

Quality Control Inspection, Inc.

40 Turbell Avenue, Bedford, Ohio 44146
Telephone 440-359-1900 Fax 440-359-1935

12-11-09A09:39 RCVD

Engineering support services. Quality on the job.



November 30, 2009

VIA EMAIL AND U.S. REGULAR MAIL

Mr. Jeff Baumann
Public Works Director
City of Oberlin
85 South Main Street
Oberlin, OH 44074

Re: Fee Proposal for Project Representation Services for the
2009 S. Main St. Waterline Improvements Project

Dear Mr. Baumann:

Please find Quality Control Inspection, Inc.'s (QCI) Resource Utilization Table for the proposed cost for contract administration and project representation services during construction on the above referenced project.

Without the benefit of an actual job schedule, the timeframe for the table is based on the scope of work as defined in the construction documents, the anticipated start date (March 1, 2010) and the contract completion date (May 30, 2010). QCI has prepared its proposal by way of anticipating full-time project representation during the time of construction, utilizing rates that conform to the previously submitted, Scope of Service Agreement (professional services) for 2008-2010. Our not-to-exceed (NTE) for this project is \$17,869.66.

It should be noted that the Resource Utilization Table is based on the current information and project scope available as of this date. Significant changes to the scope of work, excessive overtime, or contract time extensions, may cause an increase to our fee proposal. QCI will monitor its NTE estimate and provide the City with periodic updates. QCI will only charge for the actual services and rates engaged in the work and as per the terms of our contract.

Thank you for allowing QCI this opportunity to participate in your request for proposal. Should you have any questions regarding this matter, please do not hesitate to contact me.

Sincerely,

A handwritten signature in cursive script that reads 'Courtney Norris'.

Courtney Norris, P.E.
Contract Administrator

CN/ds

Enclosure

C: Rick Capone, Quality Control Inspection, Inc.
Mike Roseto, Quality Control Inspection, Inc.
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