

April 28, 2025

Mr. Tim Begley
Director of Engineering
City of Crossville
392 N Main Street
Crossville, TN 38555

Re: Proposal for Crossville Police Department HVAC Renovation

Dear Mr. Begley:

Engineering Services Group, Inc., shall provide the following services:

1. M,E,P Construction drawings and specifications for replacement of existing HVAC units and necessary ductwork revisions.
2. Shop drawing review.
3. (4) job observations during construction.

Exclusions:

1. Bidding, negotiating and contract preparation. (Owner will perform)
2. Review fees required for plans review by authority having jurisdiction.
3. Specification of replacement of ACT ceiling tiles. (City maintenance personnel will replace tiles after completion of project)

Our charges for this project shall be \$16,750.00

Additional services will be charged on the basis of Standard Billing Rates attached.

Should Engineering Services Group, Inc., become involved in third party litigation as a result of its performance of work for the Client under this agreement, the Client agrees to defend and hold harmless and pay all attorney fees for such litigation. If any claims are brought against either the Client or Consultant by any third party, relating in whole or in part to the negligence of the Client or Consultant, each party shall indemnify the other against any loss or judgement, including attorney's fees and cost, to the extent that such loss or expense is caused by the party's negligence.

All claims, counterclaims, disputes and other matters in question between the parties hereto arising out of or relating to this Agreement or breach thereof shall be presented to non-binding mediation, subject to the parties agreeing to a mediator.

All documents produced by Engineering Services Group, Inc., under this agreement shall remain the property of Engineering Services Group, Inc., and may not be used by the Client or any person or endeavor without written consent of Engineering Services Group, Inc.

Unless otherwise provided, this agreement shall be governed by the law of the principal place of business of Engineering Services Group, Inc.

Invoices for services shall be submitted at Engineering Services Group, Inc.'s option, either upon completion of such services or on a monthly basis, unless otherwise stated on page one. Invoices are due when rendered and shall be considered past due if not paid within Thirty (30) days after issue date. If the invoice is not paid within sixty (60) days Engineering Services Group, Inc., may, without waiving claim or right against Client, and without liability whatsoever to the Client, terminate the performance of services.

To authorize Engineering Services Group, Inc., to provide the proposed services, please sign this Proposal and return a copy to us. Upon acceptance, we will return a signed copy for your records.

We appreciate you considering Engineering Services Group, Inc., to perform these services and if there are any questions, please feel free to contact our office.

Sincerely,
Engineering Services Group, Inc.



Jeffrey R. Whillock, P.E.

Accepted By: _____
Title: _____
Company: _____
Date: _____
Signature: _____

Approved By: _____
Principal
Engineering Services Group, Inc.
Date: _____
Signature: _____



ENGINEERING SERVICES GROUP, INC.

HOURLY BILLING RATES

The following hourly billing rates are effective as of January 1, 2025.

PRINCIPAL	\$250
ENGINEER	\$175
SR. DESIGNER.....	\$115
DESIGNER	\$ 85
DRAFTER	\$ 70
CLERICAL	\$ 60
FIELD TECHNICIAN	\$115