

E-17

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



January 23, 2018

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

Re: The Residence at Corporate Park Drive
103-105 Corporate Park Drive
Professional Services Contract

Dear Supervisor Belmont and Members of the Town Board:

Town Board authorization is requested for a professional services contract with Woodard and Curran for construction inspection support services for The Residence at Corporate Park Drive project, 103-105 Corporate Park Drive, at a cost not to exceed \$75,000.00. The scope of services is detailed in the attached proposal, and includes various upgrades to the infrastructure within Corporate Park Drive.

Funding for this contract has been provided by the developer through required inspection fees and is available in the Trust and Agency Account #009-000-763.

Further, authorization is requested for the Purchasing Department to issue a Purchase Order payable to Woodard and Curran at an amount not to exceed \$75,000.00.

Respectfully submitted,

Michael J. Amodeo, PE, CFM
Town Engineer

MJA/fmb

Attachment

COMMITMENT & INTEGRITY
DRIVE RESULTS

Woodard & Curran Engineering PA PC
709 Westchester Avenue | Suite L2
White Plains, New York 10604
www.woodardcurran.com

T 800.807.4080
T 914.448.2266
F 914.448.0147



January 4, 2018

Mr. Michael Amodeo, PE
Town Engineer
Town of Harrison
One Heineman Place
Harrison, NY 10543

Re: The Residence at Corporate Park Drive
103-105 Corporate Park Drive, Harrison, New York
Professional Engineering Services Proposal for Construction Monitoring

Dear Mr. Amodeo:

We appreciate this opportunity to continue to support the Town and provide the Town with a proposed scope of work to provide construction administration services for The Residences at Corporate Park Drive project. The following is a summary for our proposed scope of work and engineering budget estimate.

SCOPE OF WORK

Phase 001 – Construction Monitoring

Woodard & Curran will provide the following professional engineering services during construction, with a primary focus on the protection of public/Town infrastructure and compliance with the approved project plans and Planning Board approval.:

1. Attend construction progress meetings and prepare meeting minutes as requested by the Town.
2. Perform part-time construction monitoring to ensure compliance with Town approvals, including critical design items for the Town such as:
 - Any public improvement including any work within a right of way
 - Stormwater management features, including all Stormwater Pollution Prevention Plan (SWPPP) and sediment and erosion control requirements
 - Pavement work and utilities crossings
 - Specific technical and constructability aspects of the project noted within the Woodard & Curran design review correspondence

In addition, we will coordinate with the Town Building Department on issues such as the importation and/or exportation of large amounts of fill, blasting or other matters that involve the Building Department,

3. Monitor overall construction progress and schedule.
4. Review field test results as requested by the Town.
5. Complete weekly progress reports for the Town.



6. Establish a cloud-based folder system to serve as repository for site photos, progress reports, meeting minutes, construction drawings, and other project records.

Estimated Fees: \$75,000 to be billed on a time and material basis in accordance with our standard 2017 Rate Table (attached). This assumes an estimated effort of 8 hours per week of engineering support at an average fee of \$170 per hour during the anticipated duration of construction of 12 months. Should additional effort be required and/or requested by the Town beyond the allocated 8 hours per week, we will work with the Town to receive authorization to increase the budget accordingly.

Schedule: Woodard & Curran is ready to commence this phase of work upon receipt of the authorization to proceed.

Please note that our final fees will be based on the actual construction duration and Town requested level of involvement. If additional fees are deemed necessary beyond the estimated amount, then Woodard & Curran will advise the Town accordingly.

For the purpose of this proposal, we assume that field testing and required erosion control inspections for compliance with the NYSDEC's SPDES permit coverage will be performed by the Applicant.

We proposed to deliver this work in accordance with our current General Municipal Services Agreement with the Town of Harrison. Please advise by signing below that this proposal is acceptable.

Sincerely,

WOODARD & CURRAN ENGINEERING P.A. P.C.

Anthony C. Catalano, PE, BCEE
Principal

Town Authorization

Date