



November 1, 2023

Michael De Leon
Water Systems Engineer
Cartersville Water Department
148 Walnut Grove Road
Cartersville, GA 30120

Re: Proposal for Professional Engineering Services
Cartersville Water and Sewer Specifications and Details Update

Mr. De Leon:

Croy Engineering, LLC ("Engineer") would like to thank you for the opportunity to provide this proposal agreement for professional services on the above referenced project.

Croy will coordinate with Cartersville Water Department staff to update the water and sewer specifications and details to reflect current city, state and federal standards and requirements, along with updating equipment models to best reflect the needs of the department. Croy will provide Cartersville Water Department updated specifications as PDFs and the updated details as both .dwg and PDF files. It is anticipated that two meetings with the staff will be held: a kick-off meeting and a final deliverable meeting.

Croy plans to provide these services for a fee of **\$15,000** billed as time and expense.

Attached is Croy Engineering's Standard Professional Services Agreement. If the proposal is acceptable, please sign the last page of the Professional Services Agreement and return one copy for our records and to initiate the start of services.

Again, we thank you for the request. If you have any questions, please do not hesitate to contact us. We look forward to working with you on this project.

Sincerely,
Croy Engineering, LLC

A handwritten signature in blue ink that reads "Melanie Brueggemann".

Melanie Brueggemann, PE
Municipal Utilities Director

Attachments

- Professional Services Agreement

Cc: Reading File