

January 15, 2024

Mr. Lee Pavone, P.E.
Senior Mechanical Engineer
Yonkers Public Schools
One Larkin Center
Yonkers, New York 10701

RE: PROPOSAL FOR CONSTRUCTION MANAGEMENT SERVICES-IFB-7071; BALL FIELD WASHOUT EMERGENCY RESTORATION FOR SCHOOL 29

Dear Mr. Pavone:

The Yonkers Public Schools has experienced a washout of the Ball Field at School 29. YPS has declared an Emergency Project and retained Fuller & D'Angelo (AE) who prepared bid documents SED # 66-23-00-01-0-029-013 / YPS #10955 dated November 29, 2023. Bids were received, with the apparent low bidder being Peter J. Landi. This now requires emergency construction management services. The services to be provided are:

- Pre-Award interviews and recommendation letter
- Bi-weekly construction meetings and meeting minutes
- Tracking contractor submittals and confirming orders are complete and on time. Submittal tracking will be by email.
- Daily site observations – daily site visit when work is taking place to observe work in progress for maintaining the schedule and for conformance to the contract design & specifications.
- Daily reports which are to include a log of manpower, names and titles.
- Manage issues between Contractor, AE, YPS and School Administration
- Review and approve Contractor applications for payments verify quantities of completed work
- Review Change orders and recommend whether to accept the proposed change
- Manage Contractor closeouts and final payment process.

The schedule for the project is:

Construction	02/01/24-05/31/24
Closeout	06/01/24-06/29/24

For the above services, and as an amendment to our agreement 2022-00000600 dated May 22, 2022, we propose providing the services hourly with a not to exceed is \$12,500.

If you have any questions with the above, please feel free to call. If this proposal is accepted, please send a P.O. for our files.

Sincerely,
Savin Engineers, P. C.



Steve Spangler, LEED, AP
Regional Director

Cc: Mr. Mike Pelliccio