



thompson
CONSULTING SERVICES

November 2, 2020

Tony Mensah
668 E. Lindsey
Norman, OK 73071

SENT VIA EMAIL TO: Tony.Mensah@NormanOK.gov

Re: Severe Winter Weather and Ice Storm Debris Removal Monitoring - Scope of Services and Budget Estimate

Dear Mr. Mensah,

Thompson Consulting Services (Thompson) is pleased to submit the following scope and budget to provide disaster debris monitoring services to the City of Norman (City). The scope and budget have been prepared based on Thompson’s current understanding of the City’s estimated ROW debris removal needs related to the recent impacts from the severe winter weather and ice storm. The following table provides a budget for a scenario that contemplates ROW debris removal of vegetative debris over a 60-day period.

Table 1: Debris Monitoring Services Budget Estimate

Position	Hourly Rate (\$)	Quantity	Avg Hours per Day	Days	Budget Estimate (\$)
Operations Manager	\$49.50	1	12	60	\$35,640.00
GIS Analyst	\$55.00	1	2	60	\$6,600.00
Field Supervisors	\$38.75	4	12	60	\$111,600.00
Debris Site/Tower Monitors	\$31.50	6	12	60	\$136,080.00
Project Inspectors (Crew Monitors)	\$32.50	30	12	60	\$702,000.00
Billing/Invoice Analysts	\$39.00	2	8	60	\$37,440.00
Project Coordinators	\$18.50	1	12	60	\$13,320.00
ADMS	\$3.50	36	12	60	\$90,720.00
TOTAL LABOR					\$1,133,400.00
Direct Project Expenses at Cost w/o Markup					\$148,425.00
TOTAL BUDGET					\$1,281,825.00

It is Thompson’s objective to deliver our services at or below the estimated budget for the current 60-day period of performance. The estimated budget is based on anticipated average staffing levels over the course of the entire project. As needs change, particularly as the project nears completion, Thompson will adjust the number of personnel assigned to the contract accordingly. In the event that Thompson exceeds the hourly billings outlined above, Thompson will immediately notify the City in writing and submit a request for extension to the task order. Deviations from the budget may occur if the City requests changes to the level of assistance Thompson is to provide.

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If you have any questions, please feel free to contact me directly at jhoyle@thompsoncs.net or 321-303-2543.

Sincerely,



Jon Hoyle

President, Thompson Consulting Services

jhoyle@thompsoncs.net | cell: 321-303-2543