

OWENSBORO OFFICE:  
1030 Burlew Blvd. #B-3  
Owensboro, KY 42303

ASHLAND OFFICE:  
3644 Louisa Road  
Catlettsburg, KY 41129

[www.SIServicesllc.com](http://www.SIServicesllc.com)  
833-4SI-TEST  
833-474-8378

May 10, 2021

Henderson County Schools  
C/O RBS Design Group  
723 Harvard Dr.  
Owensboro, KY 42301-6185

Re: SI21-028 South Heights Elementary School Renovation – Special Inspections/Testing

To Whom It May Concern:

Special Inspection Services, LLC (SIS) is pleased to present a proposal to provide the required special inspection and construction materials testing services for the referenced project. With a focus on special inspections and materials testing, the required services are well within the scope of services we regularly provide.

Our proposal is based on the design documents, project specifications, Statement of Special Inspections, and Addendum 1.

Base Bid:

We propose to provide inspection of the new roof top unit structural frames as detailed on Sheet S1.1 of the design drawings.

Base Bid Fee:

***Nine Hundred Forty-Five Dollars (\$945.00)***

Contingency Allowance:

Per the request for proposal, a contingency allowance is included to be used on the Owner's behalf and billed hourly as directed by the architect. This fee is in addition to the fee listed for the base bid. If not used, the contingency allowance will not be invoiced.

Total Contingency Allowance:

***Two Thousand Dollars (\$2,000.00)***

Total Lump Sum Fee with Contingency Allowance:

***Two Thousand Nine Hundred Forty-Five Dollars (\$2,945.00)***

All inspections/testing will be conducted by the staff of SIS. Inspection and testing services are quoted in accordance with the design documents and statement of special inspections. All other services, including steel shop inspections are excluded. Additional services are available for an additional fee.

Special Inspection Services, LLC appreciates the opportunity to provide this proposal. Resumes of our staff are attached as are our rates and standard terms and conditions. If you accept this proposal, please execute a copy and return it to our office. Should you have any questions, please contact me at (270) 302-2070.

Sincerely,



Matthew Lile  
Lab Manager/Senior Technician

*The undersigned hereby accepts this proposal and acknowledges the attached Standard Terms and Conditions:*

Accepted this date \_\_\_\_\_ by (signature) \_\_\_\_\_

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

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

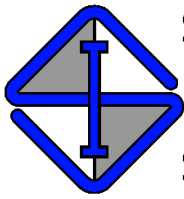
Phone: \_\_\_\_\_ Email: \_\_\_\_\_

*Please provide contact information for the person to whom invoices should be directed:*

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

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

Phone: \_\_\_\_\_ Email: \_\_\_\_\_



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Thank you for considering Special Inspection Services, LLC for your next project. With a knowledgeable staff and strategically located offices, we are ready to provide the construction inspection and testing services you need. The following summarize our services:

## ***SPECIAL INSPECTIONS***

Special Inspections are identified in Chapter 17 of the International Building Code (IBC) and have been adopted by many jurisdictions. The purpose of Special Inspections is to provide a third-party inspector to review certain components of construction. This additional oversight improves communication between the design team and the contractor and enhances public safety by ensuring the structure complies with the design documents. At Special Inspection Services, LLC, we provide the full scope of Special Inspections such as:

- Reinforced Concrete
- Reinforced Masonry
- Structural Steel
- Wood Construction
- Deep Foundation Systems
- Soil
- Precast Concrete
- Cold-Formed Steel Framing
- Spray-Applied Fire-Resistant Material
- Exterior Insulation & Finish Systems (EIFS)
- Mechanical & Electrical Systems
- Architectural Systems

## ***MATERIALS TESTING SERVICES***

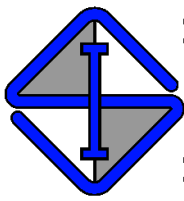
Quality Control (QC) is an important component of any construction project. Often, the burden is placed on the contractor to provide verification the materials installed meet the contract documents. This verification is obtained through quality control testing. Special Inspection Services, LLC can provide the testing needed. Typical examples of QC testing are:

- Compaction Testing
- Concrete Testing
- Asphalt Testing

## ***LABORATORY SERVICES***

Nearly every construction element tested in the field, requires either pre or post testing in a construction materials laboratory. These services will either provide the base data by which the field tests will be compared or determine if the installed materials meet the design standards. The Special Inspection Services, LLC laboratory can provide the following services and more:

- Compressive Strength Testing
- Moisture-Density Relationship (Proctor Test)
- Gradation Analysis (Sieve)
- Atterberg Limits (Liquid and Plastic Limits)
- Soil Classification
- Moisture Content



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## Kelly B. Gardner, PE

Partner

### Responsibilities

As a founding partner, Mr. Gardner provides engineering oversight to the services offered by SIS. Utilizing more than twenty years of diversified structural / civil / geotechnical engineering experience, combined with more than ten years of "in-the-field" special inspection services, Kelly brings practical and effective knowledge to each project.

### Education

University of Kentucky, Bachelor of Science - Civil Engineering, 1995

Northern Kentucky University, Associates in Applied Science – Construction Technology, 1995

### Professional Registrations

Kentucky	PE #22832	Ohio	PE #73462	Georgia	PE #039730
Tennessee	PE #110714	West Virginia	PE #017642	Alabama	PE #31708-E
Indiana	PE #10808951	North Carolina	PE #035357	Mississippi	PE #20127

### Special Training

Trained disaster emergency volunteer responder per ATC 20 and ATC 45

Certified Disaster Service Worker- California Office of Emergency Services: Safety Assessment Program  
Kentucky Task Force 1 USAR (Urban Search and Rescue) – Emergency Response Volunteer Structural Engineer

Structural Collapse Response instructor to Kentucky fire fighter districts and building code officials

### Professional Membership Affiliations

American Society of Civil Engineers (ASCE) – 2001 ASCE Young Engineer of the Year – Kentucky Section

Structural Engineers Association of Kentucky (SEAOK)- Board Member; Past President; National Delegate

Kentucky Society of Professional Engineers (KSPE)

National Society of Professional Engineers (NSPE)

Code Administrators Association of Kentucky (CAAK)

### Concentrations

Structural Analysis and Design

Building Code Compliance Reviews

Seismic Evaluations and Design

Forensic Structural Investigations

Feasibility Evaluations

Special Inspections

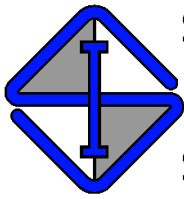
Steel Connection Engineering

### Civic Services

Board of Trustees at Church Alive, Owensboro, Kentucky

SEAOK delegate to the National Council of Structural Engineers

SEAOK building code and special inspection committee liaison with KY Dept. of Housing, Buildings and Construction



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## **Cliff A. West, PE, PLS**

**Partner**

### **Responsibilities**

As a founding partner, Mr. West provides engineering oversight to the services offered by SIS. Utilizing more than twenty years of diversified civil and structural engineering and land surveying experiences, Cliff brings practical and effective knowledge to each project.

### **Education**

University of Kentucky, Bachelor of Science - Civil Engineering, 1994

### **Professional Registrations**

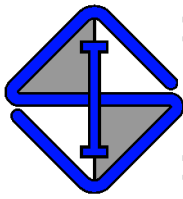
Kentucky	PE #21257
Kentucky	PLS #3714
West Virginia	PE #16614

### **Professional Membership Affiliations**

American Society of Civil Engineers (ASCE)  
Kentucky Society of Professional Engineers (KSPE)  
National Society of Professional Engineers (NSPE)  
Code Administrators Association of Kentucky (CAAK)  
Kentucky Concrete Association

### **Concentrations**

Heavy Highway Engineering  
Commercial and Residential Engineering  
Construction Engineering  
Utility Engineering  
Boundary Surveys  
Topographic Surveys  
Oil and Gas Surveys  
Special Inspections  
QA/QC Testing  
Accident Reconstruction



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## Matthew T. Lile

**Lab Manager/Senior Technician**

### Responsibilities

As the lab manager/senior technician, Mr. Lile coordinates and supervises the day to day operations of Special Inspection Services, LLC. His duties include coordinating staff schedules, ensuring compliance with project documents, internal quality control, and project reporting. Matthew also has extensive field experience and continues to conduct on-site inspections and testing for a wide range of construction materials including soils, concrete, wood, structural steel, and masonry.

### Education

Murray State University, Bachelor of Science - Civil Engineering Technology, Construction Option, 2002

### Professional Certifications

American Concrete Institute:

International Code Council:

Face Construction Technologies:

Occupational Safety and Health Administration:

Troxler Electronic Laboratories:

Concrete Field Testing Technician – Grade I

Concrete Laboratory Testing Technician Level I

Structural Masonry Special Inspector

Reinforced Concrete Special Inspector

Floor Profiler Technician

30 Hours General Industry Safety and Health

Radiation Safety Officer

Nuclear Gauge Operator

HAZMAT Certification (49 CFR 172, Subpart H)

### Special Training/Certifications

Kentucky Fire Commission:

International Fire Service Accreditation Congress

Kentucky Board of Emergency Medical Services

Certified Firefighter

Fire Service Instructor Level 1

Firefighter I

Firefighter II

HAZMAT Awareness

HAZMAT Operations

Fire Instructor 1

EMT-B

### Professional Membership Affiliations

American Concrete Institute (ACI)

International Code Council (ICC)

### Concentrations

Special Inspections

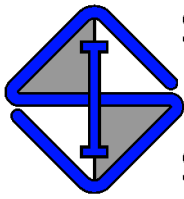
Construction Materials Testing

Laboratory Soils Testing

Laboratory Concrete Testing

### Civic Services

Assistant Chief, Training Officer, Treasurer, EMT – Bremen Volunteer Fire Department, Bremen, KY



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## **Vivian L. Higgs**

### **Lead Field Technician**

#### **Responsibilities**

As the lead field technician, Ms. Higgs works directly with engineers and contractors performing inspections and construction materials testing. With over 30 years of experience, Vivian has significant knowledge of a wide variety of construction methods and procedures. Her primary duties include on-site inspections and materials testing as well as laboratory services.

#### **Education**

Western Kentucky University, Associates Degree – Physical Education, 1982

#### **Professional Certifications**

American Concrete Institute:

Concrete Field Testing Technician – Grade I  
Concrete Strength Testing Technician

Kentucky Transportation Cabinet:

Quality Assurance KY Grade Levels I and II

UK Kentucky Transportation Center:

KEPSC Inspector

Troxler Electronic Laboratories:

Nuclear Gauge Operator  
HAZMAT Certification (49 CFR 172, Subpart H)

#### **Professional Membership Affiliations**

American Concrete Institute (ACI)

International Code Council (ICC)

#### **Concentrations**

Special Inspections

Soils Compaction Testing

Proof Rolls

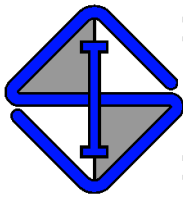
Concrete Sampling/Testing

Standard Proctor

Modified Proctor

Gradation Analysis

Concrete Compressive Strength Testing



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## Josh B. Grant

Field Technician

### Responsibilities

As a field technician, Mr. Grant works directly with engineers and contractors performing inspections and construction materials testing. Josh has knowledge of a wide variety of construction methods and procedures. His primary duties include on-site inspections and materials testing as well as laboratory services.

### Education

Owensboro Community and Technical College, Associate of Science – Criminal Justice, Computer Forensics option

United States Air Force – Electronic Warfare Systems Apprentice

### Professional Certifications

American Concrete Institute:

Concrete Field Testing Technician – Grade I

Troxler Electronic Laboratories:

Compaction and Density Testing

Nuclear Gauge Operator

HAZMAT Certification (49 CFR 172, Subpart H)

USDOT Federal Aviation Administration:

Unmanned Aircraft General – Small (UAG)

### Professional Membership Affiliations

American Concrete Institute (ACI)

### Concentrations

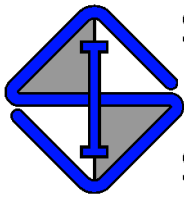
Special Inspections

Construction Materials Testing

Laboratory Soils Testing

Laboratory Concrete Testing





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## **Coty Roe**

**Field Technician**

### **Responsibilities**

As a field technician, Mr. Roe conducts on site testing and inspections for a variety of construction projects. In addition, he provides a number of other services including construction management, CAD design services, and surveying. Coty brings a wide base knowledge to each project.

### **Education**

Morehead State University

Bachelor of Science

Construction Management and Civil Engineering Technology, 2012

### **Professional Certifications**

American Concrete Institute:

Concrete Field Testing Technician – Grade I

### **Professional Membership Affiliations**

Code Administrators Association of Kentucky (CAAK)

### **Concentrations**

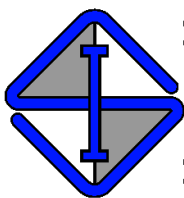
Construction Management

QA/QC Testing

Special Inspections

Computer Aided Drafting

Surveying



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## **Personnel Rates:**

Principal of Firm/Professional	\$127.50 per hour
Project Engineer	\$105.00 per hour
Project Manager	\$ 77.50 per hour
Special Inspector - Deep Foundation Systems	\$ 77.50 per hour
Special Inspector – Elevated Structural Concrete	\$ 87.50 per hour
Special Inspector – Structural Wood Systems	\$ 77.50 per hour
Special Inspector – Structural Steel Systems	\$ 87.50 per hour
Special Inspector – Special Soils	\$ 77.50 per hour
Special Inspector – Soils (Compaction, bearing)	\$ 62.50 per hour
Special Inspector – Concrete (Slabs, ground, or deck)	\$ 62.50 per hour
Special Inspector – Masonry	\$ 62.50 per hour
Special Inspector – Fire Resistive (penetrations and joints)	\$ 87.50 per hour
Special Inspector – Fire Resistive (coatings)	\$ 77.50 per hour
Special Inspector – Lab Testing Technician	\$ 52.50 per hour
Special Inspector – Field Testing Technician	\$ 52.50 per hour
Word Processing/Clerical	\$ 45.00 per hour

## **Transportation:**

Mileage	\$ 0.62 per mile
Per Diem, lodging and food	\$130.00 per day

## **Testing:**

Cylinders (including reserves)	\$ 125.00 per set
**includes processing, storage, curing, and compressive strength testing (a set includes up to four cylinders)	
Mortar Cubes	\$ 15.00 each
**includes processing, storage, curing, and compressive strength testing	
Masonry Block Prisms (including reserves)	\$ 60.00 each
Standard Proctor (ASTM D698, Procedure A or B)	\$150.00 each
Standard Proctor (ASTM D698, Procedure C)	\$175.00 each
Modified Proctor (ASTM D1557, Procedure A or B)	\$175.00 each
Modified Proctor (ASTM D1157, Procedure C)	\$200.00 each
Atterberg Limits (LL, PL & PI)	
Liquid Limit ASTM D 423-66	\$ 35.00 per test
Plastic Limit ASTM D 424-59	\$ 35.00 per test
Nuclear Density Gauge	\$ 50.00 per day
Skidmore	\$100.00 per day
Torque Wrench	\$ 30.00 per day
Rebar detector (Concrete GPR)	\$250.00 per day
Specialty Equipment	\$250.00 per day

**Standard Terms and Conditions:**

1. Standard Rates include salaries and wages paid to personnel in each billing class plus the cost of customary and statutory benefits, general and administrative overhead, non-project operating costs, and operating margin or profit.
2. All labor, equipment and transportation charges are billed on a portal to portal basis from our office. A minimum daily charge of 2 hours may be applied for personnel for all trips made for the performance of testing, inspection or consulting services.
3. Overtime rates of 1.5 times the quoted hourly rate will be applicable to any hours worked in excess of 8 hours per day (Monday – Friday) and for services provided on Saturday, Sunday and holidays.
4. Standard rates do not comply with any prevailing wage rates or union scale wages. Typically, professional services are exempt from such rates. In the unlikely event that it is later determined that prevailing wages/union scale rates are required under this agreement, then the hourly rates will be adjusted accordingly.
5. Direct non-salary expenses shall be billed at cost plus 20% for handling.
6. Our terms are net 15 days from the date of the invoice. We reserve the right to charge interest in the amount of 1.5% for any overdue invoices.