

**Business of the Village Board  
Village of Saranac Lake**

BILL #60-2026

SUBJECT: Contract Amendment

FOR AGENDA: 3/23/2026

DEPT OF ORIGIN: Village Manager

DATE SUBMITTED: 3/12/2026

Resolution to approve professional services agreement amendment with Recreation Engineering

MOVED BY: Brunette SECONDED BY: Scollin

VOTE ON ROLL CALL:

MAYOR WILLIAMS	<u>yes</u>
TRUSTEE BRUNETTE	<u>yes</u>
TRUSTEE RYAN	<u>yes</u>
TRUSTEE SCOLLIN	<u>yes</u>
TRUSTEE WHITE	<u>yes</u>



## Recreation Engineering and Planning Amendment to Professional Services Agreement

THIS AMENDMENT ("Amendment") is made and entered into effective the date last signed below, by and between Recreation Engineering and Planning (hereinafter REP), and the Village of Saranac Lake ("Client") and amends the parties' Agreement, dated June 13, 2023 (Original Agreement).

### **RECITALS**

1. REP and Client previously entered into an Agreement for professional services.
2. The parties now wish to enter into an Amendment to said Agreement under which REP will perform additional services for Client.

### **TERMS AND CONDITIONS**

1. Scope of Work

The additional Scope of Work covered by this Amendment is shown in Attachment A, which is attached to this document and made a part of this Amendment.

2. Price

Original Contract Amount	\$200,525
Previous Amendments Total	\$39,575
<u>Amount Changed this Amendment</u>	<u>\$50,000</u>
<b>New Contract Total</b>	<b>\$290,100</b>

Payment to REP under this Amendment, including expense reimbursement, shall not exceed \$50,000.  
Total new Contract Amount is \$290,100.

3. Effect of Amendment

Except as amended herein, the parties' Original Agreement shall remain in full force and effect.

IN WITNESS THEREOF, the parties hereto have executed this Amendment by their duly authorized agents as of the day and year first above written.

Client: **VILLAGE OF SARANAC LAKE**

**RECREATION ENGINEERING AND PLANNING**

By: \_\_\_\_\_  
(Signature) (Date)

By: Mason Lacy 3/4/2026  
(Signature) (Date)

Name: \_\_\_\_\_  
(Printed Name)

Name: Mason Lacy  
(Printed Name)

Title: \_\_\_\_\_

Title: Project Engineer

## **Attachment A – Scope of Work**



***Amendment 3 – Miscellaneous Permitting***  
***Scope of Work***  
***Boothe River Park***

***Saranac River, Saranac Lake, New York***  
***By Recreation Engineering & Planning (REP)***  
***March 3, 2026***

The following scope of work is for additional services for the Booth River Park Project including preparation of submittals for a shoreline setback variance submittals and permit for activities involving wetlands as required by the Adirondack Park Agency (APA). This scope of work also includes miscellaneous permitting support and coordination for FERC relicensing, and DOT permitting/coordination, up to the included number of hours. This proposal is being submitted to Katrina Glynn, Community Development Director, Village of Saranac Lake.

REP has previously contracted with the Village of Saranac Lake (executed on June 13, 2023) to provide preliminary design, environmental quality review (SEQR), final design, USACE nationwide and 401 permitting, and floodplain permitting. Amendment 1 executed October 9, 2024 included additional permitting support for FERC and APA permitting. Amendment 2 executed May 7, 2025 included additional wetland delineation and boundary survey.

The previously executed amendment 1 scope included miscellaneous permitting support for FERC relicensing, APA pre-application materials and coordination, and DOT coordination and permitting up to 120 hours. This scope of work amends the original scope of work to include additional services to support APA shoreline setback variance and permits, contacting applicable state agencies, FERC and DOT permitting coordination, up to the included number of hours. It should be noted that agency requirements can be difficult to estimate, especially with the significant amount of overlapping jurisdictions involved in this project, and additional permitting support hours may be required beyond what it is included in this amendment.

The scope of work outlined below includes estimated pricing to perform the required services. Hours are estimated not to exceed, and each item will be billed at the hourly rates. A detailed fee estimate with hours and expenses by task is attached.

**Task 1.5.3 – Miscellaneous Permitting**

REP will provide permitting support, as needed, up to the included hours. Anticipated work includes the following:

- APA Permit and variance documents, as required by the Pre-Application comment letter including the following:
  - Major Project General Information Request Form
  - Supplemental Information Request Application for Wetlands
  - Application for Variance from Shoreline Restrictions
  - Variance Application Appendix B



- Overlay and design plan revisions
- Wetland Mitigation Plan Development
- Applicable state agency contacts and permit applications.
- FERC relicensing coordination with Gomez and Sullivan
- DOT coordination and permitting services

This amendment does not include any additional budget for REP's permitting subconsultant, Ambient or REP's survey consultant, Geomatics. If additional support is required by Ambient or Geomatics, an additional fee estimate and scope will be developed.

This scope assumes that the Village will be the project Applicant/Sponsor and provide documentation demonstrating legal interest in the project areas, including applicable deeds and easements.

***Total Fee - \$50,000***

Name	Mason Lacy, PE	Jake Kabler, PE	Wyatt Alt, EIT		
Role	Project Engineer	Project Engineer	Project EIT		
Billing Rate	\$ 165.00	\$ 165.00	\$ 140.00		
				Total Hrs	Total Fee
<b>Boothe River Park</b>					
<b>Task 1.5.3 Miscellaneous Permitting</b>					
APA Shoreline Setback Variance and Permitting	30	40	40	70	\$ 17,150
Wetland Mitigation Plan	10	20	50	30	\$ 11,950
State Agency Contacts	10	10	15	20	\$ 5,400
Misc Coordination FER/C/DOT	30	30	40	60	\$ 15,500
					\$ -
					\$ -
<b>TOTAL Task 1.5.3</b>	<b>80</b>	<b>100</b>	<b>145</b>	<b>325</b>	<b>\$ 50,000</b>
<b>Total</b>	<b>80</b>	<b>100</b>	<b>145</b>	<b>325</b>	<b>\$ 50,000</b>
<b>Note: The fees are estimated not to exceed. Each item will be billed at the hourly rates.</b>				<b>TOTAL PROJECT COSTS: \$ 50,000</b>	