



Engineering and Land Surveying, P.C.

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August 19, 2016

Mr. Tony Manfredi
Director of Planning
Town of East Greenbush
Town Hall
225 Columbia Turnpike
Rensselaer NY 12144

Sent Via email only: amanfredi@eastgreenbush.org

RE: Proposal for Services
Town of East Greenbush
Town Park Water Quality Improvement Project
MJ Proposal No. 2016445

Dear Mr. Manfredi:

M.J. Engineering and Land Surveying, P.C. (MJ) is pleased to provide the Town of East Greenbush this proposal for engineering services to complete a study to address the poor pond water quality in the Town of East Greenbush Town Park.

PROJECT UNDERSTANDING

- The Town owns and operates the Town Park (Park) located off of Elliot Road, between Route 151 and Leslie Lane. The Park includes a trail system, pavilions, dog park, active and passive recreational areas and a pond for fishing.
- The pond historically has been used for public swimming and includes a beach area.
- Due to high concentrations of fecal coliform, the beach has been closed to public swimming for several years by the order of the Rensselaer County Department of Health.
- In 2012, the Town applied for and received a grant from the New York State Office of Parks, Recreation and Historic Preservation to study the cause of and develop potential means to address the high levels of fecal coliform at the water body.
- The established budget for the study was \$30,000 that includes a 50% local match and 50% grant via the Environmental Protect Fund.
- The primary goal of the work plan developed for the grant was to determine the potential source (or sources) of fecal coliform, and develop means to address the impacted water , whether it be outlining public education techniques, developing land use controls or defining, at a schematic level, physical improvements to be made at the Town Park.
- Based upon initial discussions with the Town Board on August 10, 2016, there remains interest in exploring the source of the fecal coliform and how this contaminant may be reduced or eliminated to improve the water quality and increase recreational opportunities.
- While the pond has historically been used for public swimming access, it may not be desired by the Town to reopen the beach for swimming, even if the water quality is improved to meet acceptable limits. However, identifying and resolving the sources of contamination would be beneficial to the Park as the pond is used for multiple other forms of recreation.



Based upon the above understanding, MJ offers the following scope of work for the Town's consideration.

SCOPE OF SERVICES

Task 1: Phase 1: Data Gathering and Analysis

MJ will initiate the study work by collecting data from various sources including the following:

- Record plans of the Park construction and subsequent additions or modifications with a focus on sanitary facility locations, size and construction methods
- Inspection reports of the sanitary and public beach facilities
- Samples of the water body, including a review of record results
- Collect new samples from the pond and at various locations along the upstream reaches of the feeding stream
- GIS shape files for the Town including parcels, topography, land use, soils, hydrology to name a few

Following the collection of appropriate background data, MJ will initiate an analysis which will include the following

- Development of a contributing watershed map
- Visual assessment, including photographic documentation of the Park and surrounding land areas, to determine land uses and apparent potential point sources for the contaminants of concern
- Observation of other potential environmental contributors to degradation of water quality, including those of animals and migratory birds
- Using the water quality sample results along the stream reaches, determine locations of potential point source contamination
- Water quality trending analysis based upon record information and newly collected samples

Task 2: Phase 1: Summary Report of Findings

MJ will prepare a narrative report summarizing the data gathering and analysis completed. This report will provide an initial assessment of the water body's quality and potential sources of fecal coliform contamination. The report will discuss potential options for remedial efforts to improve the pond's water quality and will be presented with representative mapping.

The Summary Report will be presented to the Town Board and public for feedback.

Task 3: Phase 2: Action Plan

MJ will develop an Action Plan Report that further defines activities to be undertaken that have the goal of improving water quality of the Town Park water body. Depending the identified contributing factor(s) to the fecal coliform, action items further discussed and examined include but are not limited to:

- Conceptual riparian buffers easements with locations identified on GIS mapping and suggested language



- Potential zoning amendments and draft language specific to watershed management for areas that drain to the Town Park.
- Educational opportunities
- Suggested management programs to control nuisance wildlife
- Physical improvements at a schematic level to treat point sources.

The Action Plan will include the following elements:

- Background narrative and explanation of the problem and any past remedial efforts
- Water quality analysis results and comparisons
- Watershed map including land use characterization and other representative mapping as required
- Summary of other environmental impacts affecting water quality, including animals and birds
- Identification of suspected and/or confirmed contaminant point sources
- Recommended remedial efforts
- Budget estimates for each remedial effort and suggested implementation schedule
- Identification of potential funding sources for implementation
- Inclusion of comments from public engagement sessions

The Draft Action Plan will be presented to the Town Board and public for feedback. Upon receipt of comments, MJ will issue a final Action Plan for use by the Town and satisfying the conditions of the grant received.

TASKS NOT INCLUDED IN THIS PROPOSAL

The following efforts are excluded from this scope of services:

- Site survey and topographic mapping
- Design for the remediation of any point sources for contamination

As the project advances, MJ can provide the associated scope and fee for the above services, if requested.

SCHEDULE

Based upon our understanding of the Town's objectives, MJ proposes the following schedule:

Task 1 – Phase 1: Data Gathering and Analysis	Week 1 to 5
Task 2 – Phase 1: Summary of Findings	Week 5 to 8
<i>Presentation / Public Engagement Meeting</i>	Week 9 to 10
Task 3 – Phase 2: Action Plan	Week 11 to 17
<i>Presentation / Public Engagement Meeting</i>	Week 18 to 19
<i>Issue Final Action Plan</i>	Week 22

Projected start and end dates are subject to change and are based on date from authorization to proceed. Because certain aspects of the project are outside of MJ's control (e.g., review agency schedules, actions, and approvals), MJ cannot guarantee completion of the project within these proposed schedules.

FEE



MJ proposes to complete the above-listed services for the following lump sum fees:

Task 1 – Phase 1: Data Gathering & Analysis.....	\$8,000
Task 2 – Phase 1: Summary of Findings.....	\$3,000
Task 3 – Phase 2; Action Plan.....	\$11,000
Total Fee	\$22,000

The fee assumes there are no significant changes resulting from decisions, conditions and/or events beyond MJ's control. MJ will invoice the Town on a monthly basis based upon the percentage of work completed.

AUTHORIZATION

Thank you for the invitation to submit this proposal. We look forward to working with the Town on this project. In the event there are any questions concerning our suggested approach and scope of services, please do not hesitate to contact this office at (518) 371-0799 or contact Joel Bianchi directly at jbianchi@mjels.com.

Sincerely,

Michael D. Panichelli, P.E.
Executive Vice President

MDP/jmb