

March 31, 2023

Jim Marino  
City of Crest Hill  
1610 Plainfield Road  
Crest Hill, IL 60403

RE: Crest Hill Professional Services Agreement Closeout

Mr. Jim Marino:

Harbour Contractors, Inc. (HCI) has been honored to come alongside the City of Crest Hill (CCH) on their New City Center Facility working together to steer the project back on track and see it through Substantial Completion.

Our Agreement which is based on an Hourly Rate of a Price Not to Exceed Amount will be coming to a close, On or Before April 21, 2023. At which time we will have reached the agreed upon amount and involvement on the project will be concluded. HCI will provide our Final Billing / Invoice to CCH for processing.

The Project is currently Substantially Complete and Punch List Work as well as Final Cleaning is well underway. Come April 21, 2023 the Punch List Work and Final Cleaning should be completed or near completion with minor items remaining that we feel CCH to be more than capable of handling any potential open items related to the Punch List and / or Construction as well as any Financial work (i.e. invoices, pay apps, etc.) that may remain thereafter our contractual completion.

HCI will be providing CCH All Documentation gathered and developed for the project since our involvement and will be available for any questions that may arise thereafter. In the event that a particular topic / item requires substantial manpower / time to complete, HCI will Bill CCH at the same hourly rate as per our Original Contract Terms.

Should CCH desire HCI to remain involved past April 21, 2023 we most certainly can accommodate by either 1) Providing an Extension to Our Contract based on the current Terms or 2) provide a New Contract and Terms based on an Open Contract on a Time and Material basis.

If you should have any questions and / or concerns please contact us.

We have enjoyed our time together and wish many years of success and enjoyment to Crest Hill in their New City Center Facility.

Thank you



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Project Manager / Estimator  
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