

Town of Richmond
Shetler Road Water District Extension No. 1
(East Lake Road Water District)
Status Report
August 24, 2013

The following provides a written update of the progress being made on the East Lake Road Water Project:

1. Project Background and Scope of Work:

The proposed improvements consist of the installation of approximately 36,500 linear feet of various sized water main, valves, hydrants and appurtenances along portions of several roads within the Town of Richmond that are currently not served with public water. The Project Area generally consists of the properties along East Lake Road and along the lake from Oxford Street to Laura Lane (just south of the State Boat Launch).

The project originally involved the construction of a pump station and a 250,000 gallon water storage tank to provide adequate capacity, pressure and fire protection for the Project area. Based upon our analysis, it may be possible to eliminate the booster pump station, however, further investigation is necessary. If the booster pump station is eliminated, we will evaluate increasing the size of the water storage tank.

The project was put to a public vote for the property owners within the Water District on May 18, 2012, where the vote was overwhelmingly in favor of the Project progressing forward.

Chatfield Engineers was retained to commence the design of the project in June 2012 and has since been working on progressing the project towards construction.

2. Work Completed to Date:

A project of this nature takes a significant amount of time to complete. Over the past year, we have prepared the base plans for the entire project area, completed the field survey, completed test pits to evaluate the ground conditions, identified existing public utilities, prepared the preliminary layout of the water main to serve all properties within the district, etc.

We have also worked diligently to find a property suitable for the water storage tank. This task alone took several months to meet with property owners to determine their willingness to sell a piece of their property for the water storage tank. The Town has secured the Option to purchase a piece of property at 5611 East Lake Road. We have completed topographic and boundary survey for the property and will be completing soil borings in the near future.

During this period of time since July 2012, we have been assisting the Town and the Town's grant writer, Stuart I. Brown Associates with preparation of a USDA Rural Development grant application for the project. The Town has received a preliminary indication that a \$500,000 GRANT will be provided by their agency, and a low interest loan for the balance of the Project.

We have visited the entire site with representatives of the Town and the Monroe County Water Authority (MCWA) to determine the best location for the water main and water services.

As part of the grant and loan application process with USDA Rural Development, an extensive federal environmental review took place, including an Archaeological Study. The Archaeological Study was completed by Deuel Archaeology and did not discover any concerns or artifacts.

3. Project Costs, grants and loans:

	<u>As Voted On 5/18/12</u>	<u>Anticipated</u>
Estimated Project Cost	\$ 3,740,350	\$ 3,740,350
Less Anticipated USDA RD Grant	<u>\$ (- 0 -)</u>	<u>\$ (500,000)</u>
Estimated Net Cost	\$ 3,740,350	\$ 3,240,350
Estimated First year cost (includes hook up, debt payment & cost of water)	\$2,117.09	\$ 1,729.96
Estimated 2nd Year & Beyond Cost		
Debt Payment	\$ 705.09	\$ 402.96
Cost of Water	\$ 487.00	\$ 322.00*
Richmond CIP Improvements	<u>\$ -0-</u>	<u>\$ 140.00**</u>
Estimated Cost/Year	\$1,192.09	\$ 864.96 ***

Notes: * Water usage is based upon an average of 60,000 gpy/house.
 ** Tank painting and SCADA Improvements for years 1-5 only.
 *** Estimated cost ONLY. Subject to change once bids are received.

Estimated Interest Rate 5.5% for 30 years **2.75% for 38 years**

4. Monroe County Water Authority involvement in Project:

The Town of Richmond has approved entering into a 40 year Retail Lease Agreement with the Monroe County Water Authority (MCWA). Effective on or around January 1, 2014 MCWA will provide all functions associated with the Richmond Water System, including operation and maintenance of the water system, meter reading, billing, and other administrative functions. The transition from the Town Water Department operating the system to the MCWA will be a relatively seamless process. The MCWA will notify existing customers about the conversion.

The proposed East Lake Road Water Project will be built according to the MCWA Standards, for ease of operation and maintenance. The MCWA has agreed to allow the use of PVC pipe for this project since it had already gone through the district formation process and received NYS Comptroller approval.

The Town will be responsible for the proper installation of the water main, water storage tank, etc. and will turn over the improvements to the MCWA upon completion of the Project.

5. Temporary and Permanent Easements:

Since a significant amount of the water main installation is on private property (lanes), temporary and permanent easements will be necessary. Each property owner that has been identified to require signing an easement will be contacted by mail with the proposed easement description and easement map. It will be imperative to obtain ALL easements before the Project can be authorized for bids. Once you have received the easement request, please fill it out and return it to the prescribed person identified in the letter. Our experience with obtaining easements is that once any questions have been answered that most people sign their easement. We will be available to discuss your concerns over the phone or in person if necessary.

We anticipate that the easements will be sent out by September 30, 2013.

6. Need for property owners to locate their private utilities

Since many homeowners have private utilities (water services, electric lines, cable TV lines, etc.), it is important to let us know where they are located so we can include them on the Contract Plans.

7. Permits and Approvals necessary:

There are many permits and approvals necessary including the following:

- New York State Department of Health
- New York State Department of Environmental Conservation
- US Army Corp of Engineers
- New York State Office of State Parks and Recreation
- Monroe County Water Authority
- Town of Richmond Highway Department
- USDA Rural Development

8. Project Schedule and Timeline:

We have prepared a detailed Project Schedule which is posted on the Town's Website. A brief summary of the key project milestones is provided as follows:

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| ➤ Submit Plans and Specifications to the Agencies | September 30, 2013 |
| ➤ Submit Easements to property owners | September 30, 2013 |
| ➤ Obtain approvals and easements | February 2014 |
| ➤ Advertise for Bids | March 2014 |
| ➤ Open Bids | April 2014 |
| ➤ Commence Construction | May 2014 |
| ➤ Project Completion | December 31, 2014 |
| ➤ Final Restoration Complete | June 2015 |

Note: The Project Schedule will be heavily influenced by agency approvals and obtaining easements from the property owners and is subject to change based upon factors that may be out of our control.

9. Contact Information:

Check out the Town's website for updated information associated with the Project. We prepare a monthly update to the Town Board.

You can contact us if you have any questions or concerns as follows:

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| Ralph Angelo, Town Supervisor | 229-5757 | angelots@frontier.com |
| Paul Chatfield, Project Manager | 227-6040 | paulchatfield@chatfieldengineers.com |
| Jon Hinman, Project Engineer | 227-6040 | jhinman@chatfieldengineers.com |

Summary prepared by,

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