



WILLIAM T. RIDLEY

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March 4, 2015

City of Crossville
Attn: David Rutherford
City Manager
392 N. Main St.
Crossville, TN 38555

Via email: david.rutherford@crossvilletn.gov

Dear Mr. Rutherford:

The council requested that I review and make suggestions as to necessary changes to the proposed contract in regard to engineering services between the **City of Crossville and J.R. Wauford & Company, Inc. Consulting Engineers.**

After reviewing the proposed contract, I do not suggest any changes as to its form or terms. Assuming that the City Council is agreeable to the terms of services and payment provided for in the contract, I would suggest that they proceed with and execute the contract in its current form.

However, I would call to your attention Attachment No. 3 EXPENSESES REIMBURSABLE AT COST section B.: "Travel by scheduled airline or charter plane at cost." This provision falls under compensation outside the contract price along with other travel and related expenses exposing the City to a liability not to exceed Ninety Six Thousand Dollars (\$96,000). I have enclosed a copy of Attachment No. 3 for your review.

If you have any further questions please feel free to contact me anytime.

Respectfully,

WILLIAM T. RIDLEY

WTR/hbt

encl: Attachment No. 3 EXPENSESES REIMBURSABLE AT COST

cc: Sally Oglesby, MMC City Clerk (*via email: sally.oglesby@crossvilletn.gov*)

Attachment No. 3

February 4, 2015

STANDARD CHARGES

(for services performed by our firm on
projects not covered by formal contract)

Effective January 1, 2015

Statements will be issued on a monthly basis in accordance with the following method:

HOURLY RATES:

President	\$175.00
Manager of Construction Services	\$120.00
Project Manager	\$110.00
Two Man Survey Crew	\$145.00
Chief Design Technician	\$90.00
Draftsman	\$65.00
Resident Project Representative	\$65.00
Administrative Assistant	\$65.00

Plus expenses properly chargeable to the work, as listed below, reimbursable at cost.

EXPENSES REIMBURSABLE AT COST

- A. Travel by private vehicle at the rate approved by the IRS.
- B. Travel by scheduled airline or charter plane at cost.
- C. Travel and living expenses for all personnel when required to be away from headquarters in connection with the work.
- D. Printing, reproduction, photography, testing laboratories, or special materials in connection with the work.
- E. Mobile phone bills for resident observers and surveyors.
- F. Other consultant fees as approved by client.