

**ENGINEERING/ARCHITECTURAL CONSULTANT
TASK ORDER NUMBER 12**

for use with

**ENGINEERING/ARCHITECTURAL CONSULTANT MASTER PROFESSIONAL SERVICES
AGREEMENT NUMBER 500225**

This Task Order Agreement (“TOA”) is made and entered into on _____, 2026, by and between Lake Havasu City, Arizona, a municipal corporation (“City”) and C&S Engineers, Inc. (“Consultant”), both individually referenced as “Party” and collectively referenced as the “Parties.”

This TOA incorporates by reference all provisions of the Engineering/Architectural Consultant Master Professional Services Agreement 500225 executed May 11, 2022 (“MPSA”), that are not expressly contradicted by the language of this TOA.

1. Scope of Work. Consultant agrees to provide the services contained in the attached Exhibit “A” (“Scope of Work” or “Services”). When requested by City, Consultant agrees to attend City Council meetings and provide necessary and requested documents, including correspondence for Council action, supporting charts, graphs, drawings, and colored slides.
2. Compensation and Payment Schedule. City shall pay the Consultant the amount specified in the Fee Schedule attached as Exhibit “B.” Payment shall not exceed the total amount set forth in Exhibit “B” unless otherwise authorized by the City.
3. Period of Service. The Services shall be completed by the date contained in the Scope of Work and Time Schedule attached as Exhibit “A.” When this TOA is agreed to and executed by both Parties the TOA shall constitute Consultant’s authorization to proceed with the requested Services. In the event delays are experienced beyond the control of Consultant, the completion date may be extended in writing as mutually agreed upon by the Parties.

[Signatures on following page]

IN WITNESS WHEREOF, the Parties have executed this Task Order Agreement as of the date and year first set forth above.

LAKE HAVASU CITY

CONSULTANT

BY: _____
Title: City Manager
Date: _____

BY: _____
Title _____
Date _____

APPROVED AS TO FORM
Lake Havasu City Attorney's Office

BY: _____

**EXHIBIT A
SCOPE OF WORK AND TIME SCHEDULE**

**ENGINEERING/ARCHITECTURAL CONSULTANT MASTER PROFESSIONAL SERVICES
AGREEMENT NUMBER 500225**

TASK ORDER AGREEMENT 12

Project Title: Runway Safety Area Improvements (Phase 1 Construction)
Grant Number: E4S3D01C
Airport Name: Lake Havasu City Municipal Airport
Services Provided: Construction Management

1. PROJECT SERVICES:

Consultant agrees to perform construction phase services for a project known and described as Runway Safety Area Improvements (Phase 1 Construction) (the "Project"). The Project will be performed and constructed by the City with grant assistance from the Arizona State Department of Transportation (ADOT). The Services are described in the following tasks:

1.1 CONSTRUCTION CONTRACT ADMINISTRATION PHASE

The Construction Contract Administration Phase shall consist of observation of the construction to become generally familiar with the progress and quality of the work by the contractor retained by the City to construct the Project ("Contractor") to determine if the work is proceeding in general conformity with the Contract Documents. In addition, the Consultant shall aid the City by acting as its liaison and Project coordinator with ADOT during the construction of the Project. Construction Contract Administration includes the following services:

- A. Provide consultation and advice to the City during construction, including holding a pre-construction conference, weekly construction coordination meetings, and other meetings required during the course of construction. Prepare and distribute meeting minutes.
- B. Review, approve, or take other appropriate action on all Contractor-required submittals, such as construction schedules and phasing programs, shop drawings, product data, catalog cuts, and samples.
- C. Review alternative construction methods proposed by the Contractor and advise the City of the impact of these methods on the schedule and quality of the Project.
- D. Prepare supplemental drawings and change orders necessary to execute the work properly within the intended scope. Assist the City in resolving contractor claims and disputes.
- E. Provide interpretation of the Contract Document requirements and advise the Contractor of these on behalf of the City when necessary.
- F. Furnish the City one reproducible set of the record drawings for the completed Project taken from the annotated record drawings prepared by the Resident Project Representative based upon Contractor-provided information.

- G. Prepare reimbursement request packages and coordinate their execution by the City.
- H. Conduct pre-final and final inspections of the completed Project with the City's airport personnel, ADOT and the Contractor.
- I. Issue certificates of construction completion to the City and ADOT.
- J. Prepare and submit the final construction report documenting the Project and describing the construction sequencing, work constructed, site conditions, any changes or deleted work, unforeseen issues or difficulty and will include all Project documentation.
- K. Perform an orderly closeout of the Project as required by the City and ADOT.

1.2 CONSTRUCTION OBSERVATION PHASE

The Construction Observation Phase shall consist of construction observation by Consultant's Inspector/Resident Project Representative (RPR) and supporting staff who will also:

- A. Maintain a Project record in accordance with requirements of ADOT for aviation capital projects.
- B. Review documents and submissions by Contractor(s) pertaining to scheduling and advise the City as to their acceptability.
- C. Observe the work to determine general conformity with the Contract Documents and to ascertain the need for correction or rejection of the work. Neither the activities of the inspector and/or supporting staff nor the presence of any of them at a construction/Project site shall relieve the Contractor nor make the Consultant responsible for the Contractor's obligations, duties, and responsibilities, including, but not limited to, construction means, methods, sequences, techniques, or procedures necessary for performing, superintending, or coordinating the work in accordance with the Contract Documents and any health or safety precautions or measures required by regulatory agencies.
- D. Coordinate, conduct, or witness field, laboratory, or shop tests of construction materials as required by the plans and specifications for the Project. Some as-needed subgrade density testing will be included at the discretion of the RPR or to confirm the Contractor's testing. Review, approve and maintain a log of Quality Acceptance Reports and Contractor Quality Control Reports. Monitor the suitability of materials on the Project site or brought to the Project site to be used in construction.
- E. Prepare and submit inspection reports of construction activity and problems encountered as required by the City and ADOT.
- F. Field measure, calculate, or check quantities of work performed and quantities of materials in-place. Prepare, review, and approve Periodic Progress Payments and Final Payments to Contractor. Preparation and review of Change Orders/Force Account Work.
- G. Consultant's Construction Observer will assist the City and Contractor with regards to construction activity as it relates to aircraft operations and coordination of Notice to Airmen (NOTAMS) as required.

2. SCHEDULE:

The Services will commence upon receipt of an executed TOA and will take 120 calendar days to complete.

3. ASSUMPTIONS:

A. Full-time inspection to consist of an average of 5 days per week. Observation coverage may be adjusted based on demands of construction activity and Contractor's schedule.

4. SERVICES NOT INCLUDED:

A. Surveying services will not be provided under this TOA.

**EXHIBIT B
FEE SCHEDULE**

**ENGINEERING/ARCHITECTURAL CONSULTANT MASTER PROFESSIONAL SERVICES
AGREEMENT NUMBER 500225**

**TASK ORDER AGREEMENT 12
Runway Safety Area Improvements (Phase 1 Construction)**

Consultant agrees to perform the Services outlined in Exhibit A for a lump sum not to exceed \$99,257, as follows:

| | | |
|----------|---|-----------------|
| Task 1.0 | Construction Contract Administration (Lump Sum Basis) | \$35,803 |
| Task 2.0 | Construction Observation (Lump Sum Basis) | \$59,454 |
| Task 3.0 | Quality Assurance Testing (Lump Sum Basis) | \$4,000 |
| | TOTAL LUMP FEE | \$99,257 |



| |
|---|
| Exhibit B Fee Schedule |
|---|

PROJECT NAME: Runway Safety Area Improvements Project
(Phase 1 Construction)

DATE: March 08, 2026

PROJ DESCRIPTION: Construction Management

A/E: C & S Engineers, INC.

CLIENT: Lake Havasu City

C&S PROJECT NO: K33004006

CLIENT MANAGER: Kip Turner

PROJECT MANAGER: R. Behm

I. DIRECT SALARY, OVERHEAD & PROFIT COSTS:

| TITLE | RATE OF PAY (\$/HR) | @ | HOURS | = | COST |
|----------------------------------|------------------------|---|-------|---|-----------------|
| A. Program Coordinator | \$ 140.00 | X | 46 | = | \$6,440 |
| B. Service Group Manager | \$ 292.00 | X | 13 | = | \$3,796 |
| C. Principal Engineer | \$ 245.00 | X | 44 | = | \$10,780 |
| D. Project Manager | \$ 191.00 | X | 159 | = | \$30,369 |
| E. Construction Supervisor | \$ 197.00 | X | 12 | = | \$2,364 |
| F. Construction Project Engineer | \$ 132.00 | X | 224 | = | \$29,568 |
| TOTAL ESTIMATE OF LABOR: | | | | | \$83,317 |

II. ESTIMATE OF DIRECT EXPENSES:

| | | | | | | | |
|--------------------------|-----|--------|-----|----------|----------|---|---------------------------------------|
| A. TRAVEL, BY AUTO: | 480 | mile* | @ 6 | TRIP @ | \$0.625 | = | \$1,800.00 |
| B. PER DIEM: | 6 | DAYS @ | 1 | PERSON @ | \$35.00 | = | \$210.00 (Proportional Meals) \$2,010 |
| C. RENTAL CAR (AND GAS): | 30 | DAYS @ | 1 | PERSON @ | \$119.00 | = | \$3,570.00 |
| D. PER DIEM: | 30 | DAYS @ | 1 | PERSON @ | \$212.00 | = | \$6,360.00 \$9,930 |

* The current ADOT rate as of 2/27/23: **62.5 cents per mile** .

TOTAL ESTIMATE OF DIRECT EXPENSES: \$11,940.00

III. SERVICES BY OTHERS:

| | |
|----------------------------------|----------------|
| A. QUALITY ASSURANCE TESTING | \$4,000 |
| TOTAL SERVICES BY OTHERS: | \$4,000 |

III. TOTALS:

TOTAL CONSTRUCTION MANAGEMENT AND DESIGN SUPPORT SERVICES (RATE BASIS): \$99,257.00

**C&S ENGINEERS, INC.
ARCHITECTURAL/ENGINEER
RING WORK SUMMARY**

PROJECT: Runway Safety Area Improvements Project (Phase 1 Construction)
 08, 2026 SERVICES:
 Group Mgr: L. McIntosh
 CLIENT: Lake Havasu City
 CLIENT MGR: Kip Turner

Date: March Service
 Construction Management
 Project Manager: R. Behm
 Project Number: K33004006

| CONT NO. | PHASE NO. | TASK | Construction Project Engineer | | Construction Supervisor | | Project Manager | | Principal Engineer | | Service Group Manager | | Program Coordinator | | TOTAL LABOR HOURS | TOTAL LABOR | DIRECT COSTS | SERVICES BY OTHERS | TOTALS |
|----------|-----------|--|-------------------------------|-----------|-------------------------|-----------|-----------------|-----------|--------------------|-----------------|-----------------------|----------------|---------------------|-------|-------------------|-----------------|--------------------|--------------------|--------------------|
| | | | 1-132 | 3-2397 | 3-2397 | 3-2397 | 3-2391 | 3-245 | 3-245 | 3-245 | 3-245 | 3-245 | 3-245 | 3-245 | | | | | |
| | | Construction Contract Administration | | | | | | | | | | | | | 184 | \$35,803 | | | \$35,803.00 |
| | | 1.01: Coordination with County, FAA, Grant Reimbursements | | | | | | 4 | 4 | 4 | 1 | 16 | | | 25 | \$4,276 | | | \$4,276.00 |
| | | 1.02: Provide Construction Design Support Services | | | 4 | | 32 | 16 | 4 | 4 | | | | | 60 | \$12,548 | | | \$12,548.00 |
| | | 1.03: Review and Process Contractor Pay Requests and Change Orders | | | 8 | | 9 | 4 | 2 | | | | | | 23 | \$4,859 | | | \$4,859.00 |
| | | 1.04: Prepare Record Drawings | | | | | 16 | 2 | | | | | | | 18 | \$3,546 | | | \$3,546.00 |
| | | 1.05: Prepare Final Construction Report | | | | | 12 | 2 | 2 | 2 | 2 | 6 | | | 22 | \$4,206 | | | \$4,206.00 |
| | | 1.06: Project Closeout | | | | | 10 | 2 | 4 | 20 | | | | | 36 | \$6,368 | | | \$6,368.00 |
| | | Construction Observation | | | | | | 76 | 14 | | | | | | 314 | \$47,514 | \$11,940.00 | | \$59,454.00 |
| | | 2.01: Pre-Construction Conference and Weekly Construction Meetings | | | 16 | | 60 | 10 | | | | | | | 86 | \$16,022 | \$2,010.00 | | \$18,032.00 |
| | | 2.02: Construction Observation Services | | | 192 | | | | | | | | | | 192 | \$25,344 | \$9,930.00 | | \$35,274.00 |
| | | 2.03: Prepare FAA Weekly Reports and Daily Inspection Reports | | | 16 | | 16 | 4 | | | | | | | 36 | \$6,148 | | | \$6,148.00 |
| | | Task 3: Quality Assurance Testing | | | | | | | | | | | | | | | | \$4,000 | \$4,000.00 |
| | | 4.01: Quality Assurance Testing | | | | | | | | | | | | | | | | \$4,000 | \$4,000.00 |
| | | All Tasks Total | 224 | 12 | 159 | 44 | 13 | 46 | 498 | \$83,317 | \$11,940.00 | \$4,000 | \$99,257.00 | | | | | | |