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February 7, 2025

Village of Croton-on-Hudson
1 Van Wyck Street
Croton-on-Hudson, NY 10520-501

Attn: Frank Balbi, P.E.
Superintendent- Public Works

**Re: Engineering Services
Water Infrastructure Improvements – Lounsbury Road Water Main Re-Lining**

Dear Mr. Balbi:

Please find attached the following scope of services and fees for supplemental engineering services to the Village of Croton-on-Hudson for continued improvements to the village's existing water infrastructure. WSP understands the scope of this additional work includes Engineering Design (water main re-lining) for a new project area (Lounsbury Road), preparation of bid documents and assistance during the bid process phase.

On the following pages we include a listing of the project details, our scope of work and details of our fee proposal.

We trust our fee meets with your approval and look forward to continuing to work with the Village on this project. If we can be of any further assistance, please feel free to contact me at (914) 449-9068.

Best Regards,

Jeffrey McNally
Senior Consultant – Municipal Engineering



ENGINEERING PROPOSAL

I. SUPPLEMENTAL DESIGN SERVICES

Addition of New Project Area

WSP understands the scope of this project to include preparation of plans, technical specifications and bid documents for the project areas. 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 total of two (2) meetings (virtual) with Village Staff is included in this scope.

The additional work proposed by the Village on Lounsbury Road is understood to include the following:

- Cement-lining of approximately 2,400 linear feet existing ductile iron pipe.

II. BID DOCUMENT SUPPORT SERVICES

- Prepare Construction Plan Documents for the re-lining of the existing water main on Lounsbury Road. The plans shall be prepared at 1" =20' scale and shall depict:
 - Existing water main infrastructure as per Village-supplied GIS data (for use in preparation of basemapping).
 - Village-supplied existing survey for use in preparation of basemapping.
 - Cement-lining limits with callouts for all proposed work.
- WSP shall be responsible for the preparation of technical specifications for the proposed work with the front-end documents being supplied by the Village.

III. BID PROCESS SUPPORT SERVICES

- Preparation of Bid Documents
- Responding to bidder questions
- Bid review with line-item analysis
- Provide recommendations for project award

IV. WCDOH APPLICATION PROCESS

- Prepare the WCDOH application and plans for submission.

V. FEE

Our fee for the above scope of work is **\$25,000.00**. We trust that this proposal meets your expectations and requirements. Any other additional work outside the scope of services shall be estimated for time and cost for client review and approval prior to initiation of work.

VI. ASSUMPTIONS AND EXCLUSIONS

- Work beyond the limit of the Project Details as listed above is excluded.
- Payment of application fees, review fees, filing, etc. is to be made by the Village.
- Collection of topographic and planimetric survey data is not included. At the Village's direction, WSP is to rely on information provided by others.



- All field and or research work to verify GIS basemapping to be completed by the Village.
- Where required, filing of drawings is assumed to be coordinated by the Owner.
- Original WSP Terms & Conditions apply.

WSP appreciates the opportunity to continue to work in association with the Village of Croton-on-Hudson on this project. If you should have any questions or need any further information, please do not hesitate to contact me at 914.449.9068 or email me at jeffrey.mcnally@wsp.com.

Best Regards,

A handwritten signature in blue ink, appearing to read 'Jeffrey McNally'.

Jeffrey McNally
Senior Consultant – Municipal Department

Agreed and Accepted By

Name & Title

Date