

72 Colburn Drive  
Poughkeepsie, NY 12603  
845-505-0324

April 30, 2017

Tory G. Gallante, Chief  
Arlington Fire District  
11 Burnett Boulevard  
Poughkeepsie, NY 12603

Subject: Arlington Fire District – Station 1 Headquarters & Station 3 Red Oaks Mill  
Pavement Repair

The Arlington Fire District Headquarters and the Red Oaks Mill Station both exhibit pavement areas that are in need of repair.

On Friday April 7, Jansen Engineering was given a tour of the two properties and shown areas of pavement damage and two locations where frost heave causes the pavement to rise and prevent doors from opening during the winter. Jansen Engineering is pleased to offer the following proposal.

Jansen Engineering will prepare construction drawings and details that will be suitable for obtaining bids for the pavement repair and for addressing the frost heave issue, as well as review the site drainage that may be contributing to pavement deterioration.

The work to be performed includes the following:

1. Arrange for survey work to accurately delineate existing conditions and determine inverts for existing drainage structures within the area of pavement damage/repair.
2. Surveyor Spence Hall, L.S. will enter into a separate contract with the Arlington Fire District so that he can be paid when his work is completed at the beginning of the job.
3. Preparation of preliminary drawings delineating repair areas and details for the pavement repair and the two frost heave locations. Meet with Arlington Fire District to review drawings.
4. Revise drawings per Arlington Fire District feedback.
5. Prepare Construction Documents for bidding. All construction details and conditions will be on the drawings. Front end documents addressing site meeting, bid submission and bid award conditions will be preliminary, to be reviewed by the Arlington Fire District attorney.

The above work will be performed for a not to exceed fee of \$5,000. Estimate for Survey Work is \$1,500.

Construction Administration will be performed for a not to exceed fee of \$1,500.

Very truly yours,

JANSEN ENGINEERING, PLLC

*Jolanda Jansen*

Jolanda G. Jansen, P.E.