

February 17, 2016

Mr. Jim Hodges  
City of Camas Public Works  
616 Northeast Fourth Avenue  
P.O. Box 1055  
Camas, Washington 98607

**Re: Contract Proposal for Construction Testing and Special Inspection Services  
NW 6<sup>th</sup> Ave and Norwood  
Franklin C.D.B.G.  
Water Transmission Main Phase 2  
City Wide QC Testing Services  
Camas, Washington**

Mr. Hodges:

Columbia West Engineering, Inc. (Columbia West) is pleased to provide this contract proposal with attached standard terms and conditions and fee schedule (Exhibits A and B, 3 pages) for requested construction testing and special inspection services for the above-referenced projects located in Camas, Washington. The terms and conditions set forth in this contract are to provide the basis for the relationship between Columbia West and City of Camas Public Works Department.

**Scope of Services –**

- 1) *Provide on-call field and laboratory testing of construction material including, but not limited to: soil, aggregate, Portland Cement concrete and asphaltic concrete.*

**Payment.** Services will be conducted on a time-and-expense basis in accordance with the schedule of fees and billing rates provided in the attached Professional Services Schedule of Fees (Exhibit B, 2 pages). The estimated fee for NW 6<sup>th</sup> Ave and Norwood identified in Exhibit C is \$11,195.00. The estimated fee for Franklin C.D.B.G. identified in Exhibit D is \$6,550.00. The estimated fee for Water Transmission Main Phase 2 identified in Exhibit E is \$13,880.00. The estimated fee for City Wide QC Testing Services identified in Exhibit F is \$8,585.00. Please note these are not fixed lump sums, but rather best estimates based upon the anticipated scope of services. If unforeseen circumstances arise and warrant additions to the scope of services, Columbia West will contact you prior to performing further efforts. Columbia West will send an invoice on a monthly basis and be compensated in full within 30 days of receipt of the invoice.

**Start Time/Completion Time/Schedule.** Services will be performed at an on-call basis according to your request and schedule.

**Limitation of Remedy.** By signing this proposal agreement / contract, you agree to have read this document and the attached standard contract terms and provisions, including the limitation of remedy paragraph, and agree to be bound by all of the terms. The undersigned certifies that he/she is authorized to act on behalf of City of Camas.

This proposal and the attached terms and conditions constitute the entire agreement between the parties.

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**Columbia West Engineering, Inc.**

**City of Camas**

**Name and Title: Lance V. Lehto, PE, GE, President**

**Name and Title:** \_\_\_\_\_

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

**1. General.** Columbia West Engineering, Inc. ("Columbia West") shall perform for Client the professional engineering services as outlined in the body of the Letter Agreement/Contract to which this applies. No additional services shall be performed nor required of Columbia West absent written agreement of the parties.

**2. Client's Responsibilities.** Client shall provide all reasonable information as to Client's requirements for the Project, and will designate a person to act with authority on Client's behalf for all aspects of the Project. Said person will examine and promptly respond to Columbia West's submissions and requests for information, and shall give prompt written notice to Columbia West should Client observe or otherwise become aware of any defect in the work performed under this Agreement. Columbia West shall be entitled to reasonably rely on all information provided to it by Client.

**3. Payment.** Fees and other charges will be billed in accordance with the terms and conditions outlined in the letter agreement. Additionally, the amount of each billing shall be due and payable 30 days after the date of such billing. Any portion of a billing not paid within thirty days of the billing date shall be delinquent and shall bear a service charge of one and one-half percent per month on the unpaid balance. If any billing is not paid within thirty days after the billing date, then in addition to any other remedies as may be available to Columbia West, it may cease performing work upon delivery of written notice to Client of its intention to do so. Columbia West shall additionally have the right but not the obligation to cease performing work under any other contract as may then be outstanding between Client and Columbia West.

**4. Limitation of Remedy.** To the fullest extent permitted by law, and not withstanding any other provision of this contract, the total liability, in the aggregate, of Columbia West and its officers, directors, partners, employees, agents and subconsultants, and any of them, to the Client and anyone claiming by or through the Client, and all other contractors, subcontractor, consultants or others providing services for the project for any and all claims, losses, costs of damages, including attorneys' fees and costs and expert-witness fees and costs of any nature whatsoever or claims expenses resulting from or in any way related to the project from any cause or causes arising out of Columbia West's services on the project (whether described in this agreement or any subsequent agreement between the parties, except as expressly agreed otherwise), including any indemnity obligation owed hereunder or otherwise, shall not exceed \$50,000.00 or the compensation received under this contract, whichever is greater. It is intended that this limitation apply to any and all liability or cause of action however alleged or arising, including negligence, strict liability, statutory liability, breach of contract, breach of warranty, negligent misrepresentation, or other acts giving rise to liability based on contract, tort, or statute, unless otherwise prohibited by law.

**5. Standard of Care.** Columbia West will provide its services under this agreement in a manner consistent with that level of care and skill ordinarily exercised by members of its profession currently practicing under similar conditions and time period in the locality of the project. Columbia West makes no other representation regarding its services, and no guarantee or warranty, express or implied, is included or intended as to any findings, recommendations, specifications, reports, opinions, documents or other instruments of service prepared by Columbia West. No agent or representative of Columbia West has any authority to modify this disclaimer of warranty. Client recognizes that subsurface conditions may vary from those encountered at the location where borings, surveys or explorations are to be made by Columbia West. Client acknowledges that the interpretations and recommendations made by Columbia West are based solely on the information available to Columbia West. Client agrees that Columbia West has been engaged to provide technical professional services only, and that Columbia West does not owe any fiduciary responsibility to the Client, or the project Owner, if different from Client.

**6. Client's Termination of Work.** Client may, by written notice, terminate Columbia West's work prior to completion. Columbia West shall nevertheless be entitled to payment of all fees and expenses incurred up to termination, and may additionally complete such work as may be necessary to place its files in order and to complete a report on work performed to date of termination. A termination charge to cover the costs thereof may be imposed at the discretion of Columbia West, said termination charge not to exceed ten percent of all charges incurred up to the date of notice of termination.

**7. Utilities.** In the prosecution of its work, Columbia West will take reasonable precautions to avoid any injury or damage to underground structures or utilities. Client agrees to defend, indemnify and hold Columbia West harmless for any damages or claims of damage to any such underground structures or utilities not called to Columbia West's attention or incorrectly shown on surveys or plans furnished to Columbia West.

**8. Samples.** Columbia West will retain uncontaminated samples of soil or rock taken in connection with this work. [Columbia West will retain such samples for thirty days. Retention of such samples beyond thirty days will occur only at Client's request and in return for payment of storage charges incurred.] All contaminated or environmentally impacted material or samples are the sole property of the client. Client maintains responsibility for proper disposal.

**9. Right of Entry.** Client will provide for the right of entry to Columbia West, its employees, agents or consultants, and for all equipment reasonably necessary to complete the work. Columbia West will take reasonable precautions in accordance with the Standard of Care to minimize any damage to property. It is understood by Client, however, that in the normal course of work, some damage may occur, in which event Columbia West is not obliged to restore the property to its state prior to the performance of such work.

**10. Re-use of Documents.** Any reuse or modification of documents by Client or anyone obtaining it through Client will be at Client's sole risk and without liability to Columbia West. Client will defend, indemnify and hold Columbia West harmless from all third party claims, demands, actions, and expenses (including reasonable attorney's fees, expert fees, and other costs of defense) arising out of or in any way related to the reuse or modification of the Work by Client or anyone obtaining it through Client.

**11. Cost and Other Estimates.** Client recognizes that Columbia West has no control over the cost of labor, materials, equipment or services provided by others, or over the contractor's methods of determining prices, or of market conditions. Any cost estimates as may be provided are made only on the basis of Columbia West's experience and judgment. No warranty is given, express or implied, that proposals or bids or actual project construction costs will not vary from cost estimates provided by Columbia West. Additionally, Columbia West makes no representations concerning estimates of area or volumes. Such estimates are estimates only. No warranty is made that estimates of areas or volumes will not be different from actual quantities.

**12. Construction Monitoring.** If Columbia West is retained by Client to provide services to monitor or observe portions of construction work, foundation excavations, or other field activities, Columbia West will report its observations and opinions to Client or Client's designated agent. Columbia West will report any observed geotechnically-related work that, in Columbia West's opinion, does not conform to plans or specifications. Client acknowledges that Columbia West has no right to reject or stop work of any contractor, subcontractor or agent of the Client. Columbia West's construction monitoring or foundation observation does not include nor consist of exploratory investigation, subsurface evaluation, seismic evaluation, groundwater analysis or any other activities associated with site investigation. Construction monitoring is limited to materials tested and observed during the construction phase of the project and is not a warranty or evaluation of subsurface conditions. Columbia West claims no past or prior knowledge of site conditions other than those documented in our reports. Should Columbia West not be retained by Client for the purpose of monitoring construction work or field activities, Columbia West shall not be held liable or responsible for any such activities, or for the geotechnical performance of the completed Project. Monitoring of construction work or field activities and the performance of the complete Project will then be the sole responsibility of Client or of any other parties designated by Client. Client in such event agrees to defend, indemnify and hold harmless Columbia West from any loss or judgment incurred by Columbia West as a result of a claim or lawsuit resulting from Client's failure to monitor construction work or field activities for which Columbia West has not been retained.

**13. Means, Methods and Techniques; Safety.** Columbia West is not responsible for and will not have control of means, methods, techniques, sequences or procedures of construction or other field activities of any contractor, subcontractor, agent or representative of Client. It is agreed that Columbia West has no control over any person or parties not employees or consultants of Columbia West. Columbia West has not been engaged and is not responsible for any safety precautions or programs related to construction for non-employees or non-consultants of Columbia West.

**14. Assignments.** During the term of this Agreement and following its expiration or termination for any reason, neither Client nor Columbia West shall transfer, assign, convey or sublet any right, claims, duty or obligation under it, nor any other interest therein without the prior written consent of the other party.

**15. Disputes.** In the event of a disagreement, Client and Columbia West agree that they will use their best efforts to resolve same in good faith negotiations or discussions with one another. If unsuccessful in resolving the dispute, the parties shall mediate any dispute prior to and as a precondition to commencement of a lawsuit by either.

**16. Certifications:** Client agrees not to require that Columbia West execute any certification with regard to services performed or work tested and/or observed under this agreement unless: (1) Columbia West believes that it has performed sufficient services to provide a sufficient basis to issue the certification, (2) Columbia West believes that the services performed or work tested and/or observed meet the criteria of the proposed certification, and (3) Columbia West has reviewed and approved in writing the exact form of such certification prior to execution of this agreement. Any certification by Columbia West is limited to an expression of professional opinion based upon the services performed by it, and does not constitute or imply a warranty or guarantee of any kind.

**17. No Personal Liability:** Client expressly waives any right to sue, or otherwise make any claim against, any of Columbia West's officers or employees, past or present, as individuals, for any cause.

**18. Consequential Damages:** Neither Client nor Columbia West will be liable to the other for any special, consequential, incidental or penal losses or damages including but not limited to losses, damages or claims related to the unavailability of property or facilities, shutdowns or service interruptions, loss of use, profits, revenue, or inventory, or for use charges, cost of capital, or claims of the other party and/or its customers.

**19. No Third Party Beneficiaries:** Nothing in this Agreement shall be construed to give any rights or benefits to anyone other than Client and Columbia West. No third party beneficiaries are created or intended by this Agreement.

## EXHIBIT B - 2016 Professional Services Schedule of Fees

### **SPECIAL INSPECTION AND CONSTRUCTION MONITORING**

➤ **Services**

	<b><u>TYPE</u></b>	<b><u>RATE</u></b>
Laboratory Technician.....	hourly	\$39.00
Engineering Technician (compaction testing soil & asphalt) .....	hourly	\$50.00
Concrete Testing Technician (ACI-certified concrete testing).....	hourly	\$50.00
Special Inspection (reinforced concrete).....	hourly	\$50.00
Special Inspection (proprietary anchors).....	hourly	\$50.00
Special Inspection (masonry, grout, CMU).....	hourly	\$50.00
Special Inspection (structural steel, bolting, and welding).....	hourly	\$57.00
Special Inspection (fireproofing).....	hourly	\$55.00
Floor Flatness Technician.....	hourly	\$60.00
Senior Engineering Technician .....	hourly	\$60.00
Asphalt Coring and Concrete Coring.....	hourly	\$60.00
Cement-Treated-Soil Testing and Inspection.....	hourly	\$55.00
Concrete Strength-Maturity Testing.....	hourly	\$65.00
Subgrade Evaluation .....	hourly	\$65.00
Laboratory Manager.....	hourly	\$80.00
Project Manager.....	hourly	\$80.00
Administrative Assistant.....	hourly	\$45.00
Skidmore Wilhelm – Bolt Testing (equipment fee).....	per day	\$50.00
Floor Flatness (equipment fee).....	per day	\$450.00
Anchor Proof Loading Hydraulic Ram and Deflection Gauges (equipment fee).....	per day	\$200.00
Concrete Strength-Maturity Electronic Meter/Reader (equipment fee).....	per day	\$50.00
Strength-Maturity Loggers.....	each	\$80.00

### **ENGINEERING CONSULTING**

➤ **Personnel**

	<b><u>TYPE</u></b>	<b><u>RATE</u></b>
Principal Engineer .....	hourly	\$105.00
Project Engineer .....	hourly	\$95.00
Senior Staff Engineer .....	hourly	\$90.00
Staff Engineer .....	hourly	\$85.00
Staff Geologist .....	hourly	\$85.00
Environmental Engineer .....	hourly	\$85.00
Environmental Engineering Technician.....	hourly	\$75.00

➤ **Geotechnical Services**

	<b><u>TYPE</u></b>	<b><u>RATE</u></b>
Bearing Capacity and Settlement Analysis .....	site specific	quoted
Foundation Design .....	site specific	quoted
Geotechnical Plan Review .....	hourly	\$95.00
Geotechnical Site Investigation .....	site specific	quoted
Retaining Wall Design .....	site specific	quoted
Rigid and Flexible Pavement Design .....	site specific	quoted
Slope Stability Analysis .....	site specific	quoted
Soil Infiltration Testing .....	site specific	quoted
Deep Foundation and Pile Design.....	site specific	quoted

➤ **Environmental Services**

	<b><u>TYPE</u></b>	<b><u>RATE</u></b>
Stormwater Sampling – 1200 COLS .....	site specific	quoted
Stormwater Sampling – 1200 A .....	site specific	quoted
Stormwater Sampling – 1200 Z .....	site specific	quoted
Monthly Stormwater Monitoring .....	site specific	quoted
Stormwater Pollution Control Plan .....	site specific	quoted
Spill Prevention / Accidental Spill Plans .....	site specific	quoted
Critical Aquifer Recharge Area (CARA) Site Evaluation Report .....	site specific	quoted
Phase I Environmental Assessment .....	site specific	quoted
Phase II Environmental Assessment .....	site specific	quoted

**MATERIALS TESTING SERVICES**

➤ **Soils & Aggregate**

	<b><u>TYPE</u></b>	<b><u>RATE</u></b>
Atterberg Limits .....	each	\$95.00
Direct Shear.....	each	\$385.00
California Bearing Ratio .....	each	\$425.00
One-dimensional Consolidation .....	each	quoted
Fractured Face Determination.....	each	\$50.00
Flat & Elongated particles .....	each	\$125.00
Hydrometer Analysis .....	each	\$135.00
Moisture Content .....	each	\$20.00
Organic Content .....	each	\$75.00
Organic Impurities.....	each	\$75.00
pH (soil) .....	each	\$50.00
Permeability (Constant Head).....	each	\$350.00
Permeability (Falling Head).....	each	\$250.00
Percent Wood Waste.....	each	\$50.00
Proctor Moisture-Density .....	each	\$190.00
Proctor Moisture-Density with oversize .....	each	\$200.00
Sand Equivalent .....	each	\$95.00
Sieve Analysis < ¾ inch maximum particle size.....	each	\$90.00
Sieve Analysis ¾ inch to 2-inch maximum particle size.....	each	\$120.00
Sieve Analysis > 2-inch maximum particle size.....	each	\$220.00
Specific Gravity of coarse aggregate.....	each	\$85.00
Uncompacted Void Content.....	each	\$125.00
Specific Gravity of fine aggregate.....	each	\$125.00
Soil Classification .....	each	\$25.00

➤ **Treated Soils**

	<b><u>TYPE</u></b>	<b><u>RATE</u></b>
Proctor Moisture-Density .....	each	\$185.00
CBR (7-day cure) .....	each	\$560.00
Compressive Strength Test.....	per set	\$300.00

➤ **Portland Cement Concrete / Masonry / Rock**

	<b><u>TYPE</u></b>	<b><u>RATE</u></b>
Concrete Cylinder Compressive Strength .....	each	\$20.00
Mortar/Grout 2 inch Cube Compressive Strength.....	each	\$18.00
Mortar Cylinder Compressive Strength.....	each	\$18.00
Core Compressive Strength (peak strength only).....	each	\$55.00
Core Unconfined Compressive Strength (stress-strain relationship).....	each	\$145.00
Grout Prism Compressive Strength Test.....	each	\$35.00
CMU Prism Compressive Strength Test.....	each	\$110.00

➤ **Asphalt Concrete**

	<b><u>TYPE</u></b>	<b><u>RATE</u></b>
Rice Density .....	each	\$90.00
Core Density and Thickness .....	each	\$45.00
Oil Content Calibration - Ignition.....	each	\$400.00
Oil Content & Gradation - Ignition .....	each	\$195.00
Moisture Content of Bituminous Mixtures.....	each	\$25.00

**MISCELLANEOUS**

	<b><u>TYPE</u></b>	<b><u>RATE</u></b>
Concrete Equipment Fee.....	daily	No Charge
Coring Equipment .....	daily	\$100.00
Core Bit Wear .....	per core	\$3.00
Nuclear Densometer .....	daily	No Charge
Vehicle Fee.....	daily	\$20.00
Mileage (outside of service area) .....	mile	\$0.65
Meter (Turbidity or pH) .....	daily	\$10.00
Outside Services.....	each	cost + 20%

Personnel rates are portal to portal. All requested geotechnical observations, inspections, and/or testing carry no minimum charge. Hours in excess of eight per day and all work on weekends will be invoiced at 1.5 times the quoted rate. Rushed laboratory testing (turnaround less than two days) will be invoiced at 1.5 times the indicated rate. Laboratory rates do not include pick up or delivery to Columbia West's laboratory. (Ø)

**Exhibit C**  
**NW 6th Ave and Norwood**  
**Camas, WA**  
**Construction Testing Services Estimate**



**ESTIMATE BASED ON ASSUMED NUMBER OF SITE VISITS**

Item					Billing Rate	Estimated Total
<b>Compaction</b>						
Backfill/ Base	5 trips at	4 hours/ea	\$20 mileage	\$0 dens/equip fee	\$50 /hr	\$1,100.00
Backfill/ Base	5 trips at	6 hours/ea	\$20 mileage	\$0 dens/equip fee	\$50 /hr	\$1,600.00
Asphaltic Concrete Testing	4 trips at	8 hours/ea	\$20 mileage	\$0 dens/equip fee	\$50 /hr	\$1,680.00
subtotal =						\$4,380.00
<b>Concrete</b>						
Field Concrete Testing	8 trips at	4 hours/ea	\$20 mileage	\$0 dens/equip fee	\$50 /hr	\$1,760.00
Sample Pick-up		8 trips	\$20 mileage	2 hours	\$50 /hr	\$960.00
subtotal =						\$2,720.00
<b>Laboratory Services</b>						
Concrete Compressive Strength Tests		4 per set		6 sets	\$20.00 /ea	\$480.00
Moisture/ Density Curve				2 tests	\$220.00 /ea	\$440.00
Sieve Analysis				3 tests	\$120.00 /ea	\$360.00
Sand Equivalent				3 tests	\$95.00 /ea	\$285.00
Fracture Count				3 tests	\$50.00 /ea	\$150.00
Ignition Oven Calibration				1 tests	\$400.00 /ea	\$400.00
Oil Content and Gradation by Ignition				4 tests	\$195.00 /ea	\$780.00
Rice Density				4 tests	\$95.00 /ea	\$380.00
subtotal =						\$3,275.00
<b>Miscellaneous Services</b>						
Administrative Support				4 hours	\$45 /hr	\$180.00
Project Management / Meetings				8 hours	\$80 /hr	\$640.00
subtotal =						\$820.00
<b>TOTAL ESTIMATED COST:</b>						<b>\$11,195.00</b>

**Exhibit D**  
**Franklin C.D.B.G.**  
**Camas, WA**  
**Construction Testing Services Estimate**



**ESTIMATE BASED ON ASSUMED NUMBER OF SITE VISITS**

Item					Billing Rate	Estimated Total					
<b>Compaction</b>											
Backfill/ CTB/ AC	10	trips at	8	hours/ea	\$20	mileage	\$0	dens/equip fee	\$50	/hr	\$4,200.00
										subtotal =	\$4,200.00
<b>Concrete</b>											
Field Concrete Testing	3	trips at	3	hours/ea	\$20	mileage	\$0	dens/equip fee	\$50	/hr	\$510.00
Sample Pick-up			3	trips	\$20	mileage	2	hours	\$50	/hr	\$360.00
										subtotal =	\$870.00
<b>Laboratory Services</b>											
Concrete Compressive Strength Tests			0	per set			3	sets	\$20.00	/ea	\$0.00
Moisture/ Density Curve							2	tests	\$220.00	/ea	\$440.00
Rice Density							4	tests	\$95.00	/ea	\$380.00
										subtotal =	\$820.00
<b>Miscellaneous Services</b>											
Administrative Support							4	hours	\$45	/hr	\$180.00
Project Management / Meetings							6	hours	\$80	/hr	\$480.00
										subtotal =	\$660.00
<b>TOTAL ESTIMATED COST:</b>											<b><u>\$6,550.00</u></b>

**Exhibit E**  
**Water Transmission Main Phase 2**  
**Camas, WA**  
**Construction Testing Services Estimate**



**ESTIMATE BASED ON ASSUMED NUMBER OF SITE VISITS**

Item	Billing Rate	Estimated Total
<b>Compaction</b>		
Backfill/ Surfacing	30 trips at 6 hours/ea \$20 mileage \$0 dens/equip fee \$50/hr	\$9,600.00
	subtotal =	\$9,600.00
<b>Laboratory Services</b>		
CDF Compressive Strength Tests	3 per set 3 sets \$20.00/ea	\$180.00
Moisture/ Density Curve	3 tests \$220.00/ea	\$660.00
Sieve Analysis	3 tests \$120.00/ea	\$360.00
Sand Equivalent	3 tests \$95.00/ea	\$285.00
Fracture Count	3 tests \$50.00/ea	\$150.00
Ignition Oven Calibration	1 tests \$400.00/ea	\$400.00
Oil Content and Gradation by Ignition	1 tests \$195.00/ea	\$195.00
Rice Density	12 tests \$95.00/ea	\$1,140.00
	subtotal =	\$3,370.00
<b>Miscellaneous Services</b>		
Administrative Support	6 hours \$45/hr	\$270.00
Project Management / Meetings	8 hours \$80/hr	\$640.00
	subtotal =	\$910.00
<b>TOTAL ESTIMATED COST:</b>		<b>\$13,880.00</b>

**Exhibit F**  
**City Wide QC Testing**  
**Camas, WA**  
**Construction Testing Services Estimate**



**ESTIMATE BASED ON ASSUMED NUMBER OF SITE VISITS**

Item	Billing Rate	Estimated Total
<b>Misc. QC</b>		
Testing	<input type="text" value="20"/> trips at <input type="text" value="4"/> hours/ea <input type="text" value="\$20"/> mileage <input type="text" value="\$0"/> dens/equip fee <input type="text" value="\$50"/> /hr	<input type="text" value="\$4,400.00"/>
	subtotal =	<input type="text" value="\$4,400.00"/>
<b>Laboratory Services</b>		
Moisture/ Density Curve	<input type="text" value="5"/> tests <input type="text" value="\$220.00"/> /ea	<input type="text" value="\$1,100.00"/>
Sieve Analysis	<input type="text" value="5"/> tests <input type="text" value="\$120.00"/> /ea	<input type="text" value="\$600.00"/>
Sand Equivalent	<input type="text" value="5"/> tests <input type="text" value="\$95.00"/> /ea	<input type="text" value="\$475.00"/>
Rice Density	<input type="text" value="10"/> tests <input type="text" value="\$95.00"/> /ea	<input type="text" value="\$950.00"/>
	subtotal =	<input type="text" value="\$3,275.00"/>
<b>Miscellaneous Services</b>		
Administrative Support	<input type="text" value="6"/> hours <input type="text" value="\$45"/> /hr	<input type="text" value="\$270.00"/>
Project Management / Meetings	<input type="text" value="8"/> hours <input type="text" value="\$80"/> /hr	<input type="text" value="\$640.00"/>
	subtotal =	<input type="text" value="\$910.00"/>
<b>TOTAL ESTIMATED COST:</b>		<b><u><u>\$8,585.00</u></u></b>