

E-9

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 Engineer



November 27, 2017

Supervisor Ron Belmont and
Members of the Town Board
Town of Harrison
1 Heineman Place
Harrison, New York 10528

Re: MaRiis Park Phase 2B – Design

Dear Supervisor Belmont and Members of the Town Board:

Town Board authorization is requested for a professional services contract with Langan Engineering for design work associated with Phase 2B of the MaRiis Park Improvements Project at a cost not to exceed \$30,000. Phase 2B involves remaining master plan elements such as a new gazebo, pathways and connectivity to the library.

The Town has received a construction grant of \$145,000.00 from the New York State Department of Transportation to assist with construction of these improvements. Therefore the design and specifications must comply with all NYSDOT requirements.

Further authorization is requested for the Purchasing Department to issue a purchase order payable to Langan Engineering in an amount not to exceed \$30,000.00.

Finally, funding for this contract is available in the Engineering Department Operating Budget, 001-1440-100-0407, Special Services.

Respectfully submitted,

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

MJA/fmb

LANGAN ENGINEERING & ENVIRONMENTAL SERVICES

300 Kimball Drive, 4th Floor
Parsippany, NJ 07054-2172
(201) 794-6900 Fax (201) 794-0366

REQUEST FOR ADDITIONAL SERVICES

DATE: 22 November 2017
ADDITIONAL SERVICES REQUEST NO: 1
CONTRACT: Ma Riis Park Improvements – Phase II (1 March 2016)
PROJECT NO. 190016102
PROJECT TITLE: Ma Riis Park Improvements – Phase 2b
TO: Michael Amodio, P.E.
COMPANY: Town/Village of Harrison, New York

STATEMENT OF WORK:

At the request of the Town/Village of Harrison, this Additional Service Request (ASR) is to prepare Phase 2b bid documents and provide associated bid support and construction administration (CA) services, similar to the tasks we completed for Phase 2a. These tasks were not included in the original Ma Riis Park Improvements – Phase II contract and fees. Details and specifications from Phase 2a will be utilized wherever possible. However, due to the complexity of additional trades as compared to Phase 2a and the fact that NYSDOT will ultimately need to approve the documents in order for the Town to receive construction funding, we expect that Phase 2b scope will require greater coordination efforts than were required in Phase 2a.

SCOPE AND FEES:

Langan will provide the following services for Ma Riis Park Improvements – Phase 2b:

Task 001 – Preliminary Bid Documents (\$7,750)

- We will prepare preliminary Phase 2b bid and construction drawings, written specifications, and bid documents similar to the scope of work provided for Phase 2a in order to be prepared for a kick-off review meeting with NYSDOT as described in Task 003 below. We anticipate some level of design coordination will be required between Phase 2a and Phase 2b.

Task 002 – Cost Estimate (\$1,500)

- We will prepare an Engineer's Estimate for Phase 2b construction cost order-of-magnitude for budgetary purposes.

Task 003 – NYSDOT Coordination and Final Bid Documents (\$12,500)

- We will attend a kick-off meeting with NYSDOT to review the design and specifications and to clearly define submission expectations in order to be in compliance with funding requirements. Following this meeting, we should know if our fee estimate will be adequate to complete the work outlined herein. For the purposes of this proposal, we anticipate coordinating our design layout, details and specifications with NYSDOT and making one round of revisions to our documents according to comments received. We will notify you immediately and provide you with a Request for Additional Services if additional work is required to satisfy the NYSDOT.

Task 004 – Bid Services (\$3,250)

- We will provide bid analysis support during the bidding process and anticipate conducting a pre-bid meeting with the bidding contractors.

Task 005 – Addendum (\$5,000)

- We will prepare one set of bid addendum documents that reflect changes to be requested by the town which are based on contractor bid prices received during the bid process.

CONDITIONS AND EXCLUSIONS:


The following items are excluded:

- Construction Administration (CA) services;
- This proposal does not include any permit or application fees. All fees shall be paid by you directly or by us and reimbursed by you;
- Mechanical, Electrical, Plumbing, Structural, and Irrigation design, and Survey services;
- And any other task not specifically identified herein.

Estimated Additional Service Request Total: \$ 30,000 (Lump Sum)

LANGAN is proceeding with the above described scope of services based on the below authorization. If notified to stop work on these services the client agrees to pay Langan for all work completed up to the stop work notification.

Agreement Authorized By: Michael Amodeo



for Langan: Michael Szura, PLA, ASLA, LEED AP

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