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June 26, 2025

Mr. David Thompson
Executive Director of Leisure Services
Foley Sports Tourism
dthompson@cityoffoley.org

RE: Foley Public Works Renovation

Dear Mr. Thompson,

Thank you for reaching out to PCDA for architectural services. It is our pleasure to provide you with a proposal.

Scope: PCDA will create construction documents for an interior renovation and addition to the Foley Public Works building. The renovations will include enclosing the covered area at the back of the building and providing insulation and wall protection in the shop area. The current office space will be demolished and replaced with a new 2,500-3,000 SF single story office space. The construction documents will include mechanical, electrical, plumbing and structural engineering. The documents will also include a Life Safety/Code Summary. PCDA will assist with bidding and act as Construction Administrator during the construction process.

Fee Structure: A lump sum fee of \$60,000 will be invoiced per the following milestones:

Initial Payment	\$3,000
Design Development	\$9,500
Construction Documents	\$42,000
Bidding	\$3,000
Construction Administration	\$2,500
Total	\$60,000

Please call with any questions. If acceptable, my office will forward a contract for review and signature.

Sincerely,

A handwritten signature in black ink that reads "Paul C. Davis". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

Paul C. Davis, President

Paul Carpenter Davis Architecture, P.C.