



Mr. B. B. Turner

New York

A. C. Burdick, Jr.

Baton Rouge

Continuing Contracts for 1962

December 18, 1961

This is to request authority to sign the following two contracts for renewal in 1962.

Drafting and Design Contract - Barnard & Burk

This contract is to furnish sufficient manpower of specified qualifications to supplement the General Engineering manpower. The contract cost per man year is approximately \$11,100. Should Ethyl employ equivalent personnel in lieu of continuing this contract, a book cost of \$12,300 (or an incremental cost of \$9,500) would result. The 1961 experience resulted in a contract manpower fluctuation between 13 and 22, which partly justifies the unit cost of contract over incremental Ethyl cost. Similar or greater fluctuation in contract manpower is expected in 1962.

The 1962 Engineering department budget allows for 18 man-years of work estimated at \$200,000. This figure is subject to considerable variation depending upon approval to definitively engineer some major construction projects.

It is proposed to continue the terms of last year's contract which included 50% fee on straight time salaries and 25% fee on the straight time salary rate for overtime hours worked. Overtime has been controlled to a minimum level consistent with construction schedule demands.

Concrete Testing Laboratory Services

Bids have been taken for 1962 concrete inspection and testing services for the Baton Rouge plant from Pittsburg Testing Laboratory and Shilstone Testing Laboratory. It is proposed to renew the contract

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with Shilstone. Both laboratories are quoting the same unit costs which are identical to the 1961 unit prices; however, Shilstone continued to provide good service in 1961. The amount of the contract is indeterminant but it is estimated that it will be approximately \$2,000. The cost for services provided by this contract is charged to the projects using the concrete.

A. C. Burdick, Jr.

EVN:meg

cc: Messrs. C. E. Daviet
G. F. Kirby
G. S. Roberts

E-08610