



Building Envelope
Consultants & Structural Engineers

RJH & Associates, Inc.
12590 Emerald Coast Parkway Unit B
Miramar Beach, FL 32550
Tel: (850) 608-6221

June 7, 2024

Derek Gilbert, LCAM
RC Association Management Team
495 Richard Jackson Boulevard
Panama City Beach, FL 32407

Reference: **Crossover Bridge Assessment**
Grand Panama Beach Resort
11807 Front Beach Road
Panama City Beach, FL 32407

Dear Mr. Gilbert,

RJH & Associates, Inc. (RJH) is pleased to submit this Proposal to provide Engineering services for the above-mentioned property. We understand that you want RJH to perform a site visit to assess the crossover bridge's condition and provide a report. RJH proposes to perform the following services in a professional manner and in accordance with standard principles and practices.

SCOPE OF WORK
Crossover Bridge Assessment

RJH will provide construction consulting to include an on-site assessment at the above-mentioned crossover bridge at the property as discussed with Mr. Gilbert. It is our understanding that the crossover has experienced leaks and is exhibiting some signs of corrosion and failure. RJH will perform our visual review, review of documents provided, and provide a report with photos that includes our conclusions and recommendations for any repairs that may be needed. This review does not include any destructive investigation or testing. RJH will need to use a drone to assist in our review from the exterior of the bridge crossover.

PROPOSED FEE

RJH additional work will be performed for the lump sum fee of:

Work described for the **Crossover Bridge Assessment** will be performed for the Fee of Eight Thousand Nine Hundred and Seventy-five dollars (\$8,975.00)

Extra Services will be performed under our hourly fee schedule plus expenses to include travel

(portal to portal) requested by the client in reference to this project:

- \$325 per hour for Principal Partner,
- \$265 per hour for Senior Associates,
- \$205 per hour for Senior Project Managers,
- \$185 per hour for Associates/Project Managers,
- \$160 per hour for Project Coordinators,
- \$135 per hour for Field Technician,
- \$100 per hour for any drafting services,
- \$80 per hour for administrative services,
- \$0.75 per mile
- Expenses (food, lodging, etc.) at cost

We plan to provide our services in accordance with the proposed Standard Terms and Conditions of the contract. We trust this Proposal is satisfactory, and we look forward to assisting you.

AUTHORIZATION AND SCHEDULE

RJH will begin work on the project immediately upon receipt of your written authorization. RJH will need to schedule the site visit based on our availability. We trust this Proposal is satisfactory, and we look forward to assisting you. All coordination will be between RJH and Mr. Gilbert or an authorized representative.

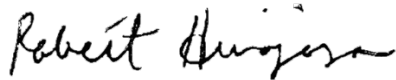
STANDARD TERMS AND CONDITIONS

1. RJH is being engaged by the CLIENT to render professional services involving aspects of design, construction observation and consulting.
2. RJH will perform its services in accordance with the standard of care normally practiced by recognized professional firms in performing services of similar nature. The CLIENT expressly acknowledges that RJH makes no other warranties or guarantees, expressed or implied, regarding the services set forth herein.
3. RJH will provide CLIENT with a report in connection with the services performed. The report will present such findings and conclusions as RJH may reasonably make with the information gathered while performing its services. In preparing the work product, RJH may review and interpret certain information provided by the CLIENT or by third parties.
4. No claim may be brought against RJH in contract or tort more than two (2) years after the Services were completed or terminated under this engagement.
5. RJH's report related documents and deliverables are instruments of professional service ("instruments") developed by RJH in contemplation of a wide array of project-specific variable, including how the documents will be used and by whom. CLIENT and RJH shall together identify those who, in addition to CLIENT may use the various instruments and for what purposes and RJH shall copyright the instruments to make illegal any unauthorized duplication, other reproduction or copying, quotation or excerption.
6. The total liability in the aggregate arising out of or in any way related to Consultant's

- services, the project, or this Agreement shall be limited to the amount of this contract.
7. A fully executed copy of this proposal and retainer will be required prior to scheduling services. A signature block has been provided. All invoices are due upon receipt. Invoices are sent monthly for services rendered throughout the process and payment is not to be held during work progress. All invoices that are unpaid after 30 days are subject to interest charges of 1.0% per month and related collection expenses.
 8. Travel is to and from the TX, NC, FL, or ON offices. Expenses will be charged as reimbursable with a 10% administration fee and mileage at the rate of \$0.75 per mile for any services not included in the lump sum price.

We appreciate the opportunity to provide this proposal. Should you have any questions regarding our proposal, please do not hesitate to contact us.

Sincerely,



Robért Hinojosa, PE, RRC, RWC, REWC, RBEC
President

Accepted By.

(Signature)

(Typed or Printed Name)

(Title/Company)

(Date)