

V-E-8



TOWN AND VILLAGE OF HARRISON ENGINEERING DEPARTMENT



Alfred F. Sulla, Jr. Municipal Building
1 Heineman Place
Harrison, New York 10528

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

Frank Balbi, P.E., CFM
Assistant Engineer

March 14, 2013

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

Re: Roof Replacement at DOT Facility

Dear Mayor Belmont and Members of the Village Board:

Village Board authorization is requested for the Purchasing Department to issue a Purchase Order to Gary Spilatro, R.A., in an amount not to exceed \$9,750.00, for work associated with the design, development of construction documents (including asbestos abatement), bidding and construction review and construction administration, for the masonry repairs and roof replacement at the Organic Yard Waste Transfer Station located at the NYSDOT yard on New King Street in Purchase. A copy of the proposal is attached for your information and review.

Funding for this work is available in the Capital Account #12PW06.

Respectfully submitted,

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

MJA/fmb

Attachment

Cc: Anthony P. Robinson, Commissioner of Public Works
Purchasing Department

GARY SPILATRO, R.A.

March 13, 2013

Mr. Tony Robinson
 Commissioner of Public Works
 Town / Village of Harrison
 1 Heineman Place
 Harrison, NY 10528

**Re: Roof Replacement and Masonry Renovation at
 DOT Yard, New King Street, Purchase, NY 10604**

Dear Tony:

On your request, we performed a cursory inspection of the DOT Yard on Thursday, February 28, 2013 and review of report by John Moore dated February 29, 2012. The following is our proposal for Architectural Services for this work. We are basing our proposal on the John Manville 90 Mil FR EPDM Roof System.

Design Proposal:

- 1) Masonry repairs to the Chimney.
- 2) Roof surface replacement for the upper and lower roofs.
- 3) Asbestos abatement Documents

Our fee proposal is as follows for the Outline Work:

| | |
|--|-------------------|
| Review and Design | \$1,500.00 |
| Construction Documents | \$3,750.00 |
| Asbestos abatement Documents | \$3,000.00 |
| Bidding and Construction Review/Administration | <u>\$1,500.00</u> |
| Total | \$9,750.00 |

Reimbursable Rates for Additional Services:

| | |
|---|-------------|
| Staff Licensed Professionals (RA, PE, CID): | \$225.00/hr |
| Senior Design Associates | \$145.00/hr |
| Design Technologist | \$ 85.00/hr |
| Technical Clerical Staff | \$ 55.00/hr |
| Secretarial Staff | \$ 50.00/hr |

GARY SPILATRO, R.A.

Printing

- o Will provide 2 sets of Preliminary Design.
- o Will provide 2 sets of Construction Documents.

Basic Services are provided as follows:

Review and Design

A site inspection with Town/Village of Harrison Official to select:

- 1) The existing upper and lower roofs of the garage/office at DOT Yard to be resurfaced
- 2) Areas of Masonry Chimney to be renovated at DOT Yard.

Construction Documents

Submit Construction Documents to Town/Village Engineering Department for Bidding and to the Town/Village Building Department for review and approval for Building Permit. The General Contractor will be responsible to file all other necessary information and insurances to obtain the Building Permit.

Bidding and Construction Review/Administration

Attend prebid walk thru and answer Contractor's questions.

Review Bids and check lowest bidding General Contractor qualifications.

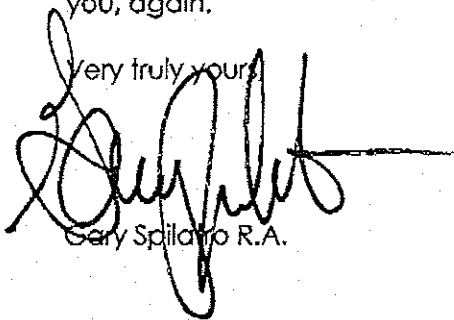
Site Inspections and Submission Reviews Construction Review will be limited to a total of 10 office and site hours. The General Contractor will be responsible to obtain all Town/Village Engineering and Building Department inspections, approvals and close out of the Building Permit. The General Contractor is responsible construction safety and construction means and methods.

No travel, mileage, hotel, meals or transportation costs are anticipated. We consider this a "local" project. Travel within 50 miles from our office in New Rochelle is considered "local".

Final word . . .

Feel free to contact our office to discuss the proposal, or to arrange a meeting at your office or at the site. Thank you for considering our firm. We look forward to working with you, again.

Very truly yours,



Gary Spilatro R.A.