



November 1, 2022

Supervisor Robert A. Wicks
Town of Lysander
8220 Loop Road
Baldwinsville, NY 13027

**RE: *Work authorization for Professional Engineering Services for the Melia Park Drainage District Drainage Improvement Project
Town of Lysander, NY
CHA Project No.: 078315.000 Phase 008***

Dear Supervisor Wicks:

CHA is pleased to submit this work authorization for professional engineering services for the proposed Melia Park Drainage District Drainage Improvement Project.

The following is our understanding of the project.

PROJECT UNDERSTANDING

The Melia Park Drainage District has experienced a long standing, since the original development was constructed, drainage problem between 7597 Rania Road and 3461 Fadi Drive. The 4 lots included in the subdivision north of Fadi Drive all drain to a low area between the two previously referenced properties which results in a standing water condition between the two properties. This drainage problem is the result of proper grading plans for building permit applications not being required by the Town of Lysander.

The project would include the installation of 1 new yard drain and approximately 170' of 6" CPP that would daylight onto the lawn adjacent to the Fadi Drive snowplow turnaround. This project will not completely eliminate the drainage issue, but it will collect most of the water that currently drains to the low point which will minimize the standing water condition that will continue to exist.

EXHIBIT A - SCOPE OF SERVICES

Task A – Design of Proposed Drainage Improvements

1. Field survey work to verify utility locations and existing elevations within proposed drainage improvements easements
 - a. CHA will assist the Lysander Highway department staff with utility locations and depths of buried utilities that will be crossed.
 - b. CHA will survey the existing grades within the proposed drainage improvement easements.

2. Easement preparation
 - a. CHA will prepare required easement map and legal description for 3461 Fadi Drive.
3. Project design
 - a. CHA will prepare and drainage improvements plan, and construction details for the proposed drainage improvements based on the data collected from task number 1 above.
4. Construction coordination and inspection
 - a. CHA will provide up to 6 hours construction oversight for the project while the D.E. Tarolli completes construction of the project under the Onondaga County trench and culvert excavation day rate contract.
5. Lawn Restoration Quotes
 - a. CHA will obtain the required quotes from contractors for lawn restoration in the spring of 2023.

Deliverables:

- Easement maps and legal descriptions in hard copy
- Project plans, and construction details in hard copy

Assumptions:

- The Lysander Assessor will provide deeds for the parcels that easements are required on.
- The Town Attorney will prepare the easement agreement for signature file the easement agreement at the County Clerk's office.
- The Lysander Highway Department will assist with task 1 outlined above.
- All easement filing fees are to be paid by the Town.

EXHIBIT B - SCHEDULE

CHA is prepared to begin working on this project upon written authorization to proceed. Provided D.E. Tarolli is available it is anticipated that the drainage installation portion of the project can be completed before 12/31/22 with lawn restoration to be completed in the spring.

EXHIBIT C – FEES

For the scope of services contained herein, we proposed to be compensated on an hourly basis for a not-to-exceed fee of \$4,000, in accordance with our current Municipal Consulting Agreement. All reimbursable project expenses, including mileage, postage, and printing/reproduction, will be billed at



cost.

We appreciate the opportunity to submit this work authorization to the Town. If acceptable, please sign below and return a copy to our office. If you have any questions regarding this work authorization, please do not hesitate to contact me at ayager@chacompanies.com.

Sincerely,

Allen J. Yager, P.E.
Project Manager III / Senior Engineer V

AUTHORIZATION TO PROCEED:

By: _____
Robert A. Wicks, Supervisor
Town of Lysander

Date

Cc: James Trasher, P.E., CHA

