



Stantec Consulting Services Inc.  
3 Columbia Circle, Suite 6, Albany NY 12203-5158

January 12, 2015  
File: 190710609

Mr. Timothy W. Wales, PE  
City Engineer  
474 Broadway  
Saratoga Springs, NY 12866

**Reference: Proposal for Engineering Services – Adams Street Pump Station Upgrades required by Increased Waste Water Flows from NYRA, Casino & Raceway and Greentree Farms**

Dear Mr. Wales;

As per your request, Stantec Consulting Services, Inc. (Stantec) is pleased to offer our proposal for engineering services in conjunction with design and construction of proposed improvements to the Adams Street sewage pumping station as recommended in the Stantec report of June 2014.

The project for the required upgrades to the Adams Street pumping station generally consists of the following:

- Upgrade the hydraulic capacity of the Adams Street pumping station by installing new larger capacity pumps with associated new motor controls and electrical connections.
- Increase the size of the pipe lines inside the pumping station to accommodate the larger pumps.
- Addition of improved grit screening in the inlet to the pump station wet well by installing a sewage grinder in the existing inlet channel.
- Installation of a submerged sewage mixer in the existing pump station wet well to address problems of floating sludge mats in the wet well.
- Construction of a section of new 8-inch gravity sanitary sewer main in Gridley Street to address surcharging in the city sanitary sewer system in this area.
- Cleaning and closed circuit TV inspection of the gravity sanitary sewer pipe lines on Nelson Avenue, Crescent Street, Adams Street and the section of gravity sewer from Adams Street to the pump station. This phase of the work is necessary to remove sand and debris in the lines and to verify conditions of the existing pipe lines to accommodate the increased volume of waste water flows. *(since the condition of the existing gravity sewer mains will not be known until the cleaning and TV inspections are complete, it is not possible to estimate costs for design services – if required - for any spot repairs to the existing sewers. The project budget includes allowances for possible repairs to the existing sewer mains. The total costs for this project have been estimated to be \$940,000 as shown in Table 2 C/R in the Stantec June 2014 report. Within that project budget there is an estimate of \$129,000*



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*for engineering services. The costs of this proposal consume only a portion of that engineering budget. If the TV inspections reveal problems that must be corrected, a supplemental budget can be prepared at that time for design services required to address those problems and still be within the total project budget.)*

- Project will also require changes to the sanitary sewer force main on Crescent Avenue. The existing 8-inch forcemain now connects to the Saratoga County Sewer District (SCSD) gravity sanitary sewer that is 10-inches in diameter. Due to the increased volume of waste water, the force main will have to be extended westerly along Crescent Avenue to a SCSD sewer man hole near Rt. 9 where the county sewer is 12-inches in diameter.

This design process will require coordinating information and reviewing plans with the City, Saratoga County Sewer District, NYRA (and their staff and their consultants), RACINO (and their staff and consultants) and other involved parties. The estimated budget fee will not be exceeded without your prior authorization and approval.

The projected budget includes funding for meetings, design, design review, development of final plans, production of detailed specifications and project manuals, assistance to the city for bidding and award of construction contract; construction administration, site meetings, responses to RFI from contractors, periodic construction observation, participation with City staff during start up and testing of new pumps, preparation of record drawings, and project closeout. Total budget is **\$87,500**.

The City of Saratoga Springs will be billed monthly based upon the work completed. We are prepared to start our services as soon as we receive the executed agreement between the City of Saratoga Springs, NY and Stantec Consulting Services, Inc.

~~This proposal, Exhibit A, and the Professional Services Terms and Conditions, represent an understanding between the City of Saratoga Springs and Stantec Consulting Services, Inc. in respect to the project and may only be modified in writing and signed by both parties. If it satisfactorily sets forth your understanding of our agreement, we would appreciate your response in writing, in addition to notice to proceed with the execution of an "Agreement between the City of Saratoga Springs, NY and Stantec Consulting Services, Inc."~~

AP removed per Mark  
Demp of Stantec  
1-16-15, 10:29am  
(TW)



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We thank you for the opportunity to provide professional services to the City of Saratoga Springs for this project. If you have any questions or require any additional information, please feel free to contact me.

Regards,

**STANTEC CONSULTING SERVICES, INC.**

Handwritten signature of Bruce H. Secor in cursive.

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Attachment: Professional Services Terms and Conditions  
Staffing Estimate for Engineering Services

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## **EXHIBIT A**

### **Proposal for Engineering Services – Design & Construction Administration Adams Street Pump Station Improvements As Recommended in Stantec June 2014 engineering Report City of Saratoga Springs, Saratoga County, NY**

#### **A. GENERAL**

This proposal identifies the professional services to be provided by Stantec Consulting Services, Inc. to the City of Saratoga Springs to prepare detailed design of the proposed improvements to the Adams Street Sewage Pumping Station as recommended in the Stantec June 2014 Engineering Report and construction administration support as listed below.

#### **B. DESCRIPTION OF PROFESSIONAL SERVICES**

The professional services to be provided by Stantec Consulting Services, Inc. are as follows:

##### **Task 1 Meetings with NYRA and other involved parties to review details of the project and recommended improvements:**

Stantec will plan to attend three meetings that the City will schedule with NYRA and other involved customers to review the hydraulic analysis report and recommended improvements to meet increased flows at the Adams Street Pump Station. Included in these anticipated meetings is a meeting with Saratoga County Sewer District to review the proposed extension of the force main on Crescent Avenue and the proposed new connection point at the manhole near Rt. 9 on Crescent Avenue.

##### **Task 2 Detailed design of proposed improvements in Adams Street pumping station:**

Stantec will prepare detailed plans for the proposed improvements in the Adams Street pumping station as recommended in the June 2014 report. Stantec will coordinate with the City to provide pump manufacturers with a revised system head curve and coordinate requests for their recommendations of pump selection and related equipment.

Based on information available, it is not anticipated that any major changes will be required to the existing three phase service to Adams Street station nor to the existing emergency power generator as part of this project.



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**Task 3 Detailed design of proposed sewer mains (new gravity main on Gridley Street and changes to force main on Crescent Avenue):**

Stantec will prepare detailed plans for proposed new gravity sewer main on Gridley Street and for extension of the 8-inch force main on Crescent Avenue. Stantec will coordinate with the City to review these plans with Saratoga County Sewer District.

**Task 4 Estimated Construction Costs based on Stantec June 2014 report:**

Stantec prepared an opinion of probable costs for modifications of the Adams Street Pump Station and related work as part of the June 2014 report - See Table 2 C/R. The total estimated project budget = \$ 940,000.

**Task 5 Preparation of Bid Documents / Final plans and Specifications:**

After the final design has been approved by the City, Stantec will prepare Project Manuals with detailed plans and specification for competitive bidding of the construction work.

**Task 6 Assist the City in advertising project for bids, review of bids received:**

Stantec will assist the City in preparing the Notice to Bidders. After sealed construction bids have been received, Stantec will review the bids with the City Engineer and prepare a recommendation for award.

**Task 7 Construction Administration:**

Stantec will assist the City in administering construction work including: review of shop drawings, periodic site meetings; responding to FRI's, processing of requests from contractors for payment; periodic construction observations; preparation of record drawings; assembling O&M documents; construction observation; participation with City staff during startup of the new pumps; testing of the new pumps; and project closeout.

**C. ASSUMPTIONS / CLARIFICATIONS**

1. It is assumed that no permits or regulatory approvals will be required for modifications to the pumping station. However coordination / review with Saratoga County Sewer District is anticipated.
2. It is not anticipated that this project will require detailed review under NYS SEQRA. No environmental review is anticipated nor included in this scope of services.



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3. If pre-treatment, flow mitigation and/or improvements on private property are found to be necessary, Stantec assumes that any such work on private property would be designed by and constructed by the private owner.
4. Recent construction work in areas around the Adams Street pumping station and on Crescent Avenue have provided information on soil types and depth to ground water. No geotechnical investigations are anticipated to be required for this project. If geotechnical information is needed for final design, a cost estimate can be prepared when details for those services has been established.
5. Efforts to apply for and obtain Highway Work permits or Health Department approvals are not anticipated to be required and are not included in this scope.
6. It is assumed that the City surveyor will provide all survey field work required or the design of the proposed improvements and also of the constructed project for Stantec to use in preparing the record drawings.
7. It is assumed that City staff will provide the majority of construction inspection duties and that Stantec staff will make periodic visits to the site to complement their work.
8. Archaeological study and report is not anticipated nor included in this proposal.
9. Costs associated with environmental remediation of any existing contaminated soils are not included in this proposal.



**Staffing Estimate for Engineering Services**

Proposal No: REDESIGN OF ADAMS STREET PUMP STATION / NYRA FLOWS      Project 1907-10609  
 Proposal Name: Supplemental Agreement Nelson Ave.Study.  
 Date:  
 Prepared by: BHS / DJH

Task	Description	Senior Principal Hours	Senior Engineer Hours	Project Engineer Hours	Eng. Technician Hours	CAD Hours	Total Hours	Total Cost
<b>1 Meetings with NYRA and Other Parties</b>								
	Initial meetings	0	12	16	8	8	44	\$5,234.00
	New facility info review meetings	0	8	16	2	2	28	\$3,386.00
	Interim coordination meetings	0	8	8	2	2	20	\$2,526.00
	<b>Task Totals</b>	<b>0</b>	<b>28</b>	<b>40</b>	<b>12</b>	<b>12</b>	<b>92</b>	<b>\$11,146.00</b>
<b>2 Detailed Design - Adams Street Pump Sta.</b>								
	New pump station testing	0	8	12	8	4	32	\$3,890.00
	Review 2014 report	0	4	8	2	2	16	\$2,036.00
	Pump selection / hydraulic modeling	2	8	12	2	16	40	\$4,490.00
	Design of pump station upgrades	0	16	20	8	24	68	\$7,400.00
	<b>Task Totals</b>	<b>2</b>	<b>36</b>	<b>52</b>	<b>20</b>	<b>46</b>	<b>156</b>	<b>\$17,816.00</b>
<b>3 Detailed Design - Sewer Mains</b>								
	Design new gravity sewer main - Gridley St.	0	4	16	8	32	60	\$5,999.00
	Design new forcemain - Crescent Ave.	0	4	16	8	8	36	\$4,129.00
	review 90 % plans with City	0	4	8	2	4	18	\$2,048.00
	<b>Task Totals</b>	<b>0</b>	<b>12</b>	<b>40</b>	<b>18</b>	<b>44</b>	<b>114</b>	<b>\$12,176.00</b>
<b>4 Develop Opinion of Probable Costs</b>								
	Develop Opinion of Probable Costs	0	8	0	0	0	8	\$1,080.00
	<b>Task Totals</b>	<b>0</b>	<b>8</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>8</b>	<b>\$1,080.00</b>
<b>5 Prepare Bid Documents - Final Plans / Specs</b>								
	Prepare detailed plans and specs	4	24	40	40	40	148	\$16,460.00
	QA/QC, Review by others, Respond to Comments	4	16	16	8	16	60	\$7,132.00
	<b>Task Totals</b>	<b>8</b>	<b>40</b>	<b>56</b>	<b>48</b>	<b>56</b>	<b>208</b>	<b>\$23,592.00</b>
<b>6 Bid Administration Support</b>								
	Publish bid documents	0	4	8	8	8	28	\$3,894.00
	Advertisements	0	1	4	0	1	6	\$696.00
	Accept bids	0	2	8	0	4	14	\$1,554.00
	Bid analysis and award recommendation	0	2	4	0	2	8	\$912.00
	Post award - assist final contract documents	0	4	8	0	2	14	\$1,662.00
	<b>Task Totals</b>	<b>0</b>	<b>13</b>	<b>32</b>	<b>8</b>	<b>17</b>	<b>70</b>	<b>\$8,718.00</b>
<b>7 Construction Administration Support</b>								
	Weekly site visits	0	16	32	0	4	52	\$6,324.00
	Attend pump startup and testing	0	8	16	0	2	26	\$3,162.00
	"As Built Drawings" and project closeout	0	8	8	0	16	32	\$3,486.00
	<b>Task Totals</b>	<b>0</b>	<b>32</b>	<b>56</b>	<b>0</b>	<b>22</b>	<b>110</b>	<b>\$12,972.00</b>
<b>PROJECT TOTALS</b>		<b>10</b>	<b>169</b>	<b>276</b>	<b>106</b>	<b>197</b>	<b>758</b>	<b>\$87,500.00</b>