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GILA COUNTY
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1400 E. Ash Street
Globe, AZ 85501

SERVICE AGREEMENT NO. 122314
ENGINEERING ANALYSIS FOR MODULAR RELOCATION TO PAYSON
FEASIBILITY & COST ESTIMATION SERVICES

THIS AGREEMENT, made and entered into this 10th day of FEBRUARY, 2011, by and between Gila County, a political subdivision of the State of Arizona hereinafter designated the County, and Hanlon Engineering & Architecture, Inc. of the City of Tucson, State of Arizona, hereinafter designated the Engineer.

WITNESSETH: The Engineer, for and in consideration of the sum to be paid him by the County, in the manner and at the time hereinafter provided, and of the other covenants and agreement's herein contained, hereby agrees, for himself, his heirs, administrators, successors, and assigns as follows:

ARTICLE 1 – SCOPE OF SERVICES: The Consultant agrees to provide Professional Engineering Consulting feasibility and cost estimation services for the structural load verification and relocation/footing costs for existing modular designated to be relocated and reinstalled in Payson, AZ.

Consultant will provide the following:

Per Attachment "A" to Service Agreement No. 122314, by mention made a binding part of this agreement as set forth herein.

Section 7.0 Commercial Terms:

- | | |
|---|------------|
| 1. Structural Engineering Evaluation | \$1,565.00 |
| Provide possibly two Structural Engineering Options, depending on evaluation & lot location | |
| 2.3 Structural Engineering Services-Grade Beams & Connector | \$5,125.00 |
| 2.4 Structural Engineering Services-Grade Beams, Footings & Ramadas | \$7,935.00 |
| 3.0 Cost Estimates for Both Options | \$1,200.00 |

ARTICLE 2 – TERMINATION: The County reserves the right to terminate the Contract, in whole or in part at any time, when in the best interest of the County, without penalty or recourse. Upon receipt of the written notice, the Consultant shall stop all work as directed in the notice. If the contract is terminated, the County shall be liable only for the services rendered under this contract and accepted material received by the County before the effective date of termination.

ARTICLE 3 - INDEMNIFICATION: Consultant shall indemnify, defend, save and hold harmless the County of Gila and its officers, officials, agents, and employees (hereinafter referred to as "Indemnitee") from and against any and all claims, actions, liabilities, damages, losses, or expenses (including court costs, attorneys' fees, and costs of claim processing, investigation and litigation) (hereinafter referred to as "Claims") for bodily injury or personal injury (including death), or loss or damage to tangible or intangible property caused, or alleged to be caused, in whole or in part, by the negligent or willful acts or omissions of Consultant or any of its owners, officers, directors, agents, employees or subcontractors. This indemnity includes any claim or amount arising out of or recovered under the Workers' Compensation Law or arising out of the failure of such Consultant to conform to any federal, state or local law, statute, ordinance, rule, regulation or court decree. It is the specific intention of the parties that the Indemnitee shall, in all instances, except for Claims arising solely from the negligent or willful acts or omissions of the Indemnitee, be indemnified by Consultant from and against any and all claims. It is agreed that Consultant will be responsible for primary loss investigation, defense and judgment costs where this indemnification is applicable. In consideration of the award of this contract, the Consultant agrees to waive all rights of subrogation against the County, its officers, officials, agents and employees for losses arising from the work performed by the Consultant for the County.

ARTICLE 4 - INSURANCE REQUIREMENTS: Consultant and subcontractors shall procure and maintain until all of their obligations have been discharged, including any warranty periods under this Contract are satisfied, insurance against claims for injury to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Consultant, his agents, representatives, employees or subcontractors.

The insurance requirements herein are minimum requirements for this Contract and in no way limit the indemnity covenants contained in this Contract. The County in no way warrants that the minimum limits contained herein are sufficient to protect the Consultant from liabilities that might arise out of the performance of the work under this contract by the Consultant, his agents, representatives, employees or subcontractors and Consultant is free to purchase additional insurance as may be determined necessary.

A. **MINIMUM SCOPE AND LIMITS OF INSURANCE:** Consultant shall provide coverage with limits of liability not less than those stated below.

1. **Commercial General Liability - Occurrence Form**

Policy shall include bodily injury, property damage and broad form contractual liability coverage.

- General Aggregate \$2,000,000
- Products - Completed Operations Aggregate \$1,000,000
- Personal and Advertising Injury \$1,000,000
- Each Occurrence \$1,000,000

a. The policy shall be endorsed to include the following additional insured language: "The County of Gila shall be named as an additional insured with respect to liability arising out of the activities performed by, or on behalf of the Consultant".

2. **Worker's Compensation and Employers' Liability**

Workers' Compensation	Statutory
Employers' Liability	
Each Accident	\$100,000
Disease - Each Employee	\$100,000
Disease - Policy Limit	\$500,000

a. Policy shall contain a **waiver of subrogation** against the County of Gila.

3. **Professional Liability (Errors and Omissions Liability)**

Each Claim	\$1,000,000
Annual Aggregate	\$2,000,000

- a. In the event that the professional liability insurance required by this Contract is written on a claims-made basis, Consultant warrants that any retroactive date under the policy shall precede the effective date of this Contract; and that either continuous coverage will be maintained or an extended discovery period will be exercised for a period of two (2) years beginning at the time work under this Contract is completed.

B. **ADDITIONAL INSURANCE REQUIREMENTS:** The policies shall include, or be endorsed to include, the following provisions:

1. On insurance policies where the County of Gila is named as an additional insured, the County of Gila shall be an additional insured to the full limits of liability purchased by the Consultant even if those limits of liability are in excess of those required by this Contract.
2. The Consultant's insurance coverage shall be primary insurance and non-contributory with respect to all other available sources.
3. Coverage provided by the Consultant shall not be limited to the liability assumed under the indemnification provisions of this Contract.

C. **NOTICE OF CANCELLATION:** Each insurance policy required by the insurance provisions of this Contract shall provide the required coverage and shall not be suspended, voided, canceled, reduced in coverage or endorsed to lower limits except after thirty (30) days prior written notice has been given to the County. Such notice shall be sent directly to **Gila County Purchasing Department, 1400 E. Ash St., Globe, AZ, 85501** or and shall be sent by certified mail, return receipt requested.

D. **ACCEPTABILITY OF INSURERS:** Insurance is to be placed with insurers duly licensed or approved unlicensed companies in the state of Arizona and with an "A.M. Best" rating of not less than B+ VI. The County in no way warrants that the above-required minimum insurer rating is sufficient to protect the Consultant from potential insurer insolvency.

E. **VERIFICATION OF COVERAGE:** Consultant shall furnish the County with certificates of insurance (ACORD form or equivalent approved by the County) as required by this Contract. The certificates for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf.

All certificates and endorsements are to be received and approved by the County before work commences. Each insurance policy required by this Contract must be in effect at or prior to commencement of work under this Contract and remain in effect for the duration of the project. Failure to maintain the insurance policies as required by this Contract or to provide evidence of renewal is a material breach of contract.

All certificates required by this Contract shall be sent directly to **Gila County Purchasing Department, 1400 E. Ash St., Globe, AZ, 85501** or email to jsgroi@gilacountyaz.gov. The County project/contract number and project description shall be noted on the certificate of insurance. The County reserves the right to require complete, certified copies of all insurance policies required by this Contract at any time.

- F. **SUBCONTRACTORS:** Consultants' certificate(s) shall include all subcontractors as additional insured's under its policies or Consultant shall furnish to the County separate certificates and endorsements for each subcontractor. All coverage's for subcontractors shall be subject to the minimum requirements identified above.
- G. **APPROVAL:** Any modification or variation from the insurance requirements in this Contract shall be made by the County Attorney, whose decision shall be final. Such action will not require a formal Contract amendment, but may be made by administrative action.

ARTICLE 5 – LEGAL ARIZONA WORKERS ACT COMPLIANCE: Consultant hereby warrants that it will at all times during the term of this Contract comply with all federal immigration laws applicable to Consultant's employment of its employees, and with the requirements of A.R.S. § 23-214 (A) (together the "State and Federal Immigration Laws"). Consultant shall further ensure that each subcontractor who performs any work for Consultant under this contract likewise complies with the State and Federal Immigration Laws. County shall have the right at any time to inspect the books and records of Consultant and any subcontractor in order to verify such party's compliance with the State and Federal Immigration Laws.

Any breach of Consultant's or any subcontractor's warranty of compliance with the State and Federal Immigration Laws, or of any other provision of this section, shall be deemed to be a material breach of this Contract subjecting Consultant to penalties up to and including suspension or termination of this Contract. If the breach is by a subcontractor, and the subcontract is suspended or terminated as a result, Consultant shall be required to take such steps as may be necessary to either self-perform the services that would have been provided under the subcontract or retain a replacement subcontractor as soon as possible so as not to delay project completion.

Consultant shall advise each subcontractor of County's rights, and the subcontractor's obligations, under this Article by including a provision in each subcontract substantially in the following form: "Subcontractor hereby warrants that it will at all times during the term of this contract comply with all federal immigration laws applicable to Subcontractor's employees, and with the requirements of A.R.S. § 23-214 (A). Subcontractor further agrees that County may inspect the Subcontractor's books and records to insure that Subcontractor is in compliance with these requirements. Any breach of this paragraph by Subcontractor will be deemed to be a material breach of this contract subjecting Subcontractor to penalties up to and including suspension or termination of this contract."

Any additional costs attributable directly or indirectly to remedial action under this Article shall be the responsibility of Consultant. In the event that remedial action under this Article results in delay to one or more tasks on the critical path of Consultant's approved construction or critical milestones schedule, such period of delay shall be deemed excusable delay for which Consultant shall be entitled to an extension of time, but not costs.

ARTICLE 6 – WARRANTY: Consultant expressly warrants that all goods or services furnished under this agreement shall conform to all specifications and appropriate standards, will be new, and will be free from defects in material or workmanship. Consultant warrants that all such goods or services will conform to any statements made on the containers or labels or advertisements for such goods, or services, and that any goods will be adequately contained, packaged, marked and labeled. Consultant warrants that all goods or services furnished hereunder will be merchantable, and will be safe and appropriate for the purpose for which goods or services of that kind are normally used. If Consultant knows or has reason to know the particular purpose for which County intends to use the goods or services, Consultant warrants that such goods or services will be fit for such particular purpose. Consultant warrants that goods or services furnished will conform in all respects to samples. Inspection, test, acceptance of use of the goods or services furnished hereunder shall not affect the Consultant's obligation under this warranty, and such warranties shall survive inspection, test, acceptance and use. Consultant's warranty shall run to County,

its successors, and assigns. Consultant agrees to replace or correct, at Consultant's sole cost and expense, defects of any goods or services not conforming to the foregoing warranty, or improperly installed, as well as guarantee to the County and to the Owner, against liability, losses or damage to any or all parts of the work arising from said installation during a period of two (2) years from date of completion. All guarantees will inure to the benefit of the County and the Owner, their successors or assigns, including equipment warranties, ordinary wear and tear and unusual abuse or neglect excepted.

In the event of failure of Consultant to correct defects in or replace nonconforming goods or services promptly, County, after reasonable notice to Consultant, may make such corrections or replace such goods and services and charge Consultant for the cost incurred by the County in doing so. Consultant recognizes that County's requirements may require immediate repairs in reworking of defective goods, without notice to the Consultant. In such event, Consultant shall reimburse County for those costs, delays, or other damages which County has incurred.

ARTICLE 7 - LAWS AND ORDINANCES: This agreement shall be enforced under the laws of the State of Arizona. Consultant shall maintain in current status all Federal, State and Local licenses and permits required for the operation of the business conducted by the Consultant. The Consultant shall comply with the applicable provisions of the Americans with Disabilities Act (Public Law 101-336, 42 U.S.C. 12101-12213) and applicable federal regulations under the Act.

ARTICLE 8 - CANCELLATION: This agreement is subject to cancellation pursuant to A.R.S. §38-511. If the Agreement is terminated, the county shall be liable only for payment for services rendered and accepted material received by the County before the effective date of termination.

ARTICLE 9 - RELATIONSHIP OF THE PARTIES: Consultant is an independent Consultant of the County. Consultant represents that he has or will secure, at his own expense, all personnel required in performing the services under this contract. Such personnel shall not be employees of or have any contractual relationship with the County. All personnel engaged in work under this contract shall be fully qualified and shall be authorized or permitted under State and local law to perform such services. Consultant warrants that he has obtained or will obtain Worker's Compensation Insurance for his employees working on this contract and that any subcontractors will likewise obtain Worker's Compensation Insurance for of their employees working on this contract. It is further agreed by Consultant that he shall obey all state and federal statutes, rules, and regulations which are applicable to provisions of the services called for herein. Neither Consultant nor any employee of the Consultant shall be deemed an officer, employee, or agent of the County.

ARTICLE 10 - NON-APPROPRIATIONS CLAUSE: Consultant acknowledges that the County is a governmental entity, and the contract validity is based upon the availability of public funding under its authority. In the event that public funds are unavailable and not appropriated for the performance of County's obligations under this contract, then this contract shall automatically expire without penalty to County after written notice to Consultant of the unavailability and non-appropriation of public funds. It is expressly agreed that the County shall only activate this non-appropriation provision as an emergency fiscal measure. The County shall not activate this non-appropriation provision for its convenience, to circumvent the requirements of this contract, or to enable the County to contract with another Consultant for the same supplies or services covered under this Addendum.

ARTICLE 11 - ENTIRE CONTRACT CLAUSE: The Consultant and the County have read this Contract and agree to be bound by all of its terms, and further agree that it constitutes the entire contract between the two parties and may only be modified by a written mutual contract signed by the parties. No oral agreement or oral provision outside this Contract shall have any force or effect.

ARTICLE 12 - NON-WAIVER OF ENFORCEABILITY: Failure of the County to enforce, at any time, any of the provisions of this Contract, or to request at any time performance by Consultant of any of the provisions hereof, shall in no way be construed to be a waiver of such provisions, nor in any way affect the validity of this contract or any part thereof, or the right of the County to enforce each and every provision

ARTICLE 13 - GOVERNING LAW: Both parties agree that this Contract shall be governed by the laws of the state of Arizona. The parties further agree that the jurisdiction for any legal disputes arising out of this Contract shall be the Superior Court of the State of Arizona. The parties agree that even if this Contract does not specifically reference any provision required by state or federal law, those state and federally required provisions are incorporated into this Contract by this reference as though they were specifically listed herein.

ARTICLE 14- TERM: The Contract commences on the date it is signed by the County Manager and remains in effect for five weeks.

ARTICLE 15 - PAYMENT/BILLING: Consultant shall be paid an amount not to exceed \$15,825.00 for completion of the projects as outlined in the Scope of Services.

All invoices shall be submitted to Gila County Accounts Payable, 1400 E. Ash St, Globe, Arizona and include the following information:

- Purchase Order Number
- Contract Number
- Invoice Number
- Service Location
- Vendor Name and Address
- Description of Service

Any alterations to the scope of work resulting in a change in cost must have prior written approval by the County. Any unauthorized work may result in non-payment to the vendor.

Gila County employs a "Net 15" payment term for services meaning the payment will be issued fifteen (15) days from the date the County receives the invoice from the Consultant. Purchase orders sent to the Consultant reflect these terms and conditions.

The Consultant shall have a current I.R.S. W-9 form on file with the County unless not required by law. The County shall not remit payment if the Consultant does not have a current W-9.

IN WITNESS WHEREOF, Service Agreement No. 122314 has been duly executed by the parties hereinabove named, on the date and year first above written.

GILA COUNTY

HANLON ENGINEERING & ARCHITECTURE, INC.



Don E. McDaniel Jr., County Manager



Signature

Date: 2/10/15

Robert J. Hanlon

Print Name



Design • Planning • Development • Management
Tucson...Phoenix... Elko

September 29, 2014

Steve Stratton
Gila County Department of Public Works
745 N. Rose Mofford Way
Globe, Arizona 88501
Email: sstratton@gilacountyaz.com

Subject: Gila County Modular Relocation
Engineering Services Proposal
HEA Proposal No.: 14144:P

Dear Mr. Stratton:

We would like to thank you for the opportunity to support Gila County with our Feasibility & Cost Estimation Services for the Structural Load verification & Relocation/Footing Costs for existing Modulares designated to be relocated and reinstalled in Payson. In accordance with Gila County September 19, 2014 Proposal request, we are submitting the following for consideration.

Our tailored approach will meet the requirements of Gila County discussed Scope of Work, Pre-Bid building tour, and other proposal related correspondence we are prepared to deliver the Project within the deadlines provided.

Hanlon Engineering & Architecture, Inc. is recognized for skilled Architecture, Engineering, Consulting, Design, and Construction Management services. HEA employs an experienced, professional staff and has the skills and resources to complete this project in an efficient and cost effective manner.

We appreciate the opportunity to support Gila County and look forward this Project. If you should have any questions, please contact me or Robert Hanlon at (520) 326-0062.

Sincerely yours,
Hanlon Engineering & Architecture, Inc.

Daniel L. McPeak, RA AIA NCARB

Daniel L. McPeak, RA AIA NCARB
Principal Architect

CC : Robert Hanlon; Dustin Mandeville

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APPENDIX A – SERVICE FEE SCHEDULE

1.0 INTRODUCTION

Hanlon Engineering & Architecture, Inc. ("HEA") is a full service, Multidisciplinary Engineering and Architecture Firm established in 1999. Corporate Office is located in Tucson, Arizona and branch offices in Phoenix, Arizona and Elko, Nevada.

HEA's success is built on a Single Source all inclusive Engineering, Architecture and Management Firm that Commercial, Industrial, Institutional, Mixed-Use and Other Projects types benefit from. Our broad range of expertise allows us to support our Clients' Projects through feasibility, from conception, to design, engineering, procurement, construction, permitting and commissioning.

HEA maintains Business Licenses in 7 States legally authorizing us to conduct business in your jurisdiction, Professional Licensure in 9 states that guarantees protection of your investment through regulated and ethical standards of practice, and National Certifications which assists in License Reciprocity to meet Project and Client Requirements.

Comprised of qualified, motivated, and talented Staff of Registered Engineers, Architects, Interns and Administration, HEA is capable of handling any size and complexity of project. Many Individuals have 25 or more years of varied project experience to offer to Clients.

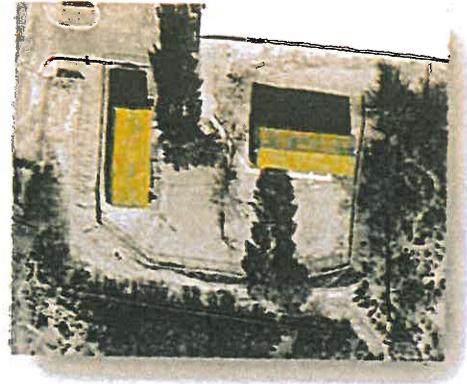
Since HEA's establishment in 1999 over 1,500 Projects carrying a constructed value of over \$2B have been completed on time and budget. Our Firm is nationally recognized where a significant portion of our work involves renovation and modernization of existing facilities throughout North, Central and South America. Recently we have been tasked to do feasibility studies internationally for Mining Projects in Spain and Turkey.

HEA dedicates specific experienced individuals/teams to Projects. Their task is to maintain strict attention to detail for the duration of your project, resulting in an on time and budget conscious delivery.



2.0 PROJECT OVERVIEW

Project is to relocate and re-install two existing 24 ft. x 60 ft. Modular Units to Payson. Hanlon Engineering & Architecture, Inc. (HEA) will estimate Costs to demolish, relocate, re-install the structure and to design concrete foundations. HEA will create concrete structural drawings that depict foundation/footings for metal jack stands. Load Evaluations will be performed on the building structure to certify roof (gravity) loading meets load requirements and codes, foundation/footing design recommendations, and an analysis on a Ramada vs. Separating the Structures.



3.0 SCOPE OF WORK

HEA is tasked with providing Professional Services to Gila County. Scope of Work will be based upon the level of involvement Gila County would like HEA to participate. Below is a listing of the discussed items that Gila County Department of Public Works would like us to consider for possible components to this proposal.

- a. Preliminary Cost Estimates and Structural Load Evaluations for Existing Modular Structures are primary to Scope of Work.
 1. Preliminary itemized Cost Estimate with values for each portion of demolition, relocation, concrete work, and re-installation of buildings to a new site.
 2. HEA Structural Evaluation Report will describe in detail the stability status of the existing structure and its capacity for gravity loading and to propagate forces to the new footing/slab design. Recommendations for a new roof structure called a Ramada may be advised.
 3. HEA will provide Structural Engineering Services for concrete grade beam footing design under this proposal.
- b. If determined that a Ramada is desired or required, then separate calculations and construction drawing package will be produced for permit.
- c. If determined that the structures should remain separate, and separated by a distance of 5 ft. or more, HEA will additionally provide the structural calculations and structural drawings for the connectors between the buildings. Gila County Architect will provide Architectural Layout and Elevations as required.

4.0 DELIVERABLES

Deliverables will follow 2003 IBC; 2002 NEC; 2006, IPC IFG; 2007 IMC; ADA and June 28, 2011 revision to Building Code Ordinance of the County of Gila.

1) Structural Engineering Evaluation:

- Roof (Gravity) Capacity
- Foundation Capacity
- Concrete Design Recommendations
 - Calculations & Report

2) Structural Engineering Options:

- 2.1 With no modification to Structures
 - Footing Design – Grade Beam
 - Drawings & Calculations: 4 Sheets, Calculations
- 2.2 With minor truss modifications to structures
 - Footing Design – Grade Beam
 - Structural Design – Roof Modification Details
 - Drawings & Calculations: 5 Sheets, Calculations
- 2.3 With Separated Design and Connector
 - Footing Design – Grade Beam
 - Structural Design – Connector Details
 - Drawings & Calculations: 7 Sheets, Calculations
- 2.4 With Ramada Design
 - Footing Design – Grade Beam & Ramada Footings
 - Structural Design – Ramada Structure
 - Drawings & Calculations: 8 Sheets, Calculations

3) Cost Estimate Options:

- 3.1 Demo, Relocation, and Re-Installation
 - Concrete Foundation - Modular
 - CAPEX Estimate
 - Concrete Foundation & Steel – Ramada
 - CAPEX Estimate

5.0 SCHEDULE

Hanlon Engineering & Architecture, Inc. (HEA) is ready to begin this work immediately upon notice to proceed. HEA anticipates the engineering duration to be approximately 3-5 weeks after receipt of the order and Owner furnished information.

6.0 CLARIFICATIONS

Hanlon Engineering & Architecture, Inc. is a Single Source Firm that can accommodate the entire range of services for Projects. In this section we clarify what is not included per the scope of work in this Project. If requested by Owner to provide additional service items HEA can accommodate.

- HEA has excluded the Architectural, Mechanical, Electrical, Plumbing, Civil Design as this is being provided by Gila County.
- HEA has excluded Utility Design to the relocated structure.
- HEA has excluded Environmental and Surveying Work from this effort.
- Gila County is to supply HEA with any and all available Surveys (Site, Geotech, Etc.) & known Construction Documents of the existing facility.
- HEA has excluded Geotechnical services from this effort.
- Fire Suppression and Detection are excluded from this effort.
- CAPEX does not include Time & Materials for hook-up or build out items.
- Permitting and Environmental Engineering is excluded from this effort.
- As-Built are excluded from this effort.

7.0 COMMERCIAL TERMS

In accordance with your request for quote, HEA proposes the following price for work defined herein. Billings will be invoiced monthly and due Net 30 days. Listing below is itemized per request for Gila County to choose what services HEA will render.

Description:	Itemized Proposal Value:
1) Structural Evaluation	
\$1,565.00	
2.1) Structural Engineering Services – Grade Beams	
▪ Structural Engineering/Drafting & Design Calculations	\$2,120.00
○ Placing units side by side or end to end.	
2.2) Structural Engineering Services – Grade Beams & Roof Modifications	
▪ Structural Engineering/Drafting & Design Calculations	\$2,155.00
○ Placing units side by side with Roof Modifications.	
2.3) Structural Engineering Services – Grade Beams & Connector	
▪ Structural Engineering/Drafting & Design Calculations	\$5,125.00
○ Placing units next to each other but separated.	
2.4) Structural Engineering Services – Grade Beams, Footings & Ramada	
▪ Structural Engineering/Drafting & Design Calculations	\$7,935.00
○ Placing units side by side with a single Ramada Roof over.	
3.0) Cost Estimate	
▪ CAPEX unit value per estimate	\$ 600.00

COMMERCIAL TERMS (CONT.)

- HEA will perform work on a Lump Sum basis relating to Proposed Values above. Shown in Appendix A is the current fee schedule, which is effective until December 31, 2014. Rates for FY2015 will reflect a 5% increase.
- Our standard fee schedule is attached and shall be the basis for any additional work.
- Travel expenses (travel labor charges, airfare, lodging, meals, vehicle rental and fuel, and other approved incidental expenses) are at cost plus 10%.
- Price valid for 30-days.
- 1-1/2 % interest charge on all outstanding balances past due after 30-days from invoice date.
- The payment terms proposed herein are discount 0%, net 30-days after receipt of invoice.
- Any disputed amounts and the reasons why must be submitted in writing to Hanlon Engineering and Architecture, Inc within the net due period. Disputed amounts are to be deducted from the invoice balance and the balance paid within net due period. All disputed amounts must be resolved within 30-days of invoice date.
- Certain labor classifications are paid time and one-half for all hours over 40 hours per week as determined by the US Department of Labor. Rates charged for time over 40 hours per week are billed at 1.25 times the standard rate listed on the attached fee schedule.
- Special delivery, express delivery (FedEx, UPS etc.) – billed at cost plus 10% added fee for process and handling.
- Outside services and special supplies – billed at cost plus 10 % added fee for processing and handling.
- Hanlon Engineering & Architecture, Inc. is an Arizona Corporation; Registered with the Arizona & Nevada Secretary of State and the State Technical Boards, HEA is not a licensed contractor.
- HEA excludes all ~~taxes, fees, licensing's, etc.~~ taxes, fees, licensing's, etc. required by federal, state and local municipalities. If any of these apply to this project or our services, they are the sole responsibility of the owner and will be billed at cost.
- HEA excludes all licenses, fees, etc. required by any entity.

APPENDIX A

Service Fee Schedule

Prepared For:

Gila County Department of Public Works
Modular Relocation

Prepared by:



Proposal No.: 14144:P

September 29, 2014

Gila County Department of Public Works
Modular Relocation

Sept 29, 2014
HEA Proposal No.: 14144:P

2014 Home Office Fee Schedule

Discipline / Trade	Hourly Rate	Discipline / Trade	Hourly Rate
Director of Projects	\$145.00	Chemical Department Manager	\$125.00
Engineer Manager	\$145.00	Chemical Engineer V	\$125.00
Project Manager, V	\$145.00	Chemical Engineer IV	\$115.00
Project Manager, IV	\$125.00	Chemical Engineer III	\$110.00
Project Manager, III	\$115.00	Chemical Engineer II	\$100.00
Project Manager, II	\$105.00	Chemical Engineer I	\$90.00
Project Manager, I	\$95.00	Electrical / Inst. Department Manager	\$125.00
Project Engineer, V	\$115.00	Electrical Engineer V	\$125.00
Project Engineer, IV	\$105.00	Electrical Engineer IV	\$115.00
Project Engineer, III	\$95.00	Electrical Engineer III	\$105.00
Project Engineer, II	\$85.00	Electrical Engineer II	\$95.00
Project Engineer, I	\$75.00	Electrical Engineer I	\$85.00
Project Administrator	\$55.00	Electrical Controls System Engineer V	\$125.00
Process Engineer V	\$185.00	Electrical Controls System Engineer IV	\$125.00
Process Engineer IV	\$165.00	Electrical Controls System Engineer III	\$115.00
Process Engineer III	\$155.00	Electrical Controls System Engineer II	\$105.00
Process Engineer II	\$125.00	Electrical Controls System Engineer I	\$95.00
Process Engineer I	\$95.00	Mechanical Department Manager	\$125.00
Architect (Principal)	\$110.00	Mechanical Engineer V	\$125.00
Architect IV	\$100.00	Mechanical Engineer IV	\$115.00
Architect III	\$95.00	Mechanical Engineer III	\$105.00
Architect II	\$85.00	Mechanical Engineer II	\$95.00
Architect I (Intern)	\$75.00	Mechanical Engineer I	\$85.00
Civil Department Manager	\$125.00	Mining Engineer, V	\$250.00
Civil Engineer V	\$115.00	Mining Engineer, IV	\$195.00
Civil Engineer IV	\$105.00	Mining Engineer, III	\$165.00
Civil Engineer III	\$95.00	Mining Engineer, II	\$145.00
Civil Engineer II	\$85.00	Mining Engineer, I	\$125.00
Civil Engineer I	\$75.00	Programmer V	\$125.00
Civil, Geotechnical Engineer V	\$125.00	Programmer IV	\$115.00
Civil, Geotechnical Engineer IV	\$115.00	Programmer III	\$110.00
Civil, Geotechnical Engineer III	\$105.00	Programmer II	\$100.00
Civil, Geotechnical Engineer II	\$95.00	Programmer I	\$95.00
Civil, Geotechnical Engineer I	\$85.00	Structural Department Manager	\$125.00
Geologist, Registered	\$225.00	Structural Engineer V	\$125.00
Geologist, I	\$145.00	Structural Engineer IV	\$105.00
Environmental Engineer, V	\$125.00	Structural Engineer III	\$95.00
Environmental Engineer, IV	\$125.00	Structural Engineer II	\$85.00
Environmental Engineer, III	\$115.00	Structural Engineer I	\$75.00
Environmental Engineer, II	\$110.00	Design Manager	\$95.00
Environmental Engineer, I	\$95.00	Document Controller	\$55.00
Designer V	\$80.00	Estimator, II	\$95.00
Designer IV	\$70.00	Estimator, I	\$75.00
Designer III	\$65.00	Expeditor/Inspector (non-engineer)	\$75.00
Designer II	\$55.00	Manager of Procurement	\$85.00
Designer I	\$45.00	Project Accountant	\$75.00
Drafter	\$35.00	Purchasing Agent	\$75.00
Bookkeeper	\$65.00	Senior Cost/Schedule Engineer	TBD
Buyer	\$65.00	Cost/Schedule Engineer	\$95.00
CAD Coordinator	\$95.00	Construction Planner	\$95.00

Certain labor classifications are paid time and one-half for all hours over 40 hours per week as determined by the US Department of Labor. Rates charged for time over 40 hours per week are billed at 1.25 times the standard rate listed on the attached fee schedule.



Gila County Department of Public Works
Modular Relocation

Sept 29, 2014
HEA Proposal No.: 14144:P

2014 Schedule of Reimbursable Expenses

Item Description	Amount
Lodging	Cost + 10%
Company Vehicle - Daily Rate ¹	\$110.00
Company Vehicle - Weekly Rate ¹	\$550.00
Company Vehicle - Monthly Rate ¹	\$2,200.00
Rental Vehicle ¹	Cost + 10%
Rental Vehicle Daily Insurance ²	\$12.00
Vehicle Mileage Reimbursement ³	\$0.56 / mile
Airfare	Cost + 10%
Meals	Cost + 10%
Fuel	Cost + 10%
Special / Express Delivery (UPS/Fedex)	Cost + 10%
Outside Services / Special Supplies	Cost + 10%

¹ Company and rental vehicle rates do not include fuel.

² Rental vehicles shall have a \$12/day fee added to cover insurance and liability
In the amount of \$1,000,000.

³ Vehicle mileage reimbursement rate is based on the IRS standard
Reimbursement rate at the time and is subject to change.