



Internal Memorandum

Public Works Department
Office of the Director (5200)

TO: Professional Services Review Committee **DATE:** March 18, 2016
THRU: Lowell Duhon
FROM: Tom Carroll
SUBJECT: **PROFESSIONAL SERVICES REVIEW COMMITTEE**
CALL FOR COMMITTEE MEETING

A meeting of the Professional Services Review Committee is being called for **Tuesday, March 22, 2016** at **5:00 p.m.**, in the Small Briefing Room in the Council Chambers at City Hall. The purpose of the meeting is to make selections for the following:

<u>Project/Services Required</u>	<u>Approx. Cost</u>	<u>Recommendation</u>
LUS Web Design (LUS) <i>Web Development/Design</i>	\$20,000	Pixelbrush Studios
Belle Fontaine Drive Extension (PW) <i>Electrical Engineer</i>	\$15,000	TME, LLC

A handwritten signature in black ink, appearing to read "Thomas R. Carroll, III".

Thomas R. Carroll, III, P.E., P.L.S.
Public Works Director

SCOPE OF SERVICES

LUS WEB DESIGN – Design and development of web page services for LUS.

BELL FONTAINE DRIVE EXTENSION - Perform lighting calculations and provide a report of calculations.