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May 12, 2022

Ms. Lisa M. Ramundo
Commissioner
Albany County Department of Public Works
449 New Salem Road
Voorheesville, NY 12186

RE: Project 20-C558 Design and Construction Inspection Services for CR157
Watervliet Shaker Road Phase III Highway Improvement Project
Supplemental Agreement No. 2
Tree Clearing Contract

Ms. Ramundo,

M. J. Engineering and Land Surveying, P.C. (MJ) is submitting this Supplemental Agreement for additional work for the above referenced contract as requested by the County. The following information represents MJ's understanding of the additional work requested.

BACKGROUND

During a conference call with National Grid Electric (Grid) related to utility agreement logistics, Grid agreed to remove existing trees to provide access for the new utility pole line. Tree removal is the first step required to relocate the existing utility pole and lines to the new location based on the design and layout of the roadway. Grid stated that they will remove the trees, typically within 15 LF on either side of the proposed pole lines but will only cut the trees and leave them on-site for the County's contractor to remove. Grid also stated that they would not perform grading activities for the new pole locations and that process would have to be provided by the County's contractor.

Based on a 4-6 week tree cutting schedule provided by Grid, the other utility owner relocations will take place. Verizon, will be a tenant on the Grid poles, and gave an 8 to 10 month window for their relocations due to the timeframes required to splice major transmission lines. Various other utility owners gave a range of 2 to 4 weeks for their lines to be relocated.

Based on the overall project schedule, the 2022 construction season is slated for utility relocation work and the 2023 construction season will be for the main roadway construction. Utility lines need to be completely relocated for the main line roadway work to take place. The mainline roadway work construction contract is anticipated to be awarded in early fall of 2022.

The need to implement a tree clearing contract was requested at this meeting by the County in order to keep the utility relocation schedule as intended with completion by spring 2023. The tree clearing contract will mainly provide construction support in order to maintain the utility relocation schedule. If not implemented now, the earliest the grading for utility pole relocations is anticipated to start after the main contract award (late fall 2022), leaving multiple months before the new poles could be installed by Grid.

The County also requested a fee from MJ to perform Construction Inspection (CI) for the tree clearing contract. The CI effort was agreed to be a part-time effort based on the nature of the work.



Tree clearing contract overall scope of work will consist of:

- Prepare tree clearing limits on plan to depict the national grid requirement of 15 LF (min.) on either side of the new utility pole line.
- Provide field survey stake out of the tree clearing limits for Grid.
- Prepare plans for tree clearing contract.
- Prepare estimate of quantities for tree clearing contract.
- Provide and coordinate information to ACDPW for bid documents and advertisement as well as additional coordination meetings with the National Grid electric.
- Provide field survey stake out of the proposed utility pole locations designed by Grid after trees have been removed and preliminary grading around the poles is complete.
- Provide part-time CI services.

The associated Scope of Services, assumptions and fees for the additional requested work is identified herein is based on the following tasks:

1. Field Survey Stakeout.
2. Prepare Tree Clearing Design and Contract Plans.
3. Cost Estimating.
4. Project Coordination.
5. Part-time Construction Inspection Services.

SCOPE OF WORK

Task 1: Field Survey Stakeout

1. Field survey stake out has been requested by Grid to facilitate their tree removal program. The following field survey stakeout will be provided:
 - a. One (1) site visit to provide a field survey stakeout of the tree clearing limits per Grid request.
 - b. One (1) site visit to provide a field survey stakeout of the proposed utility poles after tree clearing contract has been completed per Grid request.
 - c. One (1) site visit to locate new utility poles after Grid has completed their installations and updates to the project base mapping to include the as-built locations.

Preparation of the tree clearing limit information and proposed utility pole locations needed for survey stake out are included in the cost of the site visits.

Assumptions:

- a. A total of three (3) field crew days will be required to provide the requested survey stakeout.
- b. Survey control will be re-established for the stake-out limits.
- c. One (1) revision of project base mapping will be required.



Task 2: Prepare Tree Clearing Design and Contract Plans

Based on the utility relocation schedule and based on subsequent correspondence and coordination with Grid (utility pole owner), the County has agreed to and directed MJ to prepare a tree clearing contract to facilitate Grid utility pole relocation process. Grid has agreed to cut-down existing trees in areas where the proposed utility poles and service lines are located. Tree removal will not include removal of the tree stumps. When Grid has completed the tree removal work, the tree clearing contract will begin and provide for tree stump removal and “spot” grading at proposed pole locations to provide access for Grid to install the new utility poles. The following additional work has been identified as out of scope work based on the implementation of a tree clearing contract:

1. Prepare and stamp tree removal contract plans to be used for the County to advertise for bidding. The design required for this effort includes preparation of tree stump removal plans, grading, and erosion control for bidding purposes to show:
 - a. Areas and locations of trees cut down by Grid’s tree removal crew prior to the tree clearing contract.
 - b. Areas of tree stumps that are to be removed to provide access to Grid for new utility pole installations.
 - c. “Spot” grading to the proposed grade in the areas around the proposed utility poles in preparation for setting the new poles at the design elevations.
 - d. Interim grading between the utility poles (as required) to provide access for Grid for new utility pole installations.

The plans that are required to be prepared for the tree removal contract include

1. Cover Sheet
2. Index & Abbreviations
3. Legend
4. Baseline Tie Diagrams
5. Erosion & Sediment Control Notes, Details and Tables
6. General Notes
7. Grading & Erosion Control Plans

As a result of the extensive utility relocation and schedules provided by the respective utility owners, the construction schedule has been revised to include a contract letting in late summer / early fall of 2022 with the intent that the utility relocation work will take place during the 2022 construction season and be completed in spring of 2023.

Task 3: Cost Estimating

In support of the County preparing the tree clearing contract advertisement and bidding materials, MJ will develop an estimate of quantities and unit pricing for the tree removal contract.

Assumptions:

- a. Preparation and analysis of one (1) engineer’s estimate for the tree clearing contract.



Task 4: Project Coordination

In support of the County preparing the tree clearing contract advertisement and bidding materials, MJ shall provide the following coordination:

1. Coordinate and supply information to the County as requested so the front end bidding documents can be created by the County.
2. Prepare for and attend two (2) conference calls with Grid to coordinate and review details, and schedule of the tree clearing contract. Meeting summaries will be created for record based on the meeting information discussed.

Assumptions:

- a. County to prepare front end materials and advertisement for bidding.
- b. A total of two (2) meetings with Grid.

Task 5: Part-time Construction Inspection Services

The County has requested the MJ provide part-time Construction Inspection services for the tree clearing contract.

Assumptions:

- a. Part-time inspection assumes the services of a Resident Engineer for 128 hours based on the anticipated contract duration schedule of 16 hours a week for 8 weeks.
- b. The tree clearing contract will be developed as a lump sum bid. Inspection effort to measure and pay per item/quantity will not be required. Contractor will be paid based on the lump sum bid price.
- c. Inspection reports will be prepared to document construction progress and submitted to the County on a weekly basis.

Task 6: Original Contract Additional Construction Inspection Services

The main construction contract is anticipated to progress for 38 weeks of construction. RFP #2020-024 included Construction Inspection Cost at 24 weeks of construction at 50 hrs/week. Additional Construction Inspection, estimated at an additional 14 weeks of construction at 40 hrs/week will be required to facilitate the anticipated schedule.

SCHEDULE

MJ is prepared to begin this work immediately upon receiving authorization from the County.

FEE

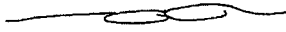
MJ will complete the above-listed work for the following fees. Additional work, if requested that is not specified in or arising out of this proposal will be completed under a separate agreement.



Task	Description	Cost
1	Field Survey Stakeout	\$6,200.00
2	Prepare Tree Clearing Design and Contract Plans	\$16,500.00
3	Cost Estimating	\$3,000.00
4	Project Coordination	\$1,900.00
	Total Engineering Cost (Lump Sum):	\$27,600.00
5	Part-time Construction Inspection Services (Based on 128 hours)	\$17,700.00
6	Additional 14 weeks/40hr week Construction Inspection Services (Based on 560 additional hours)	\$77,300.00
	Total Inspection Cost (Billed per hour):	\$95,000.00
	Total Additional Project Cost (NTE):	\$122,600.00

The estimated fee assumes no significant changes resulting from decisions, conditions and/or events beyond MJ's control. We look forward to the continued opportunities with the County. If you have any questions regarding this proposal, please contact us at (518) 371-0799.

Sincerely,


Michael D. Panichelli, P.E.
President