



**Administrative Office of the Courts**

1001 Vandalay Drive  
Frankfort, Kentucky 40601  
502-573-2350 or 800-928-2350

**John D. Minton, Jr.**  
Chief Justice of Kentucky

**Laurie K. Dudgeon**  
Director

February 12, 2019

Honorable Kevin Neal  
Marshall County Judge-Executive  
1101 Main Street  
Benton, KY 42025  
Email: [kevin.neal@marshallcountky.gov](mailto:kevin.neal@marshallcountky.gov)

RE: Nonrecurring Project

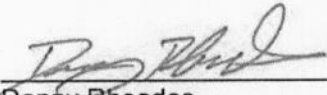
Dear Judge Neal,

Our records indicate that request has been made and cost estimates received for the engineering services in the Marshall County Judicial Facility. If you agree to proceed with this project, please sign below and return to me. This project will need to be completed no later than May 1, 2019 to ensure the availability of funds. Projects completed past this date may not be reimbursed by the AOC.

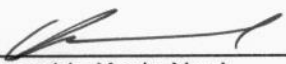
Please be sure to notify me for approval if the total cost of the project should exceed more than 5% of the original estimated cost. Also, upon completion of the project, please be sure to send Ayshia Wood at the AOC a copy of the invoice and a front/back copy of the cancelled check for reimbursement.

Project Description	Estimated Cost	% AOC Occupancy	County Cost	AOC Cost
Engineering Services	\$5,150.00	80%	\$1,030.00	\$4,120.00

Sincerely,

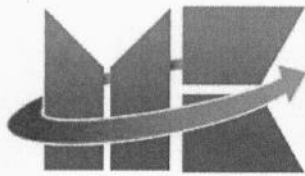
  
 \_\_\_\_\_  
 Danhy Rhoades  
 Facilities Manager  
 Department of Facilities

2/12/18  
Date

  
 \_\_\_\_\_  
 Honorable Kevin Neal  
 Marshall County Judge-Executive

2/19/19  
Date

Accept     Reject



# MARCUM ENERGY MANAGEMENT SOLUTIONS

January 18, 2019

Mr. Brad Warning  
Deputy Judge/Executive  
Marshall County Fiscal Court  
1101 Main Street  
Benton, KY 42025

Re: Marshall County Judicial Center – HVAC System Evaluation

Dear Brad,

Let me begin by offering my sincerest thanks to you for allowing us the opportunity to present our services to complete the proposed engineering services for the above referenced.

We are pleased to provide you with an engineering services proposal to complete the scope as outlined below on page two (2).

Marcum Energy Management Solutions looks forward to working collaboratively with the Marshall County Fiscal Court on this project. Please do not hesitate to contact me should you have any questions concerning the proposal or we can be of any further assistance to you.

Sincerely,

Russ R. Litsinger, PE, LEED AP BD+C, CEM, CxA  
Principal Engineer

500 South 17<sup>th</sup> Street  
Paducah, KY 42003  
270.444.9274 (phone) 270.443.1904 (fax)  
[www.marcumems.net](http://www.marcumems.net)

### **PROPOSED WORK SCOPE**

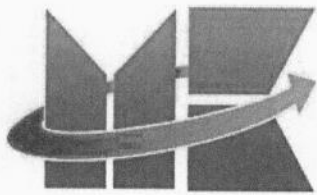
Our proposed scope of work would include:

1. Review of the existing system Construction Drawings and available Operations and Maintenance documentation.
2. Onsite evaluation with appropriate maintenance personnel to conduct field work and evaluate systems.
3. Development of recommendations and preparation of an Executive Report memorializing our findings and recommendations.

We are pleased to provide you a lump-sum engineering services proposal of \$5,150 to complete the scope as noted above.

### **WORK SCOPE ADDITIONS**

1. Hourly as outlined in the attached *"2019 Rate and Reimbursement Schedule"*.



# MARCUM ENERGY MANAGEMENT SOLUTIONS

500 South 17<sup>th</sup> Street  
P.O. Box 120  
Paducah, KY 42002-0120  
Phone (270) 444-9274 Fax (270) 443-1904

## 2019 Professional Services Rate and Reimbursement Schedule

Design Principal	\$187.00 / hour
Project Manager	\$172.00 / hour
Project Engineer I	\$110.00 / hour
Project Engineer II	\$105.00 / hour
Engineer	\$92.00 / hour
Construction Administrator	\$120.00 / hour
Senior Designer	\$128.00 / hour
Designer	\$108.00 / hour
Senior Drafter	\$75.00 / hour
Drafter	\$70.00 / hour
Clerical	\$62.00 / hour
<b>Reimbursable Expenses</b>	
Mileage (subject to change based on IRS guidelines)	\$0.60 / mile
Preapproved Travel Expenses (including mileage, lodging and meals)	Reimbursement of furnished receipts
Reproduction of Plans	\$0.30/FT. <sup>2</sup> Inhouse or Printer's Invoiced Amount Plus 15%
Reproduction of Specifications	\$0.30/Sheet Inhouse or Printer's Invoiced Amount Plus 15%
Courier Service (UPS, FEDEX, Etc.)	Invoiced Amount Plus 15%
Plan Sets for Building Code Review	Application Fee Plus 15% and Reproduction Costs
Scanned Documents	\$3.50/Sheet

1. Schedule is effective January 1, 2019 thru December 31, 2019
2. Pre-approved overtime is 1.5 times rate. Sundays and Holidays excluded.