

TASK ORDER

This is CEI Task Order No. 2025-01,
consisting of 4 pages.

Task Order

In accordance with Paragraph 1.01 of the Agreement Between Owner and Engineer for Professional Services – Task Order Edition, dated December 9, 2025 ("Agreement"), Owner and Engineer agree as follows:

1. Specific Project Data

A. Title: Town of McCordsville, Indiana – Sanitary Sewer Master Plan Update

B. Description: Sanitary sewer master plan update as further described in the Project Understanding & Approach, Proposed Task Breakdown & Fee, and Proposed Project Schedule from Proposal for Professional Engineering Services dated November 21, 2025.

C. Number of Construction Contracts

~~The Specific Project is anticipated to be constructed under _____ Construction Contracts.~~

2. Services of Engineer

☒ Study and Report Services

☐ ~~Design Services~~

☐ ~~Bidding or Negotiating Services~~

☐ ~~Construction and Commissioning Services~~

☐ ~~Resident Project Representative Services~~

~~Engineer will provide Resident Project Representative services pursuant to Part 4 of Exhibit A; Exhibit D is incorporated by reference.~~

☐ ~~Other Services~~

TASK ORDER

☐ ~~Additional Services~~

~~Part 6 of Exhibit A is incorporated by reference unless otherwise noted.~~

3. Owner's Responsibilities

Owner shall have those responsibilities set forth in Article 2 and in Exhibit B, subject to the following: N/A

4. Times for Rendering Services

Phase

Completion Date

Sanitary Sewer Master Plan Update – Draft

May 15, 2026

Sanitary Sewer Master Plan Update – Final

June 15, 2026

5. Payments to Engineer

A. Owner shall pay Engineer for services rendered as follows:

<i>Category of Services</i>	<i>Compensation Method</i>	<i>Lump Sum</i>
Basic Services (Exhibit A)		
Study and Report	Lump Sum	\$40,000

B. The terms of payment are set forth in Article 4 of the Agreement and in Exhibit C.

6. Consultants: N/A

7. Other Modifications to Agreement:

A. Article 8.04.A., “Engineer’s Certifications”, of the Agreement is hereby amended to include the following:

“4. Pursuant to Indiana Code 22-5-1.7-11, the Engineer entering into this Agreement with the Owner is required to enroll in and verify the work eligibility status of all its newly hired employees through the E-Verify program. The Engineer is not required to verify the work eligibility status of all its newly hired employees through the E-Verify program if the E-Verify program no longer exists.

The Engineer hereby certifies to the Owner that the Engineer does not knowingly employ an unauthorized alien. The Engineer further affirms that, prior to entering into its Agreement with the Owner, the Engineer has enrolled in and agrees to verify the work eligibility status of all its newly hired employees through the E-Verify program.

TASK ORDER

The Engineer shall provide to Owner a sworn affidavit on an annual basis or as requested by the Owner.

5. Pursuant to Executive Order 13846, the Engineer hereby certifies to Owner that Engineer is not engaged in Investment Activities in Iran.”

8. Attachments:

- Commonwealth Engineers, Inc., Standard Hourly Rates and Reimbursable Expenses Schedule, July 1, 2025 – June 30, 2026
- Project Understanding & Approach, Proposed Task Breakdown & Fee, and Proposed Project Schedule from Proposal for Professional Engineering Services dated November 21, 2025.

9. Documents Incorporated By Reference: Exhibit A, B and C

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

TASK ORDER

The Effective Date of this Task Order is December 9, 2025.

OWNER
TOWN OF MCCORDSVILLE, INDIANA

By: _____

Name: Greggory J. Brewer

Title: Town Council President

Date Signed: _____

Attest:

By: _____

Title: Stephanie Crider
Clerk-Treasurer

ENGINEER
COMMONWEALTH ENGINEERS, INC.

By: _____

Name: Albert C. Stong, P.E.

Title: President

Engineer License or
Firm's Certificate No. 10201336
State of: Indiana

Date Signed: _____

Attest:

By: _____

Title: Darren S. Wells, P.E., BCEE, ENV SP
Partner/Senior Project Manager

CFO/Accounting
Approval: _____

DESIGNATED REPRESENTATIVE FOR
TASK ORDER:

Name: Mark Witsman, PE

Title: Town Engineer

Address: 6280 Vail Road

McCordsville, IN 46055

E-Mail
Address: mwitsman@mccordsville.in.gov

Phone: 317-335-5117

Fax: N/A

DESIGNATED REPRESENTATIVE FOR TASK
ORDER:

Name: Darren S. Wells, P.E., BCEE, ENV SP

Title: Partner/Senior Project Manager

Address: 6325 Digital Way, Ste 101

Indianapolis, IN 46278

E-Mail
Address: dwells@contactcei.com

Phone: (463) 900-1177

Fax: (317) 887-8641

COMMONWEALTH ENGINEERS, INC.
STANDARD HOURLY RATES AND REIMBURSABLE EXPENSES SCHEDULE
July 1, 2025 – June 30, 2026

Billing Class	Rate Per Hour	Billing Class	Rate Per Hour
Principal III	\$ 126.20	Environmental Scientist III	\$ 46.16
Principal II	\$ 115.80	Environmental Scientist II	\$ 38.64
Principal I	\$ 105.85	Environmental Scientist I	\$ 34.81
		Construction Manager	\$ 66.23
Project Manager IV	\$ 104.76	Resident Project Representative IV	\$ 52.52
Project Manager III	\$ 98.01	Resident Project Representative III	\$ 43.67
Project Manager II	\$ 79.93	Resident Project Representative II	\$ 39.42
Project Manager I	\$ 71.96	Resident Project Representative I	\$ 35.15
Senior Electrical Engineer	\$ 98.01	Clerical III	\$ 43.68
Senior Process Engineer	\$ 86.70	Clerical II	\$ 32.87
		Clerical I	\$ 24.11
Project Engineer IV	\$ 81.37	Reproduction Processor	\$ 30.14
Project Engineer III	\$ 65.27		
Project Engineer II	\$ 61.47	Trainee	\$ 23.42
Project Engineer I	\$ 56.99		
Engineering Intern III	\$ 50.66	CADD Specialist IV	\$ 49.56
Engineering Intern II	\$ 47.64	CADD Specialist III	\$ 45.03
Engineering Intern I	\$ 42.97	CADD Specialist II	\$ 38.51
		CADD Specialist I	\$ 30.84
Designer IV	\$ 63.09	Chief Technology Officer	\$ 73.68
Designer III	\$ 57.77	IT Tech	\$ 34.40
Designer II	\$ 52.12	Multimedia Coordinator	\$ 58.47
Designer I	\$ 42.07		
Operations Specialist	\$ 51.31	Survey Manager	\$ 67.49
		Surveyor	\$ 53.15
		Project Surveyor	\$ 47.98
		Field Technician	\$ 40.62
Environmental Compliance Manager	\$ 62.19		
Compliance Specialist	\$ 34.81	Grants Manager	\$ 66.98

In order to arrive at the total billing rate, the above direct payroll rates shall be multiplied by factors of 56.4556% and 87.4236% to account for payroll and general overhead costs respectively. In addition, a 15% profit level is then added to arrive at total labor costs. This is a total multiplier factor of 3.3722 times direct payroll rates.

Reimbursable Expenses

1. Travel: Starts at the office and shall be at the then approved rate by the U.S. Internal Revenue Service, plus 15% profit.
2. Subsistence and Lodging: Actual Cost, plus 15% profit.
3. Express Charges and Postage, other than first class mail: Actual Cost, plus 15% profit.
4. Paper Prints: \$0.75 per square foot, plus 15% profit.
5. Special Tests and Services of Special Consultants: Actual Costs, plus 15% profit.

It is agreed that the Owner will make payment of each invoice presented by Commonwealth within thirty (30) days from the date of the invoice. Payments received after this time shall be subject to an interest charge of 1% per month.