



## FEE SCHEDULE

	As of January 1, 2008	
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### Project Service Agreement

The Project Service Agreement is the defining document for any project undertaken by Project Coordinators Inc. Said Agreement will define our *Scope of Work*, and therefore will itemize the type of services requested by Client. All fees charged by Project Coordinators will be outlined in the Project Service Agreement and agreed upon prior to commencement of any work. The Project Service Agreement may include one, or a combination of, the following types of fees and prices:

### Fees/Fixed Prices

Basic Services: Project Coordinators Inc. shall charge hourly rates for Basic Services, as defined in the Project Service Agreement. Said rates will be quoted at time of proposal, and are currently as follows:

Senior Construction Consultant -	\$85/hour
Design Team Consultant --	65/hour
Administrative Reporting -	50/hour

Not-to-Exceed Agreement: In certain cases, Project Coordinators, Inc. will enter into a “Not-to-Exceed Agreement” with Client. Under such Agreement, services will be billed at hourly rates current at the time of billing up to a pre-defined maximum amount. Services in excess of this amount will proceed only with Client authorization and will be billed as Additional Services.

Fixed Price Agreement: Project Coordinators Inc. shall produce certain products for a lump sum amount, regardless of time spent on research and/or compilation of information. Pricing for such products will be quoted in advance, and will be confirmed in writing before work begins.

Subcontracted Work & Services: The Client shall reimburse Project Coordinators Inc. for the costs of all contracted work and services incurred plus 10%. These include such items as architectural and engineering services, drafting and design services, or survey work.

Reimbursable Expenses: Those expenses relating to reproduction, delivery and messenger services, travel and mileage, etc. are considered reimbursable expenses, and will be billed with a 15% markup.

### Termination of Work

In the event Client and/or Project Coordinators Inc. terminates the Project Service Agreement at any point prior to project completion, Project Coordinators will be reimbursed on an hourly basis at established hourly rates for time accrued plus reimbursable expenses.