

ADDISON AIRPORT ESA INVOICES

consulting | One Glen Lakes
engineering | 8140 Walnut Hill Lane, Suite 1000
construction | Dallas, Texas 75231
operations | Tel: 214 346-2800 Fax: 214 987-2017

INVOICE

Town of Addison
Public Works Department
P.O. Box 144
Addison, Texas 75001

August 31, 1998
CDM PN 10551-22271
Invoice No. 80032336
Payment Request No. 4
Page 1

Attn: Mr. Jim Pierce, P.E.
Project Manager

RE: ADDISON AIRPORT PHASE I ESA

For Engineering services associated with performing a review of the Addison Airport Action Plan, preparing a response letter in regards to the plan, meeting with the Town of Addison and performing a review/response letter for the Leak-Tek Plan A Site Assessment Report, per contract dated September 26, 1997 and Amendment 1 dated June 08, 1998.

Services from April 26, 1998 through August 15, 1998:

Direct Labor

<u>Employee</u>	<u>Hours</u>	<u>Rate</u>	<u>Labor Cost</u>
Project Manager	20.0	90.00	1,800.00
Scientist	0.5	75.00	37.50
Administrative Support	4.5	45.00	202.50
Totals:	25.0		\$ 2,040.00

Total Due This Invoice: \$ 2,040.00

Upper Limit: 37,560.00
Billed to Date: 35,865.15
Dollars Remaining: 1,694.85

Remit to: Camp Dresser & McKee, Inc.
P.O. Box 74594
Department Number 44
Chicago, IL 60690

*OK to pay
Jeffrey
9-2-98*

CDM Camp Dresser & McKee Inc.

consulting
engineering
construction
operations

One Glen Lakes
8140 Walnut Hill Lane, Suite 1000
Dallas, Texas 75231
Tel: 214 346-2800 Fax: 214 987-2017

June 1, 1998

Mr. Jim Pierce, P.E.
Project Manager
Town of Addison
P.O. Box 144
Addison, Texas 75001-0144

Re: Amendment 1 to Engineering Services Agreement
between Camp Dresser & McKee Inc. and the Town of Addison
for Phase I Environmental Site Assessment Services at Addison Airport

Dear Mr. Pierce:

The Phase I Environmental Site Assessment (ESA) of Addison Airport has been completed by Camp Dresser & McKee Inc. (CDM) in accordance with our previous contract. Since the ESA was completed, Addison Airport of Texas Inc. (AATI) has developed a Plan of Action to address the environmental concerns identified in the ESA. The Town of Addison would now like CDM to review the Plan of Action and provide our comments concerning the proposed assessment, oversight, and management activities discussed in the plan.

To facilitate our review of these documents, CDM will need to amend our current contract upper limit. The labor budget for the previous contract has been expended and will require an amendment to allow CDM to complete the requested services. CDM proposes to review the Addison Airport Plan of Action and provide our comments to each of the proposed action items in a follow up letter to the Town of Addison. CDM has also included one meeting with Town staff upon completion of the review activities. A second meeting has also been included, if needed, with Town staff, AATI and AATI's environmental consultant to discuss any additional information that may be needed or deficiencies identified in the proposed plan.

Project Budget

CDM proposes to increase the upper limit for this project as presented below. All services outlined in this amendment will be performed in accordance with the terms and conditions of our original contract.

Review Action Plan and Compare to ESA Findings (10 hours at \$ 90.00/hour)	\$ 900.00
Prepare Written Response to Plan of Action (10 hours at \$ 90.00/hour)	\$ 900.00
Meet with Town of Addison to Discuss Response Findings (4 hours at 90.00/hour)	\$ 360.00
If needed, Meet with Town and AATI to Discuss Response Findings (4 hours at \$ 90.00/hour)	\$ 360.00
Administration/Clerical Services (5 hours at \$ 45.00/hour)	\$ 225.00
Total Amendment Requested	\$ 2,745.00

Mr. Jim Pierce, P.E.
June 1, 1998
Page 2

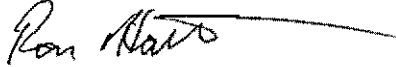
Schedule

CDM proposes to complete the services described in this amendment within 14 days of receipt of written authorization from the Town of Addison.

CDM appreciates the opportunity to provide continued service to the Town of Addison. If you have any questions about this amendment or need any additional information, please phone me at 214-346-2800.

Sincerely,

CAMP DRESSER & McKEE INC.



Ron Hartline, P.E.
Project Manager

C. Hunter Nolan
C. Hunter Nolan ^{By R.H.}
Vice President

APPROVED:

TOWN OF ADDISON

BY *Signed by Ron Whitehead*
City Manager

DATE *6-8-98*

CDM Camp Dresser & McKee Inc.

consulting | One Glen Lakes
engineering | 8140 Walnut Hill Lane, Suite 1000
construction | Dallas, Texas 75231
operations | Tel: 214 346-2800 Fax: 214 987-2017

INVOICE

Town of Addison
Public Works Department
P.O. Box 144
Addison, TX 75001

April 29, 1998

Attn: Mr. Jim Pierce, P.E.
Project Manager

Client/Project No. 10551-22271
Invoice No. 80026010
Payment Request No. 3
Page 1

RE: ADDISON AIRPORT PHASE I ESA

For environmental services associated with performing a Phase I Environmental Site Assessment at Addison Airport. Per contract dated September 26, 1997.

Services from March 8, 1998 through April 25, 1998

Direct Labor

<u>Employee</u>	<u>Hours</u>	<u>Rate</u>	<u>Labor Cost</u>
Project Manager	3.0	90.00	\$ 270.00
Drafting	4.0	55.00	220.00
Administrative Support	0.5	45.00	22.50
Totals:	7.5		\$ 512.50

Other Direct Costs

Prints	\$ 1,488.38	
Total Other Direct Costs @ Cost		<u>1,488.38</u>

Total Due This Invoice: \$ 2,000.88

Upper Limit 34,815.00
Billed to Date: 33,825.15
Dollars Remaining: 989.85

Remit to: Camp Dresser & McKee Inc.
P.O. Box 74594
Department Number 44
Chicago, IL 60690

*OK to pay
J. Pierce
5-4-98*

Probably last invoice

*3 full copies
30 copies every two
month afterwards -*

To All CDM Clients:

OUR REMIT TO ADDRESS IS CHANGING AGAIN!!!

Effective immediately, payment should be forwarded to the address listed below. Please make the necessary changes in your system to ensure that your payment is not delayed or returned.

Remit payments to:

CAMP DRESSER & MCKEE, INC.
P.O. BOX 74594
DEPARTMENT NUMBER 44
CHICAGO, IL 60690

Thank you for your prompt attention to this matter. If you should have any questions, please call the Accounting Department at (214) 346-2800.

Project 74100

**TOWN OF ADDISON
PAYMENT AUTHORIZATION MEMO**

DATE 10 | 23 | 97

CLAIM # _____

CHECK AMOUNT \$ 75.00

Vendor No. _____

Vendor Name Addison Conference & Theatre Center

Address 15650 Addison Rd

Address Addison, TX


Address _____

Zip Code 75245

INVOICE # OR DESCRIPTION	FUND	DEPT	OBJ	PROJ	SAC	AMOUNT
	(00)	(000)	(00000)	(00000)	(000)	(0000.00)
<u>Rental Contract</u>	<u>12</u>	<u>6021</u>	<u>56180</u>	<u>74100</u>		<u>75.00</u>
RECEIVED						
OCT 31 1997						
TOWN OF ADDISON ACCOUNTING						
					TOTAL	\$ 75.00

EXPLANATION For Addison Airport Phase 1 Environ -
mental Assessment - Tenant Kick-off
meeting

Project # 74100


AUTHORIZED SIGNATURE

ORIGINAL TO ACCOUNTING/YELLOW FOR D

[Handwritten note on a dark background:]
This is for the...
meeting...
for the...
meeting...
for the...
meeting...

ADDISON CONFERENCE AND THEATRE CENTRE
RENTAL CONTRACT

THE STATE OF TEXAS
COUNTY OF DALLAS

This agreement is made and entered into by and between the TOWN OF ADDISON, TEXAS ("Lessor") and TOWN OF ADDISON, ("Lessee").

WITNESSETH:

That Lessor does hereby grant to Lessee the right to use and occupy the following designated portion of the Addison Conference and Theatre, ("Centre") for the period specified and Lessee does hereby rent and take such space to wit:

Location	Date	Time Period	Event Schedule
CONFERENCE CENTRE	WEDNESDAY, NOVEMBER 19, 1997	10:00AM-11:30AM	AIRPORT ENVIRONMENTAL ASSESSMENT BRIEFING

Lessee is to use the above described space for the purpose of HOSTING A MEETING and for no other purpose without the prior written consent of Lessor.

For use of said premises, Lessee agrees to pay Lessor at the Centre, 15650 Addison Road, Addison, Texas 75248 the aforesaid basic rental due thirty (30) days prior to the event for which premises are rented. LESSEE AGREES TO PAY TO LESSOR THE FOLLOWING:

DEPOSIT	WAIVED
ROOM RENTAL & SET UP FEES	\$75.00
MISCELLANEOUS	
GRAND TOTAL	\$75.00

The deposit is due at the time this Rental Contract is executed. THE DEPOSIT IS REFUNDABLE AS SPECIFIED IN THE BUILDING RULES AND REGULATIONS.

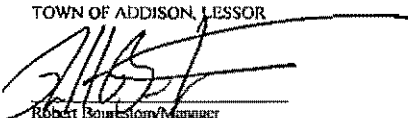
The deposit is not refundable upon cancellation. The full amount of the basic rental will be charged Lessee for any cancellation made within Forty-five (45) days of the beginning of the scheduled event. Cancellations will not be enforceable unless they are in writing and acknowledge by Lessor. Failure to timely pay all fees, deposits and rentals due under this Rental Contract shall, at the option of Lessor, constitute a default hereunder subjecting this Contract to cancellation.

Special conditions and/or requirements: 1200 SQ. FT. FOR 80-100 PEOPLE THEATRE STYLE.

It is understood and agreed that the terms and conditions ATTACHED are a part of this Rental Contract. Lessee acknowledges that he has read and understands the same.

IN WITNESS WHEREOF, this contract is executed and entered into by and between the parties this 22ND day of OCTOBER, 1997.


TOWN OF ADDISON, LESSOR


Robert Bourleson/Manager
15650 Addison Road
Addison, Texas 75248
Telephone: 972/450-6203
Fax: 972/450-6213

TOWN OF ADDISON/ADDISON AIRPORT ENVIRONMENTAL ASSESSMENT

BRIEFING, Lessee

The party signing this agreement is an authorized agent of the Lessee.

*By: 

Address:
JIM PIERCE
ENGINEERING DEPARTMENT
16801 WESTGROVE DRIVE
ADDISON, TEXAS 75248
Telephone: 2879
FAX: 450-2837

I have received a separate copy of the Building Rules and Regulations and understand that they are a part of this contract and that I am responsible for reading and following these rules. I have also received a copy of the terms and conditions of the contract and understand that they are part of this contract. In the event this contract was received via fax I understand that all of the same terms and conditions apply.

*Lessee 

THIS CONTRACT WILL BECOME NULL AND VOID TWO WEEKS FROM OCTOBER 22, 1997 IF NOT RETURNED WITH THE APPROPRIATE SIGNATURE AND DEPOSIT.

Adopted July 23, 1991

(CONT102797)

Addison!

Jim -

Oct 22, 1997

Please sign the contract and return to us. The copy is for your file.

Also I am sending a brochure on our facility for your records.

Gretchen

Gretchen: Signed contract & copy of a PAM attached requesting payment.

Jim Peir 10/29/97
2879

Town of Addison P.O. Box 144 Addison, Texas 75001 (972) 450-7000

ADDISON CONFERENCE & THEATRE CENTRE

Gretchen Acevedo
Secretary
15650 Addison Road
Addison, Texas 75248

Tel: 972/450-6201
Fax: 972-450-6213

ADDISON CONFERENCE AND THEATRE CENTRE
RENTAL CONTRACT

COPY

THE STATE OF TEXAS
COUNTY OF DALLAS

This agreement is made and entered into by and between the TOWN OF ADDISON, TEXAS ("Lessor") and TOWN OF ADDISON, ("Lessee").

WITNESSETH:

That Lessor does hereby grant to Lessee the right to use and occupy the following designated portion of the Addison Conference and Theatre, ("Centre") for the period specified and Lessee does hereby rent and take such space to wit:

Location	Date	Time Period	Event Schedule
CONFERENCE CENTRE	WEDNESDAY, NOVEMBER 19, 1997	10:00AM-11:30AM	AIRPORT ENVIRONMENTAL ASSESSMENT BRIEFING

Lessee is to use the above described space for the purpose of HOSTING A MEETING and for no other purpose without the prior written consent of Lessor.

For use of said premises, Lessee agrees to pay Lessor at the Centre, 15650 Addison Road, Addison, Texas 75248 the aforesaid *basic rental due thirty (30) days prior to the event for which premises are rented.* LESSEE AGREES TO PAY TO LESSOR THE FOLLOWING:

DEPOSIT	WAIVED
ROOM RENTAL & SET UP FEES	\$75.00
MISCELLANEOUS	
GRAND TOTAL	\$75.00

The deposit is due at the time this Rental Contract is executed. *THE DEPOSIT IS REFUNDABLE AS SPECIFIED IN THE BUILDING RULES AND REGULATIONS.*

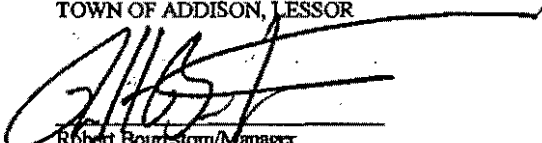
The deposit is not refundable upon cancellation. The full amount of the basic rental will be charged Lessee for any cancellation made within Forty-five (45) days of the beginning of the scheduled event. *Cancellations will not be enforceable unless they are in writing and acknowledge by Lessor.* Failure to timely pay all fees, deposits and rentals due under this Rental Contract shall, at the option of Lessor, constitute a default hereunder subjecting this Contract to cancellation.

Special conditions and/or requirements: 1200 SQ. FT. FOR 80-100 PEOPLE THEATRE STYLE.

It is understood and agreed that the terms and conditions ATTACHED are a part of this Rental Contract. Lessee acknowledges that he has read and understands the same.

IN WITNESS WHEREOF, this contract is executed and entered into by and between the parties this 22ND day of OCTOBER, 1997.

TOWN OF ADDISON, LESSOR



Robert Bourstom/Manager
15650 Addison Road
Addison, Texas 75248
Telephone: 972/450-6203
Fax: 972/450-6213

TOWN OF ADDISON/ADDISON AIRPORT ENVIRONMENTAL ASSESSMENT

BRIEFING, Lessee

The party signing this agreement is an authorized agent of the Lessee.

*By: 

Address:

JIM PIERCE
ENGINEERING DEPARTMENT
16801 WESTGROVE DRIVE
ADDISON, TEXAS 75248
Telephone: 2879
FAX: 450-2837

I have received a separate copy of the Building Rules and Regulations and understand that they are a part of this contract and that I am responsible for reading and following these rules. I have also received a copy of the terms and conditions of the contract and understand that they are part of this contract. In the event this contract was received via fax I understand that all of the same terms and conditions apply.

*Lessee: 

THIS CONTRACT WILL BECOME NULL AND VOID TWO WEEKS FROM OCTOBER 22, 1997 IF NOT RETURNED WITH THE APPROPRIATE SIGNATURE AND DEPOSIT.

**TC N OF ADDISON
PAYMENT AUTHORIZATION MEMO**

DATE 10 | 23 | 97

CLAIM # _____

CHECK AMOUNT \$ 75.00

COPY

Vendor No. _____
 Vendor Name Addison Conference Theatre Center
 Address 15650 Addison Rd.
 Address Addison, TX
 Address _____
 Zip Code 75248

INVOICE # OR DESCRIPTION	FUND	DEPT	OBJ	PROJ	SAC	AMOUNT
	(00)	(000)	(00000)	(00000)	(000)	(0000.00)
<u>Rental Contract</u>						<u>75.00</u>
TOTAL						\$ 75.00

EXPLANATION For Addison Airport Phase 1 Environ-
mental Assessment - Tenant Kick-off
meeting

Project # 74100

J. P. [Signature]
 AUTHORIZED SIGNATURE

FINANCE