



March 13, 2025

10700.00

Newberry Community Services District
P.O. Box 220
Newberry Springs, CA 92365

Delivered via email to: RLanier@newberryfire.net

Attention: Rylan Lanier, Fire Apparatus Engineer

Subject: Letter Proposal – On-Call Funding Support and Development Feasibility Analysis
Newberry Road/Mendocino Road Site Development
Assessor's Parcel Numbers (APNs): 0532-111-05, 0532-111-06, and 0532-111-07

Dear Rylan Lainer:

Thank you for the opportunity to submit a proposal to the Newberry Community Services District (District, NCSD) for on-call funding support and preparation of a development feasibility analysis (DFA) to assess development feasibility, potential constraints, and permitting and environmental review requirements related to the development of a fire station and training facility, community park, community services district building, commercial space, and multi-purpose facility, including a gymnasium. The development is proposed on the properties identified as Assessor's Parcel Numbers (APNs): 0532-111-05, 0532-111-06, and 0532-111-07, totaling approximately 19.4 acres, and located southeast of the Newberry Road and Mendocino Road intersection in the unincorporated community of Newberry Springs in San Bernardino County, California (Site).

We are enthusiastic about the prospect of assisting the District with this important project to support the local community.

Firm Description

LACO Associates (LACO) is a Native-owned, multi-disciplinary consulting firm that provides land surveying, civil engineering, environmental and land use planning, and grant writing services for our clients across a wide variety of project types and levels of complexity. LACO has a long track record of providing high quality service for our clients, and we have assembled a dedicated and passionate team of professional staff who work tirelessly to identify and implement solutions for our clients.

21 W Fourth Street
Eureka, CA 95501
707 443-5054

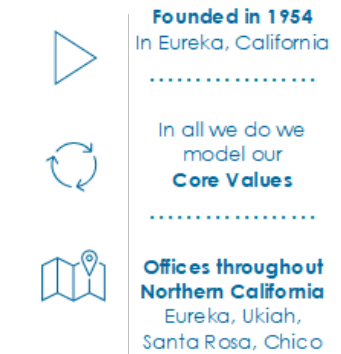
1072 N State Street
Ukiah, CA 95482
707 462-0222

1550 Airport Blvd., Suite 120
Santa Rosa CA 95403
707 525-1222

2561 California Park Drive #200
Chico, CA 95928
530 801-6170

Since our start in 1954, we have been committed to supporting local communities in California. As a multi-disciplinary consulting firm, LACO seamlessly integrates diverse skill sets to deliver unparalleled value to our clients. Unlike single-service firms that require complex subconsultant coordination, our in-house team of civil engineers, land surveyors, environmental and land use planners, and grant writers ensures a cohesive and efficient approach. At LACO, we amplify our impact, mobilizing necessary resources and expertise with a simple phone call, providing you with a comprehensive and cost-effective solution. In total, LACO's team consists of approximately 40 full-time staff. Enclosed as Attachment A is our Statement of Qualifications, providing additional information on the services provided by LACO.

LACO At a Glance



Founded in 1954
 In Eureka, California

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In all we do we
 model our
Core Values

.....

**Offices throughout
 Northern California**
 Eureka, Ukiah,
 Santa Rosa, Chico

Proposed Scope of Services

Based on correspondence and review of information provided by the District on March 4, 2025, LACO understands NCSD is a California Special District which provides fire protection, parks and recreation, and street lighting services. Fire protection, specifically, is provided by the Newberry Springs Fire Department. The Fire Department is currently housed in a metal building located on property leased from the Newberry Elementary School, approximately one-half mile south of the Site. This facility lacks adequate space to house firefighters and has minimal space available for training and exercises, with activities further limited by the adjacent Elementary School. NCSD, through the Fire Department, has acquired real property for development of a new firehouse and associated training facility, in addition to other development to serve the community. In order to pursue these priorities, NCSD and the Fire Department have determined that grant funding resources will be necessary and have begun searching for professional grant writing services to pursue relevant grant funding opportunities.

LACO further understands a DFA is requested to understand the Site and existing conditions, opportunities and constraints, and permitting and environmental review requirements associated with the potential project. This scope of services also includes a Pre-Application Development Review Meeting with County of San Bernadino Planning Division (County) staff to confirm project requirements.

The following scope of services and fee estimate presented in Table 1, below, has been prepared following discussion with District staff and review of publicly available information.

Table 1. LACO Proposed Fee Estimate

Phase	Task	Description	Estimated Fee
1000		Project Management	\$3,500
2000		Grant Services	
	2001	Preliminary Funding Research and Strategy	\$3,000
	2002	On-Call Grant Funding Support	\$17,000
3000		Planning Services	
	3001	Development Feasibility Analysis	\$13,740
	3002	Pre-Application Development Review Meeting	\$1,260
		Total Estimated Fee	\$38,500

We propose a total estimated fee of **\$38,500*** for the scope of work described herein, billed on a time and materials basis in accordance with LACO's 2025 Schedule of Rates (enclosed as Attachment B).

**This is an estimate of the anticipated costs associated with the services we are proposing to provide. An estimate is made with our best, professional judgment but we cannot anticipate everything that will happen during the course of completing your project and there are often unforeseen circumstances or conditions that result in a greater commitment of staff resources than the originally estimated amount. LACO reserves the right, as a condition of this service agreement, to invoice up to an amount 10% greater than the amount originally estimated without CLIENT consultation and without a fully executed service agreement amendment.*

Phase 1000: Project Management

This phase includes LACO's internal project coordination, invoicing, budget and schedule monitoring, and client communication. Invoices and correspondence with the District will be conducted under this phase. Under Phase 1000, LACO will provide regular status updates (generally on a weekly basis) of project updates through project completion. LACO anticipates up to two (2), one-hour meetings (remote) with the District over the duration of this service agreement to discuss project status and benchmarks. Monthly invoices will be delivered to the District that will include a review of project and budget status.

Phase 2000: Grant Services

Task 2001: Preliminary Funding Research and Strategy

LACO will conduct a grant funding search to identify federal, state, and local funding opportunities for which CLIENT is an eligible applicant. LACO will present the results of our funding search in a matrix format to include key information such as program name, application deadlines, number and size of anticipated awards, and matching requirements, as well as an assessment of the most promising funding sources identified to support CLIENT decision making.

Deliverable:

An electronic copy (.pdf) of the funding search matrix will be delivered to CLIENT within 15 business days of receipt of signed contract and specified retainer.

Task 2002: On-Call Grant Funding Support

Under Task 2002, LACO will work directly with District staff to support the development of up to two (2) grant applications for funding sources identified in Task 2001. This task will also consist of preparing supplemental materials for the applications such as project budgets, needs statements, and scopes of work, as appropriate.

Deliverables:

Electronic copies (.pdf) of grant application materials will be delivered to CLIENT. LACO will deliver relevant materials based on the required submittal timelines of the funding sources.

Phase 3000: Planning Services

Task 3001: Development Feasibility Analysis

LACO will perform a Development Feasibility Analysis (DFA) of the Site, consisting of the following services:

- Review publicly available information regarding existing conditions and development constraints at the Site;

- Research allowable uses, opportunities, and restrictions under the current zoning and general plan designations;
- Research availability of the potential utilities and services to serve the project, based on publicly available information;
- Review the grant deed(s) and/or preliminary title report(s) (to be provided by CLIENT) for information regarding existing easements and restrictions;
- Assess general requirements for project discretionary approvals, in addition to associated fees and approximate time frame;
- Identify Site constraints based on publicly available information such as FEMA FIRMette maps, U.S. Fish and Wildlife Service National Wetland Inventory, State Water Resources Control Board GeoTracker data, and County of San Bernadino hazard mapping;
- Identify special studies that may be required for the discretionary approval process (i.e., biological, archaeology/cultural, geological, traffic, etc.) to support the intended uses;
- Identify potential California Environmental Quality Act (CEQA) compliance requirements to the intended uses; and
- Summarize the results of our services in a brief report that includes a detailed work plan and cost estimate for consulting services likely to be required to complete entitlements, special studies, permits, and other required investigations or services identified in the DFA to support the intended uses.

Deliverable:

An electronic copy (.pdf) of the Development Feasibility Analysis report will be submitted to CLIENT within 6 weeks of receipt of signed contract, specified retainer, and Site Plan and grant deed(s) and/or preliminary title report(s) from CLIENT.

Task 3002: Pre-Application Development Review Meeting

Under Task 3002, LACO will prepare for and attend one (1) Pre-Application Development Review Meeting with County staff to discuss the proposed project and confirm require entitlements, application requirements, and special studies. Within three business days of receipt of Conceptual Plan (to be provided by CLIENT), LACO will prepare a detailed Letter of Intent describing the proposed project and specific feedback requested during the meeting with County staff, to be included with the Pre-Application Development Review Meeting application. This task assumes this meeting will be a video conference. Should attendance be required in person, a Service Agreement Amendment may be required.

The results of the Pre-Application Development Review Meeting will be incorporated into the DFA report (to be prepared under Task 3001). LACO will schedule the meeting with the County as soon as possible after receipt of signed contract and specified retainer. Please note: CLIENT is responsible for any fee assessed by the County. LACO will confirm cost of the meeting at time of scheduling. The CLIENT may provide a check or money order payable to the County of San Bernadino Planning Division or the CLIENT may request the LACO pay the fees and add to the invoice for that month. If the latter is chosen, a 15% administrative fee will apply.

Deliverables:

An electronic copy (.pdf) of the draft Letter of Intent will be provided to CLIENT for review within three business days of receipt of the signed contract, specified retainer, and Conceptual Plan.

An electronic copy (.pdf) of minutes from the Pre-Application Development Review Meeting will be provided to CLIENT within five business days of the date of the meeting. Any materials received from the County during the meeting, such as forms or handouts, will also be provided to CLIENT.

Schedule

Following receipt of the signed contract and requested information, LACO will begin the specific tasks described above and will schedule the Pre-Application Development Review Meeting with the County as soon as possible. We anticipate all Phase 3000 services will be completed by **May 31, 2025**, with grant services under contract through December 31, 2025, providing additional flexibility to pursue funding cycles depending on the District's priorities. Please note that if delays are anticipated due to factors beyond our control, we will initiate an extension request to the District.

Key Staff

Included below is a brief description and respective project role of expert personnel that may be assigned to the project. Full resumes are available upon request. To see our full staff, please visit our website at: <https://lacoassociates.com/>.

Grant Services



Jordan Blough – Grant and Funding Development Director Grants Team Lead and Project Manager

Mr. Jordan Blough will serve as Project Manager and the Grants team lead for the project. Mr. Blough has worked as a professional consultant since 2015, with a focus on economic development since 2017. Mr. Blough's role focuses on connecting LACO's clients with funding opportunities to help bring their projects from concept to reality. This includes assessing funding opportunities for fit and likelihood of success, supporting clients as they scope out projects which meet the community's needs and funding source requirements, and developing comprehensive and compelling funding applications. Mr. Blough has led or supported successful grant applications funded through agencies such as the U.S. Department of Housing and Urban Development (HUD), the Federal Emergency Management Agency (FEMA), the California State Water Resources Control Board (SWRCB), California Department of Water Resources (DWR), California Department of Forestry and Fire Protection (CAL FIRE), and the California Department of Fish and Wildlife (CDFW), amongst others. Mr. Blough takes immense pride in supporting rural and tribal communities across the United States and has been successful in securing millions in funding to support important projects for various communities.

Planning



Michael (Mike) Nelson, AICP – President/CEO
Senior Advisor and QA/QC

Mr. Michael (Mike) Nelson will serve in an advisory capacity and perform quality assurance/quality control (QA/QC) for the project. Mr. Nelson has over 25 years of professional planning experience and currently serves as LACO's President/CEO and Planning Principal. Mr. Nelson is LACO's expert on the planning, entitlement process, and environmental compliance and will provide oversight and management of the contract between the County and LACO, consult on complex planning assignments, and will perform quality assurance/quality control of outgoing deliverables. He has managed many complex entitlement, development, and construction projects, as both an owner's representative and private consultant for private developers, cities, counties, community service districts, and Tribal governments.



Meghan Ryan – Planning Director
Planning Team Lead

Ms. Meghan Ryan has been designated the LACO planning team lead on the project. Ms. Ryan has nearly 20 years of professional planning experience and currently serves as LACO's Planning Director. Ms. Ryan has extensive experience in processing planning applications, including application assistance, and drafting and reviewing staff reports and environmental documents. Prior to joining LACO, Ms. Ryan's career started as a Planner I for Humboldt County where she worked for 8 years, from 2005 – 2011 and from 2018 -2021 as Senior Planner. Her project experience includes authoring environmental documents for compliance with NEPA and CEQA, preparing and processing entitlements for both State and local agencies. Ms. Ryan has worked closely with State and local agencies to move projects forward to decision for several years. Ms. Ryan routinely prepares and presents written reports and oral testimony to decision makers such as Planning Commissions and Board of Supervisors.

Thank you for your consideration. Please feel free to contact Jordan Blough, Grant and Funding Development Director, at (707) 462-0222 or via email at bloughj@lacoassociates.com, should you have any questions regarding our proposal. We look forward to speaking with you.

Sincerely,

A handwritten signature in blue ink, appearing to read 'J Blough'.

Jordan Blough
Grant and Funding Development Director
Project Manager

Attachments:

- Attachment A: Statement of Qualifications
- Attachment B: 2025 Schedule of Rates

Letter Proposal – On-Call Funding Support and Development Feasibility Analysis
Newberry Road/Mendocino Road Site Development; Newberry Springs, San Bernadino County, California
Newberry Community Services District; LACO Project No. 10700.00
March 13, 2025

ATTACHMENT A

Statement of Qualifications

lacoassociates.com

STATEMENT OF QUALIFICATIONS



LACO

WHO WE ARE



LACO at a Glance



Founded in 1954
In Eureka, California



Offices throughout Northern
California in Eureka, Ukiah,
Santa Rosa, Chico



Native Owned



In all we do we model
our Core Values

Firm Description

LACO Associates is a Native-owned, multi-disciplinary consulting firm that provides land surveying, civil engineering, environmental and land use planning, and grant writing services for our clients across a wide variety of project types and levels of complexity. LACO has a long track record of providing high quality service for our clients, and we have assembled a dedicated and passionate team of professional staff who work tirelessly to identify and implement solutions for our clients.

Since our start in 1954, we have supported local communities in California. While our physical offices are still located across the northern portions of the state, LACO has fully embraced remote work and new technology, understanding that our impact and capabilities are enhanced by connecting with talented professionals and offering our services across the country. LACO's team spans the United States, with team members providing remote services from Washington, Oregon, Texas, Georgia, and Pennsylvania. This has allowed us to develop a strong pool of technical professionals and honed our ability to work highly effectively with clients no matter where they are in their project life cycle or their physical location. In total, LACO's team consists of approximately 40 full-time staff.

We pride ourselves on being a full-service consulting firm, and we make it our goal to become your Trusted Advisors.

As a multi-disciplinary consulting firm, LACO seamlessly integrates diverse skillsets to deliver unparalleled value to our clients. Unlike single-service firms that require complex subconsultant coordination, our in-house team of civil engineers, land surveyors, environmental and land use planners, and grant writers ensures a cohesive and efficient approach. At LACO, we amplify our impact, mobilizing necessary resources and expertise with a simple phone call, providing you with a comprehensive and cost-effective solution.

WHO WE ARE

Lead Consulting and Project Management Services

As trusted advisors and project managers, our integrated solutions strategy ensures seamless communication, collaboration, and fulfillment. We advocate for your project's success, anticipate opportunities, and minimize costs. Our multi-disciplined approach fosters innovative solutions, making your project less overwhelming and more enjoyable. With a commitment to client satisfaction and community development, LACO is your partner for a brighter future.

We are your project support team.



OUR CORE VALUES

TRUSTWORTHY

We foster a culture of honesty and reliability by demonstrating our integrity through our words and actions

DRIVEN

We create a culture of determination and passion that propels us to exceed expectations

ACCOUNTABLE

We are accountable by taking responsibility for delivering on our promises, building trust and driving team success

COMMITTED

We dedicate ourselves to high standards of care to support each other and our clients



LAND SURVEYING



LACO's seasoned team of land surveyors brings extensive expertise across a diverse spectrum of survey categories, delivering comprehensive land surveying services throughout Northern California. Our firm has a proven track record of success, establishing strong relationships with clients in Sonoma, Mendocino, and Humboldt Counties along with the expanding markets of Butte County.

Since our inception in 1954, LACO has proudly served the North Coast and North Bay Regions, consistently meeting the unique surveying needs of our diverse clientele. Our commitment to excellence is underscored by the seamless integration of cutting-edge technologies, ensuring the timely and cost-effective completion of assignments.

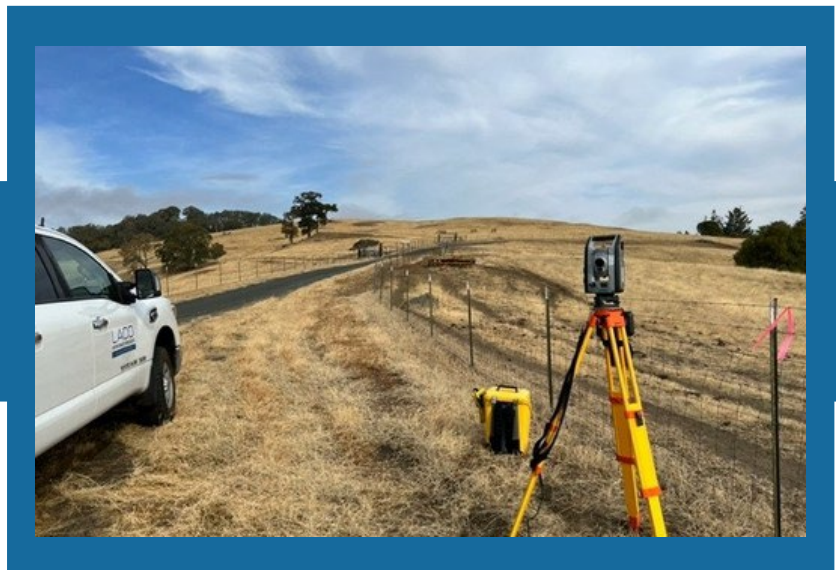
In our office, we harness the power of state-of-the-art tools such as Trimble Business Center,

AutoCAD Civil 3D, ESR, and ESRI ArcMap. In the field, our dedicated crews employ top-tier equipment, including Trimble R12i GPS RTK Receivers, Trimble S7 Robotic Total Stations, and Trimble TSC Field Controllers with Trimble Access Software. Our survey vehicles, all four-wheel drive, guarantee accessibility, and our specialized All-Terrain Vehicle stands ready when needed.

At LACO, innovation is at the forefront of our approach, exemplified by the integration of Unmanned Aerial Vehicle (UAV) Drones in many of our survey projects. These cutting-edge drones, equipped with LiDAR Sensors and Digital Cameras, elevate mapping efficiency to unprecedented levels. Planimetry, Topography, DEM Surface, Contours, and high-resolution digital Orthorectified Images are swiftly and accurately produced, reflecting our commitment to delivering unparalleled surveying solutions.

LACO'S LAND SURVEYING EXPERTISE INCLUDES THE FOLLOWING PROFESSIONAL SERVICES:

- Topographic Surveys
- Boundary Establishment Surveys
- Aerial Photogrammetry
- LiDAR
- Drone Surveys
- FEMA Elevation Certificates
- FEMA LOMA Applications
- Subdivisions
- Legal Descriptions
- ALTA/NSPS Land Title Surveys
- Construction Related Surveying
- Lot Line Adjustment
- Bathymetric Surveys
- Condominium Plans



FUNDING DEVELOPMENT/GRANT WRITING & ADMINISTRATION



LACO offers assistance with obtaining and administering grants and low-interest loans to support our clients and their projects, programs, and initiatives. With the State of California and the federal government continually seeking to fund rural and disadvantaged communities and consider environmental justice when making funding decisions, it is more important than ever to understand how to access grant funding and how that funding can amplify a project's impact and bolster an organization's resources. Our grant writing team navigates the sometimes complex and murky grant funding environment daily, and we are here to become a part of your team and help you through the process.

FEMA Hazard Mitigation Grant Program, CAL FIRE Fire Prevention Grant Program, and programs made possible by statewide bonds including Proposition 1 and Proposition 68. LACO's grant writing team works seamlessly with our technical professional services to support a wide variety of project types including drinking water, wastewater, water quality, water supply, water conservation, solid waste, energy efficiency, flood management, emergency preparedness, disaster recovery, wildfire mitigation, and transportation and community facilities.

As an integrated engineering, surveying, and planning firm, we have the technical knowledge to assist with in-house design, cost estimating, technical reports, drawings, and permitting. This depth of knowledge allows us to create compelling grant applications that tell a story and clearly outline how the requested funds will be used to achieve both the applicant's and the funding organization's goals and objectives.

In recent years, LACO has won millions of dollars for our tribal, municipal, and special district clients through grant programs including the Clean Water and Drinking Water State Revolving Funds, Community Development Block Grant Program,

Since 2018



GRANTS
AWARDED
46

TOTAL FUNDING
SECURED
\$61.7 MILLION



OUR TEAM IS HERE FOR YOU
TO COMPLETE THE
FOLLOWING:

- Funding Opportunities Analysis
- Grant Proposal Development
- Grant Management



PLANNING SERVICES



LACO's Planning Team specializes in a variety of planning-related services, including but not limited to environmental compliance, agency permitting, on-call staffing support, ordinance and policy development, and community and strategic plans.

We strive to help project ideas become a reality by helping clients navigate environmental and regulatory requirements, as well as relieving the burden on local agencies by serving as an extension of staff.

Our planning team members have prepared more than 1,000 environmental planning and permitting documents with an approach to planning focused on achieving practical win-win solutions, with broad community support, and a clear path toward

implementation. We leverage our firm's technical expertise and longstanding relationships with regional experts to design projects that are technically grounded and achievable, an asset in communicating with regulatory agencies. Our approach improves the likelihood and turnaround time for regulatory approval of your project.

LACO has an established history of serving a wide array of public and private sector clients, including local and tribal governments, municipalities, Resource Conservation and Community Services Districts, private landowners and developers, and school districts, to name a few. Throughout our history, LACO has served predominantly rural and tribal clientele.

OUR CERTIFIED PLANNERS HAVE ACCOMPLISHMENTS IN COMPLETING THE FOLLOWING:

Environmental Compliance :

- ◆ National Environmental Policy Act (NEPA)
- ◆ California Environmental Quality Act (CEQA)
- ◆ Mitigation Plans

Municipal Planning:

- ◆ Agency Permitting
- ◆ On-Call Staffing Support
- ◆ Community Meetings and Public Hearings

Long-Range and Tribal Planning:

- ◆ Ordinance and Policy Development
- ◆ Comprehensive Tribal Community Plans and Strategic Plans
- ◆ Development Feasibility Analyses

CIVIL ENGINEERING/INFRASTRUCTURE PLANNING & DESIGN

LACO's accomplished engineering team possesses a broad and in-depth understanding of civil engineering, with extensive knowledge and experience in planning, evaluation, design development, and regulatory compliance across diverse areas such as water systems, wastewater collection and treatment systems, road and street design, and site development.

Our comprehensive design approach considers the long-range goals and infrastructure needs associated with each project. Whether we are designing a resilient water supply or distribution system, wastewater collection, treatment, and disposal facilities, or a road network for a new subdivision, we work closely with our clients, relevant regulatory agencies, and community stakeholders to propose creative solutions and livable communities. Our team focuses on cost-effective, durable designs which reflect modern standards, new technologies, and community aesthetics.



No matter the project, we strive to become trusted advisors for our clients, integrating our comprehensive engineering experience with client input to create communities with clean, safe drinking water, effective wastewater disposal, and streets which provide circulation and effective stormwater management.

In the realm of site development, our design and engineering experts showcase versatility across sectors, including commercial, industrial, and high-density residential projects. From initial feasibility and conceptual site planning to final design, bidding, and construction, we work closely with clients, ensuring a comprehensive and seamless approach that aligns with their vision and objectives.



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Newberry Road/Mendocino Road Site Development; Newberry Springs, San Bernadino County, California
Newberry Community Services District; LACO Project No. 10700.00
March 13, 2025

ATTACHMENT B

2025 Schedule of Rates

2025 SCHEDULE OF RATES

Senior Managing Engineer/Surveyor, Principal Engineer	\$250.00 - \$275.00 per hour
Senior Project Manager, Senior Engineer, Senior Land Surveyor, Principal Planner	\$195.00 - \$210.00 per hour
Director of Grants & Funding Development, Project Manager, Senior Planner.....	\$185.00 per hour
Assistant Project Manager, Licensed Land Surveyor	\$175.00 per hour
Associate Planner, Associate Surveyor LSIT, Associate Engineer	\$165.00 - \$170.00 per hour
Senior Grant Writer, Staff Engineer/Surveyor, Associate Surveyor, Senior Staff Engineer	\$150.00 - \$160.00 per hour
Assistant Planner, Grant Writer, Assistant Engineer/Surveyor, Staff Planner	\$135.00 - \$145.00 per hour
Project Coordinator, Senior Project Coordinator, Grant Analyst, Business Manager.....	\$100.00 - \$120.00 per hour
Engineering Technician.....	\$80.00 per hour

SURVEY RATES

One-Person Survey.....	\$200.00 per hour
Two-Person Survey	\$310.00 per hour
Three-Person Survey	\$390.00 per hour
Drone Data Processing & Client Access Fee.....	\$650.00 each
Mavic 3E / Phantom 4 RTK Drone	\$750.00 per day
Matrice 300 Drone w/L1 LiDAR Sensor.....	\$1,500.00 per day

PREVAILING WAGE RATES

Construction Observation.....	\$190.00 per hour
One-Person Survey Prevailing Wage.....	\$235.00 per hour
Two-Person Survey Prevailing Wage.....	\$390.00 per hour
Three-Person Survey Prevailing Wage	\$520.00 per hour

TRANSPORTATION

Automobile and pickup:	
Trip charge per day (half-day minimum charge)	\$70.00 per day (\$35 minimum charge)
Over 80 miles	Federal Rate + \$0.10 per mile
Other transportation, air travel, etc.	\$Cost + 15%

PRINTING/MATERIALS

Plan copies per sheet (11x17)	black & white \$0.25	color \$2.50 each
Plan copies per sheet (24x36)	black & white \$5.00	mylar \$20.00
All other materials or printing.....	\$ Cost + 15%	

EXPERT WITNESS SERVICES – Expert witness services include, but are not limited to, preparation for and attendance at depositions or court by Principal or Senior Professionals. Other staff support will be billed at regular hourly rates.

Principal Professional Expert.....	\$500.00 per hour
Senior Professional Expert	\$400.00 per hour

ANNUAL RATE INCREASE - LACO Associates anticipates an annual hourly rate increase of 3% to 5% effective January 1st of each new year without prior notice. For projects that span multiple years, an updated Schedule of Rates will be sent with the first invoice that reflects the annual increase.

NOTES

1. The above rates are regular hourly rates and include payroll costs, overhead, and profit. If overtime is requested by the Client, it will be charged at 130% of the above hourly rates.
2. Outside services, including, but not limited to, consultants and laboratories, will be billed at Cost plus 15%.
3. Subsistence and per diem will be calculated at Cost plus 15%.
4. All travel time will be charged at the regular hourly rates.