

March 15, 2022

Janice Allen Jackson
Interim City Manager
City of Stonecrest
3120 Stonecrest Boulevard, Suite 190
Stonecrest, GA 30038

Subject: City of Stonecrest Ongoing Municipal Engineering and Professional Services
Additional Service to Provide Part-time City Building Official

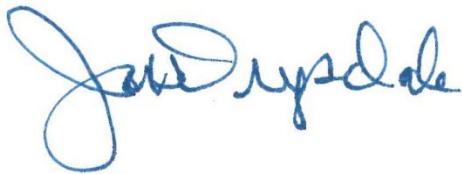
Dear Ms. Jackson:

LOWE/CERM requests the opportunity to provide additional services under our Ongoing Municipal Engineering and Professional Services Contract to the City of Stonecrest. It is our understanding that the City has been unable to find and hire a City Building Official. Accordingly we are offering to provide this service with a suitable candidate in an augmentation basis with a contract amendment.

This contract amendment will allow the City to start providing the City Building Official services to the customers immediately. Once the Notice to Provide (NTP) is issued by the City the City Building Official will start providing these services. This will eliminate the time and effort for the City to solicit a new contract or recruit a City full time position.

Hari Karikaran, PE, is our project manager and will be in touch. You can email him at hari.karikaran@loweengineers.com, or call his cell, 470-885-9663. We look forward to working with the City of Stonecrest and making things happen.

Thanks for the opportunity.



Jon Drysdale, PE
Managing Partner
404-312-1843

Attachment: Task Order

1. Description of Services of City Building Official
2. Cost Proposal

Cost Proposal -LOWE/CERM

Ongoing Municipal Engineering and Professional Services

Contract Amendment to Provide City Building Official for FY2022

LOWE/CERM will provide a part time City Building Official to the City to cover tasks pertaining to a Municipal Building Official. City of Stonecrest will provide a cellphone and Laptop to be used for official use by the LOWE/CERM staff.

Fully loaded rate for City Building Official - 39 weeks at an average of 24 hours. -\$110/hr

Fully loaded not-to-exceed Fee for City Building Official - FY2022 - \$102,960 (Invoiced monthly)

SCHEDULE:

Building Official is ready to start the next day of NTP. Anticipated start date of April 1, 2022.



Offered By: _____ (Signature)

Jon W. Drysdale, Jr.

(Name)

Partner _____ (Title)

3/15/22 _____ (Date)

Accepted By: _____ (Signature)

(Name)

(Title)

(Date)