

# SAGE ENGINEERING ASSOCIATES, LLP

1211 Western Avenue Albany, NY (518) 453 6091 F (518) 453 6092

April 27, 2011

Mr. Peter J. Tavino, P.E.  
Litchfield Geothermal  
68 Route 63  
PO Box 277  
Litchfield, CT 06759

Re: Gun Memorial Library  
Heating/Cooling Load Calculations

File: 2561

Dear Peter:

At your request we are pleased to provide this proposal to provide engineering calculations on the above referenced project. We understand the scope of services to be as follows:

1. Provide heating and cooling load calculations based on as-built drawings as provided to us on April 27, 2011. If information on the existing drawings does not clearly indicate thermal conductivities of building envelope components, we assume that you will assist in determining this data. The calculations will provide room-by-room load calculations, building block load and zone summaries as well if you care to define individual zones.
2. Deliverables will include a heating and cooling report with peak loads defined by room, by zone and by the overall block load. Calculations will be performed through the Taco Load Tool software, which uses ASHRAE algorithms for calculations.

We propose to invoice you for these services upon completion of the calculations, based on our standard hourly rates, enclosed as Attachment 1, with total billings not to exceed one thousand dollars (\$1,000.00). We anticipate using primarily the efforts of a Senior Designer for this work, with oversight from our Mechanical Engineering Group Manager.



Mr. Peter J. Travino, P.E.  
April 27, 2011  
Page 2

If you are in agreement with this proposal, please sign below and return a copy of the signed proposal by fax to my attention, and this will constitute our notice to proceed.

Thank you for this opportunity to provide you with engineering services.

Sincerely,

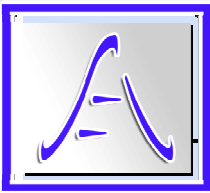
A handwritten signature in black ink, appearing to read 'JSE', written in a cursive style.

John S. Edwards, P.E., LEED™ AP  
Principal

Agreed to by:

\_\_\_\_\_  
Peter J. Travino, P.E.

\_\_\_\_\_  
Date



# SAGE ENGINEERING ASSOCIATES, LLP

1211 Western Avenue Albany, NY (518) 453 6091 F (518) 453 6092

## ATTACHMENT 1

### GUNN MEMORIAL LIBRARY LOAD CALCULATIONS

FOR

PETER J. TRAVINO, P.E.

### STANDARD HOURLY RATES

<b>STAFF MEMBER</b>	<b>HOURLY RATE</b>
PRINCIPAL	\$150.00
ENGINEERING GROUP MANAGER	\$125.00
ARCHITECTURAL GROUP MANAGER	\$125.00
SENIOR ENGINEER	\$110.00
SENIOR ARCHITECT	\$110.00
PROJECT MANAGER	\$100.00
ENGINEER II	\$ 95.00
SENIOR DESIGNER	\$ 80.00
ENGINEER I	\$ 75.00
ARCHITECT	\$ 75.00
DESIGNER	\$ 60.00
DRAFTER	\$ 50.00
SUPPORT STAFF	\$ 40.00

Reimbursable expenses include: transportation and living expenses away from Albany, NY, long distance communications, reproduction of project documents, postage and delivery, outside consultants, specialized services, and additional insurance that is client-requested. Reimbursable expenses are billed at actual cost plus ten percent.

