

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



December 14, 2017

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

Re: Improvements to Town Owned Property on Oakland Avenue

Dear Supervisor Belmont and Members of the Town Board:

Town Board authorization is requested for a professional services contract with Langan Engineering for work associated with the design of the improvements at the Town Owned Property on Oakland Avenue at a cost not to exceed \$49,000.00. This contract will bring the existing plans from the NYSDEC and USACOE approval stage to the full design and bid document stage.

Authorization is requested for the following:

1. For approval of the contract with Langan Engineering in the amount of \$49,000.00.
2. For the Purchasing Department to issue a Purchase Order in the amount of \$49,000.00 payable to Langan Engineering.

Funding for this change order is available in the Engineering Department Operating Budget, Account # 001-1440-100-0407, Special Services.

Respectfully submitted,


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

MJA/fmb

2017 November 30

Mr. Michael Amodeo, P.E., C.F.M.
Town of Harrison Engineer
1 Heinaman Place
Harrison, NY 10528

**Re: Proposal for Professional Services
Beaver Swamp Brook - Project Homerun
Town/Village of Harrison
Langan Project No.: 190012801**

Dear Mr. Amodeo:

Langan Engineering, Environmental, Surveying and Landscape Architecture, D.P.C. (Langan) is pleased to submit this proposal to provide engineering and landscape architectural services related to the preparation of revised approval, permitting and construction documents for Project Homerun at the Beaver Swamp Brook site located at Oakland Avenue, Harrison, New York (Site).

The scope of services provided outlined within this proposal, identifies our expected tasks to be performed during the course of this project. Any items not specifically identified are not included in our services. Should additional services be required during the project, we will submit an add services scope and fee for your review and consideration.

Langan's project understanding, proposed scope of services and associated fees are provided in the following sections.

PROJECT UNDERSTANDING

We understand that the Town / Village of Harrison (Harrison) has had engineering plans prepared by LJA for a new baseball field and walking paths within the upland area of the project site. These plans have been approved by the NYSDEC; however, since the approval was granted the site characteristics have changed. This is evident by the settling and enlargement of the existing depressions located on the site.

In connection with the above, Langan has performed and submitted an initial Periodic Review Report (PRR), approximately 1 year ago, that was required by NYSDEC under the site management plan. We are in the process of submitting a second report that will include the completion of corrective measures, recently performed, identified in the prior PRR. As a result of our involvement on the site, the NYSDEC has indicated they do not want the area within close proximity to the mud wave to be filled with soil since this will likely cause movement to

the mud wave. The mud wave is located at the approximate northeast corner of the site where the walking path is proposed on the LJA plans. The western corner of the site, where the baseball field is proposed, may be excavated to level the grade in order to construct the baseball field. The excavation and soil movement will be limited since there is an existing demarcation liner on the site that must maintain 2 feet of soil cover.

Langan has prepared the following scope of services and estimated fees to update and revise the engineering documents previously prepared, submit amended plans to the NYSDEC for acceptance, and coordinate with the Town on the site features to be constructed. These services are summarized in further detail below.

SCOPE OF SERVICES

Task 1 - Due Diligence, Schematic Plans and Town Meetings

We anticipate performing a review of the previously prepared and submitted design documents to the NYSDEC by LJA. Our review will include but not be limited to the grading and drainage, approvals obtained, permits, etc. We expect that these documents will be provided to us by the Town/Village of Harrison in digital or paper copy format. In addition to the document review, we will meet with Town representatives to discuss the project objectives, aesthetics, design elements, etc. to ensure the Town's expectations are clearly defined prior to us starting work on the engineering document upgrades.

The following is a description of the services to be provided under this task:

- Attend 1 two-hour meetings with the Town Engineer. A civil engineer and landscape architect from our office will be present;
- Attend 1 four-hour meeting with Town Engineer and other representatives of the Town/Village to review the project elements. A civil engineer and landscape architect from our office will be present;
- Prepare a schematic grading and drainage plan;
- Prepare landscape concepts and story boards for discussion during meetings with all Town representatives; and
- Make one set of minor revisions based on Town recommendations. For purposes of defining this proposal we have included approximately 8 hours for revisions in the fee below. Any major revisions to the plan will be discussed with you prior to proceeding and could be treated as extra services.

We propose a lump sum fee of \$11,000 for this task.

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Task 2 - Construction Documents

We will prepare a set of detailed construction documents suitable for bidding and construction. We have assumed that the bid process will be handled by the Town and we will provide support upon request. The following drawings will be prepared:

- Title Sheet
- Existing Conditions Plan
- Layout Plan
- Drainage Pipe Layout Plan
- Grading and Drainage Plan
- Soil Erosion and Sediment Control Plans and Details
- Tree Protection Plan (if any)
- Profiles and Sections (if required)
- Construction Details

We will also prepare the following documents:

- Technical Specifications
- Engineers Estimate of Probable cost at 50% and 100% completion.

As part of our documents we will prepare a general construction sequence for the contractor to use as a general guideline for the construction activity. The means and methods of the installation will be the sole responsibility of the contractor.

We anticipate, attending 2 two-hour meetings with the Town Engineer and one pre-bid meeting. We have assumed that responses to requests for information (RFI's) during the bidding process will be handled by the Town. Should our assistance be required, the Town will solicit information from us on an as needed basis to respond to RFIs.

As part of this task we have assumed that that Town will provide all AutoCAD files previously prepared by LGA for our use during this phase of the project. If these files are not available, we will submit an additional services request to cover the additional services required to prepare these documents.

We propose a lump sum fee of \$23,000 for this task.

Task 3 - Storm Water Pollution Prevention Plan (SWPPP)

Prepare a complete Stormwater Pollution Prevention Plan (SWPPP) in accordance with New York State Department of Environmental Conservation for land disturbing activity greater than 1 acre. Since this project is a passive recreation use, we have assumed that a full hydrologic modeling for pre- and post-development stormwater rates of runoff will not be required. We

have assumed that only a SWPPP identifying the sediment and erosion control measures to be implemented and managed during construction will be required for this project.

We propose a lump sum fee of \$5,500 for this task.

Task 4 – Landscape Architecture

We will provide the following items under this task:

- Schematic design alternatives. We will provide a total of two (2) schematic design alternatives of landscape and site lighting for review and comment by the Town/Village.
- Construction drawings will be produced based on the approved designs.
- We will select site furnishings and elements, including but not limited to benches, decorative fences & railings, and trash receptacles.
- Estimate of probable construction costs at 50% and 100% completion.

We propose a lump sum fee of \$9,500 for this task.

NOTES, ASSUMPTIONS AND EXCLUSIONS:

1. Drainage calculations will not be performed to verify the capacity of the existing pipes. This proposal assumes that the existing pipes are sufficiently sized.
2. Design of grit or sediment chambers is excluded.
3. Water quality structures will not be included in design.
4. Site signage either replacement or design is not included in this proposal.
5. Survey, as-builts or stakeout services are excluded.
6. Televising of existing pipe systems is excluded.
7. The following services are excluded unless otherwise identified: area-wide utility or stormwater assessments, off-site improvements, geotechnical/retaining wall design/structural engineering/pavement analysis, geotechnical services, environmental services, slope stability analyses, SPDES permits, town/village approval, construction administration, easement maps, legal descriptions and/or filings with the County.
8. Any environmental studies (such as a Phase I/II, Habitat Suitability Study, EIS) or natural resource permitting (wetland delineation, stream protection permitting, etc.) beyond a cursory review to identify the extent to which such items may be required is not included herein.
9. SEQRA process.
10. All Construction services are excluded.

11. Design or permitting of water and/or sewer services is excluded.
12. We have assumed one project addendum during the construction phase.
13. Any other service not noted is excluded.

Sincerely,
**Langan Engineering, Environmental, Surveying
and Landscape Architecture, D.P.C.**



Michael Finan, PE LEED AP
Associate

MF:mf

Enclosure(s): "[List Enclosures]"

CC:

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AUTHORIZATION

Receipt of this Proposal, including the Schedule of Fees and General Terms and Conditions annexed hereto, is hereby acknowledged and all of the terms and conditions contained therein are accepted.

Mr. Michael Amodeo, P.E., C.F.M.
Town of Harrison Engineer
1 Heinaman Place
Harrison, NY 10528

**Re: Langan Engineering, Environmental Surveying and
Landscape Architecture, D.P.C.
2017 November 30 Proposal for Professional Services
Beaver Swamp Brook - Project Homerun
Town/Village of Harrison
Langan Project No.: 190012801**

Company: _____ ("Client")

By/Title: _____
(Authorized representative)

Signature: _____

Date: _____

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