FEE FOR SERVICE AGREEMENT – PRESERVATION SERVICES

CONTRACT PERIOD: ____________________ - ____________________

SCOPE OF SERVICES: The owners of ___________, ___________________________, are interested in securing the consulting services of Colorado Preservation, Inc. (CPI) to write and submit a History Colorado State Historical Fund grant application for the ________________ granting round.

The specific tasks to be accomplished by the Owners include, though are not limited to:

- Gather and submit to CPI ample and appropriate research materials on the significance and history of ________________ for the grant application

The specific tasks to be accomplished by CPI include, though are not limited to:

- Review of research materials on the significance and history of ________________ for the grant application; additional research/time may be required by CPI dependent on the amount of information readily available (additional costs may apply)
- Obtaining quotes for work to be contracted for the following: (ie)
  - A licensed architect to prepare the Historic Structures Assessment of ________________
  - A qualified historic preservation consultant to prepare a National Register Nomination on the property
- Coordination of necessary signatures for grant reporting
- Communication with State Historical Fund staff
- Accurate and timely delivery of the final grant and supplemental forms and exhibits to the State Historical Fund on or before _______ deadline
- Act as point person for grant related inquiries and correspondence through award announcement

CONTRACT BUDGET: $_________ (plus estimated indirect expenses and contingency)

- Approximately X hours @ $75/hour = $_______
- Indirect Expenses (ie.)
  - Contingency of 10% = $_______
  - Travel expenses: ___________________________
  - Copying costs: ___________________________

TERMS OF PAYMENT:

- Payment of $_______________ for grant writing by ________________
- Indirect Costs and any additional hours to be billed after submittal (see estimates above)

Agreed to by:

__________________________________________  _________________________
XXXXX                                      Date                              Roxanne Eflin, Executive Director  Date

__________________________________________  _________________________
Legal Owner of ___________________________  Colorado Preservation, Inc.