

Date: April 13, 2015
To: Board of Selectmen
From: Chuck Hodgkinson 
Subject: Squibnocket Project Work Proposal – Vineyard Land Surveying & Engineering

This recommends you approve and award the design and permitting elements for the Squibnocket Project to Vineyard Land Surveying & Engineering. I don't know if you would prefer to wait until after the April 27 Town Meeting to award this work. The attached provides an itemized work proposal prepared by Reid Silva for the following Squibnocket beach and parking services. The time and materials estimate is \$26,000.

- Design and engineering for the new parking lot and skiff launch ramp,
- Surveying the land acquisition and key "as built" locations for the new parking area,
- Permitting with the Town, DEP and Martha's Vineyard Commission (if required),
- Prepare construction bid specifications for the new parking lot, the skiff launch ramp, removing the revetment and current parking lot and restoring this area back to natural habitat,
- Prepare construction bid specifications for building the new Squibnocket Parking Lot, the new skiff launch ramp, removing the revetment, removing the current parking area and restoring this section to its natural habitat.
- Oversee all elements of construction.

I asked Reid to outline the estimated billing cycle to see what might be billed before the FY 2014 Coastal Zone Management Grant deadline of June 30, 2015. To take full advantage of the FY 2014 grant we need to spend at least \$20,000. We have \$7,300 in legal expenses so far. Reid estimates \$11,000 in billing by June 15—if he begins work this month. This brings our total estimated billing by June 30, 2015 to \$18,300.

Vineyard Land Surveying & Engineering, Inc.

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WORK PROPOSAL

April 13, 2015

Town of Chilmark
P.O. Box 119
Chilmark, MA 02535

RE: Squibnocket parking lot relocation and revetment removal

Dear Selectmen,

The following is a proposal for engineering, surveying and planning services regarding the relocation of the existing Squibnocket Beach parking lot and removal of the existing revetment. The following phases will be part of the process and are included in this proposal:

Engineering and Design:

- Property line survey of lands to be acquired.
- Survey and plan preparation locating all wetland and coastal resource areas.
- Design of new parking layout, grading, retaining walls, pond access and beach access.
- Design removal of existing parking lot revetment and restoration of coastal bank and dune.
- Permitting of project through DEP, conservation commission, MVC (if required), Zoning Board of Appeals (if required).

\$ 14,000

Construction documents and control:

- Prepare construction documents and bid specifications for project pricing.
- Attend site visits and meetings with contractors for project review.
- Construction oversight and management.
- Survey layout of proposed project for construction.
- Survey "as-built" locations of project and prepare final "as-built" plans for town and contractor.

\$ 12,500

Estimated project billing – phase completion schedule:

Surveying and existing conditions plan preparation:	May 15 th	\$ 4,000
Engineering design of new lot and restoration plan:	June 1 st	\$ 4,000
Permit application preparation and submittal:	June 15 th	\$ 3,000
Representation at meetings and hearings:	July 1 st	\$ 3,000
Construction docs and bid specs:	August 1 st	\$ 2,500
Survey layout for construction:	TBD	\$ 4,000
Construction oversight:	TBD	\$ 2,000
Survey and drafting of "as built" plan:	TBD	\$ 4,000

Notes:

1. This proposal is not a "lump sum" or "fixed price" proposal and is based upon "time and materials".
2. The estimated project schedule is dependent upon town and permitting body approvals and may vary significantly.

To schedule this work or if you have any questions, please call or email me.

Thank you,

Reid G. Silva, PE PLS