



May 3, 2017

Dawson Springs Board of Education  
Attn: Lenny Whalen, Superintendent  
118 East Arcadia Avenue  
Dawson Springs, KY 42408

**RE: Parking Lot Improvements Project  
Gym Parking Lot**

Dear Mr. Whalen:

Hamby Consulting, LLC is pleased to have the opportunity to propose our professional design and engineering services for the above referenced project. The staff at Hamby Consulting, LLC has completed many similar projects and the scope of work is well within that routinely offered by our firm.

Hamby Consulting, LLC provides a variety of professional engineering and technical services. For this Project, we are pleased to offer the following service that is within our areas of expertise: Civil Engineering. A breakdown of our proposal is presented here, with details of the scope for each service presented in the balance of this proposal.

<b>CIVIL ENGINEERING</b>	<b>\$ 1,000.00</b>
<b>TOTAL PROFESSIONAL DESIGN AND ENGINEERING SERVICES</b>	<b>\$ 1,000.00</b>

**CIVIL ENGINEERING**

Hamby Consulting, LLC proposes to provide the necessary material, labor, and professional expertise to provide the following:

- Construction Monitoring
- Completion & Submission of All Necessary KDE Forms

Hamby Consulting, LLC proposes to provide the above referenced *Civil Engineering* services for a lump sum fee of One Thousand Dollars (\$1,000.00).

This price is contingent upon the following:

- No permitting.
- No material testing.
- As-built drawings not included.

Fees related to this project will be billed monthly on a percent of completion basis. Our terms are net 30 days from invoice date. We reserve the right to charge interest at the rate of 1.5% per month on delinquent payments. Any services beyond the scope as described herein will be performed as additional services and will be billed based on the Hamby Consulting, LLC's hourly rate schedule; no additional services will be performed without prior written authorization.

In connection with our representation hereunder, prior to receiving written instructions to do otherwise, the following shall apply:

- We will send all statements and any other notices and communications solely to:

Dawson Springs Board of Education  
Attn: Lenny Whalen  
118 East Arcadia Avenue  
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- All communications regarding clarification of the scope or requests for additional services shall be confirmed in writing.

If the foregoing is satisfactory to you, please sign a copy of this letter and return it to us. This executed letter will serve as our official service agreement. I look forward to working with you on this project. Please feel free to contact me with any questions you may have.

Respectfully submitted,



Philip Hamby, PE  
President

READ AND AGREED TO BY THE UNDERSIGNED this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

By: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_