



John M. McDonald Engineering

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November 30, 2017

Robert Bergen  
Montgomery County Sanitary Sewer District #1  
PO Box 246  
Fort Plain, NY 13339

**Re: Montgomery County Sanitary District #1  
Forcemain Air Relief Valve Replacement Project**

Dear Mr. Bergen:

We have completed the engineering study of the aging Palatine Bridge Pump Station forcemain air relief valves. We provided an update to the Sewer Board on November 18, 2017 and reviewed the proposed scope of work, which included the following:

1. Installation of two (2) plug valves in the 8" Palatine forcemain pipe within the WWTP site to allow for the other pump stations to remain in operation when the work is performed in the air relief valve vaults along the Palatine forcemain.
2. Replace the threaded pipe nipple and shut off (isolation) valves in ten (10) of the valve vaults (all 9 on the Platine FM and 1 on the Nelliston FM).
3. Cap the pipe after the isolation valve in structure numbers 1, 3, 7, 8 & 9. This will fix the immediate corrosion problem and allow for easy future addition of a new air/vacuum valve if deemed necessary.
4. Install new combination air/vacuum valves in structure numbers 2, 4, 5, 6 & 12.

Some of the challenges for this project include:

- Septage haulers will be required at the pump station(s) to allow for proper isolation of the work sites and at the vaults to prevent overflows to the environment.
- Access to some of the remote vaults located along the farm field will be difficult.
- It will be necessary to use the CSX access road to get to some of the vaults. A CSX inspector may be required and there is a cost associated with this.

The preliminary project cost is estimated at \$150,000.

We propose the following scope of engineering services for this project:

1. Site Investigation/Scoping

- Completed as part of the Engineering Study.

2. Preliminary Design

- We will evaluate various alternatives for design of the air relief valve replacements and insertion valves using different materials of construction, technologies and products.
- Preliminary plans will be prepared to show the full scope of construction work for review with Sewer District representatives, CSX and NYSDEC for conceptual approval.

3. Detailed Design

- Following review and approval by the Sewer District, CSX and NYSDEC of the preliminary design plans, we will incorporate any comments or modifications and proceed with the detailed design.
- We will prepare detailed design plans and submit to the Sewer District for review.
- Following receipt of comments, we will incorporate the Sewer District's comments and finalize the detailed design plans.
- We will prepare a complete set of plans and specifications, and bid documents in conformance with all NYSDEC & CSX requirements.

4. Bid Phase Services

- Upon receipt of all regulatory agency approvals, and with the concurrence of the Sewer District, we will proceed with providing bid phase services in accordance with State and Federal Requirements, as follows:
  - Furnish electronic project manuals for bidding distribution.
  - Assist Sewer District with Advertisement for Bidding.
  - Distribute bid documents to trade organizations for posting.
  - Distribute bid documents to bidders.
  - Conduct a pre-bid meeting for prospective bidders, including Agenda and Meeting Minutes.
  - Respond to inquiries from prospective bidders and issue addenda.
  - Attend bid opening.
  - Tabulate bids.
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- Attend bid opening.
- Tabulate bids.
- Review bids and provide written Recommendation for Award of contract.
- Prepare and distribute contract documents for execution by the Contractor and the County.

5. Construction Phase Services

- We will provide construction phase services and contract administration, including the following:
  - Attend preconstruction meeting with Sewer District, CSX and Contractor.
  - Review and approve shop drawings.
  - Respond to Contractor inquiries and requests for information.
  - Review and approve construction design changes.
  - Review and certify Contractor payment request.
  - Conduct construction meetings as necessary and submit written minutes.
  - Maintain and submit written records of construction activities.
  - Review all required test procedures, witness tests, review and certify all results.
  - Provide certification of completion and release of final payment.
- Inspection
  - Provide the services of one part-time inspector to ensure general compliance with design plans and specifications.
  - Submit written reports of all inspection observations to the Sewer District.

6. Record Drawings

- Submit all approved shop drawings and records of materials used, and inspection reports.
- Submit one complete reproducible set of drawings to the Sewer District, and one complete electronic copy on CD Rom formatted as an Adobe PDF file, or other format required by the Sewer District.

We propose to perform the above tasks for a fee not to exceed \$18,000.00. If you have any questions, please feel free to contact me.

Sincerely,



Douglas P. Cole, PE  
Director of Wastewater Systems - NY Division