



City of Waltham CITY OF WALTHAM
CITY CLERK'S OFFICE

Jeannette A. McCarthy
Mayor

2018 FEB -8 A 11:38

RECORDED

February 8, 2018

TO: The City Council
RE: Transfer Request – Engineering Dept. – Fernald Wetlands Design & Engineering Services

Dear Councillors:

I respectfully request a transfer of funds in the amount of \$55,000.00. These funds will be used for the design & engineering services of Fernald Center wetlands rehabilitation project.

FROM:
#603-440-2005-7315 Sewer/Drain-Chapel Hill Dam \$55,000.00

TO:
#603-440-2005-7230 Sewer/Drain-Fernald Wetlands Rehab Design \$55,000.00

Attached is a copy of a memo that was received from the City Engineer, Steve Casazza. Mr. Casazza will be available to answer question concerning this request.

Sincerely,

Jeannette A. McCarthy

JAM/ccb

Enclosure

cc: Steve Casazza

December 31, 2017

Mr. Joseph Pedulla
Chief Procurement Officer, Purchasing Agent
City Hall, 610 Main Street
Waltham MA 02452

**Re: Proposal for Design Services
Fernald Center Wetlands Rehabilitation
Waltham, Massachusetts**

Dear Mr. Pedulla:

SSV Engineering Inc.(SSV) is very excited to submit this proposal to the City of Waltham for engineering services associated with the design of Fernald Center Wetlands Rehabilitation.

Project Understanding

SSV completed the Fernald Center Wetland Study for the City in April 2016. The following was the recommendation of the report:

Phase I Restore Pond/Wetland System and Daylight Buried Culvert - Cottage Street Campus

The Pond/Wetland system and the stream that existing prior to the year 1947 can be restored within the Cottage Street Campus. The City could engage the services of an Engineering/Landscape Architectural firm to conduct detailed site investigation and site suitability analysis and produce construction bid documents for this work.

A preliminary project rendering is shown on Figure (attachment) to help visualize the day-lighted stream and pond. Also shown on the rendering are some of the potential passive recreational features that the City could consider implementing.

We recommend that the City limit the scope of work to the following:

1. Daylight buried culvert from the property line at the Federal Archives Building to the proposed wetland pond
2. Create the wetland pond that existing prior to year 1947

Following the construction of the above, the City could then evaluate and implement subsequent projects related to the passive recreation features that will require extensive input and coordination from the stakeholders.

This proposal is limited to the two scope items listed above.

Project Team and Key Staff

Below is our proposed organization of the team dedicated to this project.

Proposed Designation	Name (percentage availability)	Description
Project Director	Sam Bade (10%)	Ultimate responsibility of the project, making sure that dedicated staff are committed to the project, quality assurance and control, meeting milestones and schedules, monitor budgets.
Project Manager	Sam Bade (50%)	Point of contact (POC). Responsible for day to day operations and reporting.
Technical Advisor	Dwight Dunk (10%) Epsilon Associates Inc.	Wetlands Design and Environmental Permitting
Landscape Architect	Joe Coan (25%) Joseph Coan Landscape Architects	Stream day-lighting and wetland pond designs

Scope of Services

The proposed Scope of Services is as follows:

Task 1: Data Compilation

- Historical wetlands compilation
- Wetland Delineation

Task 1 Deliverable: Data Collection Technical Memorandum

Cost : \$ 5,100

Task 2: Preliminary Design - Environmental Constraint Assessment (using GIS / LiDAR data)

- Regulatory Assessment (Wetlands/Waterways Permitting, MCP, MEPA, etc.)

Task 2 Deliverable: Environmental Constraints Assessment Memorandum

Cost : \$ 5,900

Task 3: Review Meetings

- Presentation to and meeting the Mayor and other stakeholders as directed by the Mayor.

Task 3 Deliverables: Presentations

Cost : \$ 900

Task 4: Design Development and Environmental Permitting

- 60%, 90% and Final Bid Ready Drawings and Specifications
- We anticipate preparation and submission of a Notice of Intent (NOI) to the Conservation Commission. Additional permits are not anticipated at this time.

Task 4 Deliverables: Drawings, Specifications and NOI Permit Application

Cost : \$ 27,000

Project Total Cost: \$ 38,900



609 Winter Street
Framingham, MA 01702
Phone: 508-745-4077

Information to be provided by the City prior to commencement of Task 4

The City will provide us with the following:

- Topographic and utility survey of the limits of the project
- Soil and Groundwater Quality Investigation (ESA Phase 1)
- Field Geotechnical and Chemical (Soil and Groundwater) Investigation

Schedule

We are prepared to begin work immediately upon receipt of a Notice to Proceed. We recognize that timely performance of these services is an important element of this Project and will put forth our best effort, consistent with accepted professional practice, to complete the work within the designated schedule.

We look forward to the opportunity to work with you on this project.

Very truly yours,

A handwritten signature in black ink, appearing to read "Sam Bade", is written over a faint circular stamp.

Sam Bade
President

Attachments:

- Fernald Wetland Study Recommendations - Phase I
- Epsilon Consultants Inc. - Qualifications, relevant projects and resumes
- Joseph Coan Landscape Architect - Resume and relevant projects