



To: City of Madison  
From: Mike Flint, President  
Date: October 15, 2014

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### Proposal

#### **Scope of Work**

1. Act as Owner's Representative in all aspects of the Gateway Project which includes but not limited to attendance at meetings and public hearings on behalf of the owner; document preparation; provide updates to Mayor and City Council; and other duties as required of an Owner's Representative.

#### **Compensation**

The fees for the above listed scope of work would be \$200 per hour and includes all normal business related expenses . The total amount for the contract term will not exceed \$25,000. Any amount over this will be on a pre-approved basis. Any special related expenses will be pre-approved.

#### **Term**

The term of this agreement will be for twelve (12) months commencing on November 1, 2014 and expiring on October 31, 2015. This agreement will automatically renew (up to three times) each November 1<sup>st</sup> if notice to terminate is not received within thirty (30) days of the renewal date.

Your signature indicates your agreement to the above terms:

City of Madison

Signature

Damon A. Welch

Date:

10-20-2014

Printed Name and Title:

Damon Welch / Mayor