

Via Electronic Mail

August 20, 2018



Mr. Chris Burdick, Supervisor  
Town of Bedford  
321 Bedford Road  
Bedford Hills, NY 10507

Re: Proposal for Phase II Sewer Planning Support

Dear Chris:

We are pleased to present the following proposal to continue to assist the Town of Bedford in development of their sanitary sewer infrastructure and planning for the future. The Town's proactive approach in seeking to define potential projects and opportunities for funding well in advance will help to determine a sound approach moving forward.

## **BACKGROUND**

The establishment of the Bedford Hills-Katonah Business Sewer District is the first public sewer district within the Town and provides the opportunity for future extension of sewer service to other areas. Specifically, the residential areas in Katonah to the north and west of the proposed sewers, as well as commercial properties south of Bedford Hills along Route 117 have been identified as possibilities. With permitting and design of the Bedford Hills-Katonah Business Sewer District project nearing completion, the Town wishes to begin preliminary planning to further investigate these opportunities.

## **SCOPE OF SERVICES**

Woodard & Curran proposes to assist the Town's sewer planning efforts with the following:

- Review prior studies and reports of proposed sewer areas, including the *Map, Plan, and Report Part-Town Sewer District No. 1* prepared by Hudson Engineering Associates in January 1990 and the *Feasibility Study* prepared by Arcadis (to be provided by the Town).
- Meet with the Town to discuss and select up to three alternatives for future sewer extensions. Once selected, prepare preliminary cost estimates for each alternative, including costs for additional collection system infrastructure and costs to provide additional capacity at the WWTP if required.
- Summarize potentially available funding opportunities for the identified project, including possibility of NYCDEP funding to connect Bedford Lake system to the Town system.
- Document preliminary alternatives, cost estimates, and funding opportunities in a report to be presented to the Town Board. Include one meeting with the Town to review the draft report and incorporate comments prior to meeting with the Town Board to present findings.



**SCHEDULE**

Based on an authorization to proceed by September 5, 2018, Woodard & Curran would anticipate the following schedule:

- Meeting with Town to discuss alternatives by September 20, 2018
- Draft report submitted to Town by September 28, 2018
- Final report submitted to Town by October 9, 2018
- Present findings at Town Board meeting on October 16, 2018

**BUDGET**

The proposed budget for completion of the work described herein is summarized below:

Phase II Preliminary Planning.....\$14,500

**Total Budget.....\$14,500**

Woodard & Curran's work would be billed on a time and materials basis, not to exceed the amount above without prior written authorization.

**TERMS AND CONDITIONS**

The Scope of Services will be completed in accordance with the Standard Terms & Conditions between Woodard & Curran Engineering P.A. P.C. and the Town of Bedford dated May 24, 2017.

**ASSUMPTIONS AND UNDERSTANDINGS**

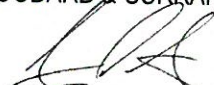
The following assumptions and understandings apply to the scope of work, schedule, and budget described herein:

- Three (3) total meetings with Town staff and Town Board are included.

We greatly appreciate this opportunity to offer our environmental services. 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 (White Plains, NY) if you have any questions regarding this proposal or require any further information.

Sincerely,

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

  
Anthony C. Catalano, PE, BCEE  
Principal

  
Ken Kohlbrenner, PE, ENV SP  
Project Manager

cc: Kevin Winn, PE, Commissioner of Public Works  
Jeff Osterman, Director of Planning

PN: 214461.00

*(authorization on following page)*

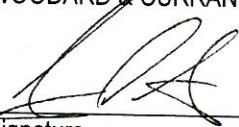



IN WITNESS WHEREOF, the parties hereto have executed this Agreement by their duly authorized agents as of the date indicated below.

**AUTHORIZATION BY:**

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

TOWN OF BEDFORD

  
Signature  
8/20/18  
Date  
Anthony C. Catalano  
Name (printed)  
Principal  
Title

  
Signature  
Chris Burdick  
Name (printed)  
Bedford Town Supervisor  
Title