

September 17, 2025

Mayor Marc Citrin
Village of Tuxedo Park
80 Lorillard Road, Tuxedo Park, NY 10987

Re: **Village of Tuxedo Park
Summit Road Retaining Wall Reconstruction
Amendment No. 1 – Value Engineering**

Dear Mayor Citrin;

The Village of Tuxedo Park (Owner) has requested that Weston & Sampson, PE, LS, LA, ARCHITECTS, PC (Weston & Sampson) review the design for the stone masonry retaining wall replacement along Summit Road and provide value engineering and re-bidding services. This wall is partially collapsed in one area due to a downed tree and shows signs of movement along the base of the wall, presumably from groundwater induced hydraulic pressure. The original design was for a segmental block style wall design to closely match the existing exterior appearance of the existing wall. The project was bid in the summer of 2025, and the bid prices were deemed too high to award the project. Therefore, the Village has requested that Weston & Sampson provide this amendment to evaluate more cost-effective approaches and assist with rebidding the project with the goal of obtaining more favorable bid prices.

SCOPE OF SERVICES

Upon written authorization to proceed, Weston & Sampson will immediately begin work which will include the following tasks. This amendment only lists Tasks that are either being added or modified to the existing contract.

Task 3: Value Engineering Design

Weston & Sampson shall perform value engineering to evaluate alternative wall rehabilitation concepts. Once an approach is selected by the Village, Weston & Sampson will prepare the final design of a reconstructed wall to be built in the same general location and geometry as the old wall.

All options are anticipated to extend approximately to street grade where it will transition to a stone masonry wall (using stone scavenged from the existing wall) with, an internal reinforced concrete core, to be similar in appearance to the existing. Design will include the preparation of construction plans and detailed specifications, along with front end contracts and bidding documents to form a bid package suitable for procuring public works bids under General Municipal Law.

Task 4: Bid Administration:

Assist the Village with administering a second public bidding process, including the following activities:

- Furnish bid advertisement for the Village to place in their official publication;
- Provide the Village with up to ten (10) complete sets of bidding documents;
- Attend one pre-bid meeting at the Village Office;
- Respond to questions from bidders and issue addenda, if required;
- Review bids, check references of the low bidder, prepare tabulation of bids, and issue a letter of recommendation of award.

Task 5: Construction Administration:

Due to the potential for a more complex design or an approach that requires additional milestone inspections to ensure compliance with the Contract Documents, this amendment includes an additional budget allowance for the following:

- Additional weekly site visits (adding 4 to the original 6 expected) during the course of the work.
- Additional review and approval of payments to the Contractor on a monthly basis (adding 1 to the original 2 expected)

OWNER'S RESPONSIBILITIES:

We anticipate the Village will obtain access from the abutting property owner for Weston & Sampson to conduct the necessary investigative activities as well as obtain a construction easement for the reconstruction of the wall.

FEE SCHEDULE:

Based on our revised scope request by the Village, as described above, we have developed an updated Fee Schedule that modifies the original contract allocation to cover the additional requested tasks. The fees below include all labor, equipment, materials, and expenses required to complete the scope of work as we have outlined above. Our proposed fees are summarized within the table below. The proposed fees below include labor, equipment, materials, and expenses required to complete the scope of work as outlined above. Our proposed fees are summarized within the table below.

Project Task	Existing Fee	Amendment 1	Total Fee
Task 1: Geotechnical Evaluation (Lump Sum)	\$22,200	-	\$22,200
Task 2: Survey/Mapping (Lump Sum)	\$6,800	-	\$6,800
Task 3: Design (Lump Sum)	\$24,600	\$17,200	\$41,800
Task 4: Bid Administration (Lump Sum)	\$5,300	\$5,800	\$11,100
Task 5: Construction Administration (Time & Expense)	\$14,300	\$5,100	\$19,400
TOTAL ESTIMATED FEE	\$73,200	\$28,100	\$101,300

PAYMENT

- Project compensation will be invoiced on the basis of percent completion for lump sum tasks.
- Labor and Expenses for hourly rate tasks will be billed as incurred at the applicable rates specified in our approved 2025 rate schedule.
- All expenses, including travel time, mileage, communication, and reproduction costs are included in the estimated fees provided above.

PERFORMANCE SCHEDULE:

Weston & Sampson is prepared to proceed with work immediately upon the execution of an agreement and receipt of written notice to proceed.

GENERAL TERMS & CONDITIONS

Weston & Sampson's services will be provided as described herein and in accordance with our previously approved Term's & Conditions under our current 2025 On-Call Services Agreement. To accept this proposal, please sign below. Once signed, return a copy of each to this office. We look forward to continuing to assist the Village with this important infrastructure project. Please feel free to call 518-463-4400 or email zongolj@wseinc.com if you have any questions.

Sincerely,
WESTON & SAMPSON, PE, LS, LA, PC



Joseph M. Zongol, PE
 Senior Associate/Team Leader

ACCEPTED FOR
Village of Tuxedo Park

By: _____
 (Signature)

Name: _____

Title: _____

Date: _____