

**VILLAGE OF TARRYTOWN
BOARD OF TRUSTEES
WORK SESSION 6:15 P.M.
WEDNESDAY, SEPTEMBER 12, 2018
Tarrytown Village Hall
One Depot Plaza, Tarrytown, New York**

Petition for Zone Change – 29 South Depot Plaza

Action Item

1. Appointment Deputy Village Treasurer

Board of Trustees Concerns

Open Session

1. Bonds and BANS to Fund Capital Projects
2. Old Croton Aqueduct – Review of Public Bid
3. Food Scrap Recycling
4. Surplus Equipment
5. DPW Capital Vehicles (continued)
6. Distribution Pump Controller at Treatment Plant; Phase VII Water Main Replacements

Executive Session

- A. Fitness Center Personnel
- B. Personnel Issues

MARK E. CONSTANTINE, ESQ.
106 North Broadway
Irvington, New York 10533

PHONE (914) 631-0410

FAX (914) 631-0440

August 31, 2018

Tarrytown Board of Trustees
1 South Depot Plaza
Tarrytown, New York 10533

RECEIVED
SEP -4 2018
TARRYTOWN VILLAGE
ADMINISTRATOR

Re: Petition for Zone Change: On Premises known as Section 1.070, Block 29, Lot 38 also known as 29 South Depot Plaza - from Existing ID Zone to WGBD Zone to allow for the Development of 45 Residential Units above a 40,000 Sq. ft. Self-Storage Facility in conjunction with 15 Residential Units on Section 1.070, Block 29, Lot 37 (Zoned WGBD). (Subdivision Plat Annexed)

Dear Mayor Fixell and Members of the Village of Tarrytown Board of Trustees:

On behalf of the Lexington 202 Group and the consultant team I hereby submit this Petition for a Zone Change as described above. First and foremost we would like to thank the members of the Planning and Zoning Boards and their professional consultants for their thoughtful Variance and Site Plan Approvals issued on December 11, 2017 and March 26, 2018, respectively, to allow the development of a 48,000 sq. ft. self-storage facility. Since the issuance of those approvals the Lexington 202 Group and their team have done their diligence and made preparations to obtain building permits and begin construction of the approved self-storage facility.

However, during that same time the Lexington 202 Group has been approached on many occasions by members of the aforementioned Boards and the Village Administration to develop the premises as a mixed-use property including the previously approved self-storage facility on the first and second floor and multiple family residential units on the third and fourth floors. Those suggestions have all been based on the undeniable characteristics of the premises including direct proximity to the Metro North Train Station, location within the waterfront district, other nearby high-density residential

developments and the Village's Strongly expressed desire to encourage Transit Oriented Development in accordance with the Village's Conceptual Comprehensive Development Plan.

After much deliberation and serious consideration of the Village's suggestions the Lexington 202 Group is willing to embrace those suggestions but the Village must be aware of the undeniable and insurmountable fact that, despite all of the public meetings, hearings, work sessions and conceptual plans, the current ID zoning of the premises does not permit that type of development. Furthermore, the Lexington 202 Group is willing to invest significant amounts of time, effort and resources in order to make the Village's Vision a reality but, in turn, the Village must invest its own equity in the process to make it a reality. Accordingly, we hereby respectfully request that the Village of Tarrytown approve this Petition for the requisite Zone Change from ID to WGBD and Variances in the above referenced matter.

The following analysis demonstrates that this Petition must be approved as it applies the empirical standards of the current code while incorporating principles contained in the Village's various studies regarding development in the Station and Waterfront Area. It is respectfully submitted that the instant Petition is more feasible and compatible with the Village's existing zoning, Transit Oriented Development objectives and Station Area Study than any prior or current use of the premises. This hybrid self-storage and multiple family residential use will enable people to live, work, and play in the immediate Tarrytown Train Station Area "without depending on a car for mobility thereby empowering people with the choice to walk, cycle, or take public transportation to meet their daily needs by providing greater transit accessibility and a mix of uses within the community fabric". The foregoing is a quote from the website of the Transit Oriented Development Institute and sums up the benefits of this application.

The self-storage/residential use benefits local residents fulfilling a need as a local community-based service business in addition to complementing the surrounding development trend of higher density smaller residential and retail units in the area of the train station and waterfront by providing affordable, safe, easily accessible storage and housing while activating the streetscape, improving

drainage, reducing vehicular traffic and enlivening the premises. In light of the foregoing this development satisfies all five of the actionable strategies enumerated in "Tarrytown Connected" that is the descendant of the Tarrytown Economic Development Study: by 1. Stimulating Sustainable Development, 2. Preserving and enhancing Local Business, 3. Improving access and circulation, 4. Promoting Tourism, and 5. Promoting an inclusive Tarrytown. It also addresses the "important considerations for future development enumerated in the Tarrytown Station Area Strategic Plan (also a forebear of the Tarrytown Connected)" including 1. High quality "people friendly" design, 2. Balanced mix of residential and self-storage uses, 3. Environmentally sustainable and socially equitable development. Approving this Petition for Zone Change is the manifestation of the goals and objectives that have heretofore been espoused as talking points for focus groups as part of an academic exercise. This Board has the opportunity to put these thoughts into action with an experienced, capable and proven developer in the Lexington 202 Group.

It is undeniable that the proposed state of the art residential/self-storage facility is, in fact, consistent with the predominant character of the existing built or natural landscape in the area. The self-storage facility is a small community-based family business. The residential component is truly Transit Oriented as it is directly adjacent to the Train Station and will include affordable housing. Meanwhile, the scalable self-storage units provide individuals, small and home-based businesses the flexibility to adapt to ever-changing financial and market conditions. It is respectfully submitted that, as stated above, this hybrid development proposal completely complies with the Village's well considered, long standing and clearly stated Conceptual Development Plan for this vital Village Gateway. The Applicant has addressed in specific and tangible ways how this state of the art, hybrid residential/retail self-storage facility is completely compatible with the ideals of the conceptual Tarrytown Economic Development Study, Tarrytown Station Strategic Plan and Tarrytown Connected.

More specifically, the proposal would help to create a "people place," with the right mix of uses at the train station and waterfront to create pedestrian activity and support the Village's tax base, without overwhelming the area with traffic. This is a mixed retail/residential use that will generate

significant tax and related revenues while reducing vehicular traffic and providing parking. The station area and waterfront will be visually and physically connected to Downtown. Infrastructure and new development will be "green" and resilient. Locating the residences and self-storage facility at the transit hub in close proximity to the heart of the Village will eliminate the need to travel several miles by car to other residences or facilities in neighboring communities. Thereby reducing emissions while promoting and retaining valuable consumer dollars within the Village.

More particularly, as noted in Tarrytown Connected this development complies with the conceptual plan for the current American Independent Paper Company Site that envisions the development of residential units and/or live-work space over retail (self-storage) and parking. The Applicant proposes that Building height could be four stories and development would be oriented to provide pedestrian and visual connections to the adjacent community and the Tarrytown Train Station. The storage and parking facilities would serve residents as well as commuters. The Tarrytown Connected Study also proposes a Conceptual Development Program of Residential (135 units; live/work space, approx. 700 sf/unit) and Resident and commuter parking (285 spaces). It is noteworthy that this Petition for Zone Change fits well within the foregoing limits such that granting it will satisfy the Village's stated need for such development at this critical location in the Village. The Zone Change is necessary as, under the current reality of the zoning code, any such development would require numerous significant use and dimensional variances, zone changes and many other discretionary approvals that make completing and funding such a development impossible.

Since Lot 37 is already zoned WGBD this application only seeks to extend the WGBD zone to the adjacent Lot 38. Granting this Zone Change will also greatly improve the long-standing condition of the premises especially in terms of vehicular and pedestrian ingress and egress. The Applicant will improve these conditions throughout the property and along the driveway access so it will not only be safer but it will be visually enticing to the residents and public entering the site with features such as landscaping, trees and adequate high efficiency lighting throughout. The Applicant will provide a site

plan illustrating pedestrian walkways and cross walks throughout the premises. This will provide safe, integrated and convenient pedestrian access to and from the premises.

The Applicant will provide a high efficiency, dark sky compliant lighting plan which will integrate with adjoining properties and avoid unwanted spillover to other light sensitive area properties. As a practical matter most of the adjoining properties are not necessarily that sensitive to light spill over as they consist of the metro-north train tracks, parking lot and South Depot Plaza all of which the Village and the Applicant want to be seamlessly connected to the premises. Accordingly, it is respectfully submitted that those areas and any adjoining residential areas would likely be enhanced by and appreciate additional street and parking lot lighting for safety and accessibility purposes. Improved lighting will assist in making South Depot Plaza pedestrian friendly especially in the early morning and evening hours when it is dark. This will also aid in activating and enlivening the streetscape. The foregoing are all clearly espoused ideals of the Village's various conceptual plans.

The Applicant is committed to and has submitted conceptual drawings of the proposed buildings that include high quality attractive architectural features and finishes similar to those prevalent in the existing multiple family residential developments west of the Train Station. The goal is for the final product to look exclusively residential while stealthily containing a state-of-the-art self-storage facility. Granting the Zone Change will allow the development of 45 residential units above a 40,000 sq. ft self-storage facility on the former OnTrack Indoor Sports Center Site (Section 1.070, Block 29, Lot 38) and the development of 15 residential units on the former Gentle Giant Moving Site (Section 1.070, Block 29, Lot 37). In accordance with the Village Code the Applicant will provide a total of 60 units with 6 (10% of the total) affordable housing units on Lot 37.

Even if the Zone Change is granted the Applicant will still require a Parking Variance in order to make the development a reality. As the Village Planner has previously stated; "Self-Storage facilities typically have a low impact on traffic generation and parking demand. Additionally, many customers use these facilities at off-hours." More particularly, the Board of Trustees will note that on several recent occasions the Tarrytown Planning and Zoning Boards have approved self-storage facilities

proposed and developed by the Lexington 202 Group with significant parking variances and an acknowledgement that, in reality, the facilities actually use significantly less parking than the Code requires. Moreover, the residential component of the facility will not generate any significant additional motor vehicle traffic or parking demand. Instead, it will likely reduce the same as the residents are almost exclusively train commuters who will walk to the train or the nearby Main Street Shops for goods and services. Currently, the Village Code does not contain a reduced parking ratio for this type of Transit Oriented Development so it is reasonable to anticipate the necessity of a parking variance.

The proposed Zone Change is an Unlisted action under SEQRA. The Applicant will provide a Long Form EAF as this Petition only seeks to apply the existing, long standing, well studied WGBD Zoning to the premises. It is very important to note that the directly adjacent Lot 37 has been Zoned WGBD for many years without issue. This Petition simply seeks to extend the existing WGBD Zone from Lot 37 to the adjacent Lot 38 to allow for a comprehensive development plan that complies with and conforms to the Village's long-standing Conceptual Plan for the area while jump starting the process of implementing the Plan to create the long overdue very real and tangible progress that the Village needs and wants.

Respectfully Submitted,

Mark E. Constantine, Esq.

enclosures

Resolution

Authorizing the appointment of Antoinette Morales of Mt. Kisco, NY as Deputy Village Treasurer.

BE IT RESOLVED, that the Board of Trustees of the Village of Tarrytown hereby authorize the appointment of Antoinette Morales of Mt. Kisco, NY, as Deputy Village Treasurer for the Village of Tarrytown, subject to the provisions of Civil Service and the Village's offer letter.

DRAFT			DRAFT			DRAFT			DRAFT			DRAFT		
item #	Activity		Debt/Bond Costs			Account #	Grant Funding	Amount to be borrowed	Est. total project cost					
	Year	fund	Purpose											
224	2017	G	Comprehensive Plan and Zoning Update	H.1701.450			\$ 100,000.00	\$ 125,000.00	\$ 225,000.00					
225	2017	G	Milling Paving 2017-2018 (some CHIPS)	H.1702.450			\$ -	\$ 427,528.20	\$ 427,528.20					
226	2017	G	Losee River/Walk (State 448; Cty 200)	H.1703.450			\$ 648,770.00	\$ 201,230.00	\$ 850,000.00					
227	2017	G	Losee Park Ballfield Lights (State 300)	H.1704.450			\$ 300,000.00	\$ 250,000.00	\$ 550,000.00					
228	2017	G	Losee Park Bulkhead Stabilization (Ph 1)	H.1705.450			\$ 300,000.00	\$ 425,000.00	\$ 725,000.00					includes engineering
229	2017	G	Parking Meters -- multi-space meters	H.1706.450			\$ -	\$ 33,000.00	\$ 33,000.00					
230	2017	W	Water Main Relocation - Route 100-C	H.1707.450			\$ 100,000.00	\$ -	\$ 100,000.00					100% reimb NYS DOT
231	2017	G	Ramp E Closure Study	H.1708.450			\$ 18,164.52	\$ -	\$ 18,164.52					
232	2017	G	Automated Garbage Truck (replace G-4)	H.1709.450			\$ -	\$ 327,635.39	\$ 327,635.39					
233	2017	G	Surveillance Cameras	H.1710.450			\$ 10,000.00	\$ 110,000.00	\$ 120,000.00					\$10000 Frnds of Rwnk
234	2018	G	PD Servers	H.1801.450			\$ -	\$ 13,440.47	\$ 13,440.47					
235	2018	G	Variable Message Boards	H.1802.450			\$ 40,562.00	\$ -	\$ 40,562.00					100% NYS CBF
236	2018	G	Route 9 improvements (?????)	H.1803.450			\$ 111,966.02	\$ -	\$ 111,966.02					100% NYS CBF
237	2018	G	Fire Boat (NYS Dorm Auth Grant)	H.1805.450			\$ 325,000.00	\$ 41,307.00	\$ 366,307.00					
additional items														
238	2018	G	Milling Paving Paulding Van Wart				\$ 481,600.00	\$ 18,400.00	\$ 500,000					96% NYS CBF grant
239	2017	G	Vehicle wash-down pad				\$ -	\$ 35,000.00	\$ 35,000.00					
Loh Park	17-18	G	Grant vs Village funding Loh Park	0903 1609			\$ 1,750,000.00	\$ 1,800,000.00	\$ 5,300,000.00					1750000 already auth
Patriots	18-19	G	Grant for capital imps Patriot's Park				\$ 300,000.00	\$ -	\$ 300,000.00					100% DOS CBF grant
Salt St	18-19	G	Compliance remediation of Salt Storage				\$ 125,000.00							
H-Bridge	18-19	G	NYS Bridge NY Grant rehab H-Bridge				\$ 367,000.00	\$ 60,000.00	\$ 427,000.00					Bridge NY grant
OCA	18-19	G	NYS CBF grant to improve Old Cr Aqdt				\$ 300,000.00	\$ -	\$ 300,000.00					100% NYS CBF
PD Cmpnt	18-19	G	Replace all computers Police cars				\$ -	\$ 65,000.00	\$ 65,000.00					
PD Fing	18-19	G	RICI Livescan Fingerprint machine				\$ -	\$ 33,000.00	\$ 33,000.00					
PD Sv	18-19	G	Replace PD Records Servers				\$ -	\$ 15,000.00	\$ 15,000.00					
PDcam	18-19	G	Camera Sys Main & Broadway				\$ 7,000.00	\$ -	\$ 7,000.00					100% NYS CBF
FD repr	18-19	G	Fix Riverside Hose Rear addition				\$ -	\$ 500,000.00	\$ 500,000.00					
FD Fing	18-19	G	Fingerprint machine for service credit				\$ -	\$ 25,000.00	\$ 25,000.00					
DPW	18-19	G	T-2 new Dump Truck				\$ -	\$ 290,000.00	\$ 290,000.00					
DPW	18-19	G	6 CY garbage truck				\$ -	\$ 140,000.00	\$ 140,000.00					
DPW	18-19	G	Two Mason Dumps for G-9 and G-1				\$ -	\$ 75,000.00	\$ 75,000.00					
DPW	18-19	G	G-1 Pickup/Packer Chase Truck				\$ -	\$ 40,000.00	\$ 40,000.00					
PD	18-19	G	Police Package Pickup for Msg Board				\$ 53,000.00	\$ -	\$ 53,000.00					100% NYS CBF
FD	18-19	G	Replace Consolidated Engine Truck				\$ 165,000.00	\$ 593,680.00	\$ 758,680.00					165K NYS CBF
FD	18-19	G	Replace Phenix Pump Truck				\$ -	\$ 824,290.00	\$ 824,290.00					\$ 1,417,970.00
Water	18-19	W	Phase 8 Water Improvements				\$ -	\$ 1,200,000.00	\$ 1,200,000.00					
Sewer	18-19	S	Sewer repairs Browning etc.				\$ -	\$ 300,000.00	\$ 300,000.00					
							total	\$ 7,968,511.06						

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From: Lindsay Cohen <lcohen@greenburghnaturecenter.org>
Date: May 31, 2018 at 1:53:16 PM EDT
To: Margaret Goldberg <mtjimosgoldberg@greenburghnaturecenter.org>
Subject: Fwd: food scrap collection in the villages

----- Forwarded message -----

From: Maureen Fleming <maureencfleming@gmail.com>
Date: Wed, May 30, 2018 at 1:26 AM
Subject: food scrap collection in the villages
To: LCohen@greenburghnaturecenter.org

Hi Lindsey,

I live over in sleepy hollow and I was wondering if the town has any plans to expand this to collecting food scraps in the various villages (as opposed to people driving individually to the drop off site). It seems like a logical next step. Is this in the works? And if so, what is the plan?

Thanks,

Maureen Fleming

--
Lindsay Cohen
Sustainability Coordinator & Naturalist Educator
Greenburgh Nature Center
99 Dromore Rd.
Scarsdale, NY 10583
(914) 723-3470

Visit our new website www.greenburghnaturecenter.org

3.

From: Margaret Goldberg <mtjimosgoldberg@greenburghnaturecenter.org>
Sent: Thursday, May 31, 2018 4:38:24 PM
To: Victor Carosi; Gerard J. Byrne
Cc: Paul Feiner
Subject: Fwd: food scrap collection in the villages

Gentlemen,

To followup our last meeting, please see below...we are receiving inquiries like these on a regular basis.

Comments?

Thank you.

Sincere regards,

Margaret Tjimos Goldberg
Executive Director
Greenburgh Nature Center
99 Dromore Road
Scarsdale, New York 10583
O: 914.813.1837

Visit our website, greenburghnaturecenter.org



Connect with [Greenburgh Nature Center](#) on [Facebook](#), [Twitter](#) and [Instagram](#).

Begin forwarded message:

MEMORANDUM

DEPARTMENT of PUBLIC WORKS

TO: Richard Slingerland, Village Administrator

FROM: Howard D. Wessells Jr., Superintendent of Public Works

DATE: 24 August, 2018

RE: Surplus Equipment

Public Works currently has the following pieces of equipment that needs to be deemed surplus:

2003 Chevrolet Pick-up truck, Sanitation chase truck G-2 VIN IGCHK24U43E354682.
The cab is rotting off the frame.

1991 Eager Beaver wood chipper.

1997 Ford pick-up small sewer jet, used once in the last 6 years only has 3,000 miles on it.

2003 Ford Crown Victoria Old C-63 VIN 2FAFP71W73X201925

2001 Ford Crown Victoria OLD REC-4 VIN 2FAFP71W71X180863

There are also numerous water meter brass housings that are no longer of any value for water meters and should be recycled.

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Kathy Deufemia

From: Richard Slingerland
Sent: Wednesday, August 29, 2018 12:01 PM
To: Kathy Deufemia
Subject: FW: DPW Vehicles (continued)

Richard Slingerland
Village Administrator
Village of Tarrytown
One Depot Plaza
Tarrytown, New York 10591
914-631-1785
fax: 914-909-1208
e-mail: rslingerland@tarrytowngov.com

From: Howard Wessells
Sent: Wednesday, August 29, 2018 11:48 AM
To: Richard Slingerland <rslingerland@tarrytowngov.com>
Subject: FW: Vehicles

The F-550 including the stainless steel dump body, 9 foot snow plow and stainless steel drop in 3 cubic yard electric sander priced out at \$68,476.73. I am still waiting on 2 additional quotes from 2 different vendors but will reject any that are over this amount.

The Heavy duty dump truck/Snow plow has priced out at \$223,000. Same as above I am waiting on two additional quotes that if above this price will be rejected.

Last on the list, I had anticipated purchasing 2 new 1 ½ yard packer bodies to install on the new foreman's pick up and one on the repurposed mason dump. But these are no longer available and have been replaced with 3 yard bodies and a cart tipper. Since the F-550 and the Heavy dump truck are coming in well under the estimated budget price I am requesting that one packer body be purchased and installed on the repurposed mason dump. The cost of this body is 13,020,

Howard D. Wessells Jr.
Superintendent of Public Works
Village of Tarrytown

From: Howard Wessells
Sent: Thursday, August 23, 2018 10:48 AM
To: Richard Slingerland
Subject: RE: Vehicles

Those prices are being worked up right now from 2 different vendors.

Howard D. Wessells Jr.

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Superintendent of Public Works
Village of Tarrytown

From: Richard Slingerland
Sent: Thursday, August 23, 2018 10:44 AM
To: Howard Wessells
Subject: RE: Vehicles

Need more information on hard-costs to submit to the Board on these two:
Heavy duty dump/snow plow to replace the 1995 Mack Budgeted \$290,000
F-550 dump truck/snow plow to replace H-1 that will be repurposed to sanitation budgeted \$75,000

I expect they will be fine, we just need the information for the Board to approve.

Approved - ¾ ton p/u truck to replace W-5 (Steve Cowles) which be transferred to Water Distribution Budgeted \$35,000

Approved - F-350 to be used by the Sanitation Foreman replacing G-1 budgeted \$40,000

Approved - F-550 6-8 cubic yard Garbage truck already ordered.

Richard Slingerland
Village Administrator
Village of Tarrytown
One Depot Plaza
Tarrytown, New York 10591
914-631-1785
fax: 914-909-1208
e-mail: rslingerland@tarrytowngov.com

From: Howard Wessells
Sent: Thursday, August 23, 2018 10:42 AM
To: Richard Slingerland <rslingerland@tarrytowngov.com>
Subject: Vehicles

Just to be on the safe side I had asked for the following new vehicles and I believe all were approved to purchase:

Heavy duty dump/snow plow to replace the 1995 Mack Budgeted \$290,000

¾ ton p/u truck to replace W-5 (Steve Cowles) which be transferred to Water Distribution Budgeted \$35,000

F-350 to be used by the Sanitation Foreman replacing G-1 budgeted \$40,000

F-550 dump truck/snow plow to replace H-1 that will be repurposed to sanitation budgeted \$75,000

F-550 6-8 cubic yard Garbage truck already ordered.

Howard D. Wessells Jr.
Superintendent of Public Works

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Kathy Deufemia

From: Richard Slingerland
Sent: Wednesday, September 05, 2018 4:50 PM
To: Kathy Deufemia
Cc: Jim Hart; Howard Wessells; Dan Pennella
Subject: FW: Woodard and Curran -- Work Session of September 12
Attachments: 2018-09-05 Tarrytown Phase VII Water Main, Construction Phase for Whitepdf;
2018.09.05 Tarrytown 1 MGD & 2 MGD VFD Proposal.pdf

Kathy:

Please add this to the Work Session of September 12th.

I don't want this to be delayed for action until October.

Thanks,

Rich

Richard Slingerland
Village Administrator
Village of Tarrytown
One Depot Plaza
Tarrytown, New York 10591
914-631-1785
fax: 914-909-1208
e-mail: rslingerland@tarrytowngov.com

From: Howard Wessells
Sent: Wednesday, September 5, 2018 1:43 PM
To: Richard Slingerland <rslingerland@tarrytowngov.com>
Cc: Dan Pennella <DPennella@tarrytowngov.com>
Subject: Woodard and Curran

Good afternoon Rich, I had asked Steve Robbins from Woodard And Curran to supply two proposals (see attached). The first proposal is for administrative services to complete the second half of the phase 7 water main project that has already been approved by the Board. The second proposal is to complete the installation of 2 Variable speed drives, one on the remaining 2 mgd pump and one on the one mgd pump.

In order to properly operate Shaft 10 utilizing the SCADA system both 2 mgd pumps need to be controlled using VFDs. Currently only one has been installed. The installation of a VFD on the 1 mgd pump which is currently out of service and needs to be rebuilt is to operate when the tank has been filled and the system is operating strictly off of tank pressure, this pump will maintain additional pressure in the system during the draw down cycle.

I believe there was approximately \$60,000 in capital account H.1117.450 variable speed pumps to cover the cost with a portion coming out of the operating budget.

Howard D. Wessells Jr.
Superintendent of Public Works
Village of Tarrytown

**COMMITMENT & INTEGRITY
DRIVE RESULTS**

709 Westchester Avenue | Suite L2
White Plains, New York 10604
www.woodardcurran.com

T 800.807.4080
T 914.448.2266
F 914.448.0147

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September 5, 2018



Howard Wessells
Village of Tarrytown
4 Division Street
Tarrytown, NY 10591

Re: Distribution Pump Controller located at the Neperan Road Treatment Plant

Dear Mr. Wessells:

Woodard & Curran is pleased to present you with this proposal for system improvements to the Village's Neperan Road Pumping Station.

PROJECT UNDERSTANDING

The project objective is to replace the existing motor starter controls of the 1 MGD (Pump 4), 2 MGD (Pump 1) with Variable Frequency Drives (VFD) and add an influent Chlorine Residual reading.

Because of the different technologies between the original reduced voltage starter and the proposed VFD, we recommend removing all existing hardware from the electrical cabinet and replacing it with new devices including VFD, relay controller, indicator lights and push buttons.

The proposed VFD's will be supplied with the following:

1. Remote keypad with program setting;
2. Ethernet card IP; and
3. Line reactor's (5%).

PROPOSAL SCOPE OF SERVICES

Our proposed scope of services includes the following:

- Supply a new 125 HP VFD (mega-drive 208VAC, 125HP, 340amp);
- Supply a new 75 HP VFD (mega-drive 208VAC, 75HP, 220amp);
- Supply new Run lights, Hand/Off/Automatic switch, E-Stop switch, for 2 pumps;
- Supply updated CAD drawings of SCADA Panel and associated circuits;
- Assist the electrical contractor with final control wiring connections to VFD's and the Chlorine Analyzer;
- Coordinate 2 VFD and Chlorine Analyzer startups with factory technician;
- Update SCADA Screens to include the same control as previously installed VFD and add the Chlorine data for trending alarming and reporting
- Startup testing and operator training;
- Provide Operations Manual for the VFD and component documentation.

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ASSUMPTIONS



- The existing circuit breakers are adequate and functional;
- The Chlorine Analyzer will be supplied and installed by others;
- All power and control wiring will be installed by others;
- Electrical contactor will be available during Woodard & Curran I&O checkout;
- Each VFD is planned as a one-day startup;
- A vent fan for Pump 1 will be supplied by Woodard & Curran and installed by others;
- Woodard & Curran will supervise and assist with the final terminations of the control wiring.

FEE BUDGET

Woodard & Curran proposes to perform the design, VFD procurement, programming, implementation, start-up and testing presented above for a lump sum fee of \$47,000.00, including \$20,500 for the VFD drives. This work will be conducted in accordance with our existing Terms and Conditions with the Village of Tarrytown and will be billed monthly on a progress-billing basis as a percentage of the total project completion.

We appreciate the opportunity to provide this proposal for your consideration. If you have any questions, please do not hesitate to contact me at or Paul Couture at (508) 280-3641.

Sincerely,

WOODARD & CURRAN ENGINEERING P.A. P.C.

Anthony C. Catalano, P.E., BCEE
Principal

cc: Steven Robbins, P.E., Paul Couture

SEEN AND AGREED:

Howard Wessells. Date
Superintendent of Public Works

**COMMITMENT & INTEGRITY
DRIVE RESULTS**

709 Westchester Avenue | Suite L2
White Plains, New York 10604
www.woodardcurran.com

T 800.807.4080
T 914.448.2266
F 914.448.0147

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Via Electronic Mail

September 5, 2018



Howard Wessells, Superintendent of Public Works
4 Division Street
Tarrytown, NY10591

Re: Proposal for Engineering Services
Phase VII Water Main Replacements,

Dear Howard:

Woodard & Curran is pleased to provide Village of Tarrytown with this proposal to provide Construction Phase Professional Engineering services related to the Martling Avenue and White Plains Road/NYS DOT Rt- 119 of Phase VII of the Village's water distribution improvement program. Below please find our Project Understanding and proposed Scope of Work and Budget.

BACKGROUND AND APPROACH

Due to aging and undersized water distribution infrastructure, the Village of Tarrytown has been undertaking a multi-phase water distribution improvement program. Phase VII of this program includes approximately 4,800 Linear Feet (LF) of water main replacement, including valves, hydrants, and service connections (up to and including the curb stop), as follows:

Location	Existing Size	Proposed Size	Length
Paulding Ave and Hudson Place	4 inch	8 inch	1,300 LF
Martling Ave	4 inch	8 inch	2,500 LF
White Plains Rd/ NYSDOT Rt-119	6 inch	12 inch	1,000 LF

Woodard & Curran has prepared this proposal to provide Construction Phase Engineering services for only the Martling Avenue and White Plains Rd/NYS DOT Rt-119 location, as the Paulding Ave and Hudson Place portion has already been constructed. It is the Village's intent to have the work in this area complete by the Summer of 2019.

Woodard & Curran is in a unique position to assist the Village with the construction phase of this project. Having prepared the design plans and obtained Department of Health approval for the installation, we can most expediently address any field conditions with the full context of the design basis and regulatory review comments.

SCOPE OF SERVICES

The Woodard & Curran team will provide design, permitting, bidding and construction phase engineering services in three main phases as requested by the Village:

- Phase 1 – Administrative Services (Bidding and Construction Administration)
- Phase 2 – Field Services, Construction Management

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Phase 1 – Administrative Services

Task 1 – Update Design Documents

Woodard & Curran will assist the Village of Tarrytown with updating the design documents for White Plains Rd/ NYSDOT Rt-119 Water Main Improvements. The update will include transfer of service connections from the Village's existing 6-inch diameter water main to the new 12-inch diameter water main on White Plains Road. After the connection are transferred, the existing 6-inch diameter water main will be abandoned.



Task 2 – Bid Phase Services

Woodard & Curran will assist the Village of Tarrytown with the procurement of a contractor to complete the construction of the project. The following work items will be completed under this task:

- Woodard & Curran will administer the bid process electronically, with one (1) hard copy available at Village Hall for inspection (bidders will be responsible for their own reproduction);
- Woodard & Curran will maintain a plan holder's list, answer contractor questions, and issue Addenda as required;
- Facilitate a pre-bid meeting with the Village of Tarrytown and prospective bidders;
- Attend the bid opening, prepare bid tabulation sheets, evaluate bids received and provide the Village with the findings of our evaluation; and
- It is assumed that Village of Tarrytown will issue the bid advertisement.

We have assumed the bid period will be limited to 3 weeks, and we have estimated that up to 40 hours will be required to assist the Village with the bidding and contractor procurement process. If additional effort is necessary due to factors outside of our control, such as in the event of a bid protest, or contractor negotiations, Woodard & Curran will inform Village of Tarrytown of any additional budget authorizations required to assist with those services.

Task 2 – Construction Phase Administration

During the Construction Phase Woodard & Curran will provide construction administration services to assist the Village in project coordination, including:

- Facilitate a pre-construction conference prior to commencement of Work;
- Prepare and issue, with Village coordination and approval, Notice of Intent to Award, Notice of Award, Agreement, and Notice to Proceed;
- Recommend and prepare Change Orders and Work Change Directives as required;
- Review and approve or take other appropriate action in respect to Shop Drawings and Samples and other data which Contractor is required to submit;
- Render formal written decisions on all claims of Village and Contractor relating to the acceptability of Contractor's work or the interpretation of the requirements of the Contract Documents pertaining to the execution and progress of Contractor's work;
- Review Applications for Payment and the accompanying supporting documentation. Determine the amounts that Woodard & Curran recommends that Contractor be paid;



- Prepare record drawings and permit closeout documents.

Phase 2 – Field Services, Construction Oversight

During the Construction Phase, Woodard & Curran will provide periodic site visits to review site conditions, coordinate with the Village, and supplement the Village's daily site visits. Woodard & Curran will also provide the following construction phase support:

- Facilitate bi-weekly construction meetings;
- Issue necessary clarifications and interpretations of the Contract Documents;
- Provide off-site technical support for construction conflicts and other issues, if they arise;
- Conduct an inspection with the Village to determine if the Project is Substantially Complete and issue Certificate of Substantial Completion to Town and Contractor, when appropriate;
- Supervise the testing of the new mains, including disinfection, bacteriological testing, and pressure testing;
- Conduct a final inspection with the Village to determine if the completed work of Contractor is acceptable and issue Certificate of Substantial Completion to Town and Contractor, when appropriate;

We have assumed the project will have a 4-month active construction duration, with an average of up to 15 hours of on-site and off-site construction phase engineering being required per week, for a total of 240 hours. To prepare the record drawings, we will need to be on site for all utility bedding installation, and final testing, and will require the contractor to submit an as-built of the alignment, prepared by a licensed surveyor.

If this estimated level of effort is insufficient or excessive due to factors outside of our control, such as the contractor's quality of work, progress, unforeseen conditions, or the Village's ability to provide its own daily field checks, necessitate any additional presence on site or other effort above this budgeted amount, we will inform the Village and discuss the need for any additional budget.

BUDGET

The proposed budget for completion of the work described herein is summarized below. The project will be completed on a Lump Sum basis and billed as a percentage of project completion. Budgets presented represent our best estimates for required effort at this time, and as if the project is proceeding in 2018/2019.

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The project will be completed for a proposed budget as follows:



Phase	Woodard & Curran Fee
1 – Administrative Services including design update	\$17,720
2 – Field Services, Construction Oversight	\$31,010
Project Total	\$48,730

A rate table has been provided for services outside of this Scope of Services.

TERMS AND CONDITIONS

The Scope of Services will be completed in accordance with our previously-executed Terms and Conditions dated October 3, 2017.

ASSUMPTIONS AND UNDERSTANDINGS

The following assumptions and understandings apply to the scope of work, and budget described herein, in addition to those assumptions and understandings described above.

1. The Village will pay all fees from outside agencies, including bid advertisement, directly.
2. The Contract Documents will include the Village's standard Procurement and Contracting Requirements with minimal editing for project-specific information (project title, scope of work, dates, etc.).
3. The Scope of Services and Budgets included in this proposal may require modification as project details develop. Modifications or adjustments requested will be provided as an amendment to this agreement.

We greatly appreciate this opportunity to offer our professional services to the Village. If you accept this proposal and wish to proceed with the Scope of Services, please sign in the space indicated below and return a copy for our files. Please feel free to call the undersigned at 914-448-2266 you have any questions regarding this proposal or require any further information.

(Signatures on next page)

Sincerely,

WOODARD & CURRAN ENGINEERING P.A. P.C.



A handwritten signature in black ink, appearing to read "AC Catalano".

Anthony C. Catalano, P.E., BCEE
Principal

A handwritten signature in black ink, appearing to read "Steven C. Robbins".

Steven C. Robbins, P.E., LEED AP
Project Manager

ACC/scr

PN: 214356

SEEN AND AGREED:

Howard Wessells. Date
Superintendent of Public Works

