

TASK ORDER FORM

This is Task Order No. 102781,
consisting of 6 pages,
dated _____.

KSA Project Number: 102781

Owner Project (or Purchase Order) Number:

Project Name: Wastewater Treatment Plant 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: Wastewater Treatment Plant Improvements
- C. Description: Provide engineering planning and design services for wastewater treatment plant improvements including replacing aerators, adding a final clarifier, replacing sludge pumps, adding a sludge digester, installing tertiary filtration, and modifications to the chlorine contact chamber. Proposed treatment capacity will be evaluated in the EFR.
- D. Number of Construction Contracts: 1

2. **Services of Engineer**

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

a. Study and Report Phase:

Provide loan application assistance for TWDB Dfund application. Prepare an Engineering Feasibility Report (EFR) for the wastewater treatment plant proposed improvements. Conduct field surveys for design including topographic survey and geotechnical investigation. Prepare preliminary estimate of probable construction cost for proposed improvements. Facilitate development of a full environmental review of the project site.

Submit a draft EFR to the Owner for review. Meet with the Owner to discuss review comments. Address Owner comment and submit Sealed EFR prior to initiating preliminary design.

Begin asset management plan preparation for the City's water and sewer system. Asset management plan to include the following:

- 1. Conduct a system evaluation (asset identification, location, and date of service) resulting in an inventory of the system and prioritization of assets.
- 2. Develop a comprehensive plan for managing system assets
- 3. Develop a budget for managing system assets
- 4. Develop an implementation plan, including time schedule for implementing and updating the asset management plan

- b. *Preliminary Design Phase:*
Prepare preliminary design plans, specifications, and updated opinion of probable construction cost based on proposed improvements identified in the EFR. Submit preliminary design documents to the Owner for review and approval. Meet with the Owner to discuss review comments.

- c. *Final Design Phase:*
Upon approval of preliminary design documents, proceed with final design documents including detailed design plans, specifications, and estimates. Submit final design documents to the Owner for review and approval. Meet with the Owner to discuss review comments. Address Owner comments and provide Owner with sealed design documents for future bidding.

Finalize asset management plan.

- d. *Bidding or Negotiating Phase:*
Not included.

- e. *Construction Phase:*
Not included.

- 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 checked="" type="checkbox"/>	<input type="checkbox"/>	a.	Design Survey
<input checked="" type="checkbox"/>	<input type="checkbox"/>	b.	Grant or Loan Application (TWDB)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	c.	Storm Water Pollution Prevention Plan
<input checked="" type="checkbox"/>	<input type="checkbox"/>	d.	Environmental Assessment
<input type="checkbox"/>	<input checked="" type="checkbox"/>	e.	Environmental Information Document
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	f.	Resident Project Representative Services
<input type="checkbox"/>	<input checked="" type="checkbox"/>	g.	Construction Survey (Baselines and Benchmarks)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	h.	Geotechnical Investigation
<input type="checkbox"/>	<input checked="" type="checkbox"/>	i.	Materials Testing
<input type="checkbox"/>	<input checked="" type="checkbox"/>	j.	Analytical Testing
<input type="checkbox"/>	<input checked="" type="checkbox"/>	k.	Reimbursable Expenses (Mileage, Printing, Postage & etc.)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	l.	Easement or Boundary Surveys
<input type="checkbox"/>	<input checked="" type="checkbox"/>	m.	Easement or Boundary Descriptions
<input type="checkbox"/>	<input checked="" type="checkbox"/>	n.	Land Acquisition Services
<input type="checkbox"/>	<input checked="" type="checkbox"/>	o.	TxDOT Utility Installation Request Applications
<input type="checkbox"/>	<input checked="" type="checkbox"/>	p.	Operation and Maintenance Manual
<input checked="" type="checkbox"/>	<input type="checkbox"/>	q.	Other: TWDB Coordination
<input checked="" type="checkbox"/>	<input type="checkbox"/>	r.	Other: Asset Management Plan
<input type="checkbox"/>	<input checked="" type="checkbox"/>	s.	Other:
<input type="checkbox"/>	<input checked="" type="checkbox"/>	t.	Other:
<input type="checkbox"/>	<input checked="" type="checkbox"/>	u.	Other:
<input type="checkbox"/>	<input checked="" type="checkbox"/>	v.	Other:
<input type="checkbox"/>	<input checked="" 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	0
Complete Engineering Feasibility Report	120
Complete Preliminary Design Phase	210
Complete Final Design Phase	300

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	\$30,000.00	\$142,900.00	\$95,300.00				\$268,200.00	Lump Sum
Design Survey	\$8,625.00						\$8,625.00	
Geotechnical Investigation	\$17,250.00						\$17,250.00	
Environmental Assessment	\$69,000.00						\$69,000.00	
TWDB Coordination	\$2,000.00	\$2,000.00	\$3,500.00				\$7,500.00	
TWDB Asset Management Plan	\$30,000.00	\$30,000.00	\$15,000.00				\$75,000.00	
TWDB Funding Application	\$5,000.00						\$5,000.00	
Subtotal	\$161,875.00	\$174,900.00	\$113,800.00	\$0.00	\$0.00	\$0.00	\$450,575.00	

								Hourly Rate and Reimbursable Expenses
Subtotal							\$5,000.00	
Total	\$161,875.00	\$174,900.00	\$113,800.00	\$0.00	\$0.00	\$0.00	\$450,575.00	

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 N/A 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	\$270.00/hour
Senior Aviation Planner	\$220.00/hour
Aviation Planner	\$180.00/hour
Electrical Engineer	\$180.00/hour
Electrical Design Engineer	\$150.00/hour
Senior Project Manager	\$240.00/hour
Project Manager	\$180.00/hour
Senior Project Engineer	\$175.00/hour
Project Engineer	\$155.00/hour
Senior Design Engineer	\$135.00/hour
Design Engineer	\$120.00/hour
Senior Project Architect	\$220.00/hour
Project Architect	\$145.00/hour
Design Architect	\$105.00/hour
Senior Engineering Technician	\$200.00/hour
Engineering Technician	\$110.00/hour
Senior Design Technician	\$125.00/hour
Design Technician	\$ 90.00/hour
Safety Manager	\$135.00/hour
Safety Specialist	\$100.00/hour
Regulation Compliance Specialist	\$115.00/hour
Project Assistant	\$ 90.00/hour
Senior CAD Technician	\$ 90.00/hour
CAD Technician	\$ 85.00/hour
Senior Project Representative	\$115.00/hour
Project Representative	\$100.00/hour
Graphic Designer	\$ 80.00/hour
Administrative Assistant	\$ 80.00/hour
Secretary	\$ 55.00/hour
Three-Man Survey Crew	\$200.00/hour
Two-Man Survey Crew	\$170.00/hour
Senior Registered Surveyor	\$180.00/hour
Registered Surveyor	\$150.00/hour
Senior Survey Technician	\$120.00/hour
Survey Technician	\$100.00/hour
Mileage	\$ 0.65/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: Joncie H. Young, P.E.

Title: Director of Client Services

Date Signed: 6/26/2024

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: Brittney Smith, P.E.

Title: Municipal Team Leader

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

E-Mail Address: bsmith@ksaeng.com

Phone: 903.236.7700

Fax: 888.224.9418