



# CAMERON ENGINEERING & ASSOCIATES, L.L.P.

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Mr. Steve W. Brautigam, Clerk/Treasurer  
Village of Ocean Beach  
PO Box 457  
Ocean Beach, NY 11770

Re: Update to the Village of Ocean Beach Local Waterfront Revitalization Program (LWRP)  
Proposal for Planning Services  
CP 9836

Dear Mr. Brautigam:

In accordance with our recent discussions with David Tepper, AICP, Cameron Engineering & Associates, LLP (Cameron Engineering) respectfully submits our Proposal for Planning Services for the referenced project. Below is a brief description of our understanding of the project, our proposed Scope of Services, and our Fee for the work to be performed.

## I. PROJECT DESCRIPTION

The Village of Ocean Beach is looking to commence a thorough review and update of the Village's Local Waterfront Revitalization Program (LWRP). The Village's existing LWRP was adopted and approved in 2010. Since that time, the Village experienced one of the strongest coastal storm events in its nearly 100-year history (Superstorm Sandy). Following Sandy, the Village's rebuilding process served as a critical test of the existing LWRP's policies and processes. The proposed update will assess the use and effectiveness of the LWRP throughout the Village's rebuilding process, and provide additional recommendations for future coastal planning in the Village. In addition to coastal policy and program updates, the updated LWRP will help to guide future planning efforts within the Village. As the entire Village is located within the New York State Coastal Area (as defined by the New York Department of State), there is substantial confluence between this LWRP update and general land use planning practices.

## II. SCOPE OF SERVICES

The specific Planning Services to implement the Project Description under this Proposal are as follows:

- A. Preparation of a Draft Local Waterfront Revitalization Program
  - 1. Study Area Boundary and Context (review of existing LWRP boundary and its regional context and relationships)
  - 2. Inventory and Analysis of Resources
    - a. Regulatory Conditions and Community Organizations
    - b. Land Use and Public Lands
    - c. Existing Zoning
    - d. Comprehensive Plan and Planning
    - e. Demographic Environment

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11.

- f. Recreational Resources
  - g. Community Services
  - h. Socio-Economic Factors
  - i. Community Character
  - j. Cultural Resources
  - k. Natural Resources
3. Local LWRP Policies and Related Regulations
  4. Proposed Land and Water Uses and Proposed Projects
  5. Techniques for Local Implementation
  6. Federal and State Actions Affecting Implementation
  7. Local Commitment and Consultation with Other Agencies

**B. Village Interaction and Public Outreach Approach**

1. Based on the nature of the proposed LWRP update, it is anticipated that field visits and consultation with Village Staff and Board will play an integral role in the project. Preliminarily, it is anticipated that three (3) field visits/work sessions would occur during the LWRP update process. To supplement these field visits/work sessions, phone/email/video-conferencing will be utilized where possible.
2. It is also anticipated that an LWRP Advisory Committee would be formed to assist with the update process. Up to two (2) Committee meetings would be utilized throughout this process.
3. Based on coordination with the Village (to determine optimal timing/location for meetings), up to two (2) public, open-house style meetings would be held to review analysis results and provide input to be incorporated in the Final LWRP.

**C. NYSDOS Review of Draft LWRP**

1. Cameron Engineering will communicate and coordinate with NYSDOS throughout their review of the Draft LWRP.

**D. Preparation of Final LWRP**

### **III. ADDITIONAL SERVICES**

With prior authorization, we would provide any of the following additional services:

- A. Attend additional meetings associated with the LWRP update process beyond meetings specified in our base scope above.
- B. Prepare SEQRA documents required for adopting an updated LWRP. Based on the scope outlined above, this would include the preparation of Parts 1, 2 and 3 of a Full Environmental Assessment Form (FEAF). Part 3 of the FEAF includes a substantive narrative associated with the potential for impacts associated with the proposed action and if deemed appropriate, can serve as a Negative Declaration. If a Positive Declaration is warranted, Cameron Engineering will provide guidance to the Village for conducting public scoping for the contents of an Environmental Impact Statement (EIS). This additional service is estimated at \$9,500.

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Mr. Steve W. Brautigam, Clerk/Treasurer

September 4, 2018

Proposal for Planning Services for Local Waterfront Revitalization Program (LWRP) Update (CP9836) Page 3 of 3

- C. Attend additional public outreach meetings required for the acceptance of SEQRA documents.

## IV. FEES AND PAYMENTS

- A. For the Project Description and Scope of Services Items II.A through D set forth herein, the Engineering Fee would be performed on a lump sum basis for the amount of \$47,500.
- B. Reimbursable expenses are in addition to the fee for Professional Services. Items such as travel (including parking, ferry fees etc.), blueprinting and photocopying, photographic expenses, messenger service, express mail, and other minor administrative expenses shall be reimbursable as a separate cost. We suggest budgeting \$2,500 to \$3,500 for reimbursable expenses.
- C. Additional Services shall be authorized before the work commences. The Fee would be either a lump sum or performed on a time card (hourly rate) basis, as agreed, and billed monthly, as follows:
  - 1. Lump Sum Basis: Percent of Completion
  - 2. Time Card Basis: Principal and technical staff time would be performed hourly in accordance with our Billing Rate Schedule in effect at the time the work is performed.
- D. Invoices shall be submitted regularly, covering the basic and additional work services performed and for reimbursable expenses incurred during that period. Payment is due within 30 days of invoicing. Accounts must be up-to-date prior to submission of documents, signing of forms, etc. Should payment not be received timely, we reserve the right to suspend work until paid.

## V. CONTRACT AUTHORIZATION

This letter represents the entire Proposal. In order to initiate this contract, please forward your standard form of authorization for professional services.

We thank you for requesting this Proposal and appreciate the opportunity to work with you on this project. Should you have any questions, or wish to discuss any item in greater detail, please do not hesitate to contact David Tepper, AICP, Project Manager at (516) 827-4900 extension 227, or me, at (516) 827-4900 extension 265.

Very truly yours,



Kevin M. McAndrew, AICP, R.L.A., LEED AP  
Partner

