

# NEI Standard Hourly Rates: Jan. 2018

## Hourly Rates:

Estimated costs are provided based on hourly rates, all fees shall be charged at the hourly rates stated. Additional work and work outside of scope shall be charged at hourly rates. Not to exceed cost shall be billed at hourly rates or percent complete, up to, but not to exceed, the stated amount for the requisite scope of work)

Survey Crew (Field, Robotic and / or GPS):	\$200 per hour (field Survey, layouts)
Staff Rates:	\$140 per hour (design, drafting, CAD)
Sr. Staff (Project Manager):	\$175 per hour (structural or civil analysis)
Principal:	\$185 per hour
Soil Evaluator:	\$775 half day (1-2 test locations and report)
Admin:	\$75 per hour

## Notes:

### Standard Notes:

- Any work requested outside the scope of this proposal shall be charged at current hourly rates which can be found on our website ([www.nei-cds.com](http://www.nei-cds.com)), or, subsequent contract terms and rates.
- Rates for professional testimony or meetings after-hours will be increased by a factor of 1.4
- Any subcontractors retained by NEI on behalf of the client shall be billed at a multiple of 1.2 times. Sub consultants may include, but are not limited to, Professional Wetlands Scientists, Soils testing labs, Environmental Professionals, structural and materials testing, and similar services. NEI maintains no liability as to subcontractor performance, this services is provided as a courtesy only, subcontracts shall be the direct responsibility of owner
- NEI reserves the right to disseminate any documents created in the scope of the project and recorded in the public domain to any interested third party
- Add item - may be required in addition to base fee
- Alternate item - may be alternative means to approval, alternate selection is possible.
- NEI may require construction or post-construction inspections to be performed to verify construction conforms to design plans and minimum code standards. Failure to approve or allow these inspections may compromise design goals and integrity and may limit NEI's liability in such cases.
- NEI and its consultants, partners, agents and employees shall not be liable for any and all claims, losses, expenses, injuries, or damages arising out of or any way related to this Project or this Agreement by reason or any act or omission, including breach of contract or negligence not amounting to a willful or intentional wrong, shall not exceed the total compensation received by NEI under this Agreement.
- No filing fees (Federal, State, Local or otherwise) are included within this proposal unless note otherwise. All fees to be paid by Owner /Applicant. A \$25 fee is charged for all checks paid by NEI; any checks over \$500 will be required to be paid directly by client or pre-paid.
- This proposal is valid for 45 days. A retainer of \$00.00 is requested with the acceptance of this if this proposal is acceptable to you, please sign one copy and return it to my office with the specified retainer. Retainer is non-refundable. Billing shall be performed at monthly intervals with retainage billed first. Invoice balances held for greater than 30 days may incur a finance charge of 2.0% per month. Balances held over 6 months may be placed in collection; including finance and collection fees.
- We reserve the right to redeposit returned checks, redeposit fees will be charged to client.
- Processing fee of up to 3% (min. \$15) may be applied for credit card payments
- Credit Card payments can be made over the phone during normal business hours.
- Wire Transfers Fees:  
Payments for invoices of \$1,000 or more shall not incur any wire transfer fees. Payments of less than \$1,000 shall be responsible for transfer fees.
- Work may be terminated at any time, though all items performed to date shall be billed as per percent complete or per time spent.
- Project will not commence until retainer is paid. Nonpayment of monthly invoices may result in work delay or lower priority job status

### Survey+Site Design Notes (Sec. 1 + 2)

- Property disputes, litigation, arbitration or similar issues are not included within this proposal. Additionally, deed or property errors caused by past recording errors, encroachments, non-conforming structures, adverse possession, or takings may require additional services to resolve outside the scope of this proposal. Meetings (outside the proposal scope) and prints shall be charged at hourly / standard rates. Abutters lists, mailings, etc. not inclusive
- Probate record search not inclusive in typical research package.
- If owner is able to supply a current title search dating back to operative document (e.g. lot creation), discount for survey cost may be applied.
- Survey Marker + Monuments Materials Cost (Billable unless noted otherwise):
  - Witness Stake - \$2 / per

- o Rebar + Witness Stake - \$10 / per
  - o Pin w/ cap + Witness Stake - \$15 / per
  - o Feno bounds w/ Stake - \$85 / per
  - o Granite or Concrete Bounds - \$200 / per\*
- \*All bounds may incur hourly rate fees due to difficulty of installation, boulders, subsurface impediments, etc.
- Significant clearing of brush or line cutting is not included unless noted. If clearing is required it shall be performed by owner or charged at hourly rates.
  - Field staking trips require at minimum 48 hours prior notice, i.e. 2 business days. Stakeouts calls that are received later than this will be charged a rush rate at a multiple of 1.4. This does not guarantee service within 2 days.
  - All request for survey and staking, must come through the main office, field staff may not be able to process scheduling directly.
  - Stake out / construction layout procedure.  
Upon receipt of request for layout from client, NEI will prepare a Pre-Stakeout Sketch (SK) of the points desired to be set. An email will be sent to client / responsible charge displaying these points. Client will need to approve the location of points, via email, prior to item being placed on field schedule, minimum 24 hours prior to date of fieldwork.
  - Upon completion, NEI will provide a Post-Stakeout SK, displaying actual points set for record information.
  - NEI recommends having all survey plans recorded in land evidence. This can be performed by the owner, there is a fee to record in land evidence (varies by municipality), though a Mylar print will need to be used (\$85 per).
  - Any excessive issues arising during construction not due to engineering plans or specifications ie: contractor error, negligence, malfeasance, or unforeseen or unknowable site conditions (i.e.: Spearin Doctrine) or conditions arising from inclement weather and/or natural disasters are not inclusive and may require additional services outside above referenced scope of work.
  - Any work required to be performed earlier than 8.00a or later than 4.30p Monday through Friday, or any work required to be performed on a weekend or Federal or State Holiday will incur overtime rates (1.5x to 2x)
  - Landscape Architecture Plans or design area not inclusive unless noted otherwise
  - Traffic analysis, counts, testimony not inclusive unless noted otherwise.
  - Photometric Plan not inclusive unless noted otherwise.
  - Geotechnical analysis or borings not inclusive unless noted otherwise.

#### Soil Evaluation or Subsurface Investigation Notes: (sec. 3.1)

- Client understands that excavation will be conducted on site by NEI and subcontractors. It is the responsibility of client to inform NEI and subcontractors of the existence and location of any and all underground utilities on site including, but not limited to: electrical, gas, water, sewer, telephone and cable TV lines, pipes and facilities and individual septic systems, drain lines, tanks, cisterns and the like. NEI, its agents and representatives shall not be responsible for damage to any such utility or structure caused by excavation if NEI was not specifically informed by client of the existence and location of such utility or structure, nor will NEI or its agents and representatives be responsible for any interruption of service or consequential damages arising there from.
- The soil evaluation involves excavating approximately 3' x 8' hole(s), with an excavator, mini-excavator or backhoe. Equipment choice is based on site specifics, and availability. This is an invasive process, and will leave tracks in the lawn or yard area, along with temporary loss of grass in the test-hole locations. All efforts will be made by NEI and subcontractors to repair and replace areas of excavation to original condition, but re-seeding, regarding or repair may be necessary by others or owner.
- If owner is supplying excavation equipment for soil evaluation, a request to NEI to be made to specify the size, type, and age of equipment. Site constraints or subsurface conditions (ledge, dense horizons, etc) may dictate a smaller or larger piece of equipment. Equipment must be suitable to access the site, dig 8' depth holes within 15-30 minutes, and backfill properly. Additional charges may be applied if equipment supplied is insufficient for test purposes.
- Wet season monitoring costs are not inclusive. Cases exist where redox is not clear in soils, and wet season monitoring may be beneficial. This process can be performed at hourly rates if NEI finds that there is substantial potential benefit.

#### Structural + Design Notes: (Sec. 4 + 5)

- Ladder or means of access to joists must be provided by owner / rep. Joists must be made visible by removing ceiling tiles or surfacing, prior to inspection. Limited excavation at foundation may be required - costs not inclusive.
- Verification of existing framing, foundation elements, studs, joists, and other structural members may be required to verify design and / or concept. NEI may be required to subcontract a carpenter or framer to perform limited demolition for inspection. Non-destructive testing may be possible, but this will need to be carefully coordinated with the homeowner or architect. Subcontractor costs may not be included within this proposal.
- NEI will specify sawn lumber or typical manufactured lumber (e.g. Versa Lam) material for wooden members, however we strongly recommend sending structural plans to lumber yard prior to contract award to verify member or suitable replacement is both cost effective and available.
- Improvements in flood zones: NEI strongly recommends elevation certificates be prepare pre, during and post construction, for both building code / FEMA suitability and determination of insurance rates. Insurance rates may be a critical factor in the decision making process, substantially elevating a structure may result in a drastic improvement of rates, while construction near BFE limits may have the opposite effect. NEI recommends all structures be elevated 3' - 5' + above BFE (as high as feasible), in accordance with RICRMC and NFIP recommendations.
- Basements, crawlspaces and areas below grade may need additional attention in regards to water (storm / surface, groundwater and floodwaters). If gravity sub drains are not available a separate cost proposal or firm may be required to provide sump pump an waterproofing services. There are no guarantees on basements, significant effort may be required to provide a water tight or drainage solution. Code requires 1'+ separation to water table (which may rise over the medium to long term) and / or an adequate drainage system with sufficient backup.

- Elevations certificates can be provided \$875, or less typically. Costs may vary per site.
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- Specialty Field Inspection Equipment Rental:
  - ❑ FLIR Camera.
  - ❑ Load Testing, Load Cell (up to 5,000#, unofficial)
  - ❑ Walbot (RF Sensor, To find objects behind up to 4" depth walls or concrete)
  - ❑ Borescope Camera

Add \$25 per hour to staff rates. NEI is not a certified materials inspection or testing lab, Inspection services provided as part of typical site or structural inspections only. GPS, Total Station, or UAV will be charged under survey rates.

#### Elevation Certificate Notes:

- Rush rate: 2x base cost for elevation certificate delivery within five business days (Typical delivery is 2-4 weeks\*). Please indicate if you need this service. \*Not guaranteed
- Any work requested outside the scope of this proposal (Additional data, LOMAX, etc.) shall be charged at hourly rates or subsequent contract.
- Interior unit access must be granted to entire building. Typical inspection takes approximately 30 minutes inside.
- Letter of Map Amendment (LOMA) is not inclusive. LOMA may be recommended if site grades vary from Stillwater zone (A<sub>1</sub> Zone) elevations. LOMA's are used to removed properties from hazard mapping zones that have been inadvertently included by FEMA.