

## TASK ORDER FORM

This is Task Order No. 102274,  
consisting of 4 pages,  
dated \_\_\_\_\_.

**KSA Project Number: 102274**

**Owner Project (or Purchase Order) Number:**

**Project Name: Mount Vernon Design Guidelines and Engineering**

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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: Mount Vernon Design Guidelines and Engineering Standards
- C. Description: Development of Design Guidelines and Engineering Standards for Water Utilities, Sanitary Sewer, Drainage, Sidewalks, Driveways and Streets.

**2. Services of Engineer:**

Engineer shall provide, or cause to be provided, the following services:

The Project includes the development of design guidelines and engineering standards for municipal development. The Design Guidelines and Engineering Standards will include: water distribution improvements, sewer collection improvements, storm drainage improvements, residential sidewalks and driveways, residential streets.

Fees shown are based on developing design guidelines and standard details from existing details and specifications, cataloging the details for Owner review, and updating the details based on Owner's review comments.

The following describes the scope of services to be provided by the Engineer in conjunction with the project.

1. Collect standard details from available existing water, sewer, storm drainage, pavement, and sidewalk projects. Setup detail collection on 8 1/2" by 11" sheets. Deliver each section of catalog for review seperately. Catalogs include water, sewer, drainage, sidewalks, driveways, and streets.
2. Develop catalog index.
3. Develop Engineering guidelines associated with each detail.
4. Meet with owner to discuss review comments
5. Modify details based on review comments with Owner.
6. Provide a final PDF document for the Owner.

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**

Engineer shall complete its services in accordance with the following schedule:

180 days from Notice to Proceed.

5. **Payments to Engineer**

Owner shall pay Engineer for services rendered as follows:

\$25,000.00 - Lump Sum

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

ENGINEER: KSA Engineers, Inc.

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

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

Name: Craig Lindholm

Name: Joncie H. Young, P.E.

Title: City Administrator

Title: Director of Client Services

Date Signed: \_\_\_\_\_

Date Signed: 6/29/2023

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

State of: Texas

DESIGNATED REPRESENTATIVE FOR  
TASK ORDER:

DESIGNATED REPRESENTATIVE FOR TASK  
ORDER:

Name: Craig Lindholm

Name: Brittney Smith, P.E.

Title: City Administrator

Title: Municipal Team Leader

Address: PO Box 597  
Mount Vernon, TX 75457

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

E-Mail Address: clindholm@comvtx.com

E-Mail Address: bsmith@ksaeng.com

Phone: 903.277.5728

Phone: 903.236.7700

Fax: \_\_\_\_\_

Fax: 888.224.9418