



**TASK ORDER NO. 2026-01
MASTER SERVICES AGREEMENT**

This Work Order, is made and entered into _____, 2026, by and between Stanley Consultants, Inc. (Consultant) and City of Bloomfield, Iowa (Client) under the terms and conditions of their existing Master Services Agreement dated _____, 2026, for Consultant to provide services to the Client as follows:

Scope of Services

Provide technical and professional support as described in the attached Exhibit 1 for funding applications to support improvements on the municipal generation and substation facilities.

Fees and Payments

Consultant will provide the above services for a not-to-exceed fee of \$50,000 as described in Exhibit 1, billed monthly on a time and materials basis.

IN WITNESS WHEREOF, the Parties have caused this Work Order to be executed on the date first above written.

By: _____
Eric Kamm
Business Development Manager

By: _____

Address for giving notices:

STANLEY CONSULTANTS, INC.
225 IOWA AVENUE
MUSCATINE, IOWA 52761

Address for giving notices:

CITY OF BLOOMFIELD, IOWA
111 W. FRANKLIN STREET
BLOOMFIELD, IOWA 52537

PROJECT UNDERSTANDING

CONSULTANT will provide support to CLIENT in development of grant applications to fund improvements to the municipal power plant and substation. Generally, the power plant requires switchgear updates to improve monitoring and control of generators, and the substation requires changeout of existing switchgear and breakers due to age and performance. Provisions should also be made to replace an existing 69kV to 4.16kV substation transformer due to age. It is anticipated that this work will be completed in stages based on available funding and will require the existing substation yard to be expanded.

Task 1 – Funding Application Development and Support

CONSULTANT will provide general technical support to CLIENT in the identification and development of funding opportunities for the project. This support may include:

- » Review of potential funding opportunity requirements to determine applicability to the project.
- » Support in the development of responses for funding applications questions.
- » Development of applicable benefit-cost evaluations required for funding applications.
- » Coordination with funding agencies on behalf of CLIENT where necessary and applicable.
- » Coordination with third parties (i.e. other utilities, municipalities, state agencies, CLIENT municipal departments, etc.) to gather information or request project support.

CLIENT will be responsible for submitting applications as the “applicant”. CONSULTANT will provide technical and professional support for funding applications but will not directly apply for or receive funding on behalf of CLIENT. Due to the general nature of this of this task, the hours will be limited such that the total compensation does not exceed \$25,000 based on the rate structure provided in the executed Master Services Agreement. It is estimated that this value represents 90 hours of support. CONSULTANT will provide summary of hours and description of work completed during each billing cycle, identifying if there is a need to extend the total compensation cap and anticipated level of effort required for approval by CLIENT prior to completion.

Task 2 – Project Scoping and Conceptual Design

CONSULTANT will work with CLIENT to develop an overall technical scope, conceptual design, and cost estimate for the project. The goal of this task is to develop technical scope and cost details to support application development in Task 1. Deliverables for this task will include:

- » Technical scope of work describing the project requirements which will include, engineering, procurement, and construction, including up to three project phases to accommodate potential funding.
- » Plan-view conceptual general arrangement of the project showing the municipal power plant and substation, including up to three project phases.
- » Construction cost estimate for the project, including up to three project phases.
 - Cost estimate will be based on existing CONSULTANT knowledge based on similar projects and informal quote requests for equipment and materials to known vendors.
- » Statement of project need including technical deficiencies of the existing equipment and configuration in the generation plant and substation.

All plans and scopes of work developed for this task are intended to be conceptual and support the development of funding applications for the project. Any scopes of work, plans, specifications, or descriptions of the project will not be intended for direct distribution for bidding or construction purposes unless explicitly agreed upon by CONSULTANT and CLIENT. Due to the general nature of this task, the hours will be limited such that the total compensation does not exceed \$25,000 based on the rate structure provided in the executed master services agreement. It is estimated that this value represents 120 hours of support. The intent of this task is to provide the deliverables described, however, changes or additions to deliverables as directed by CLIENT or due to funding application requirements or CLIENT needs are acceptable while CONSULTANT level of effort and resulting total fee is within the stated total compensation limit. CONSULTANT will provide summary of hours and description of work completed during each billing cycle, identifying if there is a need to extend the total compensation cap and anticipated level of effort required for approval by CLIENT prior to completion.