Supervisor
JUDI BOSWORTH

Town Board
VIVIANA L. RUSSELL
PETER J. ZUCKERMAN
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ANNA M. KAPLAN
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DINA M. DE GIORGIO

Town Clerk
WAYNE H. WINK, JR.

Receiver of Taxes
CHARLES BERMAN

TOWN OF NORTH HEMPSTEAD
DEPARTMENT OF PUBLIC WORKS

285 DENTON AVENUE
NEW HYDE PARK, NY 11040
(516) 739-6710
FAX (516) 739-6717

Commissioner
PAUL J. DiMARIA, P.E.

Deputy Commissioner
JILLIAN GUINEY, P.E.

June 12, 2015

Re: Request for Letter Proposal
Damage Assessment of Town Dock Facility
347 Main Street, Port Washington, NY 11501
DPW Project No. 15-13

To whom it may concern,

The Town of North Hempstead, Department of Public Works is requesting a proposal from your firm to evaluate the damage sustained at Town Dock as a result of Hurricane Sandy. Town Dock, located at 347 Main Street in Port Washington, New York consists of steel sheet pile bulkhead, two reinforced concrete deck extensions supported by piles, and an asphalt parking lot and walkway. A corrosion control system was originally installed with sheet piling; however the effectiveness of the system is unknown and is to be evaluated as part of scope of services. Please see location map and photos attached to RFP.

Consultant to provide following scope of services:

1. Comprehensive site visit. Evaluation to include but not limited to; steel sheet pile bulkhead, corrosion system for sheet pile bulkhead, reinforced concrete deck extensions, asphalt parking lot and walkway, etc.
2. Topographic survey.
3. Ground Penetrating Radar.
4. Study of existing Bathymetric Survey. A copy of existing surveys will be provided after award.
5. Soil Borings with geotechnical report. Phase I environmental report also to be prepared and included in proposal.
6. Underwater diver investigation by licensed engineer.
7. Written evaluation of field investigation.

Please forward your response regarding your interest in performing this work, including a Letter Fee Proposal for completion of the work with details regarding your technical approach, schedule, and fee. The fee to perform the scope of services set forth in RFP is to be proposed on a lump sum basis and itemized by tasks.

Proposals shall be delivered (three hard copies with electronic copy) to this office, the office Department of Public Works by Friday, July 10, 2015, 3:30 pm.

Note that the following conditions apply to this RFP:

1. There is no express or implied obligation for the Town to reimburse responding firms for any expenses incurred in preparing proposals in response to this RFP, and the Town will not reimburse such expenses.

2. During the evaluation process, the Town reserves the right, where it may serve the Town's best interest, to request additional information or clarification from a proposer, or to allow corrections on non-material errors or omissions or waive non-material requirements.

3. Submission of a proposal indicates acceptance by the firm of the conditions contained in this RFP, unless clearly and specifically noted in the proposal submitted and confirmed in the contract between the Town and the firm selected.

4. The Town reserves the right, as best serves its interest, to change the due date for receipt of proposals.

5. The Firm selected to perform the services requested in this letter will be required to execute an agreement with the Town for the services on the Town's standard form. The selected firm will be required to, to the fullest extent provided by law, defend and indemnify and save harmless the Town from claims, suits, action, damages and costs of every nature, kind, name and description resulting from the negligent performance of the services. Such defense and indemnity shall not be limited by reason of enumeration of any insurance coverage provided by the firm. Negligent performance of service shall include, in addition to negligence founded upon tort, negligence based upon the firm's failure to meet professional standards and resulting in obvious or patent errors in the progression of its work. Nothing shall create or give third parties any claim or right of action against the firm or the Town beyond those provided by law. In addition, the selected firm will be required to procure and maintain during the term of any such agreement, with a a carrier holding an "A" rating from AM Best Company, or its equivalent, and furnish certificates of insurance evidencing its procuring, the following insurance policies:

a. Commercial General Liability insurance covering the liability of the firm, and indemnifying and holding harmless the Town, its agents, employees and representatives from any and all lose and/or damage arising out of the performance of the services with a combined single limit (bodily injury/property damage) of One Million Dollars ($1,000,000). The Town shall be name as additional insured on said policy.

b. Professional Errors and Omissions insurance in the minimum of One Million Dollars ($1,000,000). The Town shall be named additional insured in such policy.

c. Automobile Liability combined single limit of One Million Dollars ($1,000,000). The Town shall be named additional insured in such policy.

d. Excess Liability in the form of umbrella form of Four Million Dollars ($4,000,000). The Town shall be named additional insured in such policy.

e. Worker's Compensation insurance or proof of its not being required to secure same, as evidenced by certificates or affidavits approved by the State Workers' Compensation Board pursuant to State Workers' Compensation Law §57(2); and

f. Disability benefits insurance or proof of its not being required to secure same, as evidenced by certificates or affidavits approved by the State Workers' Compensation Board pursuant to State Workers' Compensation Law §220(8).

6. Each proposer acknowledges that the services to be performed as described in this RFP may be funded by monies received from the federal government. As such, the following terms and conditions will be included in any agreement between the Town and the successful Firm for the services, in addition to such contractual terms and conditions as may be required by the Town:

a. Terms relating to termination for cause and convenience by notice to the Firm. Such terms will include that the Town will pay the firm for the services rendered in proportion to the services to be rendered in accordance with the agreement.

b. A covenant by the Firm that is not listed on the governmentwide Excluded Parties List System in the System for Award Management (SAM), in accordance with the IMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR Part 1986 Comp., p. 189) and 12689 (3 CFR Part 1989 Comp., p. 235), "Debarment and Suspension" and that the Firm will not subcontract with any party listed on the above-referenced list.

c. A representation that the Town shall not be liable for any amounts over and above the amount stated in the agreement as consideration for the full and complete performance of the services listed in the agreement and that, if the firm incurs costs in excess of the amount of consideration stated in the agreement, the contractor will not be entitled to reimbursement, and the Town shall not be responsible to make reimbursement, of such excess costs.

Please contact me if you have any questions or require any other information.

Sincerely,

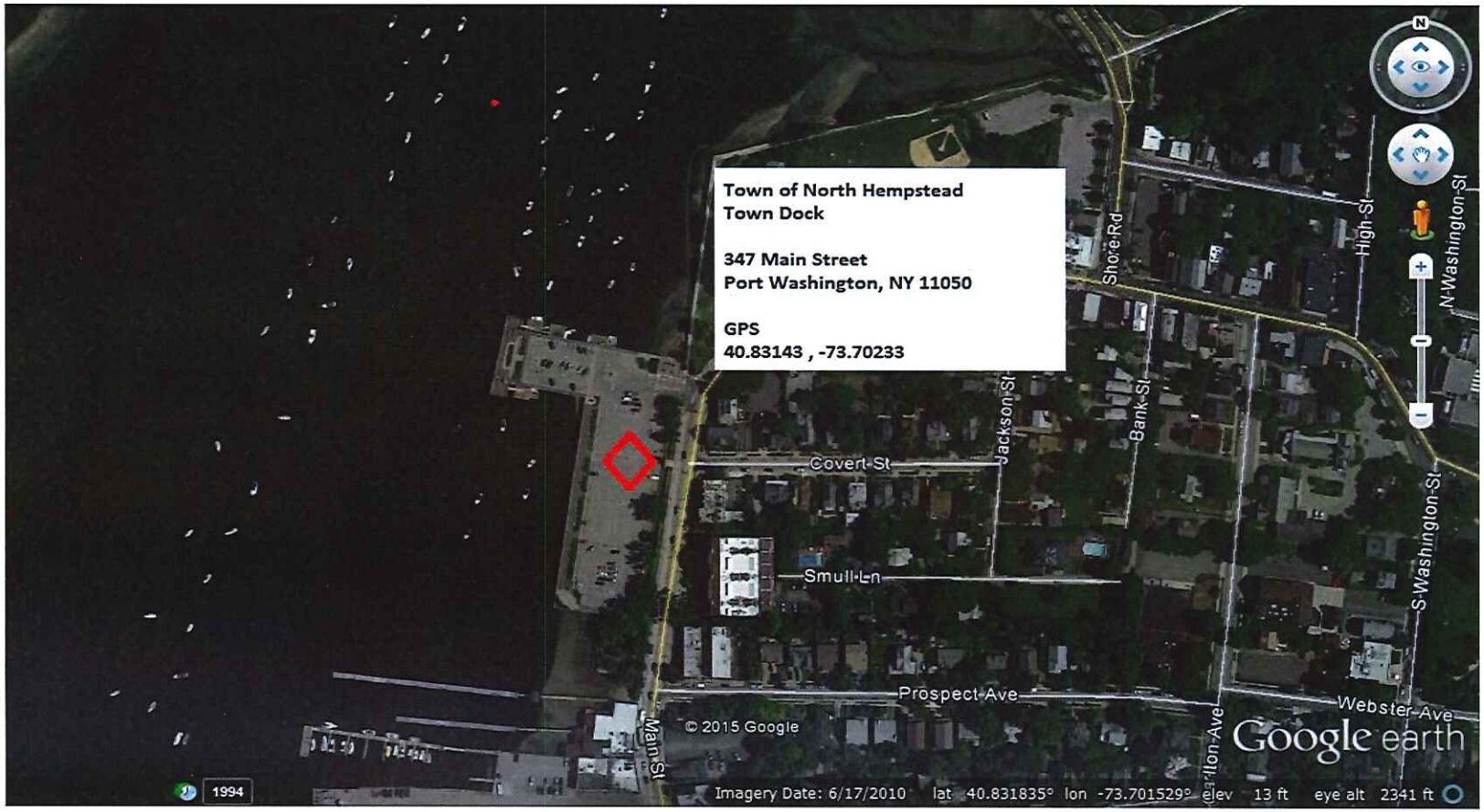
Paul J. DiMaria, P.E.
Commissioner

Cc: Jill Guiney
Cc: Rob Fazio

FEDERAL EMERGENCY MANAGEMENT AGENCY

LOCATION MAP

APPLICANT:	Town of North Hempstead	DATE:	02/17/15
FIPS NO.	059-53000-00	PW REF NO.	5300023

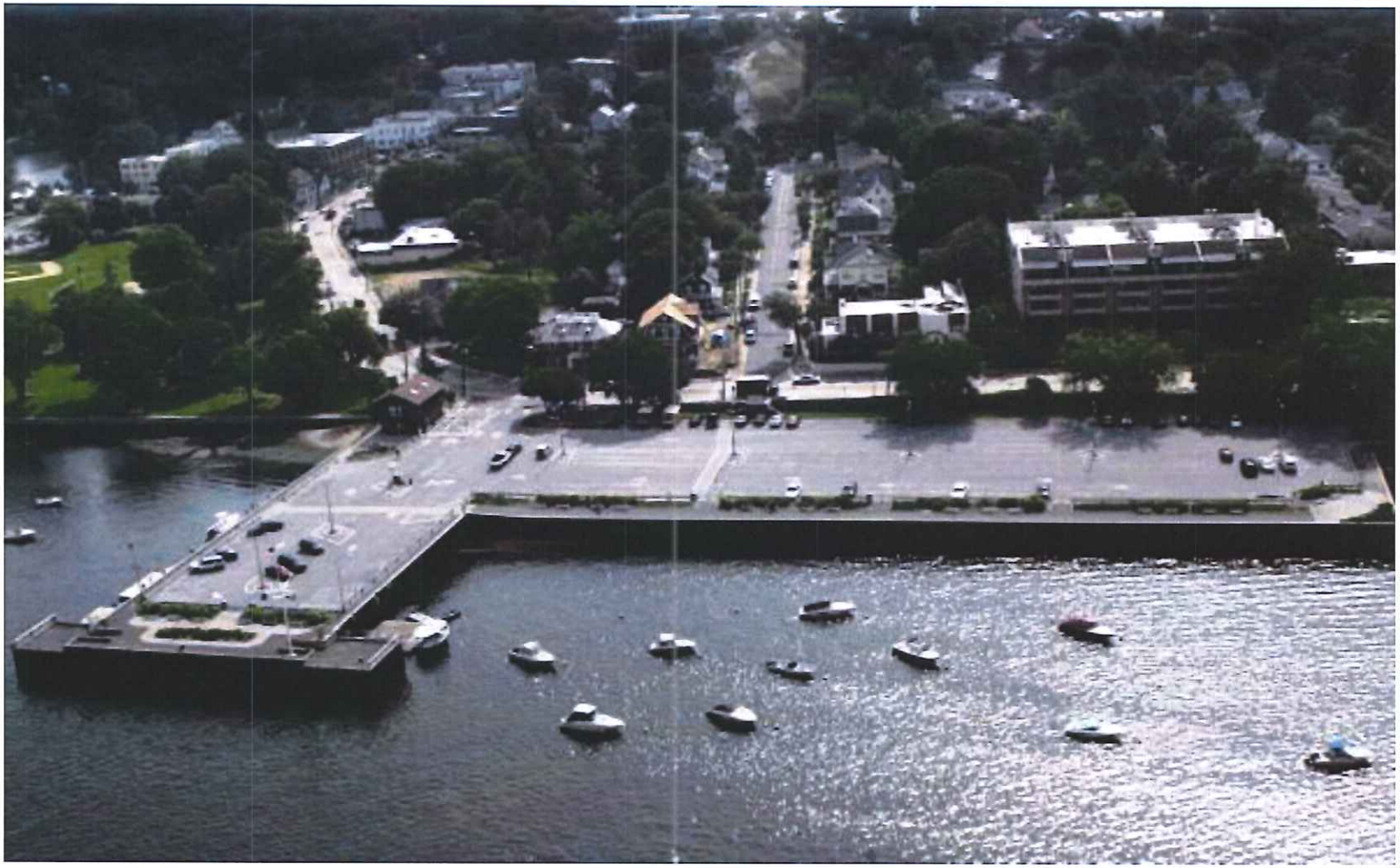


National PW Template V2.6 June 2012 Excel 2007/2010

FEDERAL EMERGENCY MANAGEMENT AGENCY

LOCATION MAP

APPLICANT:	**Town of North Hempstead**	DATE:	**02/17/15**
FIPS NO.	**059-53000-00**	PW REF NO.	**5300023**



National PW Template V2.6 June 2012 Excel 2007/2010

FEDERAL EMERGENCY MANAGEMENT AGENCY

PHOTO SHEET

APPLICANT:	Town of North Hempstead	CATEGORY:	G
FIPS NO.	059-53000-00	PW REF NO.	5300023

Applicant/Consultant Provided Photo
GPS: 40.83143, -73.70233
General Overview

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GPS: 40.83143, -73.70233
General Overview

FEDERAL EMERGENCY MANAGEMENT AGENCY

PHOTO SHEET

APPLICANT:	Town of North Hempstead	DATE:	02/17/15
FIPS NO.	059-53000-00	PW REF N	5300023

Applicant/Consultant Provided Damage Photo
GPS: 40.83143, -73.70233
Cracked cement cap due to settling as a result of lost fill. Temporary patch in place.

Applicant/Consultant Provided Damage Photo
GPS: 40.83143, -73.70233
Asphalt settling as a result of lost fill. Area has temporary hot patch.

Applicant/Consultant Provided Damage Photo
GPS: 40.83143, -73.70233
Cracked cement cap due to settling as a result of lost fill. Temporary patch in place.

Applicant/Consultant Provided Damage Photo
GPS: 40.83143, -73.70233
Pavers settling as a result of lost fill.