

January 4, 2021

Tippecanoe County Board of Commissioners
c/o Stewart Kline, Executive Director
Tippecanoe County Highway Department
20 North 3rd Street
Lafayette, IN 47901

RE: Year 2021 Fee Schedule

Dear Board of County Commissioners:

Butler, Fairman and Seufert, Inc. (BF&S) is pleased to submit this annual On Call agreement for professional services. These services will apply to small, miscellaneous engineering projects where a formal contract is not appropriate.

BF&S will be assigned project on an on-call basis. BF&S shall submit individual Task Order for approval containing a short outline of services and a budgeted not to exceed fee. Task Orders will be approved by the Highway Engineer and then executed by both parties.

Compensation for services on Task Order projects will be based upon an hourly rate schedule using BF&S's standard rates calculated with our INDOT audited overhead of 159.36% plus a 15% profit. All time will be billed on a time and expense basis for actual time spent. A complete rate table for 2021 is attached. Expenses will be billed at Cost plus 0%. Outside Pass-through Services will be billed at Cost plus 0%.


BF&S shall comply with all requirements of the Americans with Disabilities Act and Title VI, as well as all applicable federal, state and local laws, rules, regulations and ordinances.

BF&S shall maintain \$1,000,000 in both Commercial General Liability and Automobile Liability Insurance, as well as \$1,000,000 in Professional Liability Insurance Coverage.

The attached Fee Schedule shall be effective upon County approval and shall apply to all work performed between January 1, 2021 and December 31, 2021.

We appreciate our ongoing relationship with the County and look forward to assisting you when projects arise.

Sincerely,



Chris Wheatley, P.E.
Vice President – Road Department Manager
Butler, Fairman, & Seufert, Inc.

**SCHEDULE OF COMPENSATION
BUTLER, FAIRMAN and SEUFERT, INC.
2021 HOURLY RATE SCHEDULE**

Classification		Hourly Rates	
E-V	Engineer V - (Principal)	\$	205.05
E-IV	Engineer IV	\$	189.46
E-III	Engineer III	\$	164.15
E-II	Engineer II	\$	124.66
E-I	Engineer I	\$	91.56
FP-IV	Field Personnel IV - (Project Coordinator)	\$	174.64
FP-III	Field Personnel III	\$	142.50
FP-II	Field Personnel II	\$	110.89
FP-I	Field Personnel I	\$	85.02
EA-III	Engineer's Assistant III	\$	169.62
EA-II	Engineer's Assistant II	\$	136.73
EA-I	Engineer's Assistant I	\$	84.78
SP-I	Support Personnel I	\$	59.24
C-II	Clerical II	\$	109.16
C-I	Clerical I	\$	69.81
P-III	Planner/Environmental Specialist III	\$	126.78
P-II	Planner/Environmental Specialist II	\$	90.10
P-I	Planner/Environmental Specialist I	\$	79.16

The billing rates are effective January 2021 and may be adjusted annually (beginning January 2022) to reflect changes in the compensation payable to the **ENGINEER**.

The above 2021 On Call Agreement and Fee Schedule Certificate approved and accepted on behalf of the Board of Commissioners of the County of Tippecanoe in the State of Indiana, on the 4th day of January, 2021.

Thomas P. Murtaugh , President

David S. Byers, Vice President

Tracy A. Brown, Member

Constituting the Board of Commissioners of the County of Tippecanoe, in the State of Indiana.

Attest: _____

Robert A. Plantenga, Auditor