

June 16, 2023

Northport Village  
c/o Celine Brewsher  
Via email: [cbewsher@clubztutoring.com](mailto:cbewsher@clubztutoring.com)

**Auditorium Park: Professional Services Proposal**  
Project 2023-0212

Dear Celine:

Thank you for the opportunity to present this proposal for professional services associated with the desired shoreline stabilization project located adjacent to Auditorium Park, Clinton Avenue, and North Avenue, Northport, ME. Services include surveying, schematic design, civil engineering, and permitting. This proposal is based on our recent phone and email conversations, site visit, and aerial views.

**PROJECT UNDERSTANDING**

We understand that you would like to stabilize the erosion that is taking place along the shoreline adjacent to the above-mentioned locations. These areas of shoreline are in differing states of erosion, vegetated cover, and/or old retaining walls, some stone and other debris. The toe of the slope and up above the elevation of storm surge and wave action should be armored with large stones over 6" blasted rock and geotextile fabric. In some locations, the stone may need to extend higher due to the steepness of the slope and to protect the structures above. There are also multiple access points that need to be evaluated and new stairs or access ways provided. All these locations are abutting privately owned shorelines with differing states of erosion or old walls that are also in need of repair or stabilization. We propose to complete an as built/topographic survey of the slopes, stairway locations, and shoreline, develop schematic design solutions for discussion and coordination with abutting properties. Once design solutions are selected for each location, we will proceed with a stabilization plan for the shoreline and prepare and submit all applicable permit applications.

**PROPOSED WORK SCOPE**

Based on the understanding outlined above, we propose to perform the following services:

**SURVEY (\$2,400.00)**

1. Collect detailed topographic survey data in the area where stabilization is proposed to support our stabilization design. This data will include features such as salt tolerant vegetation, exposed ledge, detail of eroding areas, and significant trees. We will also determine the location of the Highest Annual Tide (HAT) line and the Mean High Water (MHW) line and we will set an elevation benchmark.
2. Prepare an existing conditions plan showing the shoreline, approximate property lines, applicable setbacks and the features located during the topographic survey. Contours will be shown with a one-foot interval referenced to NAVD 88 and the bench mark will be shown on the plan.

**SCHEMATIC DESIGN AND PLANNING (\$3,400.00 - \$4,400.00)**

1. Review the results of the as-built survey.
2. Develop slope remediation and stabilization options with schematic plans.
3. Develop stairway and access options with schematic plans.
4. Client meetings to review design options and schematic plans.
5. Develop a preliminary construction estimate for the selected design options.

**CIVIL ENGINEERING (\$3,000.00 to \$4,000.00)**

1. Use the selected schematic design options as the basis for designing a shoreline stabilization plan.
2. Prepare multiple cross sections for the proposed stabilization work in order to best address the conditions observed on site.
3. Prepare a plan view showing the extents of stabilization and where each design section will be applied.
4. Conduct a site visit and coordinate the project.
5. The drawings we prepare will be sufficient for permitting and construction.

**PERMITTING (\$2,800.00)**

1. Prepare a full NRPA application for the DEP. This includes public notification and other requirements of the application process.
2. If the design includes impacts below the HAT (Highest Annual Tide), a permit application to the U.S. Army Corps of Engineers will be submitted.
3. Prepare and submit a building permit application to the Town of Northport.

**PROPOSED FEE**

Our fee range for the proposed professional services described above is \$11,600.00 to \$13,600.00, plus reimbursable expenses. Reimbursable expenses (MDEP application fee, Town of Northport building permit application fee, printing, postage, mileage, etc.) are not included in the budget; we estimate the reimbursable expenses to be up to \$800.00. This proposal is limited to the services described above. If we encounter any change in the description of services, we will communicate the amendment to the work scope and associated fee prior to completion.

**EXCLUSIONS**

In addition to the armoring (riprap) there will be new planting required above the elevation of the stone. G&D will identify these areas to be planted with native salt tolerant vegetation, however G&D will not develop a landscape plan or select specific plants. We can assist with coordinating that or hire a subconsultant to assist with landscape design.

**SCHEDULE**

The survey will be completed within 14 weeks of receiving approval to proceed with the services outlined in this proposal. After the survey has been completed, we will proceed with the civil engineering design and file the full NRPA permit with MDEP. If we do not receive an approval to proceed within one week of the date of this proposal, we may need to adjust the schedule.

**APPROVAL**

If you are in agreement with the proposed scope of work and associated fee for professional services, please sign your approval below, fill out the agent authorization form, and return both to our office.

Thank you for contacting us to provide a proposal for this work. If you have any questions, please feel free to contact us at (207) 236-4365.

Sincerely,

**Gartley & Dorsky Engineering & Surveying, Inc.**



William B. Gartley, P.E.  
President

By signing below, you are hereby agreeing to the terms and conditions of this proposal. Please keep a copy for your records as well.

**ACCEPTED BY:**

\_\_\_\_\_ Date \_\_\_\_\_  
Celine Bewsher for Northport Village Corporation

*Enclosures:*  
*Fee Schedule*  
*Agent Authorization Letter*