

ENGINEERING/ARCHITECTURAL CONSULTANT  
TASK ORDER NUMBER 10

for use with

ENGINEERING/ARCHITECTURAL CONSULTANT MASTER PROFESSIONAL  
SERVICES AGREEMENT NUMBER 500225

This Task Order Agreement (“TOA”) is made and entered into on \_\_\_\_\_, 2025, 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. City shall pay the Consultant on a Rate Basis in accordance with the Agreement and the hourly rates specified in Exhibit “B.” Payment under this TOA shall not exceed \$20,000.00 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: \_\_\_\_\_

BY: \_\_\_\_\_

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

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

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

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

APPROVED AS TO FORM  
Lake Havasu City Attorney's Office

BY: \_\_\_\_\_

# **Exhibit A**

## **Scope of Work**

**Project Title:** As-Needed Aviation Consultant Services For Hangar Development  
**Airport Name:** Lake Havasu City Municipal Airport  
**Services Provided:** Aviation Consulting

### **I. PROJECT DESCRIPTION**

The Consultant agrees to provide as needed airport consultant services for hangar development (“Project”). Services to be provided by the Consultant shall include as-needed support for suppling airport planning, engineering, architectural and environmental services, as applicable (“Basic Services”).

### **II. BASIC SERVICES**

Basic Services are anticipated to include ad hoc technical advice and analysis, meeting attendance, Federal Aviation Administration (FAA) coordination, Arizona Department of Transportation (ADOT) coordination, peer review, training, education, special studies, memos, white papers, and other services as required by the City.

The specific nature of the Basic Services will vary by task, but are generally assumed to include:

1. Planning Services:
  - a. Airport planning
  - b. Airport layout plan (ALP) pen and ink update
  - c. Airport land use planning
  - d. FAA land use compliance
  - e. Other airport planning tasks and functions as required (i.e., aviation real estate technical services, Section 163, Part 139 evaluation, non-aeronautical development, aviation development, FAA compliance, strategic planning, etc.)
2. Environmental Services:
  - a. Preparation of environmental assessment reports, site investigation and risk assessments
  - b. Provide National Environmental Policy Act (NEPA) environmental documentation for planning and design/engineering projects as necessary
  - c. Storm Water Pollution Prevention Plan (SWPPP) including training
  - d. Wildlife Hazard Management Program including training
  - e. Other environmental services as required (i.e., hazardous materials, underground storage tanks, above ground storage tanks, environmental planning, etc.)

### 3. Architectural/Engineering Services

- a. Design phase
- b. Bidding and negotiation phase
- c. Lease Consultation
- d. RFP Development
- e. Construction phase
- f. DBE (Disadvantaged Business Enterprise) Program
- g. Construction Administration
- h. Other engineering and/or architectural services as required (i.e., pavement evaluations, engineering support, surveys, geotechnical report, special studies, specialist services, etc.)

### **III. DELIVERABLES**

1. Progress status reports and invoicing – electronic copy
2. As-needed deliverables, reports, memos, and/or schedules – electronic copy
3. Meeting materials and notes, as needed – electronic copy

### **IV. ASSUMPTIONS**

Consultant shall notify the City in the event that a requested task under this scope of work requires additional scope and fee if there is not enough remaining compensation under this TOA.

### **VI. SCHEDULE**

The Services will commence upon a fully executed TOA and are anticipated to be completed within one year.

**END OF EXHIBIT**

## **Exhibit B**

### **2025 Billing Rate Schedule**

Hourly services, as requested, will be provided at the following current billing rates:

#### **C&S FEE SCHEDULE**

<u>Classification</u>	<u>Hourly Rate</u>
Department Manager	\$292.00
Project Engineer	\$195.00
Project Manager	\$188.00
Project Designer	\$151.00
Administrative Assistant	\$ 98.00

#### **EXPENSES**

<u>Classification</u>	<u>Rate</u>
Travel, By Auto (Per Mile)	Current Federal Rate
Per Diem (Hotel & Food)	Current State Rate for City

**END OF EXHIBIT**