

# C.T. MALE ASSOCIATES

Engineering, Surveying, Architecture & Landscape Architecture, D.P.C.

5 West Main Street, Johnstown, NY 12095-2310  
518.848.3533 FAX 518.848.3534 ctmale@ctmale.com



March 25, 2014

Mr. Timothy Wales, P.E., City Engineer  
Department of Public Works  
City of Saratoga Springs  
474 Broadway  
Saratoga Springs, NY 12866

Re: *Proposed Amendment for Engineering Services  
Study of Wastewater Pump Stations*

Dear Mr. Wales:

C.T. Male Associates, Engineering, Surveying, Architecture & Landscape Architecture, P.C. (C.T. Male) is pleased to submit the proposed amendment for engineering services for the engineering study of five (5) additional wastewater pump stations. Our proposed amendment to our existing engineering agreement dated November 4, 2013 is based on phone conversations, correspondence via e-mail, and the city's award of an Engineering Planning Grant from New York State Environmental Facilities Corporation (EFC).

The five additional wastewater pump stations to be studied are:

- Lexington Avenue Pump Station
- Excelsior Avenue Pump Station
- Lake Avenue Pump Station
- Buff Road Pump Station
- Hawthorne North Pump Station

Since this project will be performed utilizing funding from EFC, our proposed amendment includes services to assist the city with the grant administration. The following sections outline our technical approach and proposed scope of services:

## **Scope of Work**

1. Meet with City staff to review the condition of the pump stations, existing records, and operational needs.
2. Conduct site visit to each pump station in conjunction with initial meeting. Develop complete understanding of existing conditions.

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3. Review existing as-builts, shop drawings, pump data, and maintenance information.
4. Review existing hydraulics of each pump station. Calculate hydraulic conditions for pumps and force main based on current and projected wastewater flows. Review and analyze sewer shed area (provided by City) of each pump station.
5. Perform an evaluation of the existing conditions and provide suggested upgrades and/or replacements to existing pump stations.
6. Calculate estimate of probable cost for construction for each pump station.
7. Prepare and submit draft technical memo (electronically) for review and comment by City staff.
8. Prepare and submit final technical memo.
9. Prepare documentation required by EFC to assist the city in obtaining the committed funding through the Engineering Planning Grant.

This proposed scope of work will be accomplished by partnering with MJ Engineering and Land Surveying, P.C. (MJELS) in striving to meet the goal of 20% M/WBE participation. We propose to have MJELS study two of the five additional pump stations – Buff Road and Hawthorne North. We also plan to partner with Renaissance Grants & Planning, LLC for grant administration services. C.T. Male understands that a M/WBE Utilization Plan will have to be approved by EFC upon execution of our contract.

## **Qualifications**

The following assumptions have been made in the preparation of this proposal:

1. Access to the pump stations will be granted permission to C.T. Male and C.T. Male's sub-consultant staff by the city to perform the site visits and data collection.
2. Boundary and topographic survey work will not be performed as a part of this study and is not included in this proposal.
3. Geotechnical work that may be required for the design of structures recommended in the final study is not included in this proposal. The geotechnical scope of work can be better defined and completed during the design phase if and where necessary.
4. Sanitary sewer flow monitoring has not been included with this proposal.
5. A detailed energy analysis will not be completed for these five pump stations as was completed for the first three pump stations.

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6. Hazardous materials investigations have not been included with this proposal.

## Fee

We propose to add the above Scope of Work for **the lump sum fee of \$29,450.00** including reimbursable expenses.

Original Contract (3 Pump Stations)	\$ 6,200.00
Proposed Amendment (5 Pump Stations)	<u>\$29,450.00</u>
<b>Total Amended Contract</b>	<b>\$35,650.00</b>

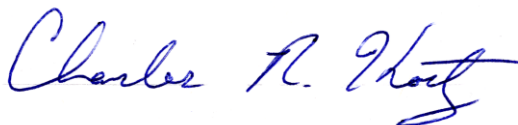
With your authorization, C.T. Male will begin scheduling this work.

Thank you for the opportunity to present this proposal. Should you have any questions regarding any portions of our proposal please feel free to contact me at 848-3533 or [c.kortz@ctmale.com](mailto:c.kortz@ctmale.com).

Respectfully submitted,

## C.T. MALE ASSOCIATES

Engineering, Surveying, Architecture & Landscape Architecture, D.P.C.



Charles R. Kortz, P.E.  
Managing Engineer