

## **TASK ORDER 2023-01**

THIS **TASK ORDER NO. 2023-01** is a supplement to the **STANDARD FORM OF AGREEMENT BETWEEN OWNER AND ENGINEER FOR ON-CALL PROFESSIONAL ENGINEERING SERVICES** (the “Agreement”) between the Transylvania County Board of Education (the “Board”) and McGill Associates, P.A. (the “Engineer”) dated November 15, 2023. The purpose of **Task Order No. 2023-01** (the “Task Order”) is to authorize the Engineer to provide engineering services for On-Call Services (“Project”).

### **ARTICLE 1. PROJECT DESCRIPTION**

Miscellaneous on-call services for evaluation, consulting, minor design, repairs, or expansions to existing County facilities.

### **ARTICLE 2. SCOPE OF SERVICES**

The Engineer shall provide all professional engineering services (the “Services”) for the Project as requested by the Board and as defined in this Task Order. The duties and responsibilities set out in this Task Order cannot be altered except in writing and signed by both parties.

Technical engineering consulting guidance for the Transylvania County Schools can include, but is not limited to, the following tasks.

1. Provide on-site evaluation, guidance, and/or design for drainage, grading, and roadway issues at various schools or facilities in the County.
2. Provide on-site evaluation, guidance, and/or design for mechanical, electrical, and plumbing services at various schools or facilities in the County.
3. Provide surveying services at various schools or facilities in the County.
4. When requested, attend board meetings or other planning meetings to provide insight in regard to engineering related matters.
5. Provide technical assistance as requested by Transylvania County Schools for miscellaneous, non-contracted project associated work.

### **ARTICLE 3. COMPENSATION**

Based on the above proposed scope of services, we propose performing the above services on an hourly basis. Hourly phases will be billed based on actual time spent plus expenses in accordance with the attached Basic Fee Schedule. For budgeting purposes, we recommend an allowance of \$10,000.00 be established for these services. Please note that this is not a guaranteed maximum, but an estimated value for budgetary purposes only. Invoices will be submitted monthly based on the actual time spent and will be calculated in accordance with the attached Basic Fee Schedule.

### **ARTICLE 4. ASSUMPTIONS**

Not applicable.

#### **ARTICLE 5. BOARD'S RESPONSIBILITIES**

The Board will provide the following assistance in the performance of services under this Task Order:

- Provide documents, maps, plans, specifications, and other support information, to the extent reasonably available.
- Compensation by the Board to the Engineer will be in accordance with the following Basic Fee Schedule (attached).

#### **ARTICLE 6. NO THIRD-PARTY BENEFICIARIES**

The following provisions are included in this Task Order, pursuant to section 6.C of the Agreement:

- 1) Nothing in the Agreement or this Task Order shall be construed to create, impose, or give rise to any duty owed by Owner or Engineer to any third-party related to the scope of these services, including Contractor, Contractor's subcontractor, supplier, other individual or entity, or to any surety for or employee of any of them.
- 2) All duties and responsibilities undertaken pursuant to the Agreement and this Task Order will be for the sole and exclusive benefit of the Board and Engineer and not for the benefit of any other party.

#### **ARTICLE 7. MISCELLANEOUS**

- 1) In the event of any inconsistency between the "TASK ORDER" and the "STANDARD FORM OF AGREEMENT BETWEEN OWNER AND ENGINEER FOR ON-CALL PROFESSIONAL ENGINEERING AND SURVEYING SERVICES" the terms of the Agreement shall control unless both parties have initialed the conflicting provision of the "TASK ORDER".

**IN WITNESS WHEREOF**, the parties execute below this Task Order in duplicate originals:

**EXECUTED** in Transylvania, North Carolina, this \_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

ENGINEER: McGill Associates, P.A.



By: Ben Cathey, P.E.  
Title: Practice Area Leader

**OWNER: Transylvania County Board  
of Education**

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

\_\_\_\_\_

This instrument has been pre-audited in the manner required by the School Budget and Fiscal Control Act.

\_\_\_\_\_  
Finance Officer

\_\_\_\_\_  
Date

## BASIC FEE SCHEDULE

July 2023

<b>PROFESSIONAL FEES</b>	<b>I</b>	<b>II</b>	<b>III</b>	<b>IV</b>
Senior Principal	\$250			
Principal – Regional Manager – Director	\$220	\$225	\$240	\$245
Practice Area Lead	\$195	\$210	\$220	\$235
Senior Project Manager	\$200	\$210	\$215	\$220
Senior Engineer	\$200	\$210	\$215	\$220
Project Manager	\$170	\$180	\$185	\$190
Senior Project Engineer	\$170	\$180	\$185	\$190
Project Engineer	\$135	\$145	\$155	\$165
Engineering Associate	\$120	\$125	\$130	\$135
Planner- Consultant – Designer	\$120	\$130	\$155	\$165
Engineering Technician	\$110	\$120	\$125	\$135
CAD Operator - GIS Analyst	\$90	\$100	\$110	\$115
Construction Services Manager	\$140	\$150	\$170	\$185
Construction Administrator	\$110	\$125	\$135	\$145
Financial Services Manager	\$125	\$135	\$145	\$155
Grant Administrator	\$115	\$125	\$135	\$145
Construction Field Representative	\$90	\$105	\$115	\$125
Environmental Specialist	\$90	\$100	\$105	\$110
Administrative Assistant	\$75	\$80	\$90	\$105
Survey Party Chief	\$90	\$105	\$120	\$140
Survey Field Technician	\$75	\$80	\$85	\$90

### **EXPENSES**

- a. Mileage - \$0.70/mile
- b. Flow Monitoring Equipment: Pressure Flow Meter- \$400/wk.; Gravity Flow Meter - \$1,000/deployment
- c. Robotics/GPS Equipment: \$30/hr.
- d. Telephone, reproduction, postage, lodging, and other incidentals shall be a direct charge per receipt.

### **ASSOCIATED SERVICES**

- a. Associated services required by the project such as soil analysis, materials testing, etc., shall be at cost plus ten (10) percent.