



February 13, 2012

Michael Cianfrini, Supervisor
Town of Oakfield
3219 Drake Street
Oakfield, New York 14125

**RE: TOWN OF OAKFIELD
LOCAL GOVERNMENT EFFICIENCY GRANT APPLICATION
PROPOSAL FOR ENGINEERING SERVICES**

Dear Supervisor Cianfrini:

We are pleased to submit our proposal for engineering services related to the Town's efforts to obtain a New York State Local Government Efficiency Grant for the Town of Oakfield Town Hall Expansion and Shared Courtroom Facilities.

Our proposed scope is as follows:

Provide concept plans and cost estimates of the proposed improvements to the Town Hall and Court Facilities, assist with the New York State Local Government Efficiency Grant application, coordination with involved parties, and attendance at public meetings, as needed.

We proposed to complete this scope of work for a lump sum amount of \$2,000.

We appreciate the opportunity to submit our proposal and look forward to working with all those involved. If you have any questions or require any additional information, we would be happy to meet with you at any time to discuss our approach and qualifications in detail.

Very truly yours,

Clark Patterson Lee

Thomas A. Carpenter, P.E.
Principal Associate

Enclosures

Proposal Accepted By:

Signature: _____
Town of Oakfield

Date: _____