

**Town of Shandaken
County of Ulster
State of New York
Thursday April 16, 2015 1PM**

**The Town of Shandaken Town Board conducted Special Meeting held in Shandaken on
Thursday April 16th at 1 pm at the Town Meeting Hall Rt. 28, Shandaken NY**

**Call to Order
Pledge of Allegiance
Roll Call**

Members Present
Robert Stanley – Supervisor
Vin Bernstein – Board Member
Tim Malloy - Board Member
Al Higley, Jr. – Board Member
Faye Storms – Board Member

Recording Secretary **Joyce Grant – Town Clerk**

On a Stanley/Malloy motion, the Town Board unanimously approved the minutes of the March meeting as submitted by the Town Clerk.



Town of Shandaken Town Board
Special Meeting 1pm
Thursday, April 16, 2015

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Roll Call**
- 4. Approval of previous T/B Meeting minutes**
- 5. Public Comments on Resolutions**
- 6. Motions:**
- 7. Resolutions:**
 - 68. Authorize Supervisor to enter ECWAG Grant**
 - 69. Approve Engineering task order for Bridge St. Main**
- 8. Open Public Comment**
- 9. Meeting Adjournment**

Supervisor: USDA felt the Bridge St. Bridge repair would be more feasible and timely. We hope to go to bid on the work by end of April. Award bid in another week or two after that, work to be started by end of May.

RESOLUTION # 68 - 15

OFFERED BY: STANLEY

AUTHORIZING SUPERVISOR TO APPLY FOR EMERGENCY GRANT
FOR BRIDGE STREET WATER MAIN REPLACEMENT

WHEREAS, the Town of Shandaken owns and operates a municipal water system located in the Hamlet of Phoenicia (Phoenicia Water District); and

WHEREAS, the Phoenicia Water District has endured a catastrophic failure of an 8” water main crossing the Bridge Street Bridge in Phoenicia due to extreme cold temperatures; and

WHEREAS, the Town recognizes the importance of re-establishing this main to maintain a sound delivery system for potable water to its residents;

THEREFORE BE IT RESOLVED that the Town of Shandaken Town Board does hereby authorize the Town Supervisor to apply for an Emergency Community Water Assistance Grant (ECWAG) provided through the United States Department of Agriculture (USDA); and

BE IT FURTHER RESOLVED that USDA - ECWAG monies be applied for costs and fees associated with Engineering services, permitting processes and approvals, legal assistance, materials and labor for re-establishment of the Bridge Street water main.

AND MOVES ITS ADOPTION

Seconded by: MALLOY

	ROLL CALL	
	AYES	NAYS
BOARD MEMBER BERNSTEIN	__X__	_____
BOARD MEMBER HIGLEY	__X__	_____
BOARD MEMBER MALLOY	__X__	_____
BOARD MEMBER STORMS	__X__	_____
SUPERVISOR STANLEY	__X__	_____

RESOLUTION # 69 - 15

OFFERED BY: STANLEY

**APPROVING TASK ORDER FROM TOWN ENGINEER FOR
SERVICES ASSOCIATED WITH BRIDGE STREET WATER MAIN REPLACEMENT**

WHEREAS, the Town of Shandaken owns and operates a municipal water system located in the Hamlet of Phoenicia (Phoenicia Water District); and

WHEREAS, the Phoenicia Water District has endured a catastrophic failure of an 8” water main crossing the Bridge Street Bridge in Phoenicia due to extreme cold temperatures; and

WHEREAS, the Town recognizes the importance of re-establishing this main to maintain a sound delivery system for potable water to its residents and will be applying for an emergency grant to help offset costs of work necessary to re-establish said water main;

THEREFORE BE IT RESOLVED that the Town of Shandaken Town Board does hereby approve the task order provided by the Town’s Engineering firm of Milone and MacBroom, Inc. (MMI) for costs associated with all tasks outlined in the Task Order attached to this resolution for a sum not to exceed \$23,400 unless requested in writing by MMI and approved by the Town Board of Shandaken

AND MOVES ITS ADOPTION

Seconded by: HIGLEY

	ROLL CALL	
	AYES	NAYS
BOARD MEMBER BERNSTEIN	__X__	_____
BOARD MEMBER HIGLEY	__X__	_____
BOARD MEMBER MALLOY	__X__	_____
BOARD MEMBER STORMS	__X__	_____
SUPERVISOR STANLEY	__X__	_____

TASK ORDER

EMERGENCY WATER LINE REPLACEMENT ON BRIDGE STREET

Phoenicia Hamlet
Shandaken, New York

MMI #4615-12-0

March 4, 2015
(Revised April 10, 2015)

PROJECT BACKGROUND

The existing 8-inch insulated water line hung beneath the Esopus Creek bridge on Bridge Street in Phoenicia, New York has failed and is in need of immediate replacement. The residents on the south side of the Esopus Creek that are served by this water line are now being supplied water from an old well that is considered nonpotable. Residents are also being supplied bottled water until this water line can be replaced. There is no storage volume of water for firefighting.

SCOPE OF SERVICES

Task 1.0 – Data Collection and Review

- 1.1 Perform a site visit.
- 1.2 Review design of the county-owned bridge crossing the Esopus Creek on Bridge Street in Phoenicia relative to configuration and supports for emergency replacement of the existing 8-inch water main crossing.
- 1.3 Review as-built water main drawings and record bridge drawings.
- 1.4 Utilizing available as-built drawings and mapping, create a base drawing in *AutoCAD*.

Task 2.0 – Preliminary Design

- 2.1 Prepare cost comparison for utilization of town-owned materials versus plastic for funding agency review.
- 2.2 Given the short schedule for the project, survey will not be performed. Instead, Milone & MacBroom, Inc. (MMI) will provide staff on site at the start of construction to work with the contractor to lay out the water line alignment.
- 2.3 Prepare preliminary plans for replacement of the water main crossing under the existing Bridge Street bridge over the Esopus Creek and review with the county.

- 2.4 Accommodate potential reuse of the water main for future bridge replacement.
- 2.5 Meet with town staff to review preliminary design.

Task 2.0 Deliverables:

- Preliminary full-size design drawings and technical specifications

Task 3.0 – Permitting and Agency Review, Grant Assistance (Hourly Budget)

- 3.1 New York State Department of Health – Provide copies of preliminary design for agency review.
- 3.2 Ulster County Department of Public Works – Provide copies of preliminary design for agency review.
- 3.3 Coordinate with agencies as needed to facilitate review and approval.
- 3.4 Provide technical support to the town in pursuit of grant funding for the repair as requested.

Task 4.0 – Construction Documents

- 4.1 Provide technical plans and specifications suitable for bidding by the town.
- 4.2 Provide general front-end contractual specifications for the construction contract for review by the town attorney.

Task 4.0 Deliverables:

- Construction plans and specifications

Task 5.0 – Bidding Phase Support

- 5.1 Bidding phase support such as coordinating a prebid meeting for potential bidders, responding to contractors' inquiries during bidding, review of bids, recommendation of award, and additional coordination and services as requested.

Task 5.0 Deliverables:

- Bid tabulation and letter of recommendation of award

Task 6.0 – Construction Phase Support

- 6.1 Construction phase support such as shop drawing and submittal review, periodic construction observation, and responding to contractor's inquiries can be added on an hourly basis as needed. It is understood that the town intends to provide construction inspection. MMI is available to assist as requested. If engaged, MMI shall endeavor to guard the client against defects and deficiencies in the work and confirm that the work is proceeding in accordance with the contract documents. It is understood that MMI shall not have control over or charge of and shall not be responsible for construction means, methods, techniques, sequences, or

procedures or have safety precautions and programs in connection with the work since these are the contractor's responsibility.

- 6.2 Provide coordination on site at the beginning of construction to coordinate with the contractor for the layout of the water line alignment.

SCHEDULE

Work will begin upon authorization. It is anticipated that the preliminary design will be completed within 2 weeks of notice to proceed. Construction document completion is dependent upon agency review and approval of the preliminary design.

PROFESSIONAL FEES

The above work will be conducted on a lump sum basis for the following fees, except Tasks 3.0, 5.0, and 6.0 and direct expenses (mileage, postage, reproduction, etc.), which will be invoiced as incurred. The town will be invoiced monthly based upon percent complete by subtask.

Task 1.0 – Data Collection and Review	(Lump Sum) \$3,900
Task 2.0 – Preliminary Design	(Lump Sum) \$8,500
Task 3.0 – Permitting and Agency Review, Grant Assistance (as needed)	(Hourly Budget) \$500
Task 4.0 – Construction Documents	(Lump Sum) \$3,500
Task 5.0 – Bidding Phase Support (if requested)	(Hourly Budget) \$3,500
Task 6.0 – Construction Phase Support (as needed)	(Hourly Budget) \$3,000
Direct Expenses	(Budgetary Estimate) \$500
Total Estimated Fee	\$23,400

EXCLUSIONS

The following items are excluded from the current scope of services:

1. Hazardous waste, archaeological, or environmental studies or explorations
2. Hydraulic system analysis
3. Floodplain analysis
4. Design of special structures other than pipe hanger assembly and pipe
5. Construction certifications
6. Survey
7. Legal review of construction contract. The town shall indemnify and hereby agrees to hold MMI harmless from any claim or action arising from the conduct of the contract bidding and award process.

Should any of the above services be required, they can be provided under supplemental agreement.

AUTHORIZATION

MMI is hereby authorized to proceed with the above work scope under the terms and conditions of the July 16, 2014 on-call agreement. The total of this Task Order shall not exceed \$23,400 unless otherwise agreed upon by the Town of Shandaken in writing.

Robert Stanley, Town Supervisor

Date

4615-12-0-a1015-prop

