

December 23, 2015

DLR Group Architecture & Planning
421 SW Sixth Avenue
Suite 1212
Portland, OR 97204

o: 503/274-2675
f: 503/274-0313

Allen Dannen, PE
Assistant City Engineer
City of Salem
555 Liberty Street SE
Room 325
Salem, OR 97301-3513

Re: Project Name: Architectural Services for the Salem Police Facility
DLR Group Project No.: 74-15114-00

Dear Allen:

Per your direction we propose the following scope of service and fee adjustment to our current agreement.

DLR Group / CBTwo will provide concept design services for an additional fourth site in lieu of the three sites currently within our scope of service.

We propose that the maximum fee limit be increased in the amount of \$20,000. This would allow for the following estimated additional efforts:

- \$11,400 DLR Labor
- \$5,000 CBTwo Labor
- \$3,600 Architectural Cost Consultants Labor

Please give me a call if you have any questions or need any other information.

Sincerely,
DLR Group

Kent R. Larson
Principal in the Firm