

Task Order No. 2,
consisting of 7 pages

Task Order

In accordance with Article II of the Professional Services Agreement between Owner and Halff Associates, Inc. ("Landscape Architect") for Professional Services – Task Order Edition, dated September 27, 2022 ("Agreement"), Owner and Landscape Architect agree as follows:

1. Specific Project Data

- A. Title: Elmer Thomas Park Master Plan Update
- B. Description: Update of the master plan for Elmer Thomas Park to include aquatic improvements.
- C. City of Lawton Project Number: _____
- D. City of Lawton Purchase Order No.: _____
- E. Professional Services Agreement, Contract Number: _____

2. Services of Landscape Architect

See attached Exhibit "A" Scope of Professional Services.

3. Owner's Responsibilities

Owner shall have those responsibilities set forth in the Agreement subject to the following:
See attached Exhibit "A" Scope of Professional Services, Services to be Performed by the City.

4. Times for Rendering Services

<u>Phase/Task</u>	<u>Anticipated Completion Time</u>
	Six Weeks

5. Payments to Landscape Architect

A. Owner shall pay Landscape Architect for services rendered as follows:

<i>Category of Services</i>	<i>Compensation Method</i>	<i>Lump Sum for Services</i>
<i>Basic Services</i>	<i>A. Task 1 – Project management and meetings</i>	<i>\$1,500.00</i>
	<i>B. Task2 – Master Plan</i>	<i>\$8,500.00</i>
	<i>C. Reimbursable Allowance (NTE)</i>	<i>\$ 4,000.00</i>

B. The terms of payment are set forth in Article III of the Agreement unless modified in this Task Order.

6. Subcontractors: **Water Technologies, Inc.**

7. **Other Modifications to Agreement:** N/A

8. **Attachments:**

Exhibit “A” Scope of Services

9. **Documents Incorporated By Reference:** The Agreement effective N/A



EXHIBIT C

**PROFESSIONAL SERVICES
TASK ORDER**

Terms and Conditions: Execution of this Task Order by Owner and Landscape Architect shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Landscape Architect is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is _____, 2022.

OWNER:

LANDSCAPE ARCHITECT :

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Landscape Architect License
or Firm's Certificate No. _____

State of: _____

Date: _____

Date: _____

APPROVED AS TO FORM:

City Attorney



EXHIBIT C

**PROFESSIONAL SERVICES
TASK ORDER**

CITY'S DESIGNATED REPRESENTATIVE
FOR TASK ORDER:

LANDSCAPE ARCHITECT'S DESIGNATED
REPRESENTATIVE FOR TASK ORDER:

Name: _____

Name: _____

Title: _____

Title: _____

Address: _____

Address: _____

E-Mail
Address: _____

E-Mail
Address: _____

Phone: _____

Phone: _____

Fax: _____

Fax: _____

ATTACHMENT A

ELMER THOMAS PARK MASTER PLAN - UPDATE

PURPOSE

Halff Associates (CONSULTANT) shall provide Aquatic Design and Landscape Architectural services to update to the Elmer Thomas Park Master Plan in Lawton, OK with the addition of a family aquatic center and associated support improvements such as restrooms and parking,

SCOPE OF SERVICES

As follows are the task items associated with the anticipated scope of services:

TASK 1 – PROJECT MANAGEMENT AND MEETINGS

Communications and Reporting:

CONSULTANT will provide monthly reports to the CLIENT that describe current progress, identify outstanding issues and/or items of future concern. The reports will be in 8.5"x11" format and submitted electronically to the CLIENT for their use and distribution.

Update Kick-off Meeting:

CONSULTANT will organize an update kick-off meeting with the CLIENT to confirm the projects goals and objectives, project budget and project schedule. Notes will be taken by the CONSULTANT at this meeting to record items discussed and decisions made and will be delivered to the CLIENT.

Coordination Meeting:

CONSULTANT will coordinate and facilitate one (01) coordination meeting with the CLIENT during the preparation of the master plan update. Notes will be taken by the CONSULTANT at this meeting to record items discussed and decisions made and will be delivered to the CLIENT.

Deliverables:

CONSULTANT will provide the CLIENT with the following deliverables:

- PDF digital copies of the monthly progress reports.
- PDF digital copy of the kickoff meeting notes.
- PDF digital copy of the coordination meeting notes.

TASK 2 - MASTER PLAN UPDATE

Master Plan Update

Master plan update will involve the preparation of a concept plan for a family aquatic center with associated parking and restrooms. Concept plan will include good, better and best design options for consideration by the CLIENT. Anticipated aquatic improvements may include a lazy river, zero-depth leisure pool with play structure and a small slide complex.

CONSULTANT will consult with the CLIENT to develop an aquatic program consisting of prioritized aquatic goals, objectives and intended activities and uses of the aquatic spaces and features. CONSULTANT will perform the following tasks:

- Conduct aquatic programming presentation.
- Discuss and confirm aquatic goals, objectives, activities and uses.
- Develop aquatic program and capacities.
- Discuss number of pools, pool zones and depths.
- Identify preliminary water activities and features.
- Determine parking needs and coordinate parking layout and circulation.
- Determine restroom and other building needs, size and location of this building.
- Prepare an opinion of probable construction cost.
- Develop an aquatic concept plan based on the CLIENTS selection of the good, better, best option or a combination of options. Concept plan will use the master plan base created for the Elmer Thomas Park Master Plan.

Deliverables:

Deliverables provided by the CONSULTANT to the CLIENT shall include the following:

- Digital PDF copy of the aquatic concept plan
- Digital PDF copy of the opinion of probable construction cost.

PROJECT SCHEDULE

CONSULTANT will work closely with the CLIENT on the project design schedule, which is anticipated to require approximately six (06) weeks to complete; but may be subject to delays, depending upon agency review turnaround.

BASIS OF COMPENSATION

A. Basic Fee Services:

The basis of compensation for the additional services shall be as follows:



Task 1 - Project management and meetings	\$1,500.00
Task 2 - Master plan update	\$8,500.00
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TOTAL	\$10,000.00
Direct Cost	\$4,000.00

Direct Costs shall include, but are not necessarily limited to expenses for supplies, transportation, equipment, travel, communication, printing of plans and specifications, presentation boards, graphic boards, travel for out-of-town aquatic consultant and similar incidentals. All project related expenses will be billed at cost plus 10%.