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February 10, 2012

Village of Croton-on-Hudson
One Van Wyck Street
Croton-on-Hudson, NY 10520-2501

Attn: Ms. Janine King
Assistant Village Manager

**Re: Request for Proposal for Engineering Services – Village of Croton-on-Hudson
Harmon Water Infrastructure Improvements**

Dear Ms. King:

WSP ▪ SELLS is pleased to submit its qualifications to the Village of Croton-on-Hudson for Professional Engineering Services. WSP ▪ SELLS has been providing comprehensive transportation design, civil engineering, and surveying services for over 85 years to local municipal governments throughout the Hudson Valley Region. All services will be administered through our Briarcliff Manor office, which is located approximately 7 miles from the Village offices and project site.

WSP ▪ SELLS currently employs over 230 professional engineers and licensed land surveyors dedicated to providing innovative, quality driven, and cost efficient services to exceed our client's needs. We understand the issues critical to municipalities having performed design, consultant and inspection services on many recent projects. We are confident that, based on our relevant past experience, our thorough knowledge of design and construction services, our familiarity with the Village of Croton-on-Hudson and Westchester County, and our highly qualified staff, that WSP ▪ SELLS can ensure the successful, cost effective, and timely completion of this contract.

For the duration of the contract, all correspondence shall be directed to:

Amanda DeCesare, P.E.
WSP ▪ SELLS
555 Pleasantville Road, P.O. Box 2650
Briarcliff Manor, NY 10510
Office: (914) 747-1120
Mobile: (917) 335-4282
Fax: (914) 747-1956
Email: Amanda.decesare@wspells.com

Ms. DeCesare shall represent WSP ▪ SELLS on all matters concerning the Village of Croton-on-Hudson under this contract.

Rate Schedule

WSP ▪ SELLS offers the following hourly rate schedule to the Village of Croton-on-Hudson for all services to be provided under this contract:

Municipal Department Manager	\$ 165.00 /hr
Project Engineer/Manager	\$ 135.00 /hr
Design Engineer	\$ 105.00 /hr
Designer	\$ 85.00 /hr
CAD Operator	\$ 80.00 /hr

Qualifications

Background and History

WSP ▪ SELLS is a Westchester County-based firm providing professional consulting engineering services to public and private clients throughout Westchester County since 1925. In an effort to specifically address the needs of local municipalities, **WSP ▪ SELLS** formed a Municipal Engineering Department whose primary focus is to help municipalities maintain, improve and manage their facilities and infrastructure. We are cognizant of the challenges facing municipalities today as they strive to operate within tight budgetary constraints. Infrastructure continues to deteriorate and available funding is woefully inadequate; forcing municipalities to do more with less. We approach each and every project with this in mind. Over the past decade this specialized group of engineers has worked closely with municipalities to complete over six dozen locally and federally-funded capital projects. We offer the Village the following engineering services:

- Water / Wastewater Design
- Civil Site Planning and Engineering Services
- Stormwater Management
- Erosion and Sediment Control Design
- Construction Administration and Inspection
- Roadway and Sidewalk Design
- Bridge and Culvert Design
- Surveying
- Project/Peer Review

Municipal Engineering Department

An important component of any Team is the people assigned to work on a given project. **WSP ▪ SELLS'** design staff of over 230 engineers and technicians has performed civil engineering services for projects of varying sizes and complexity. Key staff available to work on this assignment includes:

- **David Weiss, P.E.** – Mr. Weiss is the Department Manager for Municipal Engineering. He has over 18 years of experience in the design and management of municipal projects through the Hudson Valley having led the design of numerous municipal projects. His expertise includes the design of roadway, bridge, drainage, water, and pump facilities and he has progressed assignments that have included bridge inspection, resident engineering, construction support, environmental processing, and wetland investigation services as well.
 - *Professional Certifications: PE – New York, 2004; PE – Connecticut, 1998*

- *Education: BS, Civil Engineering – Manhattan College, 1994*
- *Training: 38-hour ACOE Wetland Delineation & Management Training Program, 2000; ASCE Analysis and Preservation of Historic Bridges, 2002*
- *Associations: Westchester County Association of Municipal Public Works Administrators; American Council of Engineering Companies*
- **Amanda DeCesare, P.E.** – Ms. DeCesare is a Project Manager with over 12 years of experience with civil/site design projects and extensive experience with local construction design projects for both public agencies and private clients. She has managed design teams on numerous publicly bid projects thus giving her a familiarity with the completion of bidding documents and is well-versed in the permitting and certification required by local and state agencies. Ms. DeCesare manages WSP ▪ SELLS' utility and site development projects and is responsible for overseeing all design work, including a project's conceptual design, environmental permitting, construction document preparation, and construction support. Ms. DeCesare will serve as the main contact with the Village of Croton-on-Hudson and coordinator of all in-house staff. She will ensure adherence to the all schedules and budget. Critical path tasks will be identified and the appropriate resources will be assigned to ensure timely task completion.
 - *Professional Certifications: PE – New York, 2007*
 - *Education: BS, Civil Engineering – Manhattan College, 2000*
 - *Training: Enhanced Phosphorous Removal Standards Workshop, NYSDEC, June 11, 2008; NYSDEC New Green Infrastructure Standards for the Design of Stormwater Practices, Feb 2011*
 - *Awards: 2010 NYSSPE Westchester/Putnam Chapter – Young Engineer of the Year Award*
 - *Associations: New York State Society of Professional Engineers, Westchester / Putnam Chapter*
 - *Chairs: WSP Group Chairperson, 2011 – 2012*
- **Jeff McNally, C.P.G.** - Mr. McNally is a Design Engineer and has a detailed understanding of all phases of municipal investigation and design. He has experience in environmental and geotechnical investigations, construction materials testing, construction oversight for sewer and water, general building, and hazardous waste projects. His most recent experience is involved with engineering design services for the development of large, private existing facilities. Mr. McNally is involved in site layout plans; grading, drainage, and utility plans; construction details; sediment and erosion control, stormwater management, and technical specifications for all projects. He coordinates with City, State and County agencies, including the NYSDEC, NYCDEP, the County of Westchester, and NYC Department of Buildings for proper permit approval.
 - *Professional Certifications: Certified Professional Geologist, 2000*
 - *Education: BS, Geology – University of South Florida, 1991*
 - *Training: Protecting New York's Natural Resources with Better Construction Site Management 12/02/2010*

- **Jamie Day, P.E.** – Ms. Day is a Design Engineer and has worked on numerous federally funded bridge design projects. She has an intimate understanding of the NYSDOT, County, and Local Municipal design and approval processes and is familiar with the NYSDEC, the NYS Office of Historic Preservation, and ACOE. Ms. Day understands the issues critical to municipal clients such as cost, funding, and future maintenance and progresses each project in a timely manner.
 - *Professional Certifications: PE – New York, 2010*
 - *Education: MS, Civil Engineering – Manhattan College, 2006; BS, Civil Engineering – Manhattan College, 2004*
- **Dan Briar** – A Designer I, Mr. Briar has extensive experience in the design of roadway, bridge, drainage, water, and pump facilities and has progressed assignments that have included roadway rehabilitations, resident engineering, construction support, environmental processing, and wetland investigation services as well. Mr. Briar has an intimate familiarity with all aspects of cultural resource impacts, environmental permitting and approval requirements and is experienced with the various agencies including the NYS Office of Historic Preservation, NYCDEP, NYSDEC, and ACOE. He understands the issues critical to municipal clients such as cost, funding, and future maintenance and progresses each project in a timely manner.
 - *Professional Certifications: Engineer-in-Training – New York, 2007*
 - *Education: BS, Civil Engineering Rensselaer Polytechnic Institute, 2007*
- **Mark Sullivan** – Mr. Sullivan is a CAD Manager and has a thorough understanding of the requirements and standards for submitting plans to the County of Westchester. He has dedicated the past 35+ years to WSP ▪ SELLS and continues to be an invaluable asset to many of the firm's endeavors. He has worked on numerous projects for various municipalities and the County of Westchester.

Recent Experience and Client Information

As a department specifically formed to address the needs of local municipalities, the **Municipal Engineering Department** performs multi-discipline engineering services to support municipalities to ensure adherence to local, county and State standards. **WSP ▪ SELLS** has completed various municipal water projects throughout its history. Work has included the design and layout of water mains, as well as other utilities for both municipal and private clients. Sample projects completed by SELLS include:

- Kirby Lane Sewer, Water, Gas, and Drainage Improvements, Rye, New York
 - Design of a new 8" gravity system with residential connections, extension of the water and gas services and drainage improvements
- The Landing at Dobbs Ferry, Dobbs Ferry, NY
 - Design of the site infrastructure for a 100+ unit town house development including roads and water, sewer and drainage systems
- Taconic Tract Development, Mount Pleasant, NY
 - Site design for a 16 lot subdivision, including utility design of an 8" sanitary sewer main, 6" water main looping the municipal system and fire protection system
- Transmission Water Main Design, Chatterton Parkway, White Plains, NY
 - Design of a 24" transmission water main
- Transmission Water Main Connection, Pleasantville, NY
 - Design of 6,100 linear feet of 16" water main
- Distribution Water Mains, Mount Pleasant, NY
 - Design of 7,500 linear feet of 24" water main and 2,500 linear feet of 12" water main
- The Expansion of Kensico Cemetery, Valhalla, NY
 - Design of a water main extension to facilitate the expansion of the cemetery

Please find below three clients for which services have been provided on successfully completed projects of similar scope and magnitude within the past five years:

1) Kirby Lane Sewer, Water, Gas, and Drainage Improvements

Rye, New York

Awarded the 2008 ACEC New York Gold Award in Sewer, Gas & Drainage

City of Rye
Department of Public Works
1051 Boston Post Road
Rye, New York 10580

Christopher Tallarini, Assistant City Engineer
914.967.7676
ctallarini@ryeny.gov

Construction Completed 2008



WSP•SELLS was retained by the City of Rye to complete an initial feasibility study for the proposed sanitary and water service improvements, and then based on its findings, extend our contract to include the preparation of construction documents. Adding to the complexity of the design was the presence of rock, the built-up nature of the area, and the costs associated with rock removal. An initial route analysis was performed to examine alternative horizontal and vertical alignments to meet project objectives and included mitigation measures for the periodic flooding condition on Kirby Lane North, as well as a layout for new water and gas service to the homes.

The project involved:

- Community liaison efforts on behalf of the City;
- Utilizing the City's GIS topographic data supplemented with GPS survey data of first floor and roadway elevations, WSP•SELLS created a base map for the route analyses
- Supervision of the test boring program to perform sampling every 200 feet along the project length to determine the depth to rock;
- Design of 2,800 linear feet of 8" gravity sewer;
- Design of 1,600 linear feet of 4" force main, plus a sewage pump station to provide public sewer service to 30 homes;
- Drainage improvements consisted of roadway profile adjustments, the installation of new pipes and catch basins, and point repairs of existing drain lines;
- Water and gas main extensions were provided to serve 12 residences;
- Construction Specifications;
- Construction Estimating; and
- Application for Approval of a Sanitary Sewer and Pump Station required by Westchester County Department of Health (WCDOH).

2) Rosedale Nursery – Water Main Extension Hawthorne, New York

Rosedale Nurseries, Inc.
51 Saw Mill River Road (Route 9A)
Hawthorne, New York 10532-1598

Richard Schnall, V.P.
914.769.1300
Richard@rosedalenurseries.com



Constructed Completed 2009

WSP ▪ SELLS provided engineering services for the design, approval and construction implementation of an eight (8) inch water main extension from the existing Mount Pleasant municipal water system to Rosedale Nursery in Hawthorne, New York. The existing potable water to the nursery was via a deep water well that had become increasingly unreliable.

Project design and approval specifics:

- Design of 800 linear feet of eight (8) inch ductile iron water main and appurtenances;
- Design of 150 linear feet of four (4) inch ductile iron water main which included a valve and meter pit;
- Construction Specifications;
- Application for a Backflow Prevention Device required by the Westchester County Department of Health (WCDOH);
- Pipe jacking under the Saw Mill River required New York State Department of Environmental Conservation (NYSDEC) permit;
- Highway Work Permit with New York State Department of Transportation (NYSDOT); and
- Crossing of the County trunk sewer required coordination with Westchester County Department of Environmental Facilities (WCDEF).

WSP ▪ SELLS was responsible for all civil and site related design which included topographic base mapping for depicting planimetric features, construction design plans and specifications, as well as construction inspection services and approvals from governing agencies.

3) The Enclave at Malta, PDD
Town of Malta, New York

The Enclave at Malta, LLC
1698 Central Avenue
Colonie, NY 12205

Terry Field, Partner
518.461.3881
Fieldfilms@aol.com



Construction Ongoing

WSP ▪ SELLS is continuing to provide engineering design services for the design, approval and construction implementation for a mixed use commercial and residential planned unit development consisting of 60 single family detached dwellings in a village setting, 238 apartments/condominiums with a club house and a commercial area containing 89,000 square feet of commercial space (20,000 square feet dedicated to office use and a 6,000 square foot restaurant). The development is located on a 60 +/- acre parcel of land in Malta, NY.

Project design specifics included:

- 4) Water demand computations were performed based on the number of bedrooms, square footage of office space as well as restaurant, and typical water demand rates for each use from the water provider's design guidelines;
- 5) Hydraulic tests were performed prior to ensure there was adequate pressure to satisfy the demands of the project.
- 6) Design of an 8" water main for the development to service all the residences and commercial areas which connects to the existing main in two locations and creating a loop to eliminate any dead ends;
- 7) Design of 4,530 LF of 8" gravity mains that run along the proposed roads which will discharge into the proposed pump station on-site;
- 8) Design of 2,270 LF of 6" force main which will discharge into the existing 8" line;
- 9) Analysis was done on the existing system to ensure the proposed project did not warrant improvements in the existing sewer mains;
- 10) Pump station design to accommodate the collective wastewater generated from the entire project site using the typical peak factor of 4. Two pumps were proposed to allow for stand-by capability in the event that one pump fails;
- 11) Permitting included NYSDEC, NYSDOH, NYSDOT, Saratoga County Sewer District, as well as the Town of Malta.

Scope of Services

As identified in the RFP, WSP ▪ SELLS understands the scope of this project to include preparation of plans, technical specifications and bid documents for the project areas. All survey will be provided by others. The scope is acknowledged to include preliminary 30%, 60% and 95% designs with cost estimates at each design stage, as well as specifications at 60% and 95%. The design shall meet the Ten State Standards and be in compliance with Westchester County Department of Health (WCDOH) standards. All plans will be prepared using AutoCAD at a scale of 1"=20' and be in compliance with Westchester County standards. A final cost estimate will be provided at the 95% plan completion stage. A total of four (4) meetings with Village Staff and Boards are included in this scope. WSP ▪ SELLS is prepared to be available to answer bidder questions regarding the plans and specifications and provide construction inspection as required. Securing all necessary permits for the completion of this project is included in this scope.

It is anticipated that a NYSDEC SPDES General Permit from Construction Activity, Permit No. GP-0-10-001 will not be required for this project due to an assumed disturbance of less than one (1) acre. If deemed necessary, WSP ▪ SELLS can provide the Village with a cost estimate for this task.

The infrastructure replacement is understood to include the following:

- Installation of approximately 17,000 linear feet of cement lined ductile iron pipe (CLDIP), with water main connections to: Cleveland Drive (2), Sunset drive, Lexington Drive, Old Post Road South and Nordica Drive
- Installation of new water service lines, typically three quarter inch, to the property line, including replacement of the curb stop and curb box to approximately 200 structures.

The proposed design will consider all project concerns: minimizing dead ends, providing a sufficient number of valves and fittings, maintaining service during construction, coordination with O'Brien & Gere, consultation with Con Edison, existing soil conditions and proper location of all facilities with respect to existing utilities.

The following Tasks have been identified within the RFP:

A. Design Phase

- 1) The Design Phase shall include plan submissions at 30%, 60% and 95% completion with specifications at 60% and 95% design stages.
- 2) WCDOH application shall be prepared and approval obtained during this phase.

B. Bid Document Phase

- 1) Construction Plans – preparation of plans for the construction of water main facilities. Plans shall be prepared at 1"=20' scale and include plan, profiles and construction details.
- 2) Specifications – preparation of specifications for competitive bidding purposes including Instruction to Bidders, Proposal Form, agreements, Labor and Bonding requirements, General Conditions, Special Conditions and Technical Specifications.

C. Bid Process Phase includes:

- 1) Preparation of Bid Documents

- 2) Response to bidders
- 3) Review bids and provide line item analysis
- 4) Provide Village with recommendations for awarding
- D. Meetings – It is anticipated that four (4) meetings will be required for project coordination with Village Staff and Boards, including one meeting in the evening.
- E. Construction Phase includes:
 - 1) Provide weekly inspections
 - i. Assumptions:
 - 1. 8 hours per week will be required for site visits, report preparation and coordination with Village
 - 2. Construction period = 18 months = 78 weeks
 - 2) Inspection during pressure testing and pipeline disinfection will be required along with completion of required reports to the WCDOH.

Soil Investigation – WSP ▪ SELLS offers the Village an innovative approach to performing the necessary soil investigation required for this project while significantly reducing the associated costs. We suggest utilizing the non-invasive, cost-effective method of ground-penetrating radar (GPR) to identify depth to rock within the project areas. GPR imaging utilizes an array of antennas that are capable of simultaneously collecting subsurface data in a five (5) foot wide swath. The ultra-high frequency of 400MHz provides a high resolution imaging depth of 8-10'. The GPR cost contained in this proposal has been provided by SPECTRA Environmental Group, Inc. and is only one (1) sample estimate; the Village may request proposals by other subcontractors. The fee is based on a two-man crew imaging 17,000 linear of asphalt road surface over a period of two (2) days.

While we are aware that exclusively utilizing GPR may be possible, we also recommend supplementing this method with traditional soil boring methods to verify the data collected during the GPR process. The soil boring cost contained in this proposal has been provided by SOILTESTING, Inc. and is only one (1) sample estimate; the Village may request proposals by other subcontractors. The fee is based on the following: (1) soil borings to be performed at approximately 500 foot intervals for the length of the entire project, (2) locations to be coordinated with GPR data, (3) boring depth not to exceed eight (8) feet in depth, (3) upon refusal prior to reaching the eight (8) foot maximum, a rock core of five (5) foot lengths will be performed to determine boulder versus competent rock, and (4) backfilling and patching (cold patch) of bore holes are included.

Project Schedule

WSP ▪ SELLS is available to begin design work on this project upon notice to proceed. We have reviewed the Village's schedule and are confident that each milestone is attainable within the timeframe provided. The following schedule is provided as requested:

C. Bid Process Phase

Hourly Rate\$ 105

Bid Assistance Estimate\$ 2,300

D. Meetings (assumed 2 hours per meeting)\$ 270

E. Construction Phase

Hourly Rate\$ 105

C.I. Estimate (based on 8 hrs/week @ 78 weeks)\$ 65,520

F. Soil Testing

GPR\$ 7,200

Soil Borings\$ 6,000

Attachments Provided

The requested documentation is provided at the end of this proposal:

- W-9 Form
- Proof of Insurance

Summary

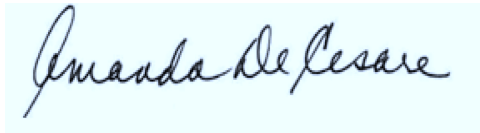
Highlights of **WSP ▪ SELLS** include:

- Both **WSP ▪ SELLS** and the Project Manager, Amanda DeCesare, P.E., have an in-depth understanding of the issues critical to municipalities;
- A knowledgeable, capable staff with extensive municipal engineering experience;
- In-depth experience with on-call design and inspection contracts;
- Office located in Briarcliff Manor, Westchester County, NY; and
- In-house resources to meet assignment needs.

SELLS accepts all terms, conditions, and requirements contained in the Request for Proposal. If you should have any questions or need any further information, please do not hesitate to contact us. WSP ▪ SELLS appreciates the opportunity to provide you with our Qualifications and looks forward to working in association with the Village of Croton-on-Hudson.

Sincerely,

WSP ▪ SELLS



Amanda DeCesare, P.E.
Project Manager

Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

Print or type See Specific Instructions on page 2.	Name (as shown on your income tax return) CHAS. H. SELLS, INC.	
	Business name/disregarded entity name, if different from above WSP SELLS	
	Check appropriate box for federal tax classification: ☐ Individual/sole proprietor ☒ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate ☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____ ☐ Other (see instructions) ▶ _____	
	Address (number, street, and apt. or suite no.) PO BOX 2650	Requester's name and address (optional)
	City, state, and ZIP code Briarcliff Manor, New York 10510-8250	
List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number									

Employer identification number									
1	3	-	1	7	3	0	7	8	5

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. citizen or other U.S. person (defined below).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 4.

Sign Here	Signature of U.S. person ▶	Date ▶ 02/09/12
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

ACORDTM**CERTIFICATE OF LIABILITY INSURANCE**

DATE (MM/DD/YYYY)

12/23/2011

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER USI Insurance Services LLC Suite 301, North 555 Pleasantville Rd. Briarcliff Manor, NY 10510	CONTACT NAME: PHONE (A/C, No, Ext): 914 769-2220 FAX (A/C, No): 914 747-6399 E-MAIL ADDRESS:																					
INSURED Chas. H. Sells, Inc. d/b/a WSP Sells 555 Pleasantville Road Briarcliff Manor, NY 10510	<table border="1"> <thead> <tr> <th colspan="2">INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr> </thead> <tbody> <tr> <td colspan="2">INSURER A : National Fire Insurance Co. of</td><td>20478</td></tr> <tr> <td colspan="2">INSURER B : Transportation Insurance Compan</td><td>20494</td></tr> <tr> <td colspan="2">INSURER C : Valley Forge Insurance Company</td><td>20508</td></tr> <tr> <td colspan="2">INSURER D :</td><td></td></tr> <tr> <td colspan="2">INSURER E :</td><td></td></tr> <tr> <td colspan="2">INSURER F :</td><td></td></tr> </tbody> </table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A : National Fire Insurance Co. of		20478	INSURER B : Transportation Insurance Compan		20494	INSURER C : Valley Forge Insurance Company		20508	INSURER D :			INSURER E :			INSURER F :		
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COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY			2099438750	01/01/2012	01/01/2013	EACH OCCURRENCE
	☒ COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence)
	☐ CLAIMS-MADE ☒ OCCUR						MED EXP (Any one person)
							PERSONAL & ADV INJURY
							GENERAL AGGREGATE
							PRODUCTS - COMP/OP AGG
	GEN'L AGGREGATE LIMIT APPLIES PER:						
	☐ POLICY ☒ PROJECT ☐ LOC						\$
A	AUTOMOBILE LIABILITY			2099438795	01/01/2012	01/01/2013	COMBINED SINGLE LIMIT (Ea accident)
	☒ ANY AUTO						BODILY INJURY (Per person)
	☐ ALL OWNED AUTOS	☐ SCHEDULED AUTOS					BODILY INJURY (Per accident)
	☒ HIRED AUTOS	☒ NON-OWNED AUTOS					PROPERTY DAMAGE (Per accident)
B	☒ UMBRELLA LIAB			2099438876	01/01/2012	01/01/2013	EACH OCCURRENCE
	☐ EXCESS LIAB	☐ OCCUR					AGGREGATE
	☐ DED ☒ RETENTION \$ 10000	☐ CLAIMS-MADE					
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			2099438831	01/01/2012	01/01/2013	☒ WC STATUTORY LIMITS ☐ OTHER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☒ Y ☐ N						E.L. EACH ACCIDENT
	(Mandatory in NH)						E.L. DISEASE - EA EMPLOYEE
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - POLICY LIMIT
A	Valuable Papers & Records			2099438750	01/01/2012	01/01/2013	Limit: \$775,000

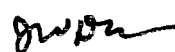
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

Evidence Only

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
10/3/2011

8/31/2012

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Lockton Companies, LLC-1 Kansas City 444 W. 47th Street, Suite 900 Kansas City MO 64112-1906 (816) 960-9000	CONTACT NAME:	
	PHONE (A/C, No, Ext): FAX (A/C, No):	
INSURED CHAS H. SELLS, / DBA WSP SELLS 1343761 555 PLEASANTVILLE ROAD BRIARCLIFF MANOR NY 10510	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: Lloyds of London	
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES WSPEN01 PL CERTIFICATE NUMBER: 11468200

REVISION NUMBER: XXXXXXXX

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	GENERAL LIABILITY ☐ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☐ OCCUR ☐ GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC			NOT APPLICABLE			EACH OCCURRENCE \$ XXXXXXXX DAMAGE TO RENTED PREMISES (Ea occurrence) \$ XXXXXXXX MED EXP (Any one person) \$ XXXXXXXX PERSONAL & ADV INJURY \$ XXXXXXXX GENERAL AGGREGATE \$ XXXXXXXX PRODUCTS - COMP/OP AGG \$ XXXXXXXX \$
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ ALL OWNED AUTOS ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ☐ NON-OWNED AUTOS			NOT APPLICABLE			COMBINED SINGLE LIMIT (Ea accident) \$ XXXXXXXX BODILY INJURY (Per person) \$ XXXXXXXX BODILY INJURY (Per accident) \$ XXXXXXXX PROPERTY DAMAGE (Per accident) \$ XXXXXXXX \$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED ☐ RETENTION \$			NOT APPLICABLE			EACH OCCURRENCE \$ XXXXXXXX AGGREGATE \$ XXXXXXXX \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y / N ☐ N / A			NOT APPLICABLE			WC STATU-TORY LIMITS ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ XXXXXXXX E.L. DISEASE - EA EMPLOYEE \$ XXXXXXXX E.L. DISEASE - POLICY LIMIT \$ XXXXXXXX
A	PROFESSIONAL LIABILITY	N	N	P1033919	9/1/2011	8/31/2012	\$10,000,000 PER CLAIM \$10,000,000 AGGREGATE

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES /(Attach ACORD 101, Additional Remarks Schedule, if more space is required)

CERTIFICATE HOLDER

CANCELLATION

11468200 PROOF OF INSURANCE	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 