

TASK ORDER FORM

This is Task Order No. 103786,
consisting of 6 pages,
dated _____.

KSA Project Number: 103786

Owner Project (or Purchase Order) Number:

MTV 2025 RWAF Water Dist & Raw Water

Project Name: Improvements

In accordance with paragraph 1.01 of the Standard Form of Agreement Between Owner and Engineer for Professional Services – Task Order Edition, dated March 31, 2021 ("Agreement"), Owner and Engineer agree as follows:

1. Specific Project Data

- A. Owner: City of Mount Vernon
- B. Title: MTV 2025 RWAF Water Dist & Raw Water Improvements
- C. Description: Provide engineering services for the TWDB RWAF (SFY 2025) Application, bidding phase services and construction administration for the water distribution and raw water line improvements being designed as a part of the TWDB DFund Program.

Obtain necessary permits for construction of water distribution lines and raw water improvements including TxDOT Utility Installation Request and railroad permitting. All permitting fees are the responsibility of the Owner and coordination of schedules contained herewithin are dependent on the receipt of applicable permits within 30 days of the issuance of the NTP for construction activities.

- D. Number of Construction Contracts: 2

2. Services of Engineer

- A. Provide the services in Exhibit A – Schedule of Engineer's Services as outlined below:

- a. *Study and Report Phase:*
Not Included
 - b. *Preliminary Design Phase:*
Not Included
 - c. *Final Design Phase:*
Not Included.
 - d. *Bidding or Negotiating Phase:*
Provide loan application assistance for TWDB RWAF (SFY 2025) application.

Water Distribution and Raw Water Improvements:

Provide plans and specifications for Owner's use. Publish documents including plans and specifications to civcastusa.com for use by bidders.

Respond to questions from bidders during the bidding phase and prepare addenda to contract documents if needed through civcastusa.com.

Conduct in person pre-bid meeting for the project.

Assist Owner in conducting bid opening in person and assist in the opening of bids

Prepare bid tabulation for award and analyze the bids

Submit bid tabulation for award of construction contract.

Attend one in person council meeting to present bid tabulation and receive council instruction for award.

e. Construction Phase:

Upon award, prepare contract documents and send to the contractor and Owner for execution.

Conduct an in person preconstruction conference and prepare a written record of the conference.

Review shop drawings submitted by the contractor and accept those which comply with the requirements of the construction contract

Project Manager to make monthly site visits to observe the progress and quality of the executed work and to determine in general if the work is proceeding accordance with the plans, specifications, contract documents and construction schedule.

Organize and attend final walk through with Owner, Contractor, and Project Representative.

Review contractor's application for payment and submit to the Owner for approval and payment.

Review and answer RFI(s) and prepare field work orders and/or change orders as necessary.

Provide part time project representative services. Budget provided is based on 20 hours per week for 18 months for the water distribution improvements and 20 hours per week for 18 months for the raw water line improvements.

Provide a set of reproducible record prints of the plans showing changes made during the construction process based on the marked-up print drawings and other data furnished by the contractor. Provide Owner with a PDF file of record drawings.

f. Commissioning Phase (or Operational Phase):
Not Included.

- B. Additional Services of ENGINEER: As noted below, the ENGINEER is hereby authorized to perform the following additional services as outlined in Exhibit A – Paragraphs 2.01 and 2.02:

Included	Excluded		
<input type="checkbox"/>	<input type="checkbox"/>	a.	Design Survey
<input type="checkbox"/>	<input type="checkbox"/>	b.	Grant or Loan Application (TWDB)
<input type="checkbox"/>	<input type="checkbox"/>	c.	Storm Water Pollution Prevention Plan
<input type="checkbox"/>	<input type="checkbox"/>	d.	Environmental Assessment
<input type="checkbox"/>	<input type="checkbox"/>	e.	Environmental Information Document
<input type="checkbox"/>	<input type="checkbox"/>	f.	Resident Project Representative Services
<input type="checkbox"/>	<input type="checkbox"/>	g.	Construction Survey (Baselines and Benchmarks)
<input type="checkbox"/>	<input type="checkbox"/>	h.	Geotechnical Investigation
<input type="checkbox"/>	<input type="checkbox"/>	i.	Materials Testing
<input type="checkbox"/>	<input type="checkbox"/>	j.	Analytical Testing
<input type="checkbox"/>	<input type="checkbox"/>	k.	Reimbursable Expenses (Mileage, Printing, Postage & etc.)
<input type="checkbox"/>	<input type="checkbox"/>	l.	Easement or Boundary Surveys
<input type="checkbox"/>	<input type="checkbox"/>	m.	Easement or Boundary Descriptions
<input type="checkbox"/>	<input type="checkbox"/>	n.	Land Acquisition Services
<input type="checkbox"/>	<input type="checkbox"/>	o.	TxDOT Utility Installation Request Applications
<input type="checkbox"/>	<input type="checkbox"/>	p.	Operation and Maintenance Manual
<input type="checkbox"/>	<input type="checkbox"/>	q.	Other: Project Management (TWDB Coordination)
<input type="checkbox"/>	<input type="checkbox"/>	r.	Other:
<input type="checkbox"/>	<input type="checkbox"/>	s.	Other: Railroad Permitting and Coordination
<input type="checkbox"/>	<input type="checkbox"/>	t.	Other:
<input type="checkbox"/>	<input type="checkbox"/>	u.	Other:
<input type="checkbox"/>	<input type="checkbox"/>	v.	Other:
<input type="checkbox"/>	<input type="checkbox"/>	w.	Other:

3. Owner's Responsibilities

Owner shall have those responsibilities set forth in Article 2 and in Exhibit B, except as modified by this Task Order.

4. Times for Rendering Services

Item	Calendar Days From Notice to Proceed
Notice to Proceed from Owner to KSA (Est. 6 Months from Funding Commitment)	0
Advertise for Bids (Minimum 2 Notices)	30
Pre-Bid Conference(s)	45
Bid Opening(s)	60
Award Bid(s)	70
Execute Construction Contract(s)	100
Pre-Construction Conference(s); Issue Notice to Proceed(s)	110
Start Construction Phase(s)	125
Complete Construction Phase(s)	675
*Schedule assumes permits required for construction are issued and received within 30 days from the issuance of NTP for the respective construction contract.	

Note:

Should review times exceed those identified above, the project schedule will be extended accordingly.

5. Payments to Engineer

A. Owner shall pay Engineer for services rendered as follows:

Work Task	Study & Report Phase	Preliminary Design Phase	Final Design Phase	Bidding Phase	Construction Phase (See Note Two)	Commissioning Phase	Total	Payment Method (See Note 1)
Basic Services	\$0.00	\$0.00	\$0.00	\$20,000.00	\$190,000.00	\$0.00	\$210,000.00	Lump Sum
Funding Application				\$10,000.00			\$10,000.00	
TWDB Project Management				\$7,500.00	\$7,500.00		\$15,000.00	
Permitting				\$50,000.00			\$50,000.00	
Subtotal	\$0.00	\$0.00	\$0.00	\$87,500.00	\$197,500.00	\$0.00	\$285,000.00	

Construction Survey					\$6,900.00		\$6,900.00	Hourly Rate and Reimbursable Expenses
Materials Testing					\$23,000.00		\$23,000.00	
Part Time RPR Services					\$375,400.00		\$375,400.00	
Subtotal	\$0.00	\$0.00	\$0.00	\$0.00	\$405,300.00	\$0.00	\$405,300.00	
Total	\$0.00	\$0.00	\$0.00	\$87,500.00	\$602,800.00	\$0.00	\$690,300.00	

Notes:

¹ Payment Method: Fees shown for services to be provided on the basis of Hourly Rates and Reimbursable Expenses as shown in Par. 6 of this Task Order are estimated only and are not considered lump sum or not-to-exceed values.

² Construction Phase Basic Service assumes a construction period of 550 consecutive calendar days. ENGINEER's work on this phase beyond the construction period will be billed at hourly rates.

6. Hourly Rates and Reimbursable Expenses Schedule

Rates for hourly work and reimbursable expenses effective on the date of this Agreement are:

Principal	\$370.00/hour
Senior Aviation Planner	\$260.00/hour
Aviation Planner	\$185.00/hour
Electrical Engineer	\$225.00/hour
Electrical Design Engineer	\$160.00/hour
Senior Project Manager	\$310.00/hour
Project Manager	\$235.00/hour
Senior Project Engineer	\$200.00/hour
Project Engineer	\$180.00/hour
Senior Design Engineer	\$160.00/hour
Design Engineer	\$140.00/hour
Senior Project Architect	\$285.00/hour
Project Architect	\$145.00/hour
Design Architect	\$110.00/hour
Senior Engineering Technician	\$230.00/hour
Engineering Technician	\$125.00/hour
Senior Design Technician	\$160.00/hour
Design Technician	\$100.00/hour
Safety Manager	\$145.00/hour
Safety Specialist	\$105.00/hour
Regulation Compliance Specialist	\$135.00/hour
Project Assistant	\$100.00/hour
Senior CAD Technician	\$115.00/hour
CAD Technician	\$ 90.00/hour
Senior Project Representative	\$130.00/hour
Project Representative	\$110.00/hour
Graphic Designer	\$ 85.00/hour
Administrative Assistant	\$100.00/hour
Secretary	\$ 60.00/hour
Three-Man Survey Crew	\$235.00/hour
Two-Man Survey Crew	\$190.00/hour
Senior Registered Surveyor	\$215.00/hour
Registered Surveyor	\$175.00/hour
Senior Survey Technician	\$125.00/hour
Survey Technician	\$110.00/hour
Mileage	\$ 0.70/mile
ATV (4-Wheeler)	\$100.00/day
GPS	\$100.00/day
Reimbursable Expenses (Travel, Lodging, Copies, Printing)	Actual Cost
Outside Consultants	Cost + 15%

NOTE: The Standard Hourly Rates and Reimbursable Expenses Schedule shall be adjusted annually as of January to reflect equitable changes in the compensation payable to Engineer.

7. 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 _____.

OWNER: City of Mount Vernon

By: _____

Name: Craig Lindholm

Title: City Administrator

Date Signed: _____

ENGINEER: KSA Engineers, Inc.

By:  _____

Name: John G. Reidy, P.E.

Title: Managing Principal, Water Resources

Date Signed: 02/02/2026

Engineer License or Firm's
Certificate No. F-1356

State of: Texas

DESIGNATED REPRESENTATIVE FOR
TASK ORDER:

Name: Craig Lindholm

Title: City Administrator

Address: PO Box 597
Mount Vernon, TX 75457

E-Mail Address: clindholm@comvtx.com

Phone: 903.537.2252

Fax: 903.537.2634

DESIGNATED REPRESENTATIVE FOR TASK
ORDER:

Name: Blake Powell, P.E.

Title: Project Manager

Address: 140 E. Tyler St., Suite 600
Longview, TX 75601

E-Mail Address: bpowell@ksaeng.com

Phone: 903.236.7700

Fax: 888.224.9418