



Item # 23
Date: 7/13/26

Phase 2026 Work Order 1
City of Nevada, IA – 2026 GIS Services
2503814
6/23/2026
Page 1 of 3

Work Order: Scope of Services Authorization HR Green, Inc.

Project: 2026 Annual Renewal for GIS Services

Project No: 2503814

Phase No(s): 2026

Date: 6/23/2026

Client: City of Nevada, IA

Client Contact: Jordan Cook, City Administrator
HR Green Project Manager: Michael Liska, GISP

HR Green, Inc. (COMPANY) agrees to perform the following Scope of Services for City of Nevada (CLIENT) under the Master Professional Services Agreement dated December 22nd, 2025:

- COMPANY will continue to serve as account administrator for CLIENT's ESRI ArcGIS Online (AGOL) organization. COMPANY will continue to provide software and system maintenance to preserve the functionality and performance of the CLIENT GIS database and web mapping applications.
- COMPANY will provide supplemental GIS services, billed according to time and materials utilized.

The following items are not included as part of this agreement:

- COMPANY will NOT be responsible for renewing CLIENT's ArcGIS Online subscription from ESRI. ESRI customer service can be reached at 1.888.377.4575.
- COMPANY will NOT be responsible for hardware and software updates to CLIENT-end personal computers, tablets, smart phones or other devices as COMPANY's maintenance responsibilities to the CLIENT only apply to server-end (COMPANY-end) software and systems. CLIENT responsibilities include making necessary web browser updates to maximize the performance of the CLIENT's web-based GIS applications.

COMPANY will provide the services detailed above for a year-long period starting on September 3rd, 2026 and ending on September 3rd, 2027.



CLIENT agrees to pay COMPANY for the above Scope of Services:

Task 1: ArcGIS Online Admin; GIS System Updates and Maintenance

- Lump Sum in the amount of \$6,000

Task 2: Supplemental Services and Support

- Time & Material, Not to Exceed in the amount of \$2,000

☐ Reimbursable Expenses Included

☐ Sub-Consultant Services Included

The fee cited in this work order shall remain firm for a period of 1 month.

Copy To:

☒ Accounting

☐ _____

Attachments:

☒ None

☐ Exhibit(s) (copy attached)



The terms of the Master Professional Services Agreement entered into between COMPANY and CLIENT on December 22nd, 2025 shall govern this Work Order. This Work Order is approved and accepted by the COMPANY and CLIENT upon both parties signing and dating the Work Order. The effective date of the Work Order shall be the last date entered below.

HR GREEN, INC.

Authorized
Signer:



Printed/

Typed Name:

Chase Keys

Title:

Group Leader

Date:

6/25/2026

CITY OF NEVADA, IA

Accepted by:

Printed/

Typed Name:

Title:

Date:



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Main 319.841.4000 + Fax 319.841.4012

▶ HRGREEN.COM

June 23rd, 2026

Jordan Cook
City of Nevada, Iowa
City Hall
1209 6th Street
Nevada, IA 50201

Re: 2026 GIS Billing Rate Sheet

Dear Jordan,

Below is our 2026 GIS Billing Rate Sheet for your records that will be associated with the GIS Master Professional Services Agreement for GIS Services dated December 22nd, 2025.

Professional Services

Billing Rate Range

Administrative	\$75 - \$110
GIS Field Personnel	\$90 - \$120
Staff GIS Specialist	\$110 - \$130
Project GIS Specialist	\$120 - \$155
GIS Professional	\$140 - \$185

Reimbursable Expenses

1. All materials and supplies used in the performance of work on this project will be billed at cost plus 10%.
2. Auto mileage will be charged per the standard mileage reimbursement rate established by the Internal Revenue Service. Survey and construction vehicle mileage will be charged on the basis of \$.090 per mile or \$85.00 per day.
3. A rate of \$6.00 will be charged per HR Green labor hour for a technology and communication fee.
4. All other direct expenses will be invoiced at cost plus 10%.

Sincerely,

HR GREEN, INC

Michael Liska, GISP
Senior GIS Analyst