



April 19, 2021

Shannon Baldwin, Town Manager  
Town of Lake Lure  
2948 Memorial Highway  
Lake Lure, NC 28746

SUBJECT: Lake Lure On-Call Professional Services – Task 8 Digester Rehabilitation

Dear Shannon:

LaBella Associates appreciates the opportunity to continue to work with the Town of Lake Lure (Town) on this project. We hope to continue the ongoing relationship as we work with you through your various engineering needs. We have previously provided an engineering services agreement, and this work would be performed under that agreement. This proposal letter provides a scope of work and budget to provide the Task 8 deliverable as described below. The deliverable will consist of assisting Town staff in selecting, bidding, and awarding a maintenance contract to repair and rehabilitate the existing digester. The scope of work is summarized below:

- Site visits to inspect prospective repair procedures and materials
- Solicit rehabilitation proposals
- Review rehabilitation proposals
- Participate in the proposal selection process
- Participate in the final inspection and acceptance process

Maurice (Reese) Walsh, P.E. will continue to serve as LaBella's Program Manager for this contract, providing direction and oversight for other staff assigned to specific tasks under this contract. Other staff assigned to this contract shall have appropriate experience for the assigned task.

This proposal is submitted as an hourly cost plus proposal. An initial scope of 40 hours has been assigned during which LaBella will work with Town Staff to accomplish the project goal. LaBella will continue to submit monthly invoices that track the charges for each individual task. An allowance is established for reimbursable expenses incurred by the Engineer during performance of this agreement. If additional hours are required, LaBella will request to increase the hourly budget. Sub-consultants, if applicable, will be compensated at cost plus 10 percent, out of the time-and-material labor budget. Reimbursable expenses shall be compensated at cost unless otherwise noted and shall be limited to the actual expenditures made by the Engineer during the performance of the work with respect to travel, postage, courier expenses, copies, printing, plots, permitting fees, photographs, maps, or other miscellaneous project expenses. Permitting and other regulatory fees will be paid by LaBella at the respective submissions and will be compensated at cost, but are not included in the lump sum fee.

A summary of the budget for the scope of work described above is as follows:

<u>Description</u>	<u>Unit</u>	<u>Unit Cost</u>	<u>Fee</u>
Project Assistance	40 hours	\$165/hr	\$6,600.00
Allowable for Reimbursable Expenses			<u>\$400.00</u>
<b>Total Fee Not to Exceed</b>			<b>\$7,000.00</b>

If this proposal is acceptable to the Town, please sign this proposal on the signature line below to authorize the scope defined in this proposal and return one copy to us. We appreciate the opportunity to continue our relationship with the Town of Lake Lure. If you have any questions or need additional information, please call me directly at (704) 941-2128.



Sincerely,

Maurice J. Walsh, P.E.  
LaBella Associates, P.C.  
Program Manager

**Town of Lake Lure, North Carolina**

Authorized Signature

By:

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Title

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Date

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**LABELLA ASSOCIATES**  
**Lake Lure ON-CALL ENGINEERING SERVICES**

**SCHEDULE OF FEES**  
**JANUARY 1, 2020 – DECEMBER 31, 2021**

<u>CLASSIFICATION</u>	<u>BILLING RATE</u>
Principal	\$180.00/hour
Project Manager	\$175.00/hour
Senior Engineer	\$165.00/hour
Senior Project Engineer	\$140.00/hour
Project Engineer	\$120.00/hour
Design Engineer	\$105.00/hour
GIS Analyst	\$115.00/hour
Senior Engineering/GIS Technician	\$105.00/hour
Engineering Technician	\$95.00/hour
Construction Inspector	\$85.00/hour
Engineering Co-op	\$70.00/hour
Clerical	\$70.00/hour
Mileage	at current IRS rate
Expenses	at cost
Sub-consultants	at cost plus 10 percent