	\$12,614.00	\$54,202.00	\$2,100.00	\$3,546.00	\$2,899.00	\$4,602.00	\$2,844.00	\$562.60	\$40.00	\$250.00
Total Fee (FF)	\$8,283.00	\$12,614.00	\$54,202.00	\$2,100.00	\$3,546.00	\$2,899.00	\$4,602.00	\$2,844.00	\$562.60	\$40.00	\$250.00

Project Summary	Hours	Labour	Expense	Subs	Total
Fixed Fee	512	\$91,090.00	\$852.61	\$0.00	\$91,942.61
Time & Material	0	\$0.00	\$0.00	\$0.00	\$0.00
Total	512	\$91,090.00	\$852.61	\$0.00	\$91,942.61

WBS Code	Task Code	Task Name	Units									
1	100	Construction Services										
1.1		Project Management Support (1720)										
1.1.1		Bidding					3		2			
1.1.2		Pre-Construction Conference					3	2	9			
1.1.3		Grant Admin. - Quarterly Reports					3					
1.1.4		Closeout - Final Inspec Notice							1			
1.1.5		Closeout - Contractor & Statec Docs							6			
1.1.6		Closeout - As Built Drawings						24				
1.1.7		General Project Management Support					4					
1.2	100.105	Construction Management										
1.2.1		Bidding		1						16		
1.2.2		Pre-Construction Conference	1	4	4		3			16		250
1.2.3		RFIs	1	4			8				1	
1.2.4		Site Visits		8						64		
1.2.5		Pay Applications	2	6								
1.2.6		Change Orders	2	4								
1.2.7		Project Management	25	20		14						
1.3	100.110	Construction Observation										
1.3.1		Construction Representative			312					325		
1.4	100.115	Project Closeout										
1.4.1		Final Inspection Notice		1								
1.4.2		Final Inspection (Incl Travel)		3.5	3.5		7			280	1	
1.4.3		Prepare Punch List		2	2							
1.4.4		Punch List Follow-Up			8					75		
1.4.5		Contractor Close-Out Documents		1	1							
1.4.6		Engineering Closeout Documents		4								
1.4.7		As-Builts		1								
1.4.8		Project Management	2									

Task Type	Hours	Labour	Expense	Subs	Total
Fixed Fee	512	\$91,090.00	\$852.61	\$0.00	\$91,942.61
Fixed Fee	57	\$10,345.00	\$0.00	\$0.00	\$10,345.00
Fixed Fee	5				
Fixed Fee	14				
Fixed Fee	3				
Fixed Fee	1				
Fixed Fee	6				
Fixed Fee	24				
Fixed Fee	4				
Fixed Fee	107	\$22,668.00	\$339.60	\$0.00	\$23,007.60
Fixed Fee	1				
Fixed Fee	12				
Fixed Fee	13				
Fixed Fee	8				
Fixed Fee	8				
Fixed Fee	6				
Fixed Fee	59				
Fixed Fee	312	\$51,168.00	\$235.63	\$0.00	\$51,403.63
Fixed Fee	312				
Fixed Fee	36	\$6,909.00	\$277.38	\$0.00	\$7,186.38
Fixed Fee	1				
Fixed Fee	14				
Fixed Fee	4				
Fixed Fee	8				
Fixed Fee	2				
Fixed Fee	4				
Fixed Fee	1				
Fixed Fee	2				

SCHEDULE OF BILLING RATES – 2026



Billing Level	Hourly Rate	Description
3	\$119	Junior Level position - Independently carries out assignments of limited scope using standard procedures, methods, and techniques - Assists senior staff in carrying out more advanced procedures - Completed work is reviewed for feasibility and soundness of judgment - Graduate from an appropriate post-secondary program or equivalent - Generally, one to three years' experience
4	\$133	
5	\$145	
6	\$150	Fully Qualified Professional Position - Carries out assignments requiring general familiarity within a broad field of the respective profession - Makes decisions by using a combination of standard methods and techniques - Actively participates in planning to ensure the achievement of objectives - Works independently to interpret information and resolve difficulties - Graduate from an appropriate post-secondary program, with credentials or equivalent - Generally, three to six years' experience
7	\$158	
8	\$164	
9	\$177	First Level Supervisor or first complete Level of Specialization - Provides applied professional knowledge and initiative in planning and coordinating work programs - Adapts established guidelines as necessary to address unusual issues - Decisions accepted as technically accurate, however may on occasion be reviewed for soundness of judgment - Graduate from an appropriate post-secondary program, with credentials or equivalent - Generally, five to nine years' experience
10	\$183	
11	\$197	
12	\$203	Highly Specialized Technical Professional or Supervisor of groups of professionals - Provides multi-discipline knowledge to deliver innovative solutions in related field of expertise - Participates in short- and long-range planning to ensure the achievement of objectives - Makes responsible decisions on all matters, including policy recommendations, work methods, and financial controls associated with large expenditures - Reviews and evaluates technical work - Graduate from an appropriate post-secondary program, with credentials or equivalent - Generally, ten to fifteen years' experience with extensive, broad experience
13	\$212	
14	\$223	
15	\$251	Senior Level Consultant or Management - Recognized as an authority in a specific field with qualifications of significant value - Provides multi-discipline knowledge to deliver innovative solutions in related field of expertise - Independently conceives programs and problems for investigation - Participates in discussions to ensure the achievement of program and/or project objectives - Makes responsible decisions on expenditures, including large sums or implementation of major programs and/or projects - Graduate from an appropriate post-secondary program, with credentials or equivalent - Generally, more than twelve years' experience with extensive experience
16	\$285	
17	\$295	
18	\$302	Senior Level Management under review by Vice President or higher - Recognized as an authority in a specific field with qualifications of significant value - Responsible for long range planning within a specific area of practice or region - Makes decisions which are far reaching and limited only by objectives and policies of the organization - Plans/approves projects requiring significant human resources or capital investment - Graduate from an appropriate post-secondary program, with credentials or equivalent - Generally, fifteen years' experience with extensive professional and management experience
19	\$311	
20	\$324	
21	\$337	
Survey Crews		Crew Size
		Regular Rate
		Overtime Rate
		1-Person \$130 \$155
		2-Person \$190 \$235
		3-Person \$235 \$300
		4-Person \$340 \$425

Expert Witness Services carry a 50% premium on labor. Overtime may be charged at 1.5 times the standard billing rate. All labor rates will be subject to annual increase.