



May 19, 2021

Hon. Kevin Neal, Judge Executive  
Marshall County Fiscal Court  
1101 Main Street  
Benton, KY 42025

**RE: Rivercrest Engineering - Professional Services Agreement Renewal  
Marshall County Fiscal Court  
Marshall County, Kentucky**

Judge Neal:

When we established our Rivercrest Engineering Inc. – Marshall County Fiscal Court Professional Services Agreement in March of 2016, the initial term was established to be a renewable two (2) year period. The agreement language in paragraph 1.01.A stipulates, *“The term of this Agreement is two years. Thereafter, the Agreement can be renewed annually on its anniversary indefinitely, with unit price fee adjustments negotiated during the renewal process.”* Our hourly fee structure has not been adjusted since entering into the engineering services agreement with the Court in 2016. For this next proposed one-year renewal period, Rivercrest is requesting the Court consider adjusting our unit price fee structure in accordance with the attached hourly rate sheet. This will likely not have much, if any, of an overall fee impact, as Rivercrest generally performs services for the fiscal court under an agreed upon lump sum fee structure. We know of no other Agreement modifications or language updates that are warranted at this time.

If the Fiscal Court is agreeable to extending our Professional Services Agreement, we suggest an extension to May 19, 2022. Our signatures below will suffice for our renewal purposes. If the Fiscal Court needs additional documentation or prefers to draft a letter authorizing this Agreement renewal, that will be fine with us as well.

Sincerely,  
**RIVERCREST ENGINEERING, INC.**

**APPROVED Renewal to May 19, 2022**

A handwritten signature in blue ink, appearing to read "R. Brian Flynn".

R. Brian Flynn, P.E.  
Principal

A handwritten signature in blue ink, appearing to read "Kevin Neal".

Kevin Neal, Judge Executive  
Marshall County Fiscal Court

RC File – Marshall Co Fiscal Court



## ENGINEERING SERVICES RATES

<b>Rivercrest Engineering Incorporated</b>	
<b>PERSONNEL CLASSIFICATION</b>	<b>RATE *</b>
Principal	165.00
Project Manager – Sr Engineer	150.00
Project Engineer	120.00
Designer or Graduate Engineer	110.00
Construction Contract Administrator	150.00
Engineering Technician	95.00
Construction Observer	95.00
* Labor rates include all fringe and overhead costs.	
<b>MISCELANEOUS EXPENSES</b>	<b>RATE</b>
Mileage	\$0.60/mi – or currently approved Federal reimbursement rate.
Prints – Paper	Color Plan Sheets (\$8.50 per sheet) Page (\$0.50 per sheet)
Postage and Delivery	Actual Cost
Miscellaneous Expenses	Actual Cost
Subsistence – Food and Lodging	Actual Cost – Not to Exceed \$150 per day per employee

**Rates for specialty services** - for example environmental studies, archaeological services, topographic and boundary surveying, and field/laboratory/office geotechnical services - will be invoiced at the Engineer's **actual cost plus 15%**.

**Materials purchased or equipment rented** by Engineer or subcontractors in the course of performing the Services will be reimbursed at Engineer's actual direct cost times a multiplier of 1.15.

These rates shall become effective when approved by Client and signed below by Rivercrest representative.

Rivercrest agrees the above referenced rates shall remain in effect for a minimum of one year from the date of the consultant's signature below. Rate adjustments after the referenced one year term, may be requested in writing by Rivercrest and reasonably reviewed and considered by client.

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Signature of Consultant-Rivercrest Engineering, Inc                      -                      Date

## ENGINEERING SERVICES RATES

2016

Rivercrest Engineering Incorporated	
PERSONNEL CLASSIFICATION	RATE *
Principal	135.00
Project Manager	115.00
Project Engineer	100.00
Designer or Graduate Engineer (FE)	90.00
Construction Contract Administrator	115.00
Engineering Technician	75.00
Construction Observer	75.00
* Labor rates include all fringe and overhead costs. Hourly rates for non-exempt class employees will be invoiced at 1.25X normal hourly rates for service rendered in excess of 40 hours per week per employee	
MISCELANEOUS EXPENSES	RATE
Mileage	\$0.585/mi – or currently approved Federal reimbursement rate.
Prints – Paper	Color Plan Sheets (\$3.50 per sheet) Page (\$0.25 per sheet)
Postage and Delivery	Actual Cost
Miscellaneous Expenses	Actual Cost
Subsistence – Food and Lodging	Actual Cost – Not to Exceed \$100 per day per employee

**Rates for specialty services** - for example environmental studies, archaeological services, boundary surveying, and field/laboratory/office geotechnical services - will be invoiced at the Engineer's **actual direct cost plus 15%**.

**Materials purchased or equipment rented** by Engineer or subcontractors in the course of performing the Services will be reimbursed at Engineer's **actual direct cost plus 15%**.

These rates shall become effective when approved by the Owner and signed below by the Engineer's representative.

Rivercrest agrees the above referenced rates shall remain in effect for a minimum of one year from the date of the consultant's signature below. Rate adjustments after the referenced one year term, may be requested in writing by Rivercrest and reasonably reviewed and considered by client.

*R. Z. Fh*

*3/10/16*

Signature of Consultant-Rivercrest Engineering, Inc

- Date