

V-E-2

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



May 31, 2018

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

Re: Sanitary Sewer Rehabilitation in the Trails and Winfield Sewer Basins

Dear Mayor Belmont and Members of the Village Board:

Village Board authorization is requested for a professional services contract with GHD, for work associated with the Sanitary Sewer Rehabilitation in the Trails and Winfield Sewer Basins at a cost not to exceed \$80,400.00. The scope of services is based on the identification of necessary remedial actions as identified in the SSES performed in 2017. 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 in an amount not to exceed \$80,400.00 payable to GHD.

Finally, funding for this contract is available in Capital Account #18SD06.

Respectfully submitted,

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

MJA/fmb

Attachment



May 30, 2018

Mr. Michael Amodeo, PE, CFM
Town Engineer
Town of Harrison
1 Heineman Place
Harrison, NY 10528

Dear Mr. Amodeo:

**Re: Proposal for Sanitary Sewer Rehabilitation in the Trails and Winfield Sewer Basins
Town of Harrison, New York**

GHD is pleased to present this proposal for sanitary sewer rehabilitation in the Trails and Winfield sewer basins. The scope is based on the Sanitary Sewer Evaluation Survey (SSES) completed by GHD in 2017. This proposal is to complete design and bid phase services for a portion of the Phase 1 rehabilitation detailed in the report. Specifically, the design will include the following:

1. Repair of broken pipes in need of immediate repair.
2. Disconnect three catch basins on public property which are currently connected to the sanitary sewer and route to the nearest storm sewer.
3. Rehabilitate manholes with active infiltration.

SCOPE OF SERVICES.

GHD shall provide the professional services outlined below:

Design Phase

1. Kickoff Meeting – Participate in a kickoff meeting with the Town to discuss the scope, schedule, and budget for the proposed rehabilitation. Meeting minutes will be prepared and distributed to the attendees for review and comment.
2. Contract Documents – Develop contract documents suitable for municipal bidding purposes. The contract documents will be based on the data collected during the 2017 SSES and will consist of a set of drawings and specifications. The specifications will include bidding information, the Agreement between the Contractor and Owner, General Conditions of the Contract, and technical specifications.

The pipe and manhole rehabilitation will not change the depth, size, or slope of the sewer system; thus, a detailed survey and map are not necessary. A general map of the area shall be included showing the proposed areas for rehabilitation, length of sewers, material type, nominal inside diameter, and types of repairs to be made. A defect summary table shall be included on each map



indicating specific defects in each pipe section. If a survey is required for disconnecting catch basins from the sanitary sewer system, one will be provided by the Town.

Two additional meetings with the Town are included in the design phase, after 60 percent design and 90 percent design are complete. GHD will revise the contract documents based on comments received from the Town at the 60 and 90 percent complete meetings.

3. Permitting –The proposed work is considered as repair of existing infrastructure and therefore would be considered a Type II action. Complete the SEQR process by declaring the project a Type II action. A letter will be prepared and submitted to the Town indicating the permitting determination.

Bid Phase

1. Assist the Town in advertising for and obtaining bids. GHD will provide the contract documents electronically to the Town for distribution to prospective bidders. GHD will issue addenda as appropriate to interpret and/or clarify the bidding documents. Consult with the Town concerning the acceptability of subcontractors, suppliers, and substitute materials and equipment proposed by Contractor(s), and assist the Town in evaluating bids.

FEES

Owner shall pay GHD Consulting Services Inc. a lump sum fee in accordance with the following table.

Task	Fee
Design Phase	\$73,600
Bid Phase	\$6,800
Total	\$80,400

SCHEDULE

GHD will submit final contract documents to the Town 120 days after authorization to proceed.

We look forward to working with you on this project. If you have any questions, please contact me.

Sincerely,

GHD

Randy M. Cameron, P.E.

Associate

RMC/ct