

CAA *CHARLES ABBOTT ASSOCIATES, INC.*

May 23, 2019

City of Sparks
Building Division permit Services
431 Prater Way
Sparks, Nevada 89431

Attn: Mark Meranda, Chief Building Official

SUBJECT: purchase order- Existing Professional Services Contract

Dear Mr. Meranda:

Charles Abbott Associates, Inc. (CAA) is committed to provide services to meet the City's demands and has appreciated the relationship that we have had with the City the past several years. With your consent, CAA would like to continue that relationship for 2019-2020 fiscal year and with the understanding that you would like an estimate of the associated fees, to present to the City Council for approval.

We have reviewed the existing contract we have in place, along with the recently revised fee schedule, contract terms and conditions, and determined that there is no need for additional change or revision. We understand that the amount of work for the coming year is not necessarily predictable and can fluctuate. As such, to remaining consistent with past agreements, we are estimating the amount required to perform such plan check services will be approximately \$100,000.

Please feel free to contact me if you have any questions or if you need additional information regarding this matter, or any other issue.

Thank you for your time and consideration

Regards



Ron Grider, PE CBO
Charles Abbott associates
Director
702-340-7774

***Charles Abbott Associates, Inc.
27401 Los Altos, #220
Mission Viejo CA 92691
Toll Free (866) 530-4980***