



MAR - 4 2013

Engineers
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add-on

1607 Route 300, Suite 101
Newburgh, NY 12550
T: 845.564.4495
F: 845.564.0278
www.maserconsulting.com

January 15, 2013

VIA Hand Delivery

James Osborne, P.E.
Town Engineer
Town of Newburgh Town Hall
1496 Route 300
Newburgh, NY 12550

Re: Watermain Extension and Road Improvement at:
Laurie Lane - Bens Way - Dees Way
and Watermain Extension at
Commonwealth Ave. - Grandview Drive
Town of Newburgh, Orange County, New York
MC Project No. 13000065P

Dear Mr. Osborne:

Maser Consulting P.A. is pleased to submit this proposal to provide professional services for two separate proposed eight (8) inch watermain extensions for the Town of Newburgh. The extensions are to be designed and permitted for two separate areas: off Route 300, 750 feet north of Town Hall in the Laurie Lane neighborhood (Area 1) and in Balmville, south of Commonwealth Avenue to Grandview Drive (Area 2). Road improvements are included for the Laurie Lane neighborhood where the watermain improvements are proposed.

Based on the mapping provided by your office, we understand the following: At Area 1, the existing watermain in Laurie Lane is proposed to be extended and looped approximately 1,300 feet. Two, short (250 foot long and 175 foot long) dead end stubs are proposed to branch off this loop to service Ben's way and Dees Way. These short stubs may be designed at a lesser diameter than 8 inches since only a few homes are being serviced. Road improvements are also proposed to be designed in coordination with the Town Engineering and Highway Departments. The horizontal and vertical alignment is not proposed to be altered nor are the existing drainage patterns. Land surveying and engineering services are proposed to be provided for this area.

The Area 2 extension will follow one of the two alignments being considered by the Town Engineering Department and are approximately 375 feet in length. Maser Consulting will utilize the survey information provided by the Town; no land surveying services are proposed for this area. Our services will be based on the "Topographic Survey of Property", prepared by Heritage Land Surveying, P.C., dated Aug. 23, 2012. For the purposes of this Proposal, we have assumed



that this survey will be furnished by the Client in digital (AutoCAD) and hard copy format at no cost to Maser Consulting for our use in performing our services for the above referenced project. This proposal is divided into two sections as follows:

- Section I – Scope of Services
- Section II – Client Contract Authorization

The following scope of services has been separated into phases so that it may be more easily reviewed. The order in which the phases are presented generally follows the sequence in which the project will be accomplished; however, depending on the project, the various authorized services contained in this proposal may be performed in a sequence as deemed appropriate by Maser Consulting to meet project schedules.

SECTION I – SCOPE OF SERVICES

Based on our conversations and information noted above, we propose to complete the following:

PHASE 1.0 - TOPOGRAPHIC SURVEY (LAURIE LANE AREA ONLY)

We will prepare a topographical survey map that is a graphic pictorial representation of the above ground features within the subject Right of Way. For the purpose of this project, the topographical mapping will be on 20 scale mapping with one foot contours. Vertical data will be tied into NAVD 88. Benchmarks will be established and labeled along the project corridor. Features that will be located as part of the survey include: Locate the traveled way to establish street centerline, locate property corners to establish the Right of Way, driveways, walkways, utility and light poles, hydrants, signs, trees, landscaped shrubbery, walls, fences, building structures, garbage enclosures, and mailboxes. For completeness purposes, edge of pavement, drainage structures and utilities shall be shown on both sides of the street. Utility mark out will have to be called in to obtain underground facility locations. Planimetric features shall be captured within the street. The field survey will focus on centerline of road to edge of road Right of Way.

Right-of-Way Survey

The basis for the Right-of-Way Survey will be the cover deeds of record of the subject property and the adjacent parcels present cover deeds of record along with the physical evidence recovered in the field. The survey will be performed based on local horizontal control.

Included in this phase of work are the following tasks:

- Public records research and pre-field records review;
- Field traverse, location survey and data collection;
- Field survey data reduction and computation;
- Boundary analysis and survey calculations.

Client's Initials _____



Phase 1.0 Lump Sum Fee **\$ 3,900.00**

PHASE 2.0 - FIRE HYDRANT FLOW TESTING

The scope of service required includes scheduling and performing a maximum of two (2) fire hydrant flow tests of the existing water system in the vicinity of the two proposed watermain extensions to obtain available flow and pressure data. Maser Consulting will arrange a mutually acceptable day and location for the Hydrant Flow Test. We assume the Water Department personnel will operate the hydrants. Maser Consulting will provide an engineer with the appropriate gages necessary to perform the testing. Our engineer will obtain and record the data from the test in the field. A fire hydrant flow test summary will be prepared for each area.

Phase 2.0 Lump Sum Fee **\$ 1,300.00**

PHASE 3.0 - PRELIMINARY SUBSURFACE EXPLORATION

In order to evaluate the depth and quality of the road base existing on the section of unimproved roadway in the Laurie Lane Neighborhood, Maser Consulting shall schedule a half (1/2) day for test pit explorations. The Town shall provide an excavator and operator to excavate the test pits to a 2 foot maximum depth. This information shall be used for the roadway improvement design.

Phase 3.0 Lump Sum Fee **\$ 600.00**

PHASE 4.0 - CONSTRUCTION DOCUMENTS

Maser Consulting will prepare a 25% (Conceptual Plan), 95% (Preliminary Design Documents) and 100% (Construction Documents) packages for the watermain extensions. The packages shall include the following:

25% Conceptual Watermain Extension Plan

Maser Consulting shall prepare one (1) Conceptual Watermain Extension Plan for the each project area. The Plan shall include the proposed layout for the watermain, taps, service stubs, hydrants, valves and restraints.

95% Preliminary Design Documents

The Preliminary Design Documents shall be prepared based on the comments and revisions received from the Town Engineer on the Conceptual Watermain Extension Plan. The submission will include the following:



- Preliminary Watermain Extension Plan and Profile, which includes the respective improvements, existing on-site utilities, such as storm drainage and water utility service locations. Other utilities such as gas, electric and telephone will be included on the plan based on input from the utility companies;
- Preliminary Soil Erosion and Sediment Control Plan;
- Preliminary Construction Detail Sheets.

Maser Consulting shall prepare a Storm Water Pollution Prevention Plan (SWPPP) designed to conform to the requirements of the State Pollutant Discharge Elimination System (SPDES) General Permit GP-0-010-001 for Stormwater Discharges from Construction Activity, New York State Department of Environmental Conservation (NYSDEC). The construction activities proposed require the preparation of a SWPPP that only includes erosion and sediment controls. The SWPPP proposed for this project will consist of plans, details and calculations for soil erosion and sediment control. Maser Consulting shall submit a Notice of Intent ("NOI") and MS4 Stormwater Pollution Prevention Plan (SWPPP) Acceptance Form to the Town and the NYSDEC.

The 95% Preliminary Design Documents phase includes the preparation and submission of applications, calculations, plans and profiles as required by the Orange County Health Department pertaining directly to the design of the water main extension.

This submission will include:

- Utility plans and profiles showing the Orange County Health Department signature block and all horizontal and vertical utility crossings;
- A detail sheet including utility trenching, appurtenances, and applicable notes.

100% Construction Documents

The Construction Documents shall be prepared based on the comments and revisions received from Town and the Orange County Department of Health on the Preliminary Design Documents. The necessary construction information for the proposed improvements shall be provided on the watermain extension plans. It is assumed that the Town Engineer's office will provide front-end bid documents for the bidding submission packages. Maser Consulting shall provide written specifications and cost estimates. Maser Consulting shall assemble the written bid document and plan sets for the Town. The resulting construction documents will be resubmitted for Health Department Approval and subsequently be suitable for public bid and construction purposes.

Phase 4.0 Lump Sum Fee

\$ 19,000.00



PHASE 5.0 - CONSTRUCTION ADMINISTRATION

Construction services will be coordinated with the Town Engineer. Our construction services will include assembling bid documents and answering questions during bidding. Maser Consulting also proposes to check references of the bidders, review and tally the bids and recommend award of a bidder.

Estimated Fee	\$ 1,500.00
Printing and Reproduction of Bid Documents	<u>\$500.00</u>
	\$2,000.00

PHASE 6.0 PLAN REVISIONS AND ADDITIONAL SERVICES

Services accomplished under this phase will be billed in accordance with a separate proposal and will include revisions or extra services requested by the various review agencies and/or the client that differ from the original scope of service, or revisions required as conditions of approval and are not an error or omission on the part of Maser Consulting. Additional services will not be advanced without providing notice to you of the need for additional services and obtaining your approval of the additional scope of services and fees.

Phase 6.0 Fee **Separate Proposal**

SCHEDULE OF FEES

For your convenience, we have broken down the total estimated cost of the project into the categories identified within the scope of services.

PHASE 1.0	TOPOGRAPHIC SUMMARY (LAURIE LANE)	\$ 3,900.00
PHASE 2.0	FIRE HYDRANT FLOW TESTING	\$ 1,300.00
PHASE 3.0	PRELIMINARY SUBSURFACE INVESTIGATION	\$ 600.00
PHASE 4.0	CONSTRUCTION DOCUMENTS	\$ 19,000.00
PHASE 5.0	CONSTRUCTION ADMINISTRATION	\$ 2,000.00
	TOTAL	\$ 26,800.00

PHASE 6.0 PLAN REVISIONS AND ADDITIONAL SERVICES Separate Proposal

EXCLUSIONS AND UNDERSTANDINGS

Services relating to the following items are not anticipated for the project or cannot be quantified at this time. Therefore, any service associated with the following items is specifically excluded from the scope of professional services within this agreement:



- SEQRA is to be addressed by the Town of Newburgh;
- The preparation of easements or written descriptions for the area of Commonwealth Avenue and Grandview Drive;
- Construction Stake-Out and/or additional field surveying information except as noted. We will provide AutoCAD drawings suitable to extract survey stake out information;
- Exploratory or testing work, interpretations or conclusions related to determination of potential chemical, toxic, radioactive or other type of contaminants on the site;
- Application or review fees to any regulatory review agency;
- Changes or revisions beyond our control or changes in basic concept after design service has been accomplished;
- Substantial plan revisions, changes, or preparation of additional design support requested by regulatory agencies during the course of project review.

If an item listed herein, or otherwise not specifically mentioned within this agreement, is deemed necessary Maser Consulting may prepare an addendum to this agreement for your review, outlining the scope of additional services and associated professional fees with regard to the extra services.



SECTION II – CLIENT CONTRACT AUTHORIZATION

I hereby declare that I am duly authorized to sign binding contractual documents. I also declare that I have read, understand, and accept this contract.

Signature.

Date

Printed Name

Title

If you find this proposal acceptable, please initial each sheet, sign where indicated above in Section II, and return one signed copy to this office. Invoices are due within 30 days. This proposal is valid for 60 days from the date of this document.

We very much appreciate the opportunity of submitting this proposal and look forward to performing these services for you.

Very truly yours,

MASER CONSULTING P.A.

Andrew B. Fetherston, P.E.
Principal Associate

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Client's Initials _____