

## Task Order

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In accordance with Paragraph 1.01 of the Agreement Between Owner and Engineer for Professional Services – Task Order Edition, dated [April 17, 2023] ("Agreement"), Owner and Engineer agree as follows:

### Background Data

- a. Effective Date of Task Order: July 15, 2024
- b. Owner: Huerfano County
- c. Engineer: KLJ Engineering LLC
- d. Specific Project (title): GIS Assessment Services
- e. Specific Project (description): Engineer will provide GIS Services as listed in Services of Engineer to the Owner. These services will include updates to the GIS database based on parcel changes, happening on a monthly basis.

### Services of Engineer

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

#### Task 1.1 Project Management

This task will consist of project meetings & updates, monthly invoicing, and quality control/quality assurance reviews.

This task will include the following deliverables: monthly invoices.

#### Task 1.2 Updating GIS Parcels

Parcel geometry will be maintained in map (not survey) grade, and KLJ will keep master copies of the data on site for the duration of the project. Updates will be provided monthly or as requested to Huerfano County. The reviewed parcels shapefile has ±13,680 gaps & overlaps which KLJ will leave as-is.

- KLJ receives proposed parcel geometry information from the county, including any received CAD/GIS electronic files, or parcel deeds which KLJ will use to implement in GIS. Updated parcels will remain in map grade which has the potential to create additional gaps & overlaps. KLJ is not responsible for fixing gaps & overlaps due to errors in new parcels matching into existing.
- KLJ receives monthly updated assessor's attribute table, which will be joined to the parcel geometry by matching the field "Account #" to the parcel field "PRCLNM". The reviewed assessor's attribute table has ±13 records which don't match the parcels. KLJ

will not be responsible for updates to records where there isn't a match between the assessor's attribute table and the parcels.

This task will include the following deliverables: updated GIS parcels shapefile containing assessor's attribute data in NAD\_1983\_UTM\_Zone\_13N (meters) coordinates.

### **Additional Services**

*No additional services.*

### **Owner's Responsibilities**

Owner shall have those responsibilities set forth in Article 2 of the Agreement and in Exhibit B, subject to the following:

In addition to Exhibit B, the County shall be responsible for supplying the following items:

- The latest GIS shapefile of parcel geometry, for which KLJ is to start.
- GIS shapefiles of PLSS points, sections, or townships used by the county (if available).
- CAD/GIS electronic files received for parcels, parcel deeds, or at minimum a monthly notice of no changes.
- Monthly updated assessor's attribute table, prepared for joining to the GIS parcels.
- Reviewing KLJ data edits for completeness and communicating changes back to KLJ.

### **Task Order Schedule:**

This task order schedule is the agreement term as set forth in Article 3 of the Agreement.

### **Payments to Engineer**

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

**Estimated amount not to exceed \$25,000.00 in 2024 without prior authorization.**

- B. The terms of payment are Standard Hourly Rates (plus any expenses expressly eligible for reimbursement) as set forth in Article 4 of the Agreement and in the applicable governing provisions of Exhibit C.

**Consultants retained as of the Effective Date of the Task Order: None**

**Other Modifications to Agreement and Exhibits: 2024 Rate Sheet is attached**

**Attachments: 2024 Rate Sheet**

**Other Documents Incorporated by Reference:**

A. April 17, 2023, Agreement between Owners and Engineering for Professional Services,  
Task Order Edition

**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 July 15, 2024.

OWNER: Huerfano County

ENGINEER: KLJ Engineering LLC

By: \_\_\_\_\_

By:  \_\_\_\_\_

Print Name: John Galusha

Print Name: Quentin Obrigewitsch

Title: Chair, Board of County Commissioners

Title: Associate Vice President, Survey

Firm's Certificate No. (if required): \_\_\_\_\_

State of: \_\_\_\_\_

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: Carl Young

Name: Ryan Sundberg

Title: County Administrator

Title: Engineer

Address: 401 Main Street, Suite 201  
Walsenburg, CO 81089

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Englewood, CO 80112

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