

# HARRISON ENGINEERING DEPARTMENT

Town/Village of Harrison  
Alfred F. Sulla, Jr. Municipal Building  
1 Heineman Place  
Harrison, New York 10528

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



July 7, 2022

E-25

Supervisor Richard Dionisio and  
Members of the Town Board  
Town of Harrison  
1 Heineman Place  
Harrison, New York 10528

## Re: Harrison Meadows Country Club

Dear Supervisor Dionisio and Members of the Town Board:

Town Board authorization is requested to increase Purchase Order #420637 issued for Mitchell Wilk Architecture PC, for architectural services in connection with renovating Harrison Meadows County Club grill from \$6,000.00 to \$16,350.00.

The initial amount was for preliminary drawings. This additional cost will cover completion of final design plans for construction.

This will be charged to the Harrison Meadows Enterprise Fund #19.

Further, authorization is requested for the Purchasing Department to increase Purchase Order #420637 payable to Mitchell Wilk Architecture PC from \$6,000.00 to \$16,350.00.

Respectfully submitted,

Michael J. Amodeo, PE, CFM  
Town/Village Engineer

MJA/mep

Attachments

Mitchell Wilk Architecture, PC  
 2 Purdy Avenue - Rye, NY 10580  
 (914) 925-0107

# Invoice

Bill To
Harrison Meadows Country Club 123 North Street Harrison, New York 10528

Date	Invoice No.	P.O. Number	Terms	Project
05/19/22	2571			

Item	Description	Quantity	Rate	Amount
Architect service	Services from 4/18 through 5/20:			
Architect service	4/18 emails with Health Dept, work on Construction Documents [CD's] (2 hrs); 4/19 emails with Health Dept, work on CD's (1.25 hrs); 4/20 work on CD's (.75 hrs); 4/22 work on CD's (1.25 hrs); 4/26 work on CD's (3 hrs); 4/27 work on CD's (1.25 hrs); 4/28 work on CD's (1.5 hrs); 5/2 work on CD's (1 hr); 5/5 emails, work on CD's (2 hrs); 5/6 emails, work on CD's (.5 hrs); 5/8 call with Mayor (no charge); 5/9 meeting on site with mayor, Mike Amodeo & Troon representatives (1 hr). Emails, work on CD's (3 hrs); 5/10 work on CD's (4 hrs); 5/11 emails, work on CD's (3 hrs); 5/16 work on CD's (2 hrs); 5/17 emails, work on CD's (3 hrs); 5/18 emails, work on CD's (1.75 hrs); 5/19 emails (.5 hrs); 5/20 emails (.25 hrs).	33	300.00	9,900.00
Please make checks payable to Mitchell Wilk Architecture, PC			Subtotal	\$9,900.00
			Sales Tax	\$0.00
			Total	\$9,900.00

Mitchell Wilk Architecture, PC  
 2 Purdy Avenue - Rye, NY 10580  
 (914) 925-0107

# Invoice

Bill To
Harrison Meadows Country Club 123 North Street Harrison, New York 10528

Date	Invoice No.	P.O. Number	Terms	Project
04/22/22	2563			

Item	Description	Quantity	Rate	Amount
Architect service	Renovation Tee House: 2/21 emails (No Charge); 2/22 emails (No Charge); 2/23 emails (No Charge); 2/24 emails (No Charge); 2/28 email (No Charge)			
Architect service	Existing Conditions Documents: 2/25 review of in house existing conditions drawings (1 hr); 3/29 on site measurements & photographs (3 hr); 3/30 updates to existing conditions drawings per measurements and photos (4 hr); 3/31 updates to plans (1 hr)	9	300.00	2,700.00
Architect service	Construction Documents: 4/6 preparation of demolition drawings (1.5 hr); 4/7 demolition drawings (2 hr); 4/8 calls & email, updated cad files and specs (2 hr); 4/11 demolition drawings (3 hr); 4/12 demolition drawings (1 hr); 4/13 emails & demo drawings (1 hr); 4/14 coordination between Real Foods drawings & existing conditions (1 hr); 4/15 coordination between Real Foods drawings & existing conditions (1 hr)	12.5	300.00	3,750.00
Please make checks payable to Mitchell Wilk Architecture, PC			Subtotal	\$450.00

Sales Tax	\$0.00
Total	

Mitchell Wilk Architecture, PC  
2 Purdy Avenue - Rye, NY 10580  
(914) 925-0107

# Invoice

Bill To
Harrison Meadows Country Club 123 North Street Harrison, New York 10528

Date	Invoice No.	P.O. Number	Terms	Project
04/22/22	2563			

Item	Description	Quantity	Rate	Amount
Architect service	Retainer credit		-6,000.00	-6,000.00
Please make checks payable to Mitchell Wilk Architecture, PC			Subtotal	\$450.00
			Sales Tax	\$0.00
			Total	\$450.00