

DAMMON

ENGINEERING, INC.

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Slidell, LA 70458
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December 09, 2016

Glenda Rushe
Chief Executive Officer
St. Tammany Federal Credit Union

RE: 550 Pontchartrain Drive
Slidell, la 70458

It was a pleasure to speak with you and discuss plans for renovations of the existing building located at 550 Pontchartrain Drive. Dammon Engineering, Inc. is pleased to propose our services to design the renovations to include new offices in the building per the layout as discussed. Our design package will include a complete set of drawings ready for permitting. This fee is based on receiving the site plan and drawings of the existing building layout to utilize in preparations of design drawings for approval. Please see the attached fee schedule for preparing existing drawings of the site.

We propose a total fee of \$4,500.00 to design the renovations to the existing building. Please note this fee does not include the cost of drawing the existing facility.

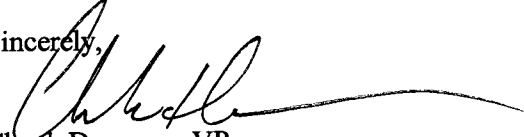
Our fee includes five sets of plans provided to you following the Fire Marshal's review and response, as well as the Louisiana State Fire Marshal and IBC review Fee.

Our fee *does not include* the cost of, soils analysis, survey, drainage or paving plan, landscaping plan, wetlands determination, or other engineering studies that may be required by government agencies. Our fee also *does not include* design of the sprinkler or fire alarm systems. These items, if provided by Dammon Engineering, will be billed at a "cost plus 10 %" fee.

If selected, we will invoice \$1,500.00 at start up. Our remaining fee of \$3,000.00 will be invoiced after fire marshal review.

We look forward to working with you on this project. Please indicate your acceptance of the above by signing below. If you have any questions, or require any further information, please feel free to call.

Sincerely,


Chuck Dammon, VP

Accepted: 

Date: 12/21/2016

