

TASK ORDER FORM

This is Task Order No. MN.171,
consisting of 6 pages,
dated _____.

KSA Project Number: MN.171

Owner Project (or Purchase Order) Number:

Project Name: Blackmon Meadows Lift Station and Force Main

In accordance with paragraph 1.01 of the Standard Form of Agreement Between Owner and Engineer for Professional Services – Task Order Edition, dated March 25, 2014 ("Agreement"), Owner and Engineer agree as follows:

1. Specific Project Data

A. Owner: City of Mineola

B. Title: Blackmon Meadows Lift Station and Force Main

C. Description: Provide professional services for the development of plans and specifications for the construction of a sanitary sewer lift station and approximately 1,500 linear feet of 2-inch force main to serve the Blackmon Meadows Residential Development on FM 1254 in Mineola which consist of 30 homes.

The estimated pre-agreement opinion of project construction cost is \$315,000.00

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:*
Not Included

b. *Preliminary Design Phase:*
Engineer shall provide the services outlined in Paragraph A1.02 of the Agreement.

c. *Final Design Phase:*
Engineer shall provide the services outlined in Paragraph A1.03 of the Agreement.

d. *Bidding or Negotiating Phase:*
Engineer shall provide the services outlined in Paragraph A1.04 of the Agreement.

e. *Construction Phase:*
Engineer shall provide the services outlined in Paragraph A1.05 of the Agreement.

f. *Commissioning Phase (or Operational Phase):*
Engineer shall provide the services outlined in Paragraph A1.06 of the Agreement.

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 type="checkbox"/>	<input checked="" type="checkbox"/>	b.	Grant or Loan Application
<input type="checkbox"/>	<input checked="" type="checkbox"/>	c.	Storm Water Pollution Prevention Plan
<input type="checkbox"/>	<input checked="" type="checkbox"/>	d.	Environmental Assessment
<input type="checkbox"/>	<input checked="" type="checkbox"/>	e.	Environmental Information Document
<input 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 type="checkbox"/>	<input checked="" 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 checked="" type="checkbox"/>	<input 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 checked="" type="checkbox"/>	<input 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: Part-Time Resident Project Representative Services
<input type="checkbox"/>	<input checked="" type="checkbox"/>	r.	Other:
<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 Preliminary Design Phase	30
Complete Final Design Phase	60
Complete Bidding Phase	120
Commence Construction Phase (Estimated)	150
Complete Construction Phase (Estimated)	270

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		\$30,700.00	\$20,500.00	\$5,500.00	\$20,000.00		\$76,700.00	Lump Sum
Design Survey		\$3,800.00					\$3,800.00	
Part-Time Resident Project Representative					\$43,300.00		\$43,300.00	
TxDOT Permit Application			\$2,500.00				\$2,500.00	
Subtotal		\$34,500.00	\$23,000.00	\$5,500.00	\$63,300.00		\$126,300.00	

Reimbursable Expenses		\$500.00	\$250.00	\$250.00	\$1,000.00		\$2,000.00	Hourly Rate and Reimbursable Expenses
Subtotal		\$500.00	\$250.00	\$250.00	\$1,000.00		\$2,000.00	
Total		\$35,000.00	\$23,250.00	\$5,750.00	\$64,300.00		\$128,300.00	

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 120 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	\$260.00/hour
Senior Environmental Planner	\$215.00/hour
Environmental Planner	\$170.00/hour
Senior Aviation Planner	\$220.00/hour
Aviation Planner	\$168.00/hour
Senior Urban Design Planner	\$215.00/hour
Urban Design Planner	\$185.00/hour
Development Services Manager	\$195.00/hour
Electrical Engineer	\$230.00/hour
Mechanical Engineer	\$175.00/hour
Senior Project Manager	\$205.00/hour
Project Manager	\$175.00/hour
Senior Project Engineer	\$165.00/hour
Project Engineer	\$135.00/hour
Senior Design Engineer	\$120.00/hour
Design Engineer	\$110.00/hour
Senior Project Architect	\$190.00/hour
Project Architect	\$140.00/hour
Design Architect	\$100.00/hour
GIS Specialist	\$140.00/hour
Senior Engineering Technician	\$180.00/hour
Engineering Technician	\$100.00/hour
Senior Design Technician	\$120.00/hour
Design Technician	\$ 85.00/hour
Safety Manager	\$130.00/hour
Safety Specialist	\$ 95.00/hour
TCEQ Instructor	\$ 95.00/hour
Regulation Compliance Specialist	\$ 90.00/hour
Project Assistant	\$ 85.00/hour
Senior CAD Technician	\$ 85.00/hour
CAD Technician	\$ 75.00/hour
Senior Project Representative	\$100.00/hour
Senior Project Representative - After Hours	\$120.00/hour
Project Representative	\$ 90.00/hour
Project Representative - After Hours	\$110.00/hour
Graphic Designer	\$ 70.00/hour
Administrative Assistant	\$ 75.00/hour
Secretary	\$ 55.00/hour
Three-Man Survey Crew	\$185.00/hour
Two-Man Survey Crew	\$155.00/hour
Senior Registered Surveyor	\$160.00/hour
Registered Surveyor	\$130.00/hour
Senior Survey Technician	\$110.00/hour
Survey Technician	\$ 95.00/hour
Mileage	\$ 0.58/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 Mineola

ENGINEER: KSA Engineers, Inc.

By: _____

By:  _____

Name: Mercy Rushing, PCED, CTE

Name: Joncie Young, P.E.

Title: City Administrator

Title: Municipal Service Group Director

Date Signed: _____

Date Signed: 3/16/2020

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

State of: Texas

DESIGNATED REPRESENTATIVE FOR
TASK ORDER:

DESIGNATED REPRESENTATIVE FOR TASK
ORDER:

Name: Mercy Rushing, PCED, CTE

Name: Jeremy Orr, P.E.

Title: City Administrator

Title: Project Manager

Address: 300 Greenville Hwy
P.O. Box 179
Mineola, Texas 75773

Address: 6781 Oak Hill Blvd
Tyler, Texas 75703

E-Mail Address: mrushing@mineola.com

E-Mail Address: jorr@ksaeng.com

Phone: 903.569.6183

Phone: 903.581.8141

Fax: 903.569.6551

Fax: 888.224.9418