

This document has important legal consequences; consultation with an attorney is encouraged with respect to its use or modification. This document should be adapted to the particular circumstances of the contemplated Project and the Controlling Law.

# **STANDARD FORM OF AGREEMENT BETWEEN OWNER AND ENGINEER FOR PROFESSIONAL SERVICES**

*Prepared by*

**ENGINEERS JOINT CONTRACT DOCUMENTS COMMITTEE**

and

Issued and Published Jointly By

PROFESSIONAL ENGINEERS IN PRIVATE PRACTICE  
*a practice division of the*  
NATIONAL SOCIETY OF PROFESSIONAL ENGINEERS

AMERICAN CONSULTING ENGINEERS COUNCIL

AMERICAN SOCIETY OF CIVIL ENGINEERS

This Agreement has been prepared for use with the Standard General Conditions of the Construction Contract (No. 1910-8, 1996 Edition) of the Engineers Joint Contract Documents Committee. Their provisions are interrelated, and a change in one may necessitate a change in the other. For guidance in the preparation of Supplementary Conditions, see Guide to the Preparation of Supplementary Conditions (No. 1910-17) (1996 Edition). For guidance on the completion and use of this Agreement, see EJCDU Users Guide, No. 1910-50.

Copyright ©1996 National Society of Professional Engineers  
1420 King Street, Alexandria, VA 22314

American Consulting Engineers Council  
1015 15th Street N.W., Washington, DC 20005

American Society of Civil Engineers  
345 East 47th Street, New York, NY 10017

## TABLE OF CONTENTS

	<u>Page</u>
ARTICLE 1 - SERVICES OF ENGINEER.....	2
1.01    Scope .....	2
ARTICLE 2 - OWNER'S RESPONSIBILITIES .....	2
2.01    General .....	2
ARTICLE 3 - TIMES FOR RENDERING SERVICES.....	2
3.01    General .....	2
3.02    Suspension.....	2
ARTICLE 4 - PAYMENTS TO ENGINEER.....	2
4.01    Methods of Payment for Services and Reimbursable Expenses of ENGINEER .....	2
4.02    Other Provisions Concerning Payments .....	2
ARTICLE 5 - OPINIONS OF COST .....	3
5.01    Opinions of Probable Construction Cost.....	3
5.02    Designing to Construction Cost Limit.....	3
5.03    Opinions of Total Project Costs.....	3
ARTICLE 6 - GENERAL CONSIDERATIONS .....	3
6.01    Standards of Performance .....	3
6.02    Authorized Project Representatives.....	4
6.03    Design without Construction Phase Services .....	4
6.04    Use of Documents .....	4
6.05    Insurance.....	5
6.06    Termination .....	5
6.07    Controlling Law .....	6
6.08    Successors, Assigns, and Beneficiaries .....	6
6.09    Hazardous Environmental Condition .....	6
6.10    Allocation of Risks.....	7
6.11    Notices .....	7
6.12    Survival.....	8
6.13    Severability.....	8
6.14    Waiver .....	8
6.15    Headings.....	8
ARTICLE 7 - DEFINITIONS .....	8
7.01    Defined Terms.....	8
ARTICLE 8 - EXHIBITS AND SPECIAL PROVISIONS.....	11
8.01    Exhibits Included.....	11
8.02    Total Agreement.....	11

**STANDARD FORM OF AGREEMENT  
BETWEEN OWNER AND ENGINEER  
FOR  
PROFESSIONAL SERVICES**

THIS IS AN AGREEMENT effective as of \_\_\_\_\_ ("Effective Date") between the CITY OF KILLEEN, TEXAS ("OWNER") and GARVER, LLC ("ENGINEER").

OWNER and ENGINEER in consideration of their mutual covenants as set forth herein agree as follows:

Professional engineering services to provide design, bid and construction phase services for the Reuse Water for Community Center Park Project. The detailed scope of services include:

1. Project administration and coordination with the City
2. Coordination with BCWCID #1 to conduct modeling analysis and evaluation on reuse pump sizing at the North Plant pump station
3. Construction plans for a new reuse water main installation to initially service the Killeen Community Center Complex and Mickey's Dog Park
4. Full survey for the limits of construction segments (no easements are anticipated)
5. Plans will be submitted for review to the City at the 60% and 100% unsigned phases, and final (100%) sealed set of plans will be submitted for construction
6. Bid phase services
7. Construction administration services

## ARTICLE 1 - SERVICES OF ENGINEER

---

### 1.01 Scope

A. ENGINEER shall provide the Basic and Additional Services set forth herein and in Exhibit A.

B. Upon this Agreement becoming effective, ENGINEER is authorized to begin Basic Services as set forth in Exhibit A.

C. If authorized by OWNER, ENGINEER shall furnish Resident Project Representative(s) with duties, responsibilities and limitations of authority as set forth in Exhibit D.

## ARTICLE 2 - OWNER'S RESPONSIBILITIES

---

### 2.01 General

A. OWNER shall have the responsibilities set forth herein and in Exhibit B.

## ARTICLE 3 - TIMES FOR RENDERING SERVICES

---

### 3.01 General

A. ENGINEER's services and compensation under this Agreement have been agreed to in anticipation of the orderly and continuous progress of the Project through completion. Unless specific periods of time or specific dates for providing services are specified in this Agreement, ENGINEER's obligation to render services hereunder will be for a period which may reasonably be required for the completion of said services.

B. If in this Agreement specific periods of time for rendering services are set forth or specific dates by which services are to be completed are provided, and if such periods of time or dates are changed through no fault of ENGINEER, the rates and amounts of compensation provided for herein shall be subject to equitable adjustment. If OWNER has requested changes in the scope, extent, or character of the Project, the time of performance of ENGINEER's services shall be adjusted equitably.

C. For purposes of this Agreement the term "day" means a calendar day of 24 hours.

### 3.02 Suspension

A. If OWNER fails to give prompt written authorization to proceed with any phase of services after

completion of the immediately preceding phase, or if ENGINEER's services are delayed through no fault of ENGINEER, ENGINEER may, after giving seven days written notice to OWNER, suspend services under this Agreement.

B. If ENGINEER's services are delayed or suspended in whole or in part by OWNER, or if ENGINEER's services are extended by Contractor's actions or inactions for more than 90 days through no fault of ENGINEER, ENGINEER shall be entitled to equitable adjustment of rates and amounts of compensation provided for elsewhere in this Agreement to reflect, reasonable costs incurred by ENGINEER in connection with, among other things, such delay or suspension and reactivation and the fact that the time for performance under this Agreement has been revised.

## ARTICLE 4 - PAYMENTS TO ENGINEER

---

### 4.01 Methods of Payment for Services and Reimbursable Expenses of ENGINEER

A. *For Basic Services.* OWNER shall pay ENGINEER for Basic Services performed or furnished under Exhibit A, Part 1, as set forth in Exhibit C.

B. *For Additional Services.* OWNER shall pay ENGINEER for Additional Services performed or furnished under Exhibit A, Part 2, as set forth in Exhibit C.

C. *For Reimbursable Expenses.* In addition to payments provided for in paragraphs 4.01.A and 4.01.B, OWNER shall pay ENGINEER for Reimbursable Expenses incurred by ENGINEER and ENGINEER's Consultants as set forth in Exhibit C.

### 4.02 Other Provisions Concerning Payments

A. *Preparation of Invoices.* Invoices will be prepared in accordance with ENGINEER's standard invoicing practices and will be submitted to OWNER by ENGINEER, unless otherwise agreed. The amount billed in each invoice will be calculated as set forth in Exhibit C.

B. *Payment of Invoices.* Invoices are due and payable within 30 days of receipt. If OWNER fails to make any payment due ENGINEER for services and expenses within 30 days after receipt of ENGINEER's invoice therefore, the amounts due ENGINEER will be increased at the rate of 1.0% per month (or the maximum rate of interest permitted by law, if less) from said thirtieth day. In addition, ENGINEER may, after giving seven days written notice to OWNER, suspend services under this Agreement until ENGINEER has been paid in full all amounts due for services, expenses, and other related charges. Payments will be credited first to interest and then to principal.

C. *Disputed Invoices.* In the event of a disputed or contested invoice, only that portion so contested may be withheld from payment, and the undisputed portion will be paid.

D. *Payments Upon Termination.*

1. In the event of any termination under paragraph 6.06, ENGINEER will be entitled to invoice OWNER and will be paid in accordance with Exhibit C for all services performed or furnished and all Reimbursable Expenses incurred through the effective date of termination.

2. In the event of termination by OWNER for convenience or by ENGINEER for cause, ENGINEER, in addition to invoicing for those items identified in subparagraph 4.02.D.1, shall be entitled to invoice OWNER and shall be paid a reasonable amount for services and expenses directly attributable to termination, both before and after the effective date of termination, such as reassignment of personnel, costs of terminating contracts with ENGINEER's Consultants, and other related close-out costs, using methods and rates for Additional Services as set forth in Exhibit C. Engineer shall not incur additional expenses after receipt of notice of termination, and shall make reasonable efforts to minimize costs.

E. *Records of ENGINEER's Costs.* Records of ENGINEER's costs pertinent to ENGINEER's compensation under this Agreement shall be kept in accordance with generally accepted accounting practices. To the extent necessary to verify ENGINEER's charges and upon OWNER's timely request, copies of such records will be made available to OWNER at cost. In no event shall OWNER be entitled to audit the makeup of lump sum or other fixed prices (e.g., agreed upon unit or hour rates).

F. *Legislative Actions.* In the event of legislative actions after the Effective Date of the Agreement by any level of government that impose taxes, fees, or costs on ENGINEER's services or other costs in connection with this Project or compensation therefor, such new taxes, fees, or costs shall be invoiced to and paid by OWNER as a Reimbursable Expense to which a Factor of 1.0 shall be applied. Should such taxes, fees, or costs be imposed, they shall be in addition to ENGINEER's estimated total compensation.

## ARTICLE 5 - OPINIONS OF COST

---

### 5.01 Opinions of Probable Construction Cost

A. ENGINEER's opinions of probable Construction Cost provided for herein are to be made on the basis of ENGINEER's experience and qualifications and represent ENGINEER's reasonable judgment as an experienced and qualified professional generally familiar with the industry. However, since ENGINEER has no control over the cost of labor, materials, equipment, or services furnished by others, or over the Contractor's methods of determining prices, or over competitive bidding or market conditions, ENGINEER cannot and does not guarantee that proposals, bids, or actual Construction Cost will not vary from opinions of probable Construction Cost prepared by ENGINEER. If OWNER wishes greater assurance as to probable Construction Cost, OWNER shall employ an independent cost estimator as provided in Exhibit B.

### 5.02 Designing to Construction Cost Limit

A. If a Construction Cost limit is established between OWNER and ENGINEER, such Construction Cost limit and a statement of ENGINEER's rights and responsibilities with respect thereto will be specifically set forth in Exhibit F, "Construction Cost Limit," to this Agreement.

### 5.03 Opinions of Total Project Costs

A. ENGINEER assumes no responsibility for the accuracy of opinions of Total Project Costs.

## ARTICLE 6 - GENERAL CONSIDERATIONS

---

### 6.01 Standards of Performance

A. The standard of care for all professional engineering and related services performed or furnished by ENGINEER under this Agreement will be the care and skill ordinarily used by members of ENGINEER's profession practicing under similar circumstances at the same time and in the same locality. ENGINEER makes no warranties, express or implied, under this Agreement or otherwise, in connection with ENGINEER's services.

B. ENGINEER shall be responsible for the technical accuracy of its services and documents resulting therefrom, and OWNER shall not be responsible for discovering deficiencies therein. ENGINEER shall correct such standard of care deficiencies without additional compensation except to the extent such action is directly attributable to deficiencies in OWNER-furnished information.

C. ENGINEER shall perform or furnish professional engineering and related services in all phases of the Project to which this Agreement applies. ENGINEER shall serve as OWNER's prime professional for the Project. ENGINEER may employ such ENGINEER's Consultants as

ENGINEER deems necessary to assist in the performance or furnishing of the services. ENGINEER shall not be required to employ any ENGINEER's Consultant unacceptable to ENGINEER.

D. ENGINEER and OWNER shall comply with applicable Laws or Regulations and OWNER-mandated standards. This Agreement is based on these requirements as of its Effective Date. Changes to these requirements after the Effective Date of this Agreement may be the basis for modifications to OWNER's responsibilities or to ENGINEER's scope of services, times of performance, or compensation.

E. OWNER shall be responsible for, and ENGINEER may rely upon, the accuracy and completeness of all requirements, programs, instructions, reports, data, and other information furnished by OWNER to ENGINEER pursuant to this Agreement. ENGINEER may use such requirements, reports, data, and information in performing or furnishing services under this Agreement.

F. OWNER shall make decisions and carry out its other responsibilities in a timely manner and shall bear all costs incident thereto so as not to delay the services of ENGINEER.

G. Prior to the commencement of the Construction Phase, OWNER shall notify ENGINEER of any variations from the language indicated in Exhibit E, "Notice of Acceptability of Work," or of any other notice or certification that ENGINEER will be requested to provide to OWNER or third parties in connection with the Project. OWNER and ENGINEER shall reach agreement on the terms of any such requested notice or certification, and OWNER shall authorize such Additional Services as are necessary to enable ENGINEER to provide the notices or certifications requested.

H. ENGINEER shall not be required to sign any documents, no matter by whom requested, that would result in the ENGINEER's having to certify, guarantee or warrant the existence of conditions whose existence the ENGINEER cannot ascertain. OWNER agrees not to make resolution of any dispute with the ENGINEER or payment of any amount due to the ENGINEER in any way contingent upon the ENGINEER's signing any such certification.

I. During the Construction Phase, ENGINEER shall not supervise, direct, or have control over Contractor's work, nor shall ENGINEER have authority over or responsibility for the means, methods, techniques, sequences, or procedures of construction selected by Contractor, for safety precautions and programs incident to the Contractor's work in progress, nor for any failure of Contractor to comply with Laws and Regulations applicable to Contractor's furnishing and performing the Work.

J. ENGINEER neither guarantees the performance of any Contractor nor assumes responsibility for any Contractor's failure to furnish and perform the Work in accordance with the Contract Documents.

K. ENGINEER shall not be responsible for the acts or omissions of any Contractor(s), subcontractor or supplier, or of any of the Contractor's agents or employees or any other persons (except ENGINEER's own employees) at the Site or otherwise furnishing or performing any of the Contractor's work; or for any decision made on interpretations or clarifications of the Contract Documents given by OWNER without consultation and advice of ENGINEER.

L. The General Conditions for any construction contract documents prepared hereunder are to be the "Standard General Conditions of the Construction Contract" as prepared by the Engineers Joint Contract Documents Committee (Document No. 1910-8, 1996 Edition) unless both parties mutually agree to use other General Conditions as specifically referenced in Exhibit H.

## **6.02 Authorized Project Representatives**

A. Contemporaneous with the execution of this Agreement, ENGINEER and OWNER shall designate specific individuals to act as ENGINEER's and OWNER's representatives with respect to the services to be performed or furnished by ENGINEER and responsibilities of OWNER under this Agreement. Such individuals shall have authority to transmit instructions, receive information, and render decisions relative to the Project on behalf of each respective party.

## **6.03 Design without Construction Phase Services**

A. Should OWNER provide Construction Phase services with either OWNER's representatives or a third party, ENGINEER's Basic Services under this Agreement will be considered to be completed upon completion of the Final Design Phase or Bidding or Negotiating Phase as outlined in Exhibit A.

B. It is understood and agreed that if ENGINEER's Basic Services under this Agreement do not include Project observation, or review of the Contractor's performance, or any other Construction Phase services, and that such services will be provided by OWNER, then OWNER assumes all responsibility for interpretation of the Contract Documents and for construction observation or review and waives any claims against the ENGINEER that may be in any way connected thereto.

## **6.04 Use of Documents**

A. All Documents are instruments of service in respect to this Project, and ENGINEER shall retain an ownership and property interest therein (including the right of reuse at the discretion of the ENGINEER) whether or not the Project is completed.

B. *[Intentionally omitted.]*

C. Copies of Documents that may be relied upon by OWNER are limited to the printed copies (also known as hard copies) that are signed or sealed by the ENGINEER. Files in electronic media format of text, data, graphics, or of other types that are furnished by ENGINEER to OWNER are only for convenience of OWNER. Any conclusion or information obtained or derived from such electronic files will be at the user's sole risk.

D. Because data stored in electronic media format can deteriorate or be modified inadvertently or otherwise without authorization of the data's creator, the party receiving electronic files agrees that it will perform acceptance tests or procedures within 60 days, after which the receiving party shall be deemed to have accepted the data thus transferred. Any errors detected within the 60-day acceptance period will be corrected by the party delivering the electronic files. ENGINEER shall not be responsible to maintain documents stored in electronic media format after acceptance by OWNER.

E. When transferring documents in electronic media format, ENGINEER makes no representations as to long term compatibility, usability, or readability of documents resulting from the use of software application packages, operating systems, or computer hardware differing from those used by ENGINEER at the beginning of this Project.

F. OWNER may make and retain copies of Documents for information and reference in connection with use on the Project by OWNER. Such Documents are not intended or represented to be suitable for reuse by OWNER or others on extensions of the Project or on any other project. Any such reuse or modification without written verification or adaptation by ENGINEER, as appropriate for the specific purpose intended, will be at OWNER's sole risk and without liability or legal exposure to ENGINEER or to ENGINEER's Consultants. OWNER shall indemnify and hold harmless ENGINEER and ENGINEER's Consultants from all claims, damages, losses, and expenses, including attorneys' fees arising out of or resulting therefrom.

G. If there is a discrepancy between the electronic files and the hard copies, the hard copies govern.

H. Any verification or adaptation of the Documents for extensions of the Project or for any other project will entitle ENGINEER to further compensation at rates to be agreed upon by OWNER and ENGINEER.

## 6.05 Insurance

A. ENGINEER shall procure and maintain insurance as set forth in Exhibit G, "Insurance."

B. OWNER shall procure and maintain insurance as set forth in Exhibit G, "Insurance." OWNER shall cause ENGINEER and ENGINEER's Consultants to be listed as additional insureds on any general liability or property insurance policies carried by OWNER which are applicable to the Project.

C. OWNER shall require Contractor to purchase and maintain general liability and other insurance as specified in the Contract Documents and to cause ENGINEER and ENGINEER's Consultants to be listed as additional insureds with respect to such liability and other insurance purchased and maintained by Contractor for the Project

D. OWNER and ENGINEER shall each deliver to the other certificates of insurance evidencing the coverages indicated in Exhibit G. Such certificates shall be furnished prior to commencement of ENGINEER's services and at renewals thereafter during the life of the Agreement.

E. All policies of property insurance shall contain provisions to the effect that ENGINEER's interests are covered and that in the event of payment of any loss or damage the insurers will have no rights of recovery against any of the insureds or additional insureds thereunder.

F. At any time, OWNER may request that ENGINEER, at OWNER's sole expense, provide additional insurance coverage, increased limits, or revised deductibles that are more protective than those specified in Exhibit G. If so requested by OWNER, with the concurrence of ENGINEER, and if commercially available, ENGINEER shall obtain and shall require ENGINEER's Consultants to obtain such additional insurance coverage, different limits, or revised deductibles for such periods of time as requested by OWNER, and Exhibit G will be supplemented to incorporate these requirements.

## 6.06 Termination

A. The obligation to provide further services under this Agreement may be terminated:

1. *For cause,*

a. By either party upon 30 days written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party.

b. By ENGINEER:

1) upon seven days written notice if ENGINEER believes that ENGINEER is being requested by OWNER to furnish or perform services contrary to ENGINEER's responsibilities as a licensed professional; or

2) upon seven days written notice if the ENGINEER's services for the Project are delayed or suspended for more than 90 days for reasons beyond ENGINEER's control.

3) ENGINEER shall have no liability to OWNER on account of such termination.

c. Notwithstanding the foregoing, this Agreement will not terminate as a result of such substantial failure if the party receiving such notice begins, within seven days of receipt of such notice, to correct its failure to perform and proceeds diligently to cure such failure within no more than 30 days of receipt thereof; provided, however, that if and to the extent such substantial failure cannot be reasonably cured within such 30 day period, and if such party has diligently attempted to cure the same and thereafter continues diligently to cure the same, then the cure period provided for herein shall extend up to, but in no case more than, 60 days after the date of receipt of the notice.

2. *For convenience,*

a. By OWNER effective upon the receipt of notice by ENGINEER.

B. The terminating party under paragraphs 6.06.A.1 or 6.06.A.2 may set the effective date of termination at a time up to 30 days later than otherwise provided to allow ENGINEER to demobilize personnel and equipment from the Site, to complete tasks whose value would otherwise be lost, to prepare notes as to the status of completed and uncompleted tasks, and to assemble Project materials in orderly files.

## **6.07 Controlling Law**

A. This Agreement is to be governed by the law of the State of Texas and venue shall be in Bell County.

## **6.08 Successors, Assigns, and Beneficiaries**

A. OWNER and ENGINEER each is hereby bound and the partners, successors, executors, administrators and legal representatives of OWNER and ENGINEER (and to the extent permitted by paragraph 6.08.B the assigns of OWNER and ENGINEER) are hereby bound to the other party to this Agreement and to the partners, successors,

executors, administrators and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements and obligations of this Agreement.

B. Neither OWNER nor ENGINEER may assign, sublet, or transfer any rights under or interest (including, but without limitation, moneys that are due or may become due) in this Agreement without the written consent of the other, except to the extent that any assignment, subletting, or transfer is mandated or restricted by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement.

C. Unless expressly provided otherwise in this Agreement:

1. Nothing in this Agreement shall be construed to create, impose, or give rise to any duty owed by OWNER or ENGINEER to any 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 this Agreement will be for the sole and exclusive benefit of OWNER and ENGINEER and not for the benefit of any other party. The OWNER agrees that the substance of the provisions of this paragraph 6.08.C shall appear in the Contract Documents.

## **6.09 Hazardous Environmental Condition**

A. OWNER represents to Engineer that to the best of its knowledge a Hazardous Environmental Condition does not exist.

B. OWNER has disclosed to the best of its knowledge to ENGINEER the existence of all Asbestos, PCB's, Petroleum, Hazardous Waste, or Radioactive Material located at or near the Site, including type, quantity and location.

C. If a Hazardous Environmental Condition is encountered or alleged, ENGINEER shall have the obligation to notify OWNER and, to the extent of applicable Laws and Regulations, appropriate governmental officials.

D. It is acknowledged by both parties that ENGINEER's scope of services does not include any services related to a Hazardous Environmental Condition. In the event ENGINEER or any other party encounters a Hazardous Environmental Condition, ENGINEER may, at its option and without liability for consequential or any other damages, suspend performance of services on the portion of the Project affected thereby until OWNER: (i) retains appropriate specialist consultant(s) or contractor(s) to

identify and, as appropriate, abate, remediate, or remove the Hazardous Environmental Condition; and (ii) warrants that the Site is in full compliance with applicable Laws and Regulations.

E. OWNER acknowledges that ENGINEER is performing professional services for OWNER and that ENGINEER is not and shall not be required to become an “arranger,” “operator,” “generator,” or “transporter” of hazardous substances, as defined in the Comprehensive Environmental Response, Compensation, and Liability Act of 1990 (CERCLA), which are or may be encountered at or near the Site in connection with ENGINEER’s activities under this Agreement.

F. If ENGINEER’s services under this Agreement cannot be performed because of a Hazardous Environmental Condition, the existence of the condition shall justify ENGINEER’s terminating this Agreement for cause on 30 days notice.

## **6.10 Allocation of Risks**

### **A. Indemnification**

1. To the fullest extent permitted by law, ENGINEER shall indemnify and hold harmless OWNER, OWNER’s officers, directors, partners, and employees from and against any and all third-party tort costs, losses, and damages (including but not limited to all reasonable fees and charges of engineers, architects, attorneys, and other professionals, and all court or arbitration or other dispute resolution costs) to the extent caused solely by the negligent acts or omissions of ENGINEER or ENGINEER’s officers, directors, partners, employees, and ENGINEER’s Consultants in the performance and furnishing of ENGINEER’s services under this Agreement.

2. To the fullest extent permitted by law, OWNER shall indemnify and hold harmless ENGINEER, ENGINEER’s officers, directors, partners, employees, and ENGINEER’s Consultants from and against any and all third-party tort costs, losses, and damages (including but not limited to all reasonable fees and charges of engineers, architects, attorneys, and other professionals, and all court or arbitration or other dispute resolution costs) to the extent caused solely by the negligent acts or omissions of OWNER or OWNER’s officers, directors, partners, employees, and OWNER’s consultants with respect to this Agreement or the Project.

3. In addition to the indemnity provided under paragraph 6.10.A.2 of this Agreement, and to the fullest extent permitted by law, OWNER shall indemnify and hold harmless ENGINEER and its officers, directors,

partners, employees, and ENGINEER’s Consultants from and against all costs, losses, and damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals, and all court or arbitration or other dispute resolution costs) caused by, arising out of or resulting from a Hazardous Environmental Condition, provided that (i) any such cost, loss, or damage is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property (other than completed Work), including the loss of use resulting therefrom, and (ii) nothing in this paragraph 6.10.A.4. shall obligate OWNER to indemnify any individual or entity from and against the consequences of that individual’s or entity’s own negligence or willful misconduct.

4. The indemnification provision of paragraph 6.10.A.1 is subject to and limited by the provisions agreed to by OWNER and ENGINEER in Exhibit I, “Allocation of Risks,” if any.

5. Notwithstanding any other provision to the contrary, the Parties agree as follows:

a. TO THE FULLEST EXTENT PERMITTED BY LAW, NEITHER OWNER, ENGINEER, NOR THEIR RESPECTIVE PERSONNEL SHALL BE LIABLE FOR ANY CONSEQUENTIAL, SPECIAL, INCIDENTAL, INDIRECT, PUNITIVE, OR EXEMPLARY DAMAGES, OR DAMAGES ARISING FROM OR IN CONNECTION WITH LOSS OF USE, LOSS OF REVENUE OR PROFIT (ACTUAL OR ANTICIPATED), LOSS BY REASON OF SHUTDOWN OR NON-OPERATION, INCREASED COST OF CONSTRUCTION, COST OF CAPITAL, COST OF REPLACEMENT POWER OR CUSTOMER CLAIMS, AND OWNER HEREBY RELEASES ENGINEER, AND ENGINEER RELEASES OWNER, FROM ANY SUCH LIABILITY.

b. IN RECOGNITION OF THE RELATIVE RISKS AND BENEFITS OF THE PROJECT TO BOTH THE OWNER AND ENGINEER, OWNER HEREBY AGREES THAT ENGINEER’S AND ITS PERSONNEL’S TOTAL LIABILITY UNDER THE AGREEMENT SHALL BE LIMITED TO PROCEEDS RECEIVED FROM INSURANCE PROVIDED UNDER EXHIBIT G OF THIS AGREEMENT.

## **6.11 Notices**

A. Any notice required under this Agreement will be in writing, addressed to the appropriate party at its address on the signature page and given personally, or by registered or certified mail postage prepaid, or by a commercial courier service. All notices shall be effective upon the date of receipt.

## 6.12 Survival

A. All express representations, indemnifications, or limitations of liability included in this Agreement will survive its completion or termination for any reason.

## 6.13 Severability

A. Any provision or part of the Agreement held to be void or unenforceable under any Laws or Regulations shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon OWNER and ENGINEER, who agree that the Agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

## 6.14 Waiver

A. Non-enforcement of any provision by either party shall not constitute a waiver of that provision, nor shall it affect the enforceability of that provision or of the remainder of this Agreement.

## 6.15 Headings

A. The headings used in this Agreement are for general reference only and do not have special significance.

# ARTICLE 7 - DEFINITIONS

---

## 7.01 Defined Terms

A. Wherever used in this Agreement (including the Exhibits hereto) and printed with initial or all capital letters, the terms listed below have the meanings indicated, which are applicable to both the singular and plural thereof:

1. *Addenda*--Written or graphic instruments issued prior to the opening of Bids which clarify, correct, or change the Bidding Documents.

2. *Additional Services*--The services to be performed for or furnished to OWNER by ENGINEER in accordance with Exhibit A, Part 2 of this Agreement.

3. *Agreement*--This "Standard Form of Agreement between OWNER and ENGINEER for Professional Services," including those Exhibits listed in Article 8 hereof.

4. *Application for Payment*--The form acceptable to ENGINEER which is to be used by Contractor in requesting progress or final payments for the completion of its Work and which is to be

accompanied by such supporting documentation as is required by the Contract Documents.

5. *Asbestos*--Any material that contains more than one percent asbestos and is friable or is releasing asbestos fibers into the air above current action levels established by the United States Occupational Safety and Health Administration.

6. *Basic Services*--The services to be performed for or furnished to OWNER by ENGINEER in accordance with Exhibit A, Part 1, of this Agreement.

7. *Bid*--The offer or proposal of the bidder submitted on the prescribed form setting forth the prices for the Work to be performed.

8. *Bidding Documents*--The advertisement or invitation to Bid, instructions to bidders, the Bid form and attachments, the Bid bond, if any, the proposed Contract Documents, and all Addenda, if any.

9. *Change Order*--A document recommended by ENGINEER, which is signed by Contractor and OWNER to authorize an addition, deletion or revision in the Work, or an adjustment in the Contract Price or the Contract Times, issued on or after the Effective Date of the Construction Agreement.

10. *Construction Agreement*--The written instrument which is evidence of the agreement, contained in the Contract Documents, between OWNER and Contractor covering the Work.

11. *Construction Contract*--The entire and integrated written agreement between the OWNER and Contractor concerning the Work.

12. *Construction Cost*--The cost to OWNER of those portions of the entire Project designed or specified by ENGINEER. Construction Cost does not include costs of services of ENGINEER or other design professionals and consultants, cost of land, rights-of-way, or compensation for damages to properties, or OWNER's costs for legal, accounting, insurance counseling or auditing services, or interest and financing charges incurred in connection with the Project, or the cost of other services to be provided by others to OWNER pursuant to Exhibit B of this Agreement. Construction Cost is one of the items comprising Total Project Costs.

13. *Contract Documents*--Documents that establish the rights and obligations of the parties engaged in construction and include the Construction Agreement between OWNER and Contractor, Addenda (which pertain to the Contract Documents),

Contractor's Bid (including documentation accompanying the Bid and any post-Bid documentation submitted prior to the notice of award) when attached as an exhibit to the Construction Agreement, the notice to proceed, the bonds, appropriate certifications, the General Conditions, the Supplementary Conditions, the Specifications and the Drawings as the same are more specifically identified in the Construction Agreement, together with all Written Amendments, Change Orders, Work Change Directives, Field Orders, and ENGINEER's written interpretations and clarifications issued on or after the Effective Date of the Construction Agreement. Approved Shop Drawings and the reports and drawings of subsurface and physical conditions are not Contract Documents.

14. *Contract Price*--The moneys payable by OWNER to Contractor for completion of the Work in accordance with the Contract Documents and as stated in the Construction Agreement.

15. *Contract Times*--The numbers of days or the dates stated in the Construction Agreement to: (i) achieve Substantial Completion, and (ii) complete the Work so that it is ready for final payment as evidenced by ENGINEER's written recommendation of final payment.

16. *Contractor*--An individual or entity with whom OWNER enters into a Construction Agreement.

17. *Correction Period*--The time after Substantial Completion during which Contractor must correct, at no cost to OWNER, any Defective Work, normally one year after the date of Substantial Completion or such longer period of time as may be prescribed by Laws or Regulations or by the terms of any applicable special guarantee or specific provision of the Contract Documents.

18. *Defective*--An adjective which, when modifying the word Work, refers to Work that is unsatisfactory, faulty, or deficient, in that it does not conform to the Contract Documents, or does not meet the requirements of any inspection, reference standard, test, or approval referred to in the Contract Documents, or has been damaged prior to ENGINEER's recommendation of final payment.

19. *Documents*--Data, reports, Drawings, Specifications, Record Drawings, and other deliverables, whether in printed or electronic media format, provided or furnished in appropriate phases by ENGINEER to OWNER pursuant to this Agreement.

20. *Drawings*--That part of the Contract Documents prepared or approved by ENGINEER

which graphically shows the scope, extent, and character of the Work to be performed by Contractor. Shop Drawings are not Drawings as so defined.

21. *Effective Date of the Construction Agreement*--The date indicated in the Construction Agreement on which it becomes effective, but if no such date is indicated, it means the date on which the Construction Agreement is signed and delivered by the last of the two parties to sign and deliver.

22. *Effective Date of the Agreement*--The date indicated in this Agreement on which it becomes effective, but if no such date is indicated, it means the date on which the Agreement is signed and delivered by the last of the two parties to sign and deliver.

23. *ENGINEER's Consultants*--Individuals or entities having a contract with ENGINEER to furnish services with respect to this Project as ENGINEER's independent professional associates, consultants, subcontractors, or vendors. The term ENGINEER includes ENGINEER's Consultants.

24. *Field Order*--A written order issued by ENGINEER which directs minor changes in the Work but which does not involve a change in the Contract Price or the Contract Times.

25. *General Conditions*--That part of the Contract Documents which sets forth terms, conditions, and procedures that govern the Work to be performed or furnished by Contractor with respect to the Project.

26. *Hazardous Environmental Condition*--The presence at the Site of Asbestos, PCB's, Petroleum, Hazardous Waste, or Radioactive Materials in such quantities or circumstances that may present a substantial danger to persons or property exposed thereto in connection with the Work.

27. *Hazardous Waste*--The term Hazardous Waste shall have the meaning provided in Section 1004 of the Solid Waste Disposal Act (42 USC Section 6903) as amended from time to time.

28. *Laws and Regulations; Laws or Regulations*--Any and all applicable laws, rules, regulations, ordinances, codes, standards, and orders of any and all governmental bodies, agencies, authorities, and courts having jurisdiction.

29. *PCB's*--Polychlorinated biphenyls.

30. *Petroleum*--Petroleum, including crude oil or any fraction thereof which is liquid at standard conditions of temperature and pressure (60 degrees

Fahrenheit and 14.7 pounds per square inch absolute), such as oil, petroleum, fuel oil, oil sludge, oil refuse, gasoline, kerosene, and oil mixed with other non-Hazardous Waste and crude oils.

31. *Radioactive Materials*--Source, special nuclear, or byproduct material as defined by the Atomic Energy Act of 1954 (42 USC Section 2011 et seq.) as amended from time to time.

32. *Record Drawings*--The Drawings as issued for construction on which the ENGINEER, upon completion of the Work, has shown changes due to Addenda or Change Orders and other information which ENGINEER considers significant based on record documents furnished by Contractor to ENGINEER and which were annotated by Contractor to show changes made during construction.

33. *Reimbursable Expenses*--The expenses incurred directly by ENGINEER in connection with the performing or furnishing of Basic and Additional Services for the Project for which OWNER shall pay ENGINEER as indicated in Exhibit C.

34. *Resident Project Representative*--The authorized representative of ENGINEER, if any, assigned to assist ENGINEER at the Site during the Construction Phase. The Resident Project Representative will be ENGINEER's agent or employee and under ENGINEER's supervision. As used herein, the term Resident Project Representative includes any assistants of Resident Project Representative agreed to by OWNER. The duties and responsibilities of the Resident Project Representative are as set forth in Exhibit D.

35. *Samples*--Physical examples of materials, equipment, or workmanship that are representative of some portion of the Work and which establish the standards by which such portion of the Work will be judged.

36. *Shop Drawings*--All drawings, diagrams, illustrations, schedules, and other data or information which are specifically prepared or assembled by or for Contractor and submitted by Contractor to ENGINEER to illustrate some portion of the Work.

37. *Site*--Lands or areas indicated in the Contract Documents as being furnished by OWNER upon which the Work is to be performed, rights-of-way and easements for access thereto, and such other lands furnished by OWNER which are designated for use of Contractor.

38. *Specifications*--That part of the Contract Documents consisting of written technical descriptions of materials, equipment, systems, standards, and workmanship as applied to the Work and certain administrative details applicable thereto.

39. *Substantial Completion*--The time at which the Work (or a specified part thereof) has progressed to the point where, in the opinion of ENGINEER, the Work (or a specified part thereof) is sufficiently complete, in accordance with the Contract Documents, so that the Work (or a specified part thereof) can be utilized for the purposes for which it is intended. The terms "substantially complete" and "substantially completed" as applied to all or part of the Work refer to Substantial Completion thereof.

40. *Supplementary Conditions*--That part of the Contract Documents which amends or supplements the General Conditions.

41. *Total Project Costs*--The sum of the Construction Cost, allowances for contingencies, the total costs of services of ENGINEER or other design professionals and consultants, cost of land, rights-of-way, or compensation for damages to properties, or OWNER's costs for legal, accounting, insurance counseling or auditing services, or interest and financing charges incurred in connection with the Project, or the cost of other services to be provided by others to OWNER pursuant to Exhibit B of this Agreement.

42. *Work*--The entire completed construction or the various separately identifiable parts thereof required to be provided under the Contract Documents with respect to this Project. Work includes and is the result of performing or furnishing labor, services, and documentation necessary to produce such construction and furnishing, installing, and incorporating all materials and all equipment into such construction, all as required by the Contract Documents.

43. *Work Change Directive*--A written directive to Contractor issued on or after the Effective Date of the Construction Agreement and signed by OWNER upon recommendation of the ENGINEER, ordering an addition, deletion, or revision in the Work, or responding to differing or unforeseen subsurface or physical conditions under which the Work is to be performed or to emergencies. A Work Change Directive will not change the Contract Price or the Contract Times but is evidence that the parties expect that the change directed or documented by a Work Change Directive will be incorporated in a subsequently issued Change Order following negotiations by the parties as to its effect, if any, on the Contract Price or Contract Times.

44. *Written Amendment*--A written amendment of the Contract Documents signed by OWNER and Contractor on or after the Effective Date of the Construction Agreement and normally dealing with the non-engineering or non-technical rather than strictly construction-related aspects of the Contract Documents.

## **ARTICLE 8 - EXHIBITS AND SPECIAL PROVISIONS**

---

### **8.01 Exhibits Included**

- A. Exhibit A, "ENGINEER's Services," consisting of 9 pages.
- B. Exhibit B, "OWNER's Responsibilities," consisting of 3 pages.
- C. Exhibit C, "Payments to Engineer for Services and Reimbursable Expenses," consisting of 1 page.

By signing this contract, Engineer hereby verifies that it does not boycott Israel and will not boycott Israel during the term of this contract. Boycotting Israel is defined in Texas Government Code section 808.001 to mean refusing to deal with, terminating business activities with, or taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations specifically with Israel, or with a person or entity doing business in Israel or in an Israeli-controlled territory, but does not include an action made for ordinary business purposes.

D. Exhibit D, "Duties, Responsibilities and Limitations of Authority of Resident Project Representative," consisting of 4 pages.

E. Exhibit E, "Notice of Acceptability of Work," consisting of 2 pages.

F. Exhibit F, "Construction Cost Limit," consisting of 1 page.

G. Exhibit G, "Insurance," consisting of 1 page.

H. Exhibit H, "Special Provisions," consisting of 1 page.

### **8.02 Total Agreement**

A. This Agreement (consisting of pages 1 to 12 inclusive, together with the Exhibits identified above) constitutes the entire agreement between OWNER and ENGINEER and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

The remainder of this page is intentionally blank.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement, the Effective Date of which is indicated on page 1.

OWNER: City of Killeen

By: Kent Cagle

Title: City Manager

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

Address for giving notices:

P.O. Box 1329

Killeen, TX 76540-1329

Designated Representative (paragraph 6.02.A):

Steve Kana, PE

Title: Assistant City Engineer

Phone Number: 254-501-7623

Facsimile Number: 254-616-3182

E-Mail Address: skana@killeentexas.gov

ENGINEER: Garver, LLC

Greg T. Swoboda

By: Greg T. Swoboda

Title: Senior Project Manager

Date Signed: 11/20/2025

Address for giving notices:

3755 S. Capital of Texas Hwy

Austin, TX 78704

Designated Representative (paragraph 6.02.A):

Randall G. McIntyre

Title: Vice President

Phone Number: (210) 447-6250

Facsimile Number: \_\_\_\_\_

E-Mail Address: rgmcintyre@garverusa.com

This is **EXHIBIT A**, consisting of 10 pages, referred to in and part of the **Agreement between OWNER and ENGINEER for Professional Services** dated \_\_\_\_\_, \_\_\_\_\_.

Initial:

OWNER \_\_\_\_\_  
ENGINEER GTS

**ENGINEER's Services**

Article 1 of the Agreement is amended and supplemented to include the following agreement of the parties. ENGINEER shall provide Basic and Additional Services as set forth in Exhibit A -Scope of Services Reuse Improvements City of Killeen.



## **Exhibit A – Scope of Services**

### **Reuse Improvements**

**City of Killeen**

**Garver Project No. W07-2500976**



This Exhibit defines the scope and fee of the PROFESSIONAL SERVICES AGREEMENT (the "Agreement") by and between the City of Killeen (hereinafter referred to as "City") and **GARVER, LLC**, (hereinafter referred to as "ENGINEER"), and is governed by the provisions of the Agreement. Under this Agreement, ENGINEER will provide project management, invoicing, project meetings, and general coordination.

## **Background**

The City's wastewater flow is treated at two Bell County Water Control & Improvement District No. 1 (BCWCID #1) facilities, the North and South Plants. The North Plant is located northwest of Business 190 and 38<sup>th</sup> Street and treats wastewater effluent to Type 1 reuse standards as defined by Texas Commission on Environmental Quality (TCEQ) Chapter 290. The City is supplied reuse from BCWCID #1, its wholesale wastewater service provider. Reuse water from the North Plant is currently delivered to the Stonetree Golf Course via a reuse pump station, and an 18-inch reuse pipeline to a pond at the golf course.

Type I reuse water is a safe, efficient, and a strategic resource. The City wishes to increase the use of Type 1 reuse to supply irrigation to the nearby Killeen Community Center Complex as well as explore potential uses further downstream. This would require a pipeline installation of approximately 5,150 linear feet. In addition to the Killeen Community Center, the City would also like to evaluate providing irrigation service to Rosa Hereford Community Center and Mickey's Dog Park.

The detailed design scope of services include:

1. Project Administration and coordination with the City.
2. Coordination with BCWCID #1 to conduct modeling analysis and evaluation on reuse pump sizing at the North Plant pump station.
3. Construction plans for a new reuse water main installation to initially service the Killeen Community Center Complex and Mickey's Dog Park.
4. Full survey for the limits of construction segments (no easements are anticipated).
5. Plans will be submitted for review to the City at the 60% and 100% unsigned phases, and final (100%) sealed set of plans will be submitted for construction.
6. Bid phase services.
7. Construction administration services.

Items not anticipated for this assignment which have not been included in this Scope of Services are as follows: flow development, metes and bounds for permanent or temporary construction easements, easement acquisitions, environmental surveys, structural engineering, and permitting fees.

## **SECTION 1 - SCOPE OF SERVICES**

### **A. Task I - Project Administration**

1. ENGINEER will prepare for and facilitate a hybrid in-person and virtual kick-off meeting with the City staff to confirm PROJECT scope, team, lines of communication, and schedule. ENGINEER will conduct a site visit after the kick-off meeting to observe existing features specifically at proposed tie-in and connection locations.



2. ENGINEER will prepare for and host three (3) virtual meetings to present project progress, discuss project issues, and update the City on any design-related concerns. Based on the schedule presented below, it is anticipated that this project will take approximately six (6) months to move through design and bidding; therefore, we anticipate three (3) design progress meetings. Construction meetings will be considered in Task VII.
3. Develop and maintain a Project Management Plan (PMP) and Quality Control/Assurance Plan.
4. ENGINEER will prepare and develop a baseline Project Schedule to be reviewed and approved by the City. The schedule will be deliverable in MS Project format.
5. Prepare and provide monthly progress/status reports, sufficient to support monthly billings. Monthly status reports shall be submitted with monthly invoices and PROJECT updates.
6. Coordinate a data request with the City to obtain the latest existing plans, equipment data, and other available information not already provided or obtained relevant to this Project.

## **B. Task II – Topographic Survey Services**

ENGINEER will provide field survey data. The survey will include the following:

1. Establish control points using Global Positioning System (GPS) methodology. Horizontal values will be based on the Texas State Plane Coordinate System, North American Datum of 1983, Central Zone scaled to surface coordinates. Vertical Control will be based upon the North American Vertical Datum of 1988 (NAVD 88).
2. Topographic survey approximately 5,150 LF and 20-ft in width along the proposed reuse pipeline alignment, Research current property owners and obtain copies of subdivision plats, ownership deeds, and easements within the project area, make a deed mosaic, recover boundary markers and depict the cities properties in CADD.
3. Cross sections shall be taken at 50-ft intervals along with break lines as required, to provide digital topographic design file at 1-ft interval contours. Site location to include pavement edges, curb and gutter, driveways, culverts, fences and gates, signs, mailboxes, tops and toes of slopes, grade breaks, trees six (6) inches and greater, surface locations of utilities and flowline elevations of sanitary and storm sewer manholes where accessible, and other surface features.
4. Submit a Texas 811 ticket and survey the locations of utilities as marked by others.
5. Coordinate with the City and survey the locations of utilities as marked by others.
6. Provide a digital design survey drawing in Civil3D (.dwg) prepared to ENGINEER standards showing visible surface features located, an ASCII point file, survey codes, and a copy of field notes and field sketches.

Deliverables:

- Digital design survey drawing in Civil3D (.dwg) if requested.



### **C. Task III – Hydraulic Modeling Analysis**

Garver will review BCWCID #1 North Plant's existing reuse pumping facilities to confirm and validate the hydraulic design conditions (head range, existing pumps and capacity). ENGINEER will complete a hydraulic modeling analysis. The hydraulic modeling analysis will include the following. Further model updates, scenarios, and calibration will be considered additional work.

1. Review data pertaining to BCWCID #1 North Plant's existing reuse pumps including pump curves, rated head and capacity, and discharge pressure and flow data if available.
2. Update BWCID #1's existing reuse hydraulic model with the proposed reuse water main that will service the Killeen Community Center Complex and Mickey's Dog Park. It is assumed that irrigation demands for these facilities will be provided by the City.
3. Perform up to three (3) steady-state hydraulic simulations and generate up to three (3) system curves to confirm and validate the replacement pump rated and head and capacity needed to supply irrigation demands associated with the Stonetree Golf Course, Killeen Community Center Complex, and Mickey's Dog Park.
4. Scenarios may include: flow to the Golf Course only, flow to the Community Center and Dog Park only, and flow to all facilities together.
5. Document the hydraulic modeling analysis in a brief letter memorandum.

### **D. Task IV – 60% Design Deliverable**

1. Prepare 60% construction drawings – Prepare Title, Index, General Notes, Details, and Quantity sheets for the project. ENGINEER will prepare plan (no profiles) for the new reuse water main. Existing utilities will be shown where information was found to be available and based on field mark-outs of utilities.
2. The project is anticipated to provide irrigation service initially to the Killeen Community Center Complex and Mickey's Dog Park. It is anticipated that the design will incorporate an alignment along the existing hike and bike trail under SW S. Young Drive for open-cut pipeline installation in lieu of a trenchless crossing.
3. Prepare a preliminary specification book including any technical specifications needed for the project and preliminary front-end documents. ENGINEER will utilize the Engineers Joint Council Documents Committee (EJCDC) standard documents as a base for developing the project's front-end documents.
4. Prepare an estimate of construction quantities and develop an AACE Class 3 preliminary opinion of probable construction cost (OPCC). Coordinate proposal quotes from vendors to obtain latest pricing for materials. Update project schedule from Task I.
5. ENGINEER to execute Quality Control/Assurance per Project Management Plan. Reviews by discipline-specific, technical advisors at the 60% deliverables prior to submittal to the City.
6. Submit 60% Design Deliverable to the City for review in electronic (PDF) format. It is anticipated that the City will take three (3) weeks to review.



7. Plan and participate in a 60% Design Workshop to review the 60% design submittal with the City, facilitate PROJECT coordination, timeliness, and budget compliance. Prepare meeting summary (meeting minutes) and distribute to participants. This meeting is anticipated to be hybrid with virtual and/or in-person attendance.

#### **E. Task V – 100% Design Deliverable**

1. Finalize construction drawings for one construction contract, including incorporating comments from the City's 60% review.
2. Finalize specification book including front end specifications and technical specifications.
3. Finalize construction quantities and prepare final OPCC (AACE Class 1). Update project schedule from 60% Design Phase.
4. ENGINEER to execute Quality Control/ Assurance per Project Management Plan. Reviews by discipline-specific, technical advisors at the 100% deliverables prior to submittal to the City.
5. Plan and participate in a 100% Design Review Meeting to review the 100% design submittal with the City, and to coordinate final bid package preparation and plan for bid phase. Prepare meeting summary (meeting minutes) and distribute to participants. This meeting is anticipated to be held virtually.

#### **F. Task VI - Bid Phase Services**

1. Assist the City in preparing necessary documents for advertising bid for a single project. It is assumed that the City will issue bid notice, advertise the project, and distribute bid documents to prospective bidders. It is anticipated that this will be a Competitive Sealed Bids (CSP) process, and that ENGINEER will assist the City in determining the CSP scoring criteria for consideration during the bid review process.
2. Participate in one (1) pre-bid meeting. It is assumed that the pre-bid meeting will be held in person and will include a site visit.
3. Support the contract documents by preparing up to three (3) addenda, as appropriate. This includes responses to bidders' questions.
4. Participate in the review of bidders' submittals to the Competitive Sealed Proposals process and contribute scores to the City for inclusion in the overall scoring matrix.
5. Conformed Documents
  - a. The ENGINEER shall prepare and submit Conformed Construction Documents. The ENGINEER shall seal and sign the Conformed Construction Documents. The ENGINEER shall deliver:
    - PDF copy of conformed plans.
    - PDF copy of conformed specifications.



- b. ENGINEER shall provide three (3) hard copies of half-size (11" x 17") conformed plans and three (3) bound copies of the conformed specifications if requested.
6. Bid Phase Deliverables
  - a. The ENGINEER shall provide the following deliverables as part of the bid phase services:
    - Pre-bid meeting summary.
    - Addenda.
    - Letter of recommendation of award.
    - Conformed construction documents in electronic (PDF) format, in addition to three (3) sets of 11"x17" hardcopy plan sheets and three (3) bound specification books.

## **G. Task VII - Construction Phase Services**

This task details the services to be provided by the ENGINEER during the construction phase of the Project. These services are intended to assist the City with administering the construction contract, reviewing that the CONTRACTOR's work is in general compliance with the Contract Documents, monitoring the performance of the CONTRACTOR, and assisting the City in responding to events that may occur during the construction period.

1. Pre-Construction Conference.
  - a. The ENGINEER shall attend the in-person pre-construction conference to address any questions, discuss special Project conditions, and provide input as necessary.
2. Construction Progress Meetings.
  - a. The ENGINEER shall attend monthly construction progress meetings with the CONTRACTOR and the City. It is anticipated that the project will take ten (10) months to construct; therefore, we assume up to ten (10) total progress meetings, between on-site and virtual. This is expected to result in three (3) in-person and seven (7) virtual meetings.
3. Construction Site Visits.
  - a. The ENGINEER shall perform site visits in conjunction with the progress meetings described above, for a total of up to three (3) total site visits, throughout the construction duration. The purpose of these visits will be to observe the CONTRACTOR's progress and assess if the Project work is in general accordance with the Contract Documents, and to review the pay estimates submitted by the CONTRACTOR.
4. Submittal Reviews.
  - a. The ENGINEER shall review shop drawings/submittals for conformance with the Project documents and compatibility with the design intent, and accuracy and completeness. It is estimated that the ENGINEER will review up to twenty-four (24) submittals; any further submittals beyond this number will require additional compensation by the City.



*Corrections or comments made by the ENGINEER on the shop drawings during this review will not relieve CONTRACTOR from compliance with requirements of the drawings and specifications. The check will only be for review of general conformance with the design concepts of the project and general compliance with the information given in the contract documents. The CONTRACTOR will be responsible for confirming and correlating all quantities and dimensions, selecting fabrication processes and techniques of construction, coordinating his work with that of all other trades, and performing his work in a safe and satisfactory manner. The ENGINEER's review shall not constitute approval of safety precautions or constitute approval of construction means, methods, techniques, sequences, procedures, or assembly of various components. When certification of performance characteristics of materials, systems, or equipment is required by the Contract Documents, either directly or implied for a complete and workable system, ENGINEER shall be entitled to rely upon such submittal or implied certification to establish that the materials, systems, or equipment will meet the performance criteria required by the Contract Documents.*

5. Requests for Information.
  - a. The ENGINEER shall respond to up to eight (8) requests for information (RFIs) that arise during the construction phase. Clarifications and interpretations of the Contract Documents shall be consistent with the intent of and reasonably inferable from the Contract Documents.
6. Requests for Proposals and Change Orders.
  - a. The ENGINEER shall prepare up to two (2) requests for proposal (RFPs) and subsequent change orders (COs) due to differing site conditions. The services shall include the following:
    - Evaluate impact on design intent (calculations, drawings, specifications, construction cost, and construction duration).
    - Provide sketches as required to facilitate construction.
  - b. The ENGINEER shall review the CONTRACTOR's response to each RFP.
  - c. If redesign or substantial engineering or surveying is required in the preparation of these documents, the City will pay the ENGINEER an additional fee to be agreed upon by the City and ENGINEER.
7. Substantial and Final Completion Walk-throughs.
  - a. Following the notice from the CONTRACTOR, the ENGINEER shall conduct one (1) substantial completion walk-through with up to two (2) staff as accompanied by the City and issue a substantial completion punch list. If the ENGINEER considers the work substantially complete, the ENGINEER shall issue a substantial completion letter.
  - b. The ENGINEER shall conduct one (1) final completion walk-through with up to two (2) staff as accompanied by the City to determine if the completed work of the CONTRACTOR is acceptable. If it is, the ENGINEER shall issue a final completion letter to the City. If not, the CONTRACTOR shall be notified by the City.



8. Record Drawings.

- a. The ENGINEER shall prepare record drawings upon completion of the construction. Record drawing information shall be based solely on the provided redlined plans from the contractor.
- b. The ENGINEER shall submit draft record drawings in .pdf (searchable) format for review. After City review and comment, The ENGINEER shall submit final sealed and signed drawings in .pdf (searchable) format.
- c. The ENGINEER shall provide a Letter of Certification with final record drawings that all work was completed in conformance with the Contract Documents and may submit the final invoice for payment.

#### **H. Extra Work**

Additional Services is to be authorized as needed by the ENGINEER and after written clarification and confirmation by the City.

1. ENGINEER has assumed that there will be no impacts caused by the installation of the reuse water line that would require an environmental assessment and/or cultural resources survey.
2. Geotechnical Investigations, Geotechnical Engineering Reports, or Laboratory Testing.
3. Subsurface Utility Engineering Survey. Level A SUE is not included in the base scope of services. But has been added as a Supplemental Service if it is deemed required during the design phase.
4. Storm Water Pollution Prevention Plan (SWPPP).
5. Redesign for the City's convenience or due to changed conditions after previous alternate direction and/or approval.
6. Submittals or deliverables in addition to those listed herein.
7. Design of any utilities relocation.
8. Construction materials testing.
9. The City will facilitate communications with neighborhood groups and the general public.
10. Services after construction, such as warranty follow-up, operations support, etc.
11. Other Permitting Services outside of TCEQ.
12. Payment of any permit fees.
13. SCADA design or programming services of any kind.
14. Controls design for automation of the existing system.
15. Water model development for existing reuse pump station.

## **SECTION 2 – SUPPLEMENTAL SERVICES**

Subsurface Utility Exploration (SUE) – Quality Level A and B SUE is not included in the base scope of services. This is a budgetary placeholder to provide SUE services to identify the location and depth of existing utilities that are within the project limits and deemed critical to the horizontal or vertical alignment of the proposed utilities as determined by the ENGINEER and approved by the City. This



effort would be subcontracted to a SUE services consultant. The budgetary placeholder is based upon providing five (5) SUE potholes.

### SECTION 3 - PAYMENT

For the work described in this Scope of Services, the City agrees to pay ENGINEER on a lump sum basis in the amount of \$151,908.00 (Basic and Supplemental Services). Time will be billed on a percent complete basis for each task as shown in the breakdown in **Exhibit B – Lump Sum Fee**. The City will pay ENGINEER on a monthly basis, based upon statements submitted by ENGINEER to the City indicating the percent complete of each line-item task as part of the project budget. ENGINEER will provide the City with monthly progress reports accompanying each invoice to justify the completion percentage of each task.

### SECTION 4 SCHEDULE

ENGINEER shall begin work under this Agreement within fifteen (15) days of a Notice to Proceed (NTP) and shall complete the work in accordance with the estimated schedule below:

Phase Description	Estimated Calendar Days
<b>Task I – Project Administration</b>	
Kickoff Meeting	15 days from NTP
<b>Task II – Topographic Survey</b>	
Field Services - Survey	60 days from NTP
<b>Task III – Hydraulic Model Analysis</b>	
Modeling	45 days from completion of Task 1
<b>Task IV – 60% Detailed Design</b>	
60% Design	65 days from completion of Task II
<b>Task V – 100% Detailed Design</b>	
100% Design	45 days from receipt of 60% City comments
<b>Task VI – Bidding Services</b>	
Bidding Services	30 days from completion of Task V (estimated)
<b>Task VII – Construction Phase Services</b>	
Construction Phase Services	305 days from Contractor NTP (estimated)

## Exhibit B

### City of Killeen Killeen Reuse Improvements

#### FEE SUMMARY - LUMP SUM

<b>Basic Services Section</b>	<b>Estimated Fees</b>
Task I Project Administration	\$ 8,733.00
Task II - Topographic Survey	\$ 16,942.00
Task III - Hydraulic Modeling Analysis	\$ 11,826.00
Task IV - 60% Design Deliverable	\$ 31,824.00
Task V - 100% Design Deliverable	\$ 23,738.00
Task VI - Bid Phase Services	\$ 10,897.00
Task VII - Construction Phase Services	\$ 38,056.00
<b>Subtotal for Basic Services Section</b>	<b>\$ 142,016.00</b>
<b>Supplemental Services Section</b>	<b>Estimated Fees</b>
Quality Level A and B SUE	\$ 9,892.00
<b>Subtotal for Additional Services Section</b>	<b>\$ 9,892.00</b>
<b>Total All Services</b>	<b>\$ 151,908.00</b>

This is **EXHIBIT B**, consisting of 2 pages, referred to in and part of the **Agreement between OWNER and ENGINEER for Professional Services** dated \_\_\_\_\_, \_\_\_\_\_.

Initial:

OWNER \_\_\_\_\_  
ENGINEER GTS \_\_\_\_\_

### **OWNER's Responsibilities**

Article 2 of the Agreement is amended and supplemented to include the following agreement of the parties.

B2.01 In addition to other responsibilities of OWNER as set forth in this Agreement, OWNER shall:

A. Provide ENGINEER with all criteria and full information as to OWNER's requirements for the Project, including design objectives and constraints, space, capacity and performance requirements, flexibility, and expandability, and any budgetary limitations; and furnish copies of all design and construction standards which OWNER will require to be included in the Drawings and Specifications; and furnish copies of OWNER's standard forms, conditions, and related documents for ENGINEER to include in the Bidding Documents, when applicable.

B. Furnish to ENGINEER any other available information pertinent to the Project including reports and data relative to previous designs, or investigation at or adjacent to the Site.

C. Following ENGINEER's assessment of initially-available Project information and data and upon ENGINEER's request, furnish or otherwise make available such additional Project related information and data as is reasonably required to enable ENGINEER to complete its Basic and Additional Services. Such additional information or data would generally include the following:

1. Property descriptions.

2. Zoning, deed, and other land use restrictions.

3. Property, boundary, easement, right-of-way, and other special surveys or data, including establishing relevant reference points.

4. Explorations and tests of subsurface conditions at or contiguous to the Site, drawings of physical conditions in or relating to existing surface or subsurface structures at or contiguous to the Site, or hydrographic surveys, with appropriate professional interpretation thereof.

5. Environmental assessments, audits, investigations and impact statements, and other relevant environmental or cultural studies as to the Project, the Site, and adjacent areas.

6. Data or consultations as required for the Project but not otherwise identified in the Agreement or the Exhibits thereto.

D. Give prompt written notice to ENGINEER whenever OWNER observes or otherwise becomes aware of a Hazardous Environmental Condition or of any other development that affects the scope or time of performance of ENGINEER's services, or any defect or nonconformance in ENGINEER's services or in the work of any Contractor.

E. Authorize ENGINEER to provide Additional Services as set forth in Part 2 of Exhibit A of the Agreement as required.

F. Arrange for safe access to and make all provisions for ENGINEER to enter upon public and private property as required for ENGINEER to perform services under the Agreement.

G. Examine all alternate solutions, studies, reports, sketches, Drawings, Specifications, proposals, and other documents presented by ENGINEER (including obtaining advice of an attorney, insurance counselor, and other advisors

or consultants as OWNER deems appropriate with respect to such examination) and render in writing timely decisions pertaining thereto.

H. Provide reviews, approvals, and permits from all governmental authorities having jurisdiction to approve all phases of the Project designed or specified by ENGINEER and such reviews, approvals, and consents from others as may be necessary for completion of each phase of the Project.

I. Provide, as required for the Project:

1. Accounting, bond and financial advisory, independent cost estimating, and insurance counseling services.
2. Legal services with regard to issues pertaining to the Project as OWNER requires, Contractor raises, or ENGINEER reasonably requests.
3. Such auditing services as OWNER requires to ascertain how or for what purpose Contractor has used the moneys paid.
4. Placement and payment for advertisement for Bids in appropriate publications.

J. Advise ENGINEER of the identity and scope of services of any independent consultants employed by OWNER to perform or furnish services in regard to the Project, including, but not limited to, cost estimating, project peer review, value engineering, and constructability review.

K. Furnish to ENGINEER data as to OWNER's anticipated costs for services to be provided by others for OWNER so that ENGINEER may make the necessary calculations to develop and periodically adjust ENGINEER's opinion of Total Project Costs.

L. If OWNER designates a construction manager or an individual or entity other than, or in addition to, ENGINEER to represent OWNER at the Site, define and set forth as an attachment to this Exhibit B the duties, responsibilities, and limitations of authority of such other party and the relation thereof to the duties, responsibilities, and authority of ENGINEER.

M. If more than one prime contract is to be awarded for the Work designed or specified by ENGINEER, designate a person or entity to have authority and responsibility for coordinating the activities among the various prime Contractors, and define and set forth the duties, responsibilities, and limitations of authority of such individual or entity and the relation thereof to the duties, responsibilities, and authority of ENGINEER as an attachment to this Exhibit B that is to be mutually agreed upon and made a part of this Agreement before such services begin.

N. Attend the pre-bid conference, bid opening, pre-construction conferences, construction progress and other job related meetings, and Substantial Completion and final payment inspections.

O. Provide the services of an independent testing laboratory to perform all inspections, tests, and approvals of Samples, materials, and equipment required by the Contract Documents, or to evaluate the performance of materials, equipment, and facilities of OWNER, prior to their incorporation into the Work with appropriate professional interpretation thereof.

P. Provide inspection or monitoring services by an individual or entity other than ENGINEER (and disclose the identity of such individual or entity to ENGINEER) as OWNER determines necessary to verify:

1. That Contractor is complying with any Laws and Regulations applicable to Contractor's performing and furnishing the Work.
2. That Contractor is taking all necessary precautions for safety of persons or property and complying with any special provisions of the Contract Documents applicable to safety.

Q. Provide ENGINEER with the findings and reports generated by the entities providing services pursuant to paragraphs B2.01.O and P.

This is **EXHIBIT C**, consisting of 1 page, referred to in and part of the **Agreement between OWNER and ENGINEER for Professional Services** dated \_\_\_\_\_, \_\_\_\_\_

Initial:

OWNER \_\_\_\_\_  
ENGINEER GTS \_\_\_\_\_

## Payments to ENGINEER for Services and Reimbursable Expenses

Article 4 of the Agreement is amended and supplemented to include the following agreement of the parties:

### ARTICLE 4 -- PAYMENTS TO THE ENGINEER

#### C4.01 *For Basic Services Having A Determined Scope*

A. OWNER shall pay ENGINEER for Basic Services set forth in Exhibit A, except for services of ENGINEER's Resident Project Representative and Post-Construction Phase, services, if any, as follows:

1. Progress payments in the amount of \$151,908 based on the following assumed distribution of compensation:

a. Project Administration	<u>\$8,733</u>
b. Topographic Survey	<u>\$16,942</u>
c. Hydraulic Modeling Analysis	<u>\$11,826</u>
d. 60% Design Deliverable	<u>\$31,824</u>
e. 100% Design Deliverable	<u>\$23,738</u>
f. Bid Phase Services	<u>\$10,897</u>
g. Construction Phase Services	<u>\$38,056</u>
h. Quality Level A and B SUE	<u>\$9,892</u>

2. ENGINEER may alter the distribution of compensation between individual phases noted herein to be consistent with services actually

rendered, but shall not exceed the total amount unless approved in writing by the OWNER.

3. The amount includes compensation for ENGINEER's services and services of ENGINEER's Consultants, if any. Appropriate amounts have been incorporated to account for labor, overhead, profit, and Reimbursable Expenses.

4. The portion of the amount billed for ENGINEER's services will be based upon ENGINEER's estimate of the proportion of the total services actually completed during the billing period.

5. If more prime contracts are awarded for work designed or specified by ENGINEER for this Project than identified in Exhibit A, the ENGINEER shall be compensated an additional amount to be negotiated; however, in no case shall the amount of compensation exceed eighteen percent (18%) of the Project's estimated construction costs for all Basic Services for each prime contract added.

This is **EXHIBIT D**, consisting of 1 page, referred to in and part of the **Agreement between OWNER and ENGINEER for Professional Services** dated \_\_\_\_\_, \_\_\_\_\_.

Initial:

OWNER \_\_\_\_\_  
ENGINEERGTS \_\_\_\_\_

**Duties, Responsibilities, and Limitations of Authority of Resident Project Representative**

[Not used.]

This is **EXHIBIT E**, consisting of 2 pages, referred to in and part of the **Agreement between OWNER and ENGINEER for Professional Services** dated \_\_\_\_\_, \_\_\_\_\_.

Initial:

OWNER \_\_\_\_\_  
ENGINEER GTS \_\_\_\_\_

---

## NOTICE OF ACCEPTABILITY OF WORK

---

PROJECT: \_\_\_\_\_

OWNER:

OWNER's Construction Contract Identification:

EFFECTIVE DATE OF THE CONSTRUCTION AGREEMENT:

CONSTRUCTION CONTRACT DATE:

ENGINEER:

To: OWNER

---

And To: CONTRACTOR

---

The undersigned hereby gives notice to the above OWNER and CONTRACTOR that the completed Work furnished and performed by CONTRACTOR under the above Contract is acceptable, expressly subject to the provisions of the related Contract Documents and the terms and conditions set forth on the reverse side hereof.

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

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

Dated: \_\_\_\_\_, \_\_\_\_\_

**CONDITIONS OF NOTICE OF ACCEPTABILITY OF WORK**

The Notice of Acceptability of Work (“Notice”) on the front side of this sheet is expressly made subject to the following terms and conditions to which all persons who receive said Notice and rely thereon agree:

1. Said Notice is given with the skill and care ordinarily used by members of the engineering profession practicing under similar conditions at the same time and in the same locality.
2. Said Notice reflects and is an expression of the professional judgment of ENGINEER.
3. Said Notice is given as to the best of ENGINEER’s knowledge, information, and belief as of the date hereof.
4. Said Notice is based entirely on and expressly limited by the scope of services ENGINEER has been employed by OWNER to perform or furnish during construction of the Project (including observation of the CONTRACTOR’s work) under ENGINEER’s Agreement with OWNER and under the Construction Contract referenced on the reverse hereof, and applies only to facts that are within ENGINEER’s knowledge or could reasonably have been ascertained by ENGINEER as a result of carrying out the responsibilities specifically assigned to ENGINEER under ENGINEER’s Agreement with OWNER and the Construction Contract referenced on the reverse hereof.
5. Said Notice is not a guarantee or warranty of CONTRACTOR’s performance under the Construction Contract referenced on the reverse hereof nor an assumption of responsibility for any failure of CONTRACTOR to furnish and perform the Work thereunder in accordance with the Contract Documents.

This is **EXHIBIT F**, consisting of 1 page, referred to in and part of the **Agreement between OWNER and ENGINEER for Professional Services** dated \_\_\_\_\_, \_\_\_\_\_.

Initial:

OWNER \_\_\_\_\_  
ENGINEER GTS \_\_\_\_\_

### **Construction Cost Limit**

Paragraph 5.02 of the Agreement is amended and supplemented to include the following agreement of the parties:

#### *F5.02 Designing to Construction Cost Limit*

- A. A Construction Cost limit in the amount of One million five hundred thousand dollars and no cents (\$1,500,000.00) is hereby agreed to.
- B. A bidding or negotiating contingency of 15 percent will be added to any Construction Cost limit established.
- C. The acceptance by OWNER at any time during Basic Services of a revised opinion of probable Construction Cost in excess of the then established Construction Cost limit will constitute a corresponding increase in the Construction Cost limit.
- D. ENGINEER will be permitted to determine what types of materials, equipment and component systems, and the types and quality thereof are to be included in the Drawings and Specifications and to make reasonable adjustments in the scope, extent, and character of the Project to the extent consistent with the Project requirements and sound engineering practices to bring the Project within the Construction Cost limit.
- E. If the Bidding or Negotiating Phase has not commenced within three months after completion of the Final Design Phase, or if industry-wide prices are changed because of unusual or unanticipated events affecting the general level of prices or times of delivery in the construction industry, the established Construction Cost limit will not be binding on ENGINEER, and OWNER shall consent to an adjustment in such Construction Cost limit commensurate with any applicable change in the general level of prices in the construction industry between the date of completion of the Final Design Phase and the date on which proposals or Bids are sought.
- F. If the lowest bona fide proposal or Bid exceeds the established Construction Cost limit, OWNER shall (1) give written approval to increase such Construction Cost limit, or (2) authorize negotiating or rebidding the Project within a reasonable time, or (3) cooperate in revising the Project's scope, extent, or character to the extent consistent with the Project's requirements and with sound engineering practices. In the case of (3), ENGINEER shall modify the Contract Documents as necessary to bring the Construction Cost within the Construction Cost Limit. To the extent such modification is due to ENGINEER'S negligence, in lieu of other compensation for services in making such modifications, OWNER shall pay ENGINEER's cost of such services, including the costs of the services of ENGINEER's Consultants, all overhead expenses reasonably related thereto, and Reimbursable Expenses, but without profit to ENGINEER on account of such services. The providing of such services will be the limit of ENGINEER's responsibility in this regard and, having done so, ENGINEER shall be entitled to payment for services and expenses in accordance with this Agreement and will not otherwise be liable for damages attributable to the lowest bona fide proposal or Bid exceeding the established Construction Cost limit.

This is **EXHIBIT G**, consisting of 1 page, referred to in and part of the **Agreement between OWNER and ENGINEER for Professional Services** dated \_\_\_\_\_, \_\_\_\_\_.

Initial:

OWNER \_\_\_\_\_  
ENGINEER GTS

## Insurance

Paragraph 6.05 of the Agreement is amended and supplemented to include the following agreement of the parties.

### G6.05 *Insurance*

A. The limits of liability for the insurance required by paragraph 6.05.A and 6.05.B of the Agreement are as follows:

1. By ENGINEER:
  - a. Workers' Compensation: Statutory
  - b. Employer's Liability --
    - 1) Each Accident: \$ 500,000
    - 2) Disease, Policy Limit: \$ 500,000
    - 3) Disease, Each Employee: \$ 500,000
  - c. General Liability --
    - 1) Each Occurrence (Bodily Injury and Property Damage): \$ 1,000,000
    - 2) General Aggregate: \$ 2,000,000
  - d. Excess or Umbrella Liability --
    - 1) Each Occurrence: \$ 4,000,000
    - 2) General Aggregate: \$ 4,000,000
  - e. Automobile Liability --
    - 1) Combined Single Limit (Bodily Injury and Property Damage):  
Each Accident \$ 500,000
  - f. Professional Liability --  
claim \$ 2,000,000 per

g. Other (specify): On all policies except Workers Compensation and Professional Liability - "City of Killeen is named as Additional Insured on the General Liability and Auto Liability policies."

This is **EXHIBIT H**, consisting of 1 page, referred to in and part of the **Agreement between OWNER and ENGINEER for Professional Services** dated \_\_\_\_\_, \_\_\_\_\_.

Initial:

OWNER \_\_\_\_\_  
ENGINEER GTS

**Special Provisions**

---

This is **EXHIBIT I**, consisting of 1 page, referred to in and part of the **Agreement between OWNER and ENGINEER for Professional Services dated** \_\_\_\_\_, \_\_\_\_\_.

Initial:

OWNER \_\_\_\_\_  
ENGINEER GTS

**DBE Goal**

---

DBE Goal 0%