



October 6, 2020

Joe Moore
Facilities Manager
Yamhill County
535 E Fifth Street
McMinnville, OR 97128

RE: Additional Service Request – ASR01 Cost Estimating
Yamhill County DA Office Remodel
FFA Project 14.06.20

Dear Joe,

FFA Architecture and Interiors Inc. (FFA) requests that the following additional services described below be added to the contract for services between Yamhill County Law Office (YCLO) and FFA Architecture and Interiors, Inc. Upon approval by YCLO, this additional service request will accompany the AIA architectural agreement signed by YCLO dated July 17, 2020.

Original Architectural Contract Amount \$28,790.

The following services are deemed additional services:

Cost estimating services conducted by outside consultant services (BCE Consulting Engineers, Inc.) provided during Schematic Design and Construction Document project phases.

Compensation for the above work scope is as follows:

- ROM cost estimate for Options 1-3
- Updated and detailed cost estimate for client's selected Option
- Updated budget pricing based on the construction document set, further developed from previous detailed pricing estimate
- FFA's coordination with BCE
- Total cost for above scope of services is \$9,850

Fees for services will be billed monthly and are due and payable upon receipt. Amounts outstanding after 30 days will incur service charges of one and one-half percent per month.

Invoicing and Payment:

Invoices received no later than the last business day of the month will be included in the current billing to the owner. Invoices received after that date may not be processed until the following month. You may email invoices to accountspayable@ffadesign.com. If you choose to email your invoices please do not mail a hard copy.

Payment to the Consultant shall be made after the Architect is paid by the Owner under the Prime Agreement. The Architect shall exert reasonable and diligent efforts to collect prompt payment from the Owner. The Architect shall pay the Consultants in proportion to amounts received from the Owner which are attributable to the Consultant's services rendered and Reimbursable Expenses incurred.

If you agree with this proposal, please sign and return one copy for our records.

Sincerely,

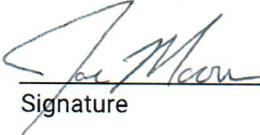
FFA Architecture and Interiors, Inc.

Troy Ainsworth, AIA, NCARB
Principal

Ian Gelbrich, AIA
Partner in Charge

Téjara Brown
Project Manager

Yamhill County Law Office

 11/16/2020
Signature Date

Joe Moore
Facilities Manager
Yamhill County

JOE MOORE, FACILITIES MNGR
Printed Name and Title

CC: Patricia Pierce, FFA

Accepted by Yamhill County
Board of Commissioners on
11/12/2020 by Board Order
20-402