

V-E-1



# TOWN AND VILLAGE OF HARRISON ENGINEERING DEPARTMENT



Alfred F. Sulla, Jr. Municipal Building  
1 Heineman Place  
Harrison, New York 10528

Michael J. Amodeo, P.E., CFM  
Town/Village Engineer

November 26, 2013

Mayor Ron Belmont and  
Members of the Village Board  
Village of Harrison  
1 Heineman Place  
Harrison, New York 10528

RECEIVED  
2013 NOV 26 PM 1:00  
TOWN CLERK  
HARRISON, N.Y.

Re: Professional Services Contract  
GHD Consulting Services, Inc.

Dear Mayor Belmont and Members of the Village Board:

Village Board authorization is requested for a professional services contract with GHD Consulting Services, Inc., for work related to the evaluation of eight (8) of the nine (9) Town-owned sewage pump stations, at a cost not to exceed \$21,500.00. Rehabilitation of the Brae Burn pump station was completed earlier this year and will not be included in this evaluation. The tasks associated with this contract are as follows:

- Site visits to the pump stations to review existing conditions
- Discussions with Town personnel to understand operations and maintenance history
- Review of existing pump station documentation
- Capacity evaluation for Winfield Avenue and Cottage Avenue pump stations

Based upon the above, a final report will be generated detailing the existing conditions at each station. The report will also include recommended upgrades for each station and estimated design and construction costs. A copy of the proposal is attached for your information and review.

Further authorization is requested for the Purchasing Department to issue a Purchase Order to GHD Consulting Services, Inc. at a cost not to exceed \$21,500.00.

Finally, funding for this contract is available in contract is available in Capital Account # 12SD13.

Respectfully submitted,

Michael J. Amodeo, P.E.  
Town/Village Engineer

MJA/fmb

Attachment

Cc: Anthony P. Robinson, Commissioner of Public Works  
Maureen MacKenzie, Treasurer

G:\Sanitary Sewer\Pump Stations - Miscellaneous\GHD Proposal to Board 112613.docx



November 21, 2013

Mr. Michael Amodeo, P.E.  
Town Engineer  
Town of Harrison  
One Heineman Place  
Harrison, NY 10528

Re: Pump Station Evaluations  
Town of Harrison, New York

Dear Mr. Amodeo:

GHD would like to thank the Town of Harrison for the opportunity to present this proposal for professional services. On October 17, 2013, GHD Consulting Services Inc. visited nine pump stations that the Town operates and maintains. Based on the site inspections and conversations with the pump station operators, it is evident that upgrades to these stations are required to make them more reliable.

#### SCOPE OF SERVICES

GHD will perform an evaluation on eight of the nine pump stations. The pump station at 26 Brae Burn Drive was recently upgraded and does not need additional improvements. The remaining pump stations that will be evaluated are as follows:

- 9 Union Avenue
- 237 Union Avenue
- Winfield Avenue
- Cottage Avenue
- Sarosca Farm Estates
- Fairway Drive
- 54 Stonewall Circle
- 126 Park Lane

GHD will review the mechanical, structural and civil portion of the pump stations as well as review the electrical, instrumentation and HVAC. The evaluation will include:

- Site visits to the eight pump stations named above to review the existing conditions
- Discussions with Town personnel to understand operations and maintenance history
- Review of existing pump station documentation
- Capacity evaluation for Winfield Avenue and Cottage Avenue pump stations.

A final report will be generated detailing the existing conditions for all stations including approximate age, condition, deficiencies and code violations. The report will also include recommended upgrades for each station and estimated design and construction costs.

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ENGINEERING DEPT  
TOWN-VILE OF HARRISON, NY  
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Mr. Michael Amodeo, P.E.  
November 21, 2013  
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**SCHEDULE**

GHD will complete the evaluation report within 90 days of receipt of the signed agreement.

**PAYMENTS TO ENGINEER**

We propose to provide the services listed above for a lump sum fee of \$21,500.

We appreciate the opportunity to submit this proposal and welcome the opportunity to meet with you to discuss in detail.

Sincerely,

GHD CONSULTING SERVICES INC.

A handwritten signature in black ink, appearing to read "Robert Butterworth", is written over a horizontal line.

Robert Butterworth, P.E., BCEE  
Principal

RB:RMC/dlr

cc: Anthony Robinson, Town of Harrison  
Randy Cameron P.E., GHD Consulting Services Inc.