



To: Mayor Lloyd and Collegedale City Commissioners
From: Kris McAloon, Director of Public Works
Date: July 6, 2026
RE: On-Call Engineering Services – Task Order

Background:

The City Commission previously approved a contract with Cannon & Cannon to provide on-call engineering services. A Master Service Agreement (MSA) was then executed securing the services of Cannon & Cannon with traditional contract language (indemnification, payment procedures, terms of the agreement, etc.).

Associated Documentation:

The task order identifying the scope of services provided under the Master Services Agreement is attached.

Discussion:

The Task Order No. 1 provided by Cannon & Cannon further identifies the general engineering services being provided under the MSA. This task order will be used for most small tasks (field surveys, GIS mapping, review of development applications, etc.) while separate task orders will be issued for the larger tasks/projects.

Conclusion and/or Recommendations:

Staff recommends that the Commission approve Task Order No. 1 in an amount not to exceed \$25,000.00.