



January 17, 2023

Supervisor Brandon Holdridge  
Town of Chester  
1786 Kings Highway  
Chester, NY 10918

RE: Town of Chester  
Professional Engineering Services  
Agreement – 2024

Dear Supervisor Holdridge:

Lanc & Tully Engineering and Surveying P.C., is looking forward to providing professional engineering services to the Town of Chester for the 2024 calendar year. This letter shall serve as our formal agreement to provide such services in accordance with the attached fee schedule.

The following are services to be provided to the Town of Chester including but not limited to:

- Public Water Supply Treatment and Distribution System Planning and Engineering
- Wastewater Treatment Plant and Collection System Planning and Engineering
- Park and Recreation Facility Planning and Engineering
- Stormwater Management System Planning and Engineering
- Transportation Planning and Engineering
- Road Evaluation and Rehabilitation Planning & Engineering
- Land Planning and Site Plan Design
- MS4 Program Permitting and Compliance
- Environmental Permitting and SEQRA Compliance
- Grant Application Preparation
- Planning Board and Zoning Board Consultation Services
- Building Evaluation and Design
- Building Department Consultation and Review Services with Code Enforcement
- Construction Supervision and Observation
- Land Surveying Services including GPS/GIS

**CONFLICTS OF INTEREST:**

There may be, albeit rare, instances where a conflict of interest arises. In such instances, Lanc & Tully will recuse ourselves and recommend a third party professional engineering firm assist these matters.

**COMMUNICATIONS**

Your primary contact will be John Queenan. Our office will keep you fully advised with respect to the significant events occurring during the course of the representation.

Our office will provide copies of our work done on behalf of the Town in electronic form unless otherwise requested. Documents which are privileged and confidential will be conspicuously marked as such.

Agreed and Accepted:

\_\_\_\_\_  
Brandon Holdridge, Supervisor

Agreed and Accepted:

  
\_\_\_\_\_  
John Queenan, P.E., Partner



**TOWN OF CHESTER  
MUNICIPAL HOURLY RATES 2024  
Full Consulting Services**

	Planning Board & State/Federal Funded Projects	Municipal (Non-Funded) Projects
Principal	\$140.00/hr.	110.00
Code Enforcement Officer	\$135.00/hr.	106.00
Project Planner	\$135.00/hr.	106.00
Professional Engineer	\$135.00/hr.	106.00
Project Manager	\$125.00/hr.	99.00
Staff Engineer, Sr.	\$104.00/hr.	92.00
Staff Engineer	\$ 95.00/hr.	82.00
Engineering Technician, Sr.	\$102.00/hr.	90.00
Engineering Technician	\$ 85.00/hr.	70.00
Professional Land Surveyor	\$108.00/hr.	95.00
Land Surveyor	\$96.00/hr.	82.00
Surveying Technician, Sr.	\$ 92.00/hr.	78.00
Surveying Technician	\$ 90.00/hr.	68.00
Survey Field Crew, 1-Men *	\$165.00/hr.	75.00
Survey Field Crew, 2-Men *	\$235.00/hr.	135.00
Survey Field Crew, 3-Men *	\$320.00/hr.	170.00
Construction Technician, Sr.	\$ 90.00/hr.	80.00
Construction Technician	\$ 85.00/hr.	75.00
Clerical/Secretarial	\$ 52.00/hr.	44.00

\* Rates shown for Town projects not requiring payment at Prevailing Wage Rate.  
Town projects requiring Prevailing Wage Rates will be adjusted based on the Prevailing Wage Rate established at the time of the project.