

## Shorter, David

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**From:** Carolyn Mitchell [CMitchell@cg.WRTdesign.com]  
**Sent:** Monday, February 10, 2003 11:45 AM  
**To:** Shorter, David  
**Cc:** Gerald Marston; Damarys De La Torre  
**Subject:** RE: Minor revisions complete

Hi David

We billed you for most of phase 1 already (\$32,252 - Dec 31 invoice) and I will get with our accounting people to prepare the next invoice, which is due about now, according to a monthly billing schedule. It will reflect 100% completion for phase I (another \$2,758) and about fifty or so percent complete for Phase II (more or less \$25,000) for a total of about \$28,000. That will be a mid February invoice. Phases 2 and 3 will be completed over the next five months with monthly billings around \$11,000. Total fee: \$116,460 plus reimbursable expenses (limit \$5000)

We will have completed Phase 2 tasks 1-3 for this next meeting and I need to look at our fee proposal to determine how much that is exactly. It might be less than fifty percent, so \$28,000 is a high estimate.

We have not received payment for our first invoice.

> -----Original Message-----

> From: Shorter, David [SMTP:DShorter@ci.miami.fl.us]  
> Sent: Monday, February 10, 2003 10:51 AM  
> To: Carolyn Mitchell  
> Subject: RE: Minor revisions complete

>  
> Carolyn,

> Can you please give me a scenario or where you are on the project (in terms of projections) do we owe you any money? When is your next billing and for how much if you know it?

> David Shorter

> -----Original Message-----

> From: Carolyn Mitchell [mailto:CMitchell@cg.WRTdesign.com]  
> Sent: Friday, February 07, 2003 1:29 PM  
> To: 'WaliTinnie@aol.com'; Shorter, David  
> Subject: Minor revisions complete

> <<Preliminary Program.doc>>

> > -----Original Message-----

> > From: WaliTinnie@aol.com [SMTP:WaliTinnie@aol.com]  
> > Sent: Friday, February 07, 2003 11:37 AM  
> > To: cmitchell@cg.wrtdesign.com; dshorter@ci.miami.fl.us  
> > Subject: Minor revisions

> > I hope this works. E-mail is still crazy. David, would you share this with Guy as well? Thanks. I should be by the office later today.

> > -----  
> > TO: Carolyn Mitchell, Wallace Roberts & Todd, LLC, Planning & Design  
> > FROM: Gene Tinnie, VKBPT  
> > SUBJECT: Draft of Program Concept-Preliminary Use and Activity Menu for  
> > VKBP  
> > DATE: February 7, 2003

> >  
> > I got a chance to read through the above named document, and it  
> > looks  
> > to  
> > me  
> > like another job well done. I only noted a few typos and minor  
> > changes  
> > (which you probably have already picked up).  
> >  
> > -----  
> >  
> > On page 1, the first bulleted item would probably read better by  
> > adding a  
> > word, "Park's." between "the" and "historic," and adding a comma  
> > after  
> >  
> > "historic."  
> >  
> > In the second bulleted item, "County" should be capitalized. (I  
> > also believe that Miami-Dade County is hyphenated).  
> >  
> > -----  
> >  
> > On the second page, last paragraph, line 9, at the risk of being  
> > wordy,  
> > the  
> > following addition may help establish things a little better:  
> > "...asset  
> > of the  
> > African American and, subsequently, the whole community." See what  
> > you  
> > think  
> > as to readability.  
> >  
> > -----  
> >  
> > On page 4, second bulleted item: "jewel" (not "jewell")  
> >  
> > On the same page, the last bulleted item in that same top section,  
> > might  
> > include an "; etc." after "civil rights figures," to indicate that  
> > we  
> > are  
> > all  
> > aware that there is so much more that can be included.  
> >  
> > -----  
> >  
> >  
> > Overall, the document shows a lot of thoughtfulness and  
> > understanding  
> > of  
> > the  
> > relevant issues. Keep up the good!  
> >  
> > I will attempt (my e-mail was acting quite insane earlier today) to  
> > cc this to our office; can you get a finished, corrected copy there,  
> > or is it easier  
> > for them to make the corrections (assuming that they already have a  
> > copy)?  
> >  
> > This will be good to include in the 'press kit' that will include  
> > the Press Release I am also working on as I write this.  
> >  
> > -----wrtmail--%3423wrt%-----