

**SUGGESTED FORM OF
TASK ORDER**

This is Task Order
No. 2025-2, consisting of 4
pages.

Task Order No. 2025-2: Lead Service Line Replacement Project

In accordance with Paragraph 1.01 of the Agreement Between Owner and Engineer for Professional Services – Task Order Edition, dated January 1, 2018 ("Agreement"), Owner and Engineer agree as follows:

1. Background Data

- a. Effective Date of Task Order: May 20, 2025
- b. Owner: City of Dickinson, ND
- c. Engineer: Apex Engineering Group, Inc.
- d. Specific Project (title): Lead Service Line Replacement Project
- e. Specific Project (description): Project to replace approximately 29 existing lead water service lines from the curb stop to the meter.

2. Services of Engineer

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

- ✓ the services (and related terms and conditions) set forth in the following sections of Exhibit A, as attached to the Agreement referred to above, such sections being hereby incorporated by reference:
 - Preliminary and Final Design Phase (Exhibit A, Paragraph A1.02 and Paragraph A1.03)
 - Preliminary and final design of lead water services from the curb stop to meter as identified by the City.
 - City will provide updated GIS linework of water services and property line information.
 - The City has identified approximately 29-lead service lines to be replaced from the corporation stop to the meter in the homes/buildings. Temporary construction easements will be procured for lead service line replacements by the City.
 - Base maps will be based on the Cities GIS linework; field survey will not be completed for the project. A ND One-call of utilities will not be completed for the design project.
 - Plans will include standard sheets including cover sheet, detail/notes sheets and lead service line location sheets. Standard City Specifications will be used; updates to City specifications may be utilized.
 - Opinion of Probably Cost will be prepared.
 - No geotechnical exploratory boring will be advanced for the project.
 - Deliverables: 90% and Final Plans
 - SRF requirements will be included in the contract documents.

Task Order Form

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- Bidding or Negotiating Services (Exhibit A, Paragraph A1.04)
 - Advertise for Bids
 - Bid Phase Questions and Addenda
 - Bid Opening
 - Recommendation of Award
- Construction Phase Services (Exhibit A, Paragraph A1.05) and Post-Construction Phase Services (Exhibit A, Paragraph A1.06)
 - including Resident Project Representative (RPR) services (A1.05.A.2) - Exhibit D of the Agreement is expressly incorporated in this Task Order Amendment by reference.
- Contract Administration and Construction Observation:
 - Contractor schedule was not available at the time of the Task Order approval.
 - Lead Service line replacements will be coordinated with the Contractor, City staff and specific property owners. Construction Observation includes coordinating with property owners and City staff in the field. Construction Observation is assumed to be part-time for the purposes of the Task Order.
 - Construction Progress Meetings: Progress meetings will be weekly or as required (Contractor schedule dependent)
 - Shop Drawing & Submittal Review
 - Partial and Final Payment Processing
 - Project Closeout
 - Drinking Water SRF Loan: The City has secured a Drinking Water State Revolving Fund (DWSRF) for the Lead Service Line Replacements. This task includes assisting with and submitting Pay Requests for the DWSRF Program and loan closeout documents.

B. All of the services included above comprise Basic Services for purposes of Engineer's compensation under this Task Order.

3. Additional Services

A. Additional Services that may be authorized or necessary under this Task Order are:

- ✓ those services (and related terms and conditions) set forth in Paragraph A2.01 of Exhibit A, as attached to the Agreement referred to above, such paragraph being hereby incorporated by reference.

4. Owner's Responsibilities

Owner shall have those responsibilities set forth in Article 2 of the Agreement and in Exhibit B, subject to the following: None

5. Task Order Schedule

In addition to any schedule provisions provided in Exhibit A or elsewhere, the parties shall meet the following schedule:

- Construction Phase Services: June 2025 to October 31, 2025
- Post Construction Phase Services: November 1, 2025 to February 1, 2026

6. 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. Preliminary and Final Design Services (A1.02, A1.03) and Bidding Phase (A1.04)	\$19,700	Hourly Not To Exceed
2. Construction and Post Construction Services (A1.05 and A1.06)	\$ 47,300	Hourly Not To Exceed
Total Compensation	\$67,000	
4. Additional Services (Part 2 of Exhibit A)	N/A	Hourly

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

7. Consultants retained as of the Effective Date of the Task Order: None

8. Other Modifications to Agreement and Exhibits: None

9. Attachments: None

10. Other Documents Incorporated by Reference: None

11. 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 May 20, 2025.

OWNER:

By: _____

Print Name: Scott Decker

Title: President City of Dickinson

ENGINEER:

By: 

Print Name: Scott M. Schneider

Title: Vice President

Engineer License or Firm's COCP #975

Certificate No. (if required): _____

State of: North Dakota

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: Joshua M. Skluzacek, PE

Title: Engineering & Community
Development Director

Address: 38 1st St. W
Dickinson, ND 58601

E-Mail joshua.skluzacek@dickinsongov.com
Address: _____

Phone: 701-456-7715

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: Scott M. Schneider, PE

Title: Project Manager

Address: 204 Sims St. – Suite 201
Dickinson, ND 58601

E-Mail Scott.Schneider@ApexEngGroup.com
Address: _____

Phone: 701-264-3926

Task Order Form

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