KILLEEN INDEPENDENT SCHOOL DISTRICT

P.O.BOX 967♦200 NORTH W.S. YOUNG DRIVE♦KILLEEN, TEXAS 76540-0967
(254) 336-0074

Dr. King Davis
Superintendent

TASK REQUEST

Agreement made on November 2, 2026

Owner:
Killeen Independent School District
200 N WS Young Drive
Killeen, Texas 76543 and

Architect:
Hendrix Consulting Engineers
115 E. Main St.
Round Rock, Texas 78664

Project:
Killeen ISD HVAC Replacement – Union Grove MS

For purposes of this Task Request, the term "Architect" shall mean "Engineer" with all required licenses in the State of Texas.

Solely with regard to the Project defined herein, this Task Request modifies the existing Standard Form of Agreement Between Owner and Architect for Architectural Services on a Task Request Basis, AIA Document B101-2017, as modified by Owner, dated October 28, 2026 (the "Agreement"). Except as modified in this Task Request, all terms and provisions of the Agreement shall remain in effect. As stated, the modifications noted in this Task Request shall only be applicable to the specific Project described herein.

SCOPE OF SERVICES AND SCHEDULE

§1.1 Section 1.1, including subsections 1.1.1 and 1.1.2, is hereby amended to include the following:

The project consists of professional HVAC replacement MEP engineering services associated with the subject project. Services will include but are not limited to those described in Exhibit 1, which is attached for reference purposes only. To the extent that any elements of Exhibit 1 conflicts with the Agreement and this Task Request, the Agreement and Task Request Control.

§1.1.4 Section 1.1.4 is hereby amended as follows:

The Project schedule shall be as follows unless modified by agreement of the Owner:

January 29, 2027	Design complete
May 28, 2027	Construction start
July 30, 2027	Construction complete

§1.1.10 Section 1.1.10 is amended to state Architect's Representative is:

Byron Hendrix, PE
Hendrix Consulting Engineers, P.C.
115 E. Main St.
Round Rock, Texas 78664
Telephone: (512) 218-0060
Email: Byronh@hceengineer.com

§11.1 Section 11.1 is hereby amended as follows:

For the scope of work described in this Task Request, Architect shall be paid a lump sum fee of $210,000.00 in accordance with the fee schedule included in Exhibit 1. No additional fees shall be incurred or owed without the express written agreement of Owner.

The services provided under this Task Request shall commence upon approval of the Board of Trustees.

OWNER:
KILLEEN INDEPENDENT SCHOOL DISTRICT

Kallen Vaden
Chief Financial Officer

ARCHITECT:
HENDRIX CONSULTING ENGINEERS

BX Hendrix 11/02/2026

Byron Hendrix, PE
Principal

Exhibit 1

MECHANICAL • ELECTRICAL • PLUMBING

HENDRIX CONSULTING ENGINEERS

ENGINEERING • COMMISSIONING

115 East Main Street Round Rock, Texas 78664

PH: (512) 218-0060 FAX: (512) 218-0077

September 18, 2026 (updated 2026-09-28)

ATTN: Troy Kittell, Director of Construction
Troy.kittell@killeenisd.org
254-336-0080

KILLEEN ISD
431 Loop Rd
Killleen, TX 76549

Union Grove MS – HVAC Replacement
MEP Engineering Scope Proposal

This letter of proposal is for Professional MEP Engineering services for the referenced project. The fee will be based on this budget and scope description. This agreement is between HCE, herein known as the Engineer, and Killeen ISD, herein known as the Owner.

SCOPE:
Budget: Estimated : $ 3,000,000
Building type: ISD Middle School
Scope: - Mechanical Change-Out and Controls Upgrade

- RTU'S – 78
- MAU – TBD
- HVAC controls – complete replacement
- Test and Balance specification for contractor
- Exclude Exhaust fans
- Exclude Kitchen fans, etc.
- Exclude IDF/MDF room – mini-split units
- Lighting – existing to remain, No Scope

We are pleased to submit this letter of agreement for mechanical, plumbing, and electrical engineering to include:

A. Mechanical, Electrical and Plumbing drawings and specifications necessary to complete a set of Contract Documents. Our scope includes incorporating final review comments from the local authorities.
   1. Mechanical Plans and Details, Schedules and Specifications
   2. Power Plans and Details, Schedules and Specifications

B. Performance specifications and Fire Alarm System. (limited to fire damper replacement and retest.)

C. Energy Code: Mechanical ComCheck.

D. Review submittals and process addendums.

E. Answer questions during Construction Phase.

F. Site visits during construction phase during appropriate times as directed by the Owner.

Items **not** included in base fee:

A. Detailed cost estimating services or independent cost estimating by a third party.

B. Energy/Utility modeling of the building.

C. Printing costs. HCE to provide originals only for printing purposes at various phases.

D. Voice/Data system design and drawings by Technology Consultant.

E. Access Control/Security System design and drawings by Technology Consultant.

F. LEEDS/Green Building programs are not included in base MEP Fee and will be billed hourly unless another agreement is made.

G. Site gas coordinated by Civil Engineer.

H. Structural light pole bases by Structural Engineer.

I. Engineered Commissioning is not included in base Engineering Fee. May be added by separate agreement. (Commissioning is required by Energy Code on buildings with more than 40tons of Air Conditioning.)

J. Energy Re-sale load forms and Energy Rebate forms not included, will be billed hourly.

K. Electronic as-builts not included may be added hourly or by separate agreement.

L. A separate Add Service for Owner/Architect requested changes for Projects not Bid after 90days from original100% CD date. Multiple sets of 100% CD's not part of base scope.

M. Permit application not in base scope, answering permit questions for MEP scope is in base scope.

For these services we propose fee based :

Engineering Fee = $ 210,000

For initial billing purposes MEP Construction Cost will Initially be estimated then will be adjusted based on GMP and final scope additions based on Final Pay APP. Fees will be adjusted upon submitting the first and final Construction Phase invoices, with the required backup documentation to support the adjusted contract amount.

The Architect and/or Owner are responsible for obtaining plan review comments and forwarding to HCE. The contract documents should not be considered complete until all drawings have been revised to reflect all comments received from the local plan review personnel.

Permitting: Typically for these projects the contractor obtains the permit and we answer any questions regarding documents to assist. HCE does not submit for permit, at the owners request HCE will hire a 3rd Party Permit service if requested. The contract documents should not be considered complete until all drawings have been revised to reflect all comments received from the local plan review personnel.

Billing will be according to the percentage of completion of the project using the same percentages as the Prime Consultant. Phase breakout: CD-75%, CA-25%.

Payments are due within 30 days of invoice date. Late payments will bear interest at the rate of 1-1/2% per month, compounded monthly or the highest allowed by law.

As is standard, all Cad files with backgrounds and title blocks are to be furnished by the Owner. All required extra expenses such as delivery charges, printing costs, etc., will be billed as reimbursable expenses with a 1.100 multiplier.

Currently all travel, mileage, and equipment (sensors, thermal cameras, data loggers) used by HCE are included in fee.

No travel reimbursement is expected unless excessive trips are required due to non-compliance of subcontractors. If required, travel will be billed as reimbursable at 1.1 multiplier for expenses plus mileage. and should be paid for by nonperforming contractor.

In the event of termination of the project, the Engineer shall be compensated for all services performed up

to the termination date based on the percentage of completion.

HCE PDF Set Requirement. HCE requires a PDF set of plans for review at various phases agreed to with architect. Minimum requirement is 75% and 95% complete coordination set and 100%CD PDF complete set and PDF of specifications for record purposes.

HCE Submittal Requirement. Electronic submittals will be accepted as listed in specification. Transmission of Electronic Submittals must follow specification requirements.

Social Media/Internet Content
When any internet publication by the Architect and/or Owner is published for this job. Hendrix Consulting Engineers should be mentioned as Engineer of Record for Articles, Publication, and Awards, including website www.hcengineer.com and @hendrixconsultingengineers should be tagged on Instagram or other social media outlets.

Any changes, as approved in writing, after completion of documents or requested additional services will be billed hourly at the following rate schedule:

ENGINEERING SERVICES	RATE
PRINCIPAL	$325.00
SR. ENGINEER (P.E.)	$250.00
ENGINEER (P.E.)	$225.00
PROJECT MANAGER	$225.00
SR. DESIGNER	$225.00
BIM LEAD	$200.00
ENGINEER (EIT)	$185.00
DESIGNER II	$170.00
DESIGNER I	$150.00
COMPUTER AIDED DESIGNER	$130.00
ADMINISTRATIVE/CLERICAL	$110.00

The Engineer shall not have control or charge of, and shall not be responsible for, construction means, methods, field coordination, techniques, sequences, or procedures, for safety precautions and programs in connection with the work, for the acts or omissions of the Contractor, Subcontractors or any other person performing any of the work, or for the failure of any of them to carry out the work in accordance with the Contract Documents.

Engineer will maintain a professional E & O Policy with minimum $2,000,000 coverage for each occurrence and $4,000,000 in the aggregate during the term of the project. Engineer's limit of liability shall be limited to insurance limits listed, unless prohibited by law.

The terms of this proposal are subject to change if not accepted within 30 days.

If this proposal is acceptable with you, we ask you to help us in complying with our Professional Liability Company's request to have signed contracts on all projects by signing and returning this proposal to us in a prompt manner. We will then execute the agreement and send you a signed copy.

Your business is appreciated.

Killeen ISD	HCE
BY: _____	BY: BX Hendrix
DATE: _____	DATE: 11/02/2026