



April 30, 2008

Mr. Stephen Sobers, City Manager  
City of Big Rapids  
226 N. Michigan Avenue  
Big Rapids, MI 49307

Re: Big Rapids Community Library  
Structural Engineering & Cost Estimating Services

Dear Mr. Sobers:

In response to our recent conversation with Gaylynn Rorabaugh of the Big Rapids Community Library, Fishbeck, Thompson, Carr & Huber, Inc. (FTC&H) is pleased to submit the following proposal to provide professional structural engineering and cost estimating services for your review and consideration.

**Scope of Services**

Based upon the outcome of our preliminary structural analysis of the existing library facility completed February 26, 2008, our services would begin by determining an appropriate approach to reinforcing the existing structural framing. This would entail providing additional structural elements in areas where appropriate floor live load requirements are not currently satisfied by the existing structure. The selected approach will likely involve inserting additional structural members between existing framing and require selected demolition of existing ceiling and wall finishes.

We would then review phasing requirements for construction which would allow maintaining continuing operations of the library while the structural and finish work is completed. A preliminary cost estimate would then be developed based upon the structural and associated improvements needed and restrictions involved in phasing the work.

**Professional Fees**

Fees for professional structural engineering and cost estimating services as outlined would be charged on an hourly basis against a total budget of Two Thousand Dollars (\$2,000).

We appreciate the opportunity to submit our proposal for structural engineering and cost estimating services and look forward to continuing our work together in helping to investigate and address long range facility needs for the Big Rapids Community Library. Please contact our office if you have any questions or require any additional information. We would welcome the opportunity to further review our proposal at your convenience.

Sincerely,

FISHBECK, THOMPSON, CARR & HUBER, INC.

Daniel E. Durkee, AIA, LEED® AP

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cc Ms. Gaylynn Rorabaugh, Director - Big Rapids Community Library  
Mr. Roger Schneidt - City of Big Rapids  
Mr. Daniel J. Vos, P.E., CCS - FTC&H

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