



COMMUNITY DEVELOPMENT
PARTNERS, LLC

April 29, 2021

Mayor James Mayberry
City of Crossville
392 N. Main St
Crossville, TN 38555

RE: City of Crossville – Base Contract Amendment 1
2018 TDOT TAP (Pin 126662.00)

Dear Mayor Mayberry:

Pursuant to our agreement dated February 12, 2019 between Community Development Partners, LLC (CDP) and the City of Crossville for Administrative Services on the 2018 TDOT Transportation Alternative Project (TAP) project (Pin 126662.00), I am herein requesting additional Administrative Fees based on the provision of 16 – Additional Services (4). The current contract amount of \$45,000.00 was considered the “Base Agreement” for all initial project services.

The services proposed are additional right-of-way services to secure approximately 34 permanent, and construction easements. Our services will include Preparation of Notices, Compilation of Case Files and Ongoing Record Keeping, Coordinating Services of Title Attorney, Surveyor and Appraisers, and Preparation of Final Packet for Donation, Sale & Closing, and Submission to ROW Division.

The administrative “Base Agreement” was approved on February 12, 2019 (copy attached). At this time we request an increase to our existing contract by \$5,000.00 for the services related to the new acquisition activities. The amended contract will total \$50,000.00.

If you are in agreement with the terms outlined above, please acknowledge your acceptance by signing and dating a copy of this letter proposal in the space indicated below and return to CDP for our files.

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Community Development Partners, LLC look forward to working with City of Crossville on this project and developing projects in the future. Should you have any questions please do not hesitate to contact me.

Sincerely,

COMMUNITY DEVELOPMENT PARTNERS, LLC



Evan Sanders
President

APPROVED BY: CITY OF CROSSVILLE

ACCEPTED BY:

Mayor James Mayberry

DATE: _____