

April 7th, 2025

TO: Remington Bard, Associate AIA

FROM: Anna Claire Mitchell
RossTarrant Architects, Inc.

RE: Marion County School- Parking Lot
Marion County, KY
RTA 25011

RTA has received and reviewed the site survey proposals from Prime AE Group, QK4, and Endris Engineering. I have prepared the following in summary:

Company	Turn Around Time	Total
Prime AE Group	4 weeks	\$10,716.38
QK4	4-6 weeks	\$5,250.00
Endris Engineering	Declined to submit a proposal	

Endris Engineering

Endris Engineering declined to submit a proposal based on their current workload.

Prime AE Group

Prime AE Group presented a lump sum fee of \$10,716.38 for the proposed topographic survey. Fieldwork may begin immediately once a notice to proceed has been sent. Prime AE Group will provide the completed work within 4 (four) weeks from the day they begin to complete the survey.

QK4

QK4 presented a lump sum fee of \$5,250.00 for the proposed topographic survey. Fieldwork may begin immediately once a notice to proceed has been sent. QK4 will provide the completed work within 4 (four) to 6 (six) weeks after notice to proceed has been sent.

Conclusion

Based on the cost proposed and scope of the work to be performed, we are recommending **QK4** be awarded the topographic survey work for this project. If you have any questions, please let me know.

END OF MEMORANDUM

Sincerely,

Anna Claire Mitchell
Landscape Designer

Enclosures

c: Randy S. Brookshire, AIA, LEED AP
Remington Bard, Associate AIA
Michael B. Mays, PE
File 25011-1A
ME250407-Survey-summary-25011