

# Scope of Work

For the  
Halfway Brook Stormwater  
Abatement Project



<b>Project Sponsor:</b>	<b>Warren County Soil and Water Conservation District</b>
<b>Project Manager:</b>	<b>Dave Wick, District Manager 51 Elm Street, Warrensburg, NY 12885, (518) 623-3119</b>
<b>Submitted To:</b>	<b>Bill Wasilauski, DEC Region 5 Regional Water Engineer PO Box 220, Warrensburg, NY 12885</b>
<b>Submittal Date:</b>	<b>September 4, 2007</b>
<b>Resubmittal Date:</b>	<b>January 7, 2009</b>
<b>Grant Amount:</b>	<b>\$184,200</b>
<b>Local Match:</b>	<b>\$184,200</b>
<b>Total Project Cost:</b>	<b>\$368,400</b>
<b>Grant Timeframe:</b>	<b>September 2007-September 2011</b>

**Appendix C of State Assistance Contract**  
**Water Quality Improvement Projects for SFY 2000/2001**  
**Clean Water/Clean Air Bond Act**  
**Environmental Protection Fund & Performance Partnership Grant**  
**Project Work Plan Form - Nonpoint Source Abatement and Control Projects**

**I. COVER SHEET:**

**RECIPIENT INFORMATION**

- |  |   |
|--|---|
| <p>1. MUNICIPALITY:<br/> <input type="checkbox"/> City <input type="checkbox"/> Town <input type="checkbox"/> Village <input checked="" type="checkbox"/> Other (specify)<br/> of: <u>Warren County SWCD</u></p>   | <p>3. PROJECT MANAGER &amp; MAILING ADDRESS:<br/> name: <u>Warren County SWCD</u><br/> (no. &amp; street) <u>51 Elm Street</u><br/> (city) <u>Warrensburg</u> (state) <u>NY</u> (zip) <u>12885</u><br/> PHONE:( <u>518</u> ) <u>623-3119</u> FAX:( <u>518</u> ) <u>623-3519</u></p> |
| <p>2. MUNICIPAL CONTACT &amp; MAILING ADDRESS:<br/> name: <u>Dave Wick</u><br/> title: <u>District Manager</u><br/> (no. &amp; street: <u>51 Elm Street</u><br/> (city) <u>Warrensburg</u> (state) <u>NY</u> (zip) <u>12885</u><br/> PHONE:( <u>518</u> ) <u>623-3119</u> FAX:( <u>518</u> ) <u>623-3519</u></p> | <p>4. FISCAL/ADMINISTRATIVE WORK CONTACT<br/> (if different from above)<br/> name:<br/> street:<br/> (city) _____ (state) _____ (zip) _____<br/> PHONE:( _____ ) _____ FAX:( _____ ) _____</p>  |

**GENERAL PROJECT INFORMATION**

- |  |   |
|--|---|
| <p>1. PROJECT NAME <u>Halfway Brook Stormwater Abatement Project</u></p>   | <p>4. FEDERAL (IRS) IDENTIFICATION #:</p>   |
| <p>2. APPLICATION TRACKING #<br/> <u>B_2006WQI9059</u></p>   | <p>5. SEQR STATUS Type I <input type="checkbox"/> Unlisted <input type="checkbox"/> Type II <input checked="" type="checkbox"/><br/> If Type I or Unlisted:<br/> Has a Negative Declaration has been accepted: Yes <input type="checkbox"/> No <input type="checkbox"/></p> |
| <p>3. HAS A CURRENT MUNICIPAL RESOLUTION<br/> BEEN SUBMITTED? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>  | <p>OR has the final EIS been accepted Yes <input type="checkbox"/> No <input type="checkbox"/></p>  |
| <p>6. EXISTING CLEAN WATER STATE REVOLVING LOAN FUND PROJECT #<br/> Do you have a pending or approved application for the Clean Water State Revolving Fund? Yes <input type="checkbox"/> No <input type="checkbox"/><br/> (Status of Application) APPLICATION SUBMITTED Yes <input type="checkbox"/> No <input type="checkbox"/></p> |   |
| <p>7. PROJECT LOCATION(S) AND ZIP CODES:<br/> <input type="checkbox"/> City <input checked="" type="checkbox"/> Town <input type="checkbox"/> Village of <u>Queensbury</u> County of: <u>Warren</u><br/> ZIP CODE(S) : <u>12804</u></p>  |   |

**PROJECT TIMING AND COSTS**

Any invoices to be paid must be for services that fall between the start date and completion date of the project. When identifying the proposed start date, make sure it is before work has begun and any costs have been incurred. When identifying the expected completion date, leave yourself enough time to ensure that the project will be completed, final report prepared, and all bills paid within that time period. Give yourself extra time to be sure that all bills will fall within the project schedule to avoid the need for a contract amendment before reimbursement of costs can occur.

- |                            |                      |
|----------------------------|----------------------|
| 1. START DATE:             | <u>Sept. 1, 2007</u> |
| 2. COMPLETION DATE:        | <u>Sept. 1, 2011</u> |
| 3. STATE ASSISTANCE        | <u>\$ 184,200</u>    |
| 4. LOCAL MATCH             | <u>\$ 184,200</u>    |
| 5. TOTAL COSTS (ADD 3 & 4) | <u>\$ 368,400</u>    |

II. **BUDGET:** Fill in the Budget Worksheet. Provide backup documentation for all cost estimates by completing the Budget Detail Worksheet (pages 3, 4 & 5).

### BUDGET WORKSHEET

Expenditure Category	State Assistance	* Local Match	❖ Total Costs (entire project covered by this contract)
<b>1. Personal Services</b>			
E.g. Municipal employees, time records	18,200	7,500	25,700
<b>2. Non Personal Services</b>			
i. Travel	1,000	1,000	2,000
ii. Equipment	2,500	1,000	3,500
iii. Supplies & Materials	2,000		2,000
iv. Contracts			
a. construction	143,500	157,700	301,200
b. design			
c. engineering	16,000	16,000	32,000
d. miscellaneous contracts			
v. Land Acquisition			
vi. Other ___legal_____	1,000	1,000	2,000
(provide a detailed breakdown of all costs)			
<b>Total</b>	<b>166,000</b>	<b>176,700</b>	<b>342,700</b>
<b>3. Total Costs</b>			
(enter state share, local match and total costs and check to make sure the amounts correspond to those amounts listed on the cover sheet)	184,200	184,200	368,400
<b><u>Describe source of local match:</u></b>			
Warren County SWCD – in kind services match			
Town of Queensbury – cash match			

**III. PROJECT SUMMARY:** Provide a detailed description of the overall project.

Halfway Brook is a AA(T) stream located in the Town of Queensbury in Warren County New York. This stream has historically been a high quality stream in regards to cleanliness of the water and as a trout fishery. In recent times, development and the accompanying urban runoff has contributed to a decline in this once pristine waterbody. Numerous projects have been conducted in this watershed to improve the water quality of this stream. This proposal is an opportunity to address the largest stormwater runoff issue on this important stream, and would lead to a dramatic decline in total suspended solids, phosphorus, and trash that are entering this brook.

The location of the proposed Halfway Brook Stormwater Abatement Program is located at the northeast intersection of state Route 9 and Halfway Brook. The outfall from the roadside drainage network outlets into Halfway Brook at this location, which is adjacent to an Enterprise Rent –A- Car business and across the street from the Price Chopper supermarket. The most significant problem found with stormwater impacts to Halfway Brook comes from the route 9 corridor in Queensbury. Stormwater from the Aviation Mall area on Aviation Road flows down to the intersection of Aviation Road and Route 9, entering the Route 9 drainage line. From this intersection, stormwater flows south along Route 9 to the northeast culvert at the intersection of Halfway Brook and Route 9 across the street from Price Chopper. This entire area has been developed primarily with commercial properties, and open space is extremely limited. The stormwater drainage area from the following two combined drainages is over 56 acres, all of which outlets into Halfway Brook through a 42” culvert.

This proposed project will treat stormwater from runoff events up to one-inch in depth over the watershed, which equates to 90% of the storm events in Warren County (90% rule). A large hydrodynamic flow separator stormwater system (i.e. Vortech, CDS, Stormceptor, etc) and improved piping will be installed to achieve these benefits. This is the Best Available Technology to address and treat stormwater runoff from this highly developed corridor.

A reduction in phosphorus is one of the highest priorities listed in the Lake Champlain Comprehensive Conservation Management Plan. A secondary priority from the Plan is the restoration of fish and wildlife habitat and with this project sediment will be captured which will reduce the solids entering the brook, reducing siltation, which affects aquatic organisms in all aspects of development. This installation of this project will directly benefit water quality and fish and wildlife in Halfway brook and lake Champlain.

The stormwater treatment system will be maintained by the Town of Queensbury Highway Department, who already has an extremely proactive maintenance program for inspecting and maintaining stormwater improvement structures in the town. The system will be inspected on a monthly basis during June – December, a weekly basis from January to May and during peak snowmelt events

**IV. PROJECT OBJECTIVE AND TASKS:** Describe the specific objectives of the project and identify the tasks that will be performed to meet those objectives. Follow the example in the instructions. All segments and/or phases of the project should be included here. Attach additional pages as necessary.

Objective	Task	Time	Responsible Parties
Project Design	<ol style="list-style-type: none"> <li>1. Reestablish contact with landowner to proceed with RFP for engineers.</li> <li>2. Contract with an engineer to develop a survey and a watershed analysis of the location.</li> <li>3. Work with engineer to develop best solution.</li> <li>4. Obtain necessary approvals from NYSDOT and the Town of Queensbury</li> </ol>	<p>Fall 2007</p> <p>Fall 2007 – Winter 2007</p> <p>Fall 2007 – Fall 2009</p> <p>Spring 2009 – Fall 2009</p>	Warren County SWCD and Town of Queensbury
Project Implementation	<ol style="list-style-type: none"> <li>1. Send RFP for construction of the design plan.</li> <li>2. Construction</li> </ol>	<p>Summer 2009 – Summer 2010</p> <p>Fall 2009 – Summer 2011</p>	Warren County SWCD and Town of Queensbury
Administration	<ol style="list-style-type: none"> <li>1. Prepare and submit quarterly reports to NYS DEC Region 5.</li> <li>2. Prepare and submit final project report to NYS DEC Region 5.</li> </ol>	<p>Quarterly 2007-2011</p> <p>Sept. 2011</p>	Warren County SWCD

V. **KEY PERSONNEL:** Identify the key personnel for the project. Attach additional pages if necessary. Please DO NOT attach resumes.

Project Manager: Dave Wick, District Manager, Warren County Soil and Water Conservation District

Project Oversight: Jim Lieberum, Water Resources Specialist, Warren County Soil and Water Conservation District

Project O&M: Mike Travis, Highway Superintendent, Town of Queensbury Highway Department

Fiscal Manager: Rhonda Jarvis, Office Manager, Warren County SWCD

**VI. DELIVERABLES:** List and describe anticipated deliverables. All segments and/or phases of the project should be included here. Attach additional pages if necessary. At a minimum, include:

1. Completion of each objective and task identified in the project summary and tasks sections.
2. Quarterly Reports
3. Final Report, including documentation that deficiencies have been corrected and closeout procedures completed
4. Other

**VII. PROJECT SCHEDULE:** Develop a time line for the project that includes: 1) the project start date; 2) the estimated start date and completion date for each task; and 3) the project completion date. Make sure that you leave time after the project is completed for final inspection and closeout procedures. Track time in **monthly increments** as shown in the instructions. All segments and/or phases of the project should be included here. Attach additional pages if necessary.

See attached schedule.

## **Timeline: Halfway Brook Stormwater Abatement Project**

2007

2008

2009

	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	August	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	August	Sept
Reestablish contact with landowner and begin the RFP for engineering services																									
Contract with engineer to develop a survey and watershed analysis of the location																									
Work with the engineer to develop a cost effective solution																									
Obtain necessary approvals form NYSDOT and Town of Queensbury																									
RFP for construction out																									
Construction																									
Prepare quarterly reports for NYSDEC																									
Final Report to NYSDEC																									

**Timeline: Halfway Brook Stormwater Abatement Project**

2009 cont.

2010

2011

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	August	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	August	Sept
Reestablish contact with landowner and begin the RFP for engineering services																								
Contract with engineer to develop a survey and watershed analysis of the location																								
Work with the engineer to develop a cost effective solution																								
Obtain necessary approvals from NYS DOT and Town of Queensbury																								
RFP for construction out																								
Construction																								
Prepare quarterly reports for NYSDEC																								
Final Report to NYSDEC																								