

**TOWN OF NEW SCOTLAND
SPECIAL TOWN BOARD MEETING
August 21, 2020 – 1:00 pm
AGENDA**

1. **Call to Order** *Mr. LaGrange*

2. **Discussion/Action re: Barton & Loguidice Engineering Task Order for preliminary design of Clarksville Sidewalk Project phase 1, Delaware Turnpike.** *Mr. LaGrange
Attachment #1*

3. **COVID-19 discussion/update** *Mr. LaGrange*

4. **Adjourn** *Mr. LaGrange*

August 7, 2020

Doug LaGrange, Supervisor
Town of New Scotland
2029 New Scotland Road
Slingerlands, New York 12159

Re: Clarksville Sidewalks – Phase 1 - Delaware Turnpike
Task Order for Engineering and Landscape Architectural Services
File: P710.1420

Dear Supervisor LaGrange:

Barton & Loguidice, D.P.C. (B&L) is pleased to provide this engineering task order for survey and preliminary design services to advance this project closer to shovel-ready status. The project limits are as generally described in the Draft Project Scoping Report dated December 2016, with the addition of 600 feet west past Mill Road/Jake Moon Restaurant.

For survey we have asked our frequent project partner Civil-Tec to provide services. Civil-Tec's Capital District office is led by longtime local resident William Shover and as a certified WBE and DBE can help meet goals, if any, for the project. In addition, Civil-Tec is frequently contracted by B&L for highway survey work and provides high quality work for our federally highways funded projects. We also requested a survey quote from another surveyor we use often, and Civil-Tec was the selected for the survey subconsultant.

B&L proposes the following scope of services:

Scope of Services:

- **Preliminary Design Phase**

- A. *Kickoff Meeting* - A project kickoff meeting will be held with representatives of the Town and B&L to review project goals, scope, schedule and coordination issues. B&L is familiar with the project area; therefore, no site walk is needed at this time. We anticipate the local Resident NYSDOT Engineer will also attend this meeting and coordinate the meeting with their availability.
- B. *Survey Services* – During the preparation of the Draft Project Scoping Report it became clear that a new survey is needed to update the 1939 survey information available from NYSDOT. Civil-Tec will provide survey of the approximately 4,600 linear foot project area on Delaware Turnpike along the south highway right-of-way from highway centerline to highway boundary. Where crosswalks are anticipated, both sides of ROW x 30-foot offsets from the intersection centerline will be included. In addition the survey will provide existing topography at 2-foot contour intervals, highway boundary, storm utilities locations including inverts, frame elevations as well as locations of any other underground utilities. Civil-Tec will provide survey information in AutoCAD format for our use in developing Preliminary Design Drawings.

C. *Preliminary Design Services* –B&L will prepare a preliminary design which will include plan layouts of sidewalks and crosswalk striping as well as other significant improvements such as grading, signage, pedestrian railings, curbing, retaining walls, and drainage improvements. Preliminary design plans will be sufficient in detail in this phase to obtain permits and show the project as shovel ready. We anticipate the required improvements will all be constructed using NYSDOT Standard Specifications and Details, therefore we will provide the needed DOT item numbers on the plans. We do not anticipate that special specifications will be required. The opinion of probable construction cost prepared for the Draft Scoping Report will be updated based on the preliminary design drawings. We will provide designs generally in compliance with the latest ADA standards for pedestrians. Where ADA compliance is not feasible we will provide written justification of non-compliance. Plans will generally be as follows:

- 1": 50' scale plans showing (as a minimum) stationed centerlines; roadway geometrics; sidewalk geometrics; major features; and construction limits; cut and fill limits; and proposed right-of-way acquisition lines.
- Typical section showing (as a minimum) lane, median, shoulder widths; ditches, gutters, curbs, sidewalks, side slopes; and materials.

Services Not Included in Task Order

The following services are not included in this Task Order but can be added by a future task order if required.

- A. *SEQR* – Assisting the Town in preparation of the Long Form SEQR Environmental Assessment form, and completing a coordinated review. It is expected that special studies (e.g., archeological, wetlands, noise) will not be required for this project, and such studies are not included in this proposal.
- B. *Wetland Delineation* – It is anticipated that there are no ACOE or NYSDEC wetlands in the project area. If during the course of design it is determined that wetlands do exist, B&L will make a site visit as an additional service to assess the extent of wetlands.
- C. *Easements Maps and Descriptions* – It has not been determined if any easements will be required for this project. It is anticipated that the proposed limits of sidewalk work will remain within the Delaware Turnpike right-of-way. However, it is possible that some easements will have to be secured. B&L will identify necessary temporary and permanent easements during the preliminary design and can provide a task order to assist in preparing and obtaining easements as an additional service, if any are required.
- D. *Subsurface Investigations* – It is anticipated at this time that no soil borings will be needed in the project area.
- E. *Stormwater Pollution Prevention Plan (SWPPP)* – A Stormwater Pollution Prevention Plan may be required if preliminary design indicates that disturbance will exceed one acre. B&L can provide a task order to prepare a SWPPP if one is required. It is assumed preparation of a SWPPP would occur with the final design services.



- F. *Final Design Services* – The services proposed herein will advance the project design to preliminary engineering/permit level status. Final detailing, preparation of contract documents, preparation of a final opinion of probable construction cost etc. will be completed in a future phase.
- G. *Permits and Approvals* – B&L can prepare and submit the appropriate approval and permit applications along with the preliminary Contract Documents to the following agencies for review and approval:
 - New York State Department of Transportation – Highway Work Permit

Note that any fees associated with any of these permit applications or approvals would be paid directly by the Town and are not included herein

Fee for Services

Barton & Loguidice, D.P.C. proposes to provide the engineering services outlined above as follows:

Survey (Lump Sum)		\$30,000
<u>Preliminary Design (Lump Sum)</u>		<u>\$20,000</u>
Preliminary Design Phase	TOTAL	\$50,000

We would not exceed this amount unless the Town first authorized a modification of the scope and fee.

If you have any questions, please feel free to contact our office.

Sincerely,
BARTON & LOGUIDICE, D.P.C.

Donald H. Fletcher, P.E.
Senior Vice President
TMK/tms

Authorization

Barton & Loguidice, D.P.C. is hereby authorized by the Town of New Scotland to proceed with the services described herein and in accordance with our Master Services Agreement.

Doug LaGrange, Supervisor
Town of New Scotland

Date