

**TASK ORDER NO. 4 TO  
MASTER SERVICES AGREEMENT  
BETWEEN  
OWNER AND ENGINEER**

This is Task Order No. 4, dated January 16, 2026 attached to and made part of the Master Services Agreement for 2025 Drainage Projects dated, 10/28/2024 between the City of Mt. Juliet (City) and CDM Smith Inc (Engineer). Through this Task Order, the Engineer will continue support for stormwater drainage improvements for the City, as specified in the Scope of Services.

*Background*

In May 2025, the Engineer began design of the Phase I neighborhood drainage improvement project sites within the City, under Task Order #1, which developed designs for the Belinda, Clearview-Barrett, and Weston site locations. Task Order #2 was developed in June 2025 to accommodate additional survey, easements and construction management services for the Phase I projects. This fourth task order will cover the design, permitting, easement exhibit development, Level A subsurface utility engineering (SUE) survey and construction-related assistance for both the Springdale and Sunnymead site locations. Additionally, this task order includes scope and fees for remaining easements and geotechnical services for Clearview and Belinda. Three milestones for design deliverables (10/60/100-percent) are described in the following sections and will include plan and profile storm sewer design drawings, an identification of potential utility conflicts and construction challenges, and an opinion of probable construction cost (OPCC) for both the Springdale and Sunnymead projects.

This Task Order describes the Scope of Services, Time Schedule, Charges, and Payment Conditions for the Task Order known as: Springdale and Sunnymead Stormwater Drainage Improvements (the "Project").

**1. Scope of Services**

ENGINEER shall provide for OWNER the following specific Services:

Two individual drainage projects have been identified by the City for this phase of neighborhood drainage improvements. The first project includes drainage infrastructure in the area of Springdale Drive and the second project includes drainage infrastructure in the area of Sunnymead Drive, approximately 600 feet downstream from the Springdale project. The two drainage projects are combined in this task order, as survey, design, and project management will occur concurrently for both areas.

The Springdale project includes modifications to the existing drainage system that conveys stormwater between Gardendale Court and Stoners Creek Tributary 5, which is located on the south side of Springdale Drive. The existing drainage system will be realigned to convey runoff directly to the drainage

ditch that runs along the common property line between 121 and 123 Springdale Drive. Improvements will include a new closed conveyance drainage system in the Springdale Drive right-of-way as well as re-grading of the existing open channels on both the upstream and downstream sides of the new closed conveyance system.

The Sunnymead project includes replacement of an existing box culvert at the location where Stoners Creek Tributary 5 crosses Sunnymead Drive downstream from the Springdale project site. The existing box culvert is undersized and creates a flow restriction during significant rain events. The existing box culvert will be removed and replaced with a drainage conveyance structure capable of conveying the 100-year storm event without overtopping the road, unless the 100-year storm is determined to be infeasible. It is anticipated that the new drainage conveyance structure will need to incorporate a natural stream bed bottom to comply with current TDEC permitting requirements.

Tasks 1-2 provide additional support services for the Clearview-Barrett, Belinda, and Weston site locations. The remaining tasks (Tasks 3-11) relate to the Sunnymead and Springdale project locations.

#### *Clearview and Belinda- Additional Support (Tasks 1-2)*

##### *Task 1- Easement Exhibits- Clearview and Belinda*

- The Engineer will develop easement exhibits and descriptions for two (2) easement exhibits for parcels covering the Belinda and Clearview sites (Task Orders 1 and 2). The City will be responsible for developing, negotiating, and obtaining easement agreements.

##### *Task 2- Geotechnical Evaluation- Clearview and Belinda*

Due to the unforeseen presence of subsurface rock at the Phase I Belinda and Clearview locations, the Engineer will perform additional geotechnical services to investigate and address the issues that may arise during construction in these areas.

- Geotechnical Borings: Engineer will perform up to four (4) geotechnical borings for investigation of subsurface rock. A data report for these locations will be prepared. The scope includes the following:
  - Soil borings will be performed at the locations designated by the Engineer, or offset as needed for utilities, to a depth ranging from 7 to 13 feet, using hollow-stem augers and rock coring as required. SPT samples will be collected at specified intervals and soil/rock will be logged per USCS and RQD standards.
  - Groundwater depth will be measured, soils will be classified in the field, rock cores will be logged and borings will be backfilled with auger cuttings (sand/bentonite as needed). A boring log will be prepared with location plan, and a summary report for each site group. A data report will be provided and will include procedures, conditions, logs, and plans; laboratory testing is not included. Site access will be coordinated by the City and additional limitations and assumptions are listed later in the scope.

- Geotechnical Investigation: To provide clarity for the constructability of designs, the Engineer will perform geotechnical evaluation, develop earthwork specifications, and provide quality reviews for the Clearview and Belinda design.

#### *Springdale and Sunnymead Drainage Project Support (Tasks 3-11)*

##### *Task 3—Data Gathering, Analysis, and H&H (Hydrologic and Hydraulic) Model Updates*

- The data required to compile the design drawings will be collected as needed. Publicly available datasets such as LiDAR, wetland extents, and aerials will be analyzed as needed. Datasets such as parcels, drainage lines, and utility/transportation data will be provided by the City.
- It is assumed that the Existing Conditions and Topographic Survey that was produced under Task Order #1 is sufficient for this work. If additional survey is found to be necessary, this will necessitate additional amendment scope and fees.
- Hydrologic and hydraulic modeling completed during the prior master planning effort will be updated with the field survey data to validate previous assumptions about the system.

##### *Task 4— Subsurface Utility Engineering Survey (SUE) Survey*

- The Engineer will perform a Level A, SUE survey. Up to 5 SUE Level A test holes will be excavated to confirm the existence and the vertical and horizontal locations of the utilities. Field activities are assumed to take up to two (2) days to complete. All utilities identified during the survey will be located with GPS survey equipment and an exhibit will be issued once the Subsurface Utility Engineering Survey is complete.
- Assumptions and Limitations related to the SUE Survey are provided later in this scope.

##### *Task 5—Easement Exhibits*

- The Engineer will develop easement exhibits and descriptions for up to five (5) parcels covering the Sunnymead and Springdale sites. The City will be responsible for developing, negotiating, and obtaining easement agreements.

##### *Task 6- Geotechnical Evaluation—Springdale and Sunnymead*

Geotechnical services to investigate subsurface rock is expected to be necessary for one location at the Sunnymead site. If subsurface rock is considered an issue for other locations or at the Springdale site, additional investigations may be required.

- Geotechnical Borings: An initial assessment of site conditions indicates the need for one boring at the location of the box culvert at Sunnymead. A design report for this location will be prepared to assist in evaluating design feasibility. The scope includes the following:
  - Soil boring will be performed at the location designated by Engineer, or offset as needed for utilities, to a depth ranging from 7 to 13 feet, using hollow-stem augers and rock

coring as required. SPT samples will be collected at specified intervals and soil/rock will be logged per USCS and RQD standards.

- Groundwater depth will be measured, soils will be classified in the field, rock cores will be logged and borings will be backfilled with auger cuttings (sand/bentonite as needed). A boring log will be prepared with location plan, and a summary report for each site group. A data report will be provided and will include procedures, conditions, logs, and plans; laboratory testing is not included. Site access will be coordinated by the City and additional limitations and assumptions are listed later in the scope.
- Geotechnical Analysis
  - To provide clarity for the constructability of designs, the Engineer will perform geotechnical evaluation, develop earthwork specifications, and provide quality reviews for the Sunnymeade and Springdale designs.

*Task 7 –Design drawing development:*

Design drawings are to be developed by the Engineer. Deliverables will be provided at the following milestones:

- **10-percent:** The updated SWMM model will be used to evaluate the peak stages, flow, and velocities of the proposed improvements. Preliminary design drawings will be based on sizes and layouts generated from the H&H modeling. Drawings will include conveyance routing and proposed infrastructure sizes with suggested slopes, cross sections, and inverts that will be used for 60/100 design sets. Design scenarios will be developed and modeled to evaluate performance of proposed improvements.
- **60-percent:** Design drawings will be refined based on survey. Inverts, easement requirements, and routing will be determined in this phase. Plan and profile drawings (up to 8 sheets per project) will be produced with estimates for local drainage features and cut/fill requirements. The Engineer will use TDOT and/or local design details and specifications for project elements wherever possible (budget assumes up to 2 detail sheets with references to TDOT standards as appropriate). Required specifications will be identified at the 60-percent design phase. Design scenarios will be refined and modeled to evaluate performance of proposed improvements. Any additional specifications required for construction of the project will be included on the drawings. Engineer assumes the design will include open-cut installation of the new piped network and that jack and bore installation will not be required.
- **100-percent:** Pre-final drawings and specifications will be produced based on City feedback on the 60 percent deliverable and progressing the design to completion. The plan set delivered at the pre-final stage is assumed to be adequate for construction. An OPCC will also be produced at the pre-final stage. Upon review of the 100-percent design sets by the City, a final design set will be produced and sealed by the Engineer.
- **For Bid Documents:** Bid Documents and Forms, including front-end documents, scope of work, minimum qualifications, construction schedule, sample agreement, and cost schedule will be prepared. The City will provide guidance on specific requirements for bidders, such as required certifications, licenses, bonding and requirements (such as for small and minority businesses).

The sample agreement (draft construction contract) will be developed with assistance from the City.

This project is expected to require structural effort, due to the predicted infrastructure requirements. The Engineer will provide evaluation of structural parameters to compile design criteria and specifications needed for delegated design of culverts, foundations, and other structural components. Structural requirements and preferences are not yet known, so the hours herein cover preliminary criteria, specification, and delegated-design review only. If actual requirements exceed this level of effort, the Engineer will notify the City and request an amendment to add scope and fees.

#### *Task 8—Permitting:*

- TDEC ARAP Permit
  - Due to the existing stream (Stoners Creek Tributary 5) that is conveyed by the existing box culvert, work performed at the Sunnymead site is expected to require the Aquatic Resource Alteration Permit (ARAP) from the State. This scope covers the following:
    - Prepare ARAP permit application package, including project description, impact assessment, and required TDEC forms based on final design plans.
    - Conduct one site visit for stream and wetland (if applicable) verification, including photo documentation, Hydrologic Determination Field Data Sheets, and a report of findings.
    - Update previously prepared site survey based on the field delineations of streams and wetlands.
    - Conduct desktop review for mapping and impact calculations.
    - Submit the permit application to TDEC and coordinate with the agency through one round of comments and responses.
    - Provide mapping and narrative updates for minor revisions requested by TDEC, excluding major design changes, mitigation planning, or additional studies.
- USACE 404 Nationwide Permit (NWP)
  - A USACE 404 NWP is expected to be required in addition to the TDEC ARAP Permit. This scope covers the following:
    - Confirm appropriate NWP category, eligibility, and conditions for use.
    - Coordinate and attend up to one in-person coordination meeting with USACE representatives.
    - Prepare and submit the application forms, project plans, impact tables and maps, and documentation of avoidance/minimization measures.
    - Coordinate with TDEC to ensure that applications and corresponding documentation are provided to USACE.
    - Address USACE requests for additional information (RAIs).

#### *Task 9—Bidding Assistance*

The Engineer will assist the City with advertising and obtaining bids for a single construction contract. This task includes soliciting bids from contractors, clarifying drawings and specifications for bidders by issuance of addenda, assisting in the receipt and opening of bids, tabulating and analyzing of bid results,

and recommending the award of construction contracts. This amendment is intended to cover the effort to assist in the bidding of one (1) contract to procure a single contractor to construct the work at both the Sunnymeade and Springdale sites.

Specific tasks may include the following:

- Advertise and distribute solicitation documents to contractors
  - Electronic plan sets, as pdfs will be developed and distributed. The electronic plan room will be used to publish advertisement.
  - Advertisements will be placed in up to two newspapers.
  - The Engineer will use a combination of American Institute of Architects (AIA) and Engineers Joint Contract Documents Committee (EJCDC) Front End Documents and forms for the solicitation.
  - The City will review requirements for advertisement and contractor selection.
- Support and attendance at one (1) pre-bid meeting
  - One on-site pre-bid meeting is assumed for budgeting purposes
  - Engineer will develop agenda, lead the meeting, address contractor questions, and develop minutes to be distributed following the meeting.
- Respond to questions from plan holders during the bidding process and develop addenda.
  - Up to three (3) addenda will be developed, distributed, and logged
- Review submittals from contractors and provide a recommendation of award.
  - The Engineer will scan and manage up to ten (10) received bids and tabulate bids.

#### *Task 10—Construction Management Assistance*

Construction Management Assistance as it pertains to this contract is defined in **Exhibit A**. In general, the Engineer will provide construction management services for the project to assist with confirming that the work conforms to the Contract Documents, including review of submittals, assistance in preconstruction conferences, review of payment requests, assistance in responding to requests for information and change order requests, and performance of site visits and final inspection of the project. For budgeting purposes, it is assumed that construction duration is six (6) months.

#### *Task 11— Project Management*

This task covers the meetings, quality protocols, and administrative services related to the design, permitting, and bidding phases of this project. The Engineer will meet with the City project team at key points throughout the project. Attendance at up to nine (9) virtual and three (3) in-person monthly project progress meetings. This task also includes time for project management, project administration and technical review by senior technical specialists. For budgeting purposes, it is assumed that services under the amendment will be completed within eighteen (18) months.

## 2. Basis of Estimate and Limitations

- Engineer assumes the Existing Conditions and Topographic Survey that was produced under Task Order #1 is sufficient for this work and no additional survey is required.
- The plan set delivered at the pre-final stage is assumed to be adequate for construction.
- Peak stages, flow, and velocities of the proposed improvements will be evaluated for the mean annual, 5, 10, 25, and 100 year 24 hour design storms using an NRCS Type II distribution and NOAA Atlas 14 rainfall.
- Engineer assumes the design will include open-cut installation of the new piped network and that jack and bore installation will not be required.
- At this time, structural requirements for infrastructure and preferences are not yet known. The hours herein cover preliminary criteria, specification, and delegated-design review only. If actual requirements exceed this level of effort, the Engineer will notify the City and request an amendment to add scope and fees.
- The City shall be responsible for payment of all permit application fees, review fees, and related charges required by regulatory agencies for the execution of the Project. The Engineer shall assist in preparing and submitting permit applications as outlined in the Scope of Services, but shall not be responsible for payment of any such fees.
- Engineer shall not be responsible for delays resulting from easement acquisition, permitting approvals, or any other circumstances beyond Engineer's reasonable control. If the Project schedule extends beyond the durations defined herein for reasons outside Engineer's control, Engineer reserves the right to request an Amendment to adjust scope, schedule, and/or compensation accordingly.
- The Engineer shall have the right to rely upon all data, reports, surveys, maps, drawings, specifications, geotechnical information, environmental studies, and other information provided by the City or third parties without independent verification, except to the extent the Engineer identifies obvious errors or inconsistencies. The Engineer shall not be responsible for the accuracy or completeness of such information and shall not be liable for any damages resulting from reliance on inaccurate or incomplete data supplied by others.
- Drawings for each deliverable will be provided in pdf format, unless otherwise agreed upon by the Engineer and the City.
- The permitting task assumes the following:
  - Impacts are limited to one stream crossing with no wetlands or ESA-listed species, and no compensatory mitigation plan is required.
  - One site visit for stream verification and photo documentation is included.
  - Only one round of TDEC comments and one round of USACE comments will be addressed, and responses will involve minor narrative or mapping updates—not redesign or new studies.
  - No preparation of mitigation plans, purchase of credits, or biological surveys.
  - Due to the relatively small size of each project, it is assumed that a construction general permit from the State will not be required for any of the individual projects.
  - Mitigation fees or plans for stream and wetland impacts are not included.
  - Species specific surveys for protected species as may be requested by USFWS are not included.

- Surveys for culturally or historically significant resources as may be requested by NCHPO are not included.
  - It is assumed that no additional field work will be required for the submittal of the USACE NWP on top of that performed to submit the TDEC ARAP permit.
  - It is assumed that TDEC will coordinate with USACE for the submittal of the 404 NWP.
  - The project disturbed area is anticipated to be less than 1 acre. An NPDES Construction permit is not expected to be required, so is not included in the scope
  - Neither a CLOMR nor a LOMR are expected to be required, so are not included in this scope, but if requested by the City, the scope can be amended.
  - It is assumed that wetland and environmental impacts will be considered de minimis and no mitigation measures will be required.
  - It is assumed that the existing drainage ditch at the Springdale site between the existing storm sewer outfall and Stoners Creek Tributary 5 is not jurisdictional. It is anticipated that all work activities at the Springdale site can occur outside of the 30-foot wide water quality riparian buffer zone as measured from the top of bank of Stoners Creek Tributary 5.
  - Additional mitigation plans, permits, or other regulatory documentation are not included in this work order. The City will be responsible for notifying the public and property owners.
- The SUE survey task scope assumes the following:
    - The Engineer and their subconsultant, Athena Engineering, are to be granted access to the Site upon notice to proceed.
    - Traffic control is not assumed to be required and is not included in this scope.
    - City will coordinate all public notices and landowner contact.
    - City will supply survey control, or an OPUS solution will be used to establish control.
    - City will coordinate all public notices and landowner contact and provide a location to dump spoils from excavation at no charge to the Engineer or their subconsultant.
    - All locations will be located in grass areas.
    - No pavement or concrete coring is assumed. If large obstructions are encountered that cannot be removed or if no utility is found within a reasonable depth, the location will be abandoned.
  - The Geotechnical Borings task scope assumes the following:
    - The City will coordinate access to the site and notify affected property owners. Special training, badges, or escorts will not be required for access to the project site. The drilling can be completed during normal daylight working hours (i.e., 8 a.m. to 5 p.m.) without interruption.
    - The Engineer's Subconsultant, Athena, will contact Tennessee811 to locate utilities. Athena will rely on the City personnel to locate any utilities not located by the Tennessee811 service. A GPR scan of the boring locations is available to help identify underground obstructions that might affect drilling.
    - Overburden materials at the site do not include rubble or shot-rock fill, which can be difficult to penetrate using standard auger drilling techniques.

- Site restoration services (except backfilling borings with auger cuttings, augmented with sand and/or bentonite chips if needed) is not included. Any ruts or damage to vegetation that occurs during exploration are not scoped to be restored. Surveying of the boring locations is not included in this scope.
- The boring locations are accessible with track-mounted equipment and pickup trucks without grading or clearing of brush/debris.
- No traffic control to block lanes of traffic is assumed to be required to perform exploration, so is not included in the scope.
- Laboratory testing is not included in this scope. Evaluation of the site for the presence or absence of asbestos, lead-based paint, organic growth or toxic mold, radon, wetlands, endangered or threatened species, historic or cultural resources, historic land use, or hazardous or toxic materials in the soil, bedrock, surface water, groundwater, or air is not included in this scope.

### **3. Time Schedule**

*The time periods for the performance of ENGINEER's Services are as follows:*

Based on the time frame of the proposed tasks, design, permitting and bidding is anticipated to be completed in 12 months, pending acquisition of easements by the City. Construction is anticipated to be completed 6 months after Contractor's Notice to Proceed. Deliverables and reviews will be coordinated with the City staff.

#### 4. Compensation and Invoicing

##### *Budget*

See the table below for estimates of total hours and costs for these tasks.

<b>Task Name</b>	<b>Hours</b>	<b>Cost (\$)</b>
TASK 1 Clearview and Belinda Easement	N/A	\$4,430.00
TASK 2 Clearview and Belinda Geotech	N/A	\$20,353.00
TASK 3 Data Analysis-Sunnymeade and Springdale	51	\$8,260.00
TASK 4 SUE Survey- Sunnymeade and Springdale	N/A	\$16,585.00
TASK 5 Easement Exhibits- Sunnymeade and Springdale	N/A	\$7,400.00
TASK 6 Geotech Evaluation- Sunnymeade and Springdale	N/A	\$9,883.00
TASK 7 Design-Sunnymeade and Springdale	717	\$127,560.00
TASK 8 Permitting Assistance- Sunnymeade and Springdale	134	\$27,540.00
TASK 9 Bidding Assistance- Sunnymeade and Springdale	160	\$26,270.00
TASK 10 Construction Management- Sunnymeade and Springdale	376	\$64,310.00
TASK 11 Project Management- - Sunnymeade and Springdale	156	\$29,780.00
<b>Total not to exceed:</b>		<b>\$342,370</b>

*Project Billing Rates*

See the table below for current rate schedule. The rates included in this Agreement are valid through June 30, 2026. Effective July 1, 2026, the Engineer will implement updated billing rates to reflect current labor costs. Updated rates will apply to all services performed on or after July 1, 2026, and will remain in effect for the remainder of the 18-month project duration.

<b>Rate Category</b>	<b>Billing Rate</b>
Officer	\$250
Senior Engineer	\$225
Client Manager	\$210
Project Manager	\$210
Engineer 6	\$185
Engineer 5	\$180
Engineer 4	\$155
Engineer 3	\$140
Engineer 2	\$125
Engineer 1	\$115
Designer/Drafter	\$135
Senior Cost Estimator	\$160
Junior Cost Estimator	\$100
Project Accounting	\$90
Administrative	\$110

The Engineer will utilize subcontractors to perform portions of the Work and shall invoice such services at the subcontractor’s actual cost plus a ten percent (10%) markup. This markup includes administrative, coordination, and overhead expenses related to subcontractor management.

*Invoicing*

Invoicing will take place on a monthly time and materials basis and will include an itemized list of hours spent by task/subtask featuring the title and rate of Engineer staff performing the work.

A status report that provides updates on deliverables and describes work completed during the invoice period will be submitted with each invoice.

**5. Terms and Conditions**

The terms and conditions in the Master Services Agreement shall apply to this Task Order except to the extent expressly modified herein. In the event of any such modification, the modification shall be set forth below and the Article of the Agreement to be modified shall be specifically referenced.

Acceptance of the terms of this Task Order is acknowledged by the following authorized signatures of the parties to the Agreement:

**OWNER:**

**ENGINEER:**



---

BY: James Maness  
TITLE: Mayor

---

BY: Aaron Rogge, PE  
TITLE: Client Service Leader

ADDRESS FOR GIVING NOTICES:

ADDRESS FOR GIVING NOTICES:

2425 N Mt. Juliet Road  
Mt. Juliet, TN 37122

210 25<sup>th</sup> Ave N Suite 1102  
Nashville, TN 37203