



TOWN OF WESTFORD

AFFORDABLE HOUSING COMMITTEE

55 Main Street
Westford, Massachusetts 01886
TEL (978) 692-5524 FAX (978) 399-2558

WESTFORD AFFORDABLE HOUSING COMMITTEE REQUEST FOR PROPOSALS WETLAND DELINEATION SERVICES

June 23, 2010

The Town of Westford, through the Affordable Housing Committee and Affordable Housing Trust Fund Committee, is seeking proposals from qualified firms to provide wetland consulting services for a Town owned parcel of land located between #48 and #58 Hildreth Street in Westford, Massachusetts. Below is a description of the property, scope of services required and reference information to be used in the preparation of the proposal.

SITE DESCRIPTION

The Hildreth Street property is approximately three (3) acres of undeveloped land that is currently occupied by both open and wooded areas with the majority of the property bounded by stone walls. The past usage of the property is unknown; however, there is an old stone foundation that was discovered toward the southwest corner of the property.

The USGS quadrangle map depicts an intermittent stream flowing though the property in a southerly direction along the eastern property boundary. The origin of the intermittent stream appears to be a wetland system located across Hildreth Street, behind house #53, which discharges onto the subject property via an existing roadway culvert.

During a recent site visit, water that was discharging onto the property from the roadway culvert was observed to flow back into the ground at a rapid rate within approximately 25 feet of the culvert. There was no water flowing through the stream channel depicted on the USGS map. It appeared, based on the site conditions, that there could be a potential underground channel collecting the water discharging from the roadway culvert.

A second intermittent stream channel, which is not shown on the USGS map, was also observed toward the middle of the property. This channel is depicted on the Westford GIS maps and flows off the property in a southerly direction. At the time of the site visit, water was witnessed flowing within the southern portion of this stream. Two small underground pipes were also discovered day-lighting into this stream channel near the center of the property. The origin of these pipes is not known; however, based on the site conditions observed there is a strong possibility that the pipes provide a hydraulic connection between the roadway culvert discharge and this intermittent stream.

SCOPE OF SERVICES

TASK 1 – Wetland Delineation

- Identify and delineate all wetland resources located within the subject property and on surrounding properties where buffer zones would project onto the subject property. The wetland resource areas shall be identified in accordance 310 CMR 10.00, Massachusetts Department of Environmental Protection (MADEP) handbook “Delineating Bordering Vegetated Wetlands under the Massachusetts Wetlands Protection Act” and the requirements of Westford’s Non-zoning Wetlands Bylaw and supporting regulations.

DEP BVW Field Data Forms shall be prepared as necessary to support the delineation. Each wetland resource area shall be flagged in an easily identifiable manner with a logical numbering system.

- Perform a dye test to establish if there is a hydraulic connection between the roadway culvert discharge and the intermittent stream.
- A letter report shall be prepared for the property. The report shall provide a summary of the overall property as well as a description of each wetland resource area delineated. The report should also provide an evaluation of potential development limitations that may be associated with the wetland resource areas identified including a determination on the pipes witnessed day-lighting into the intermittent stream near the center of the property. The methods used to determine the limits of each resource area should also be discussed in the report.
- A sketch plan of the delineation shall be provided to the Town. The sketch plan shall graphically depict the general location of all resource areas along with the numbering system used to flag the wetlands.

TASK 2 – Existing Conditions Plan

- Conduct an existing conditions field survey of the subject property and surrounding area as necessary.
- Prepare an Existing Conditions Plan of the property. The plan shall include: 2' contours, elevation spot grades where necessary, locations of all wetland resource areas delineated, property boundaries with bearings and distances, Hildreth Street pavement along the property frontage, stone walls, old foundations, culverts, visible pipes, tree-lines, wells and septic systems located within 150' of the subject property, and any other significant site features identified.
- Two original copies of the plan shall be provided to the Town on a 24"x36" paper sheet at a scale no larger than 1"=50'. A digital copy of the plan shall also be provided to the Town in AutoCAD format.
- The Existing Conditions Plan shall be signed and stamped by a Professional Licensed Surveyor registered in the state of Massachusetts.

TASK 3 – Abbreviated Notice of Resource Area Delineation

- An Abbreviated Notice of Resource Area Delineation (ANRAD) application shall be prepared and filed with both the Westford Conservation Commission and the MADEP. The filing shall comply with all requirements of the Wetlands Protection Act regulations, Town of Westford Non-zoning Bylaw and supporting regulations.
- Attendance at one Conservation Commission meeting and one site walk shall be included as part of this task.

REFERENCES MATERIALS

The following reference maps have been attached to aid in the proposal preparation:

- Street Locus Map
- USGS Quadrangle Map (obtained from MassGIS)
- Property Plan (obtained from the Registry of Deeds)
- GIS Map (obtained from the Westford GIS Department)

REQUEST FOR FEE PROPOSALS

The qualified firm shall prepare a proposal for the above outlined scope of services. The proposal shall include separate independent costs to complete Task 1, Task 2 and Task 3. The Town reserves the right to select any of the three individual tasks or combination of tasks at any time. The proposal shall also include a list of hourly rates for personnel which would apply for any work requested beyond the scope of services defined above. The time to complete each task should be provided in the proposal.

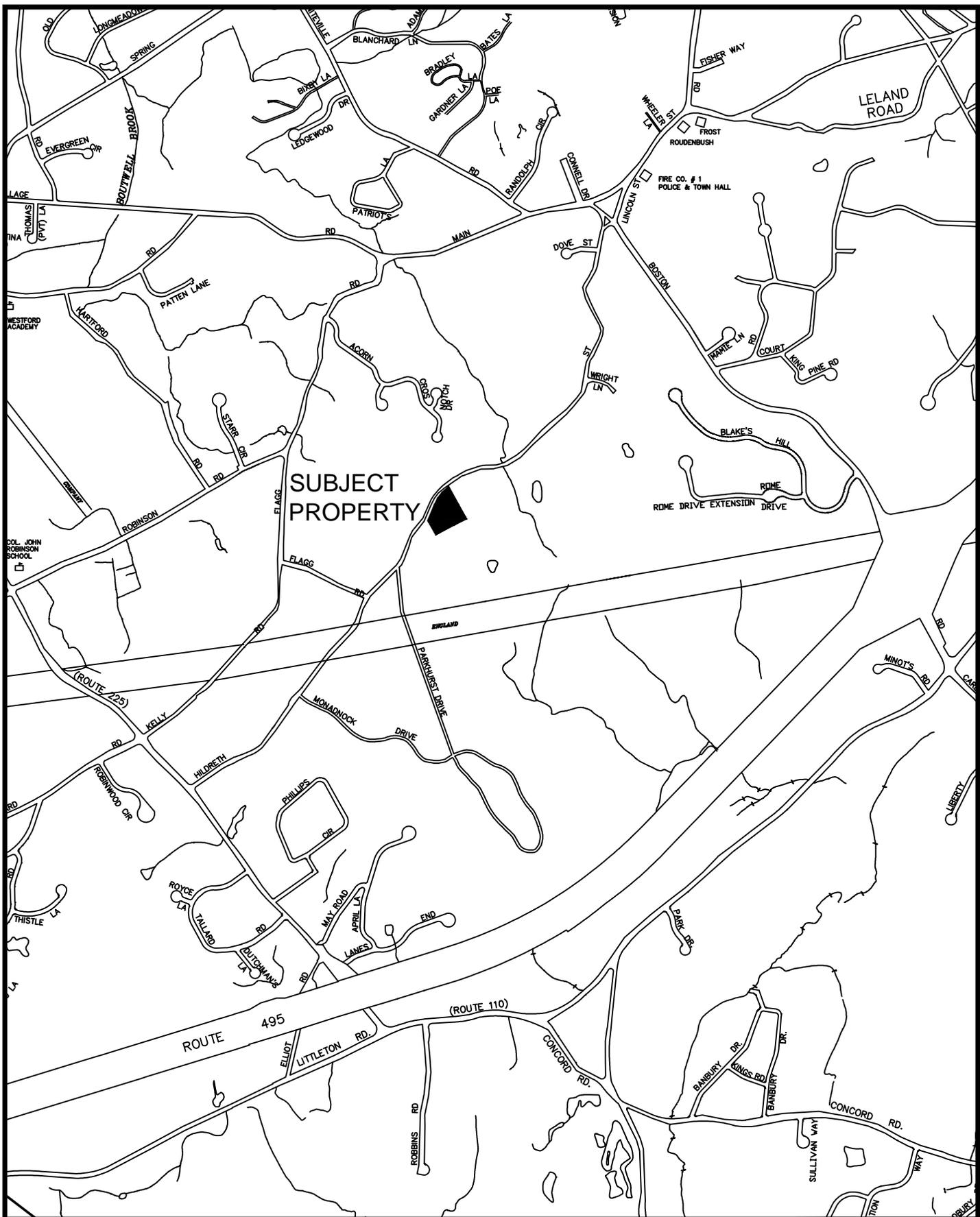
Any fees associated with certified mailing, filing fees, or newspaper advertisements shall be considered a reimbursable expense.

If access to private property is required to complete any of the above tasks, written permission shall be obtain from the property owner prior to entering any private property.

Proposals shall be submitted in person, via U.S. Mail (or similar) or via email at the Firm's option, to:

Angus Jennings AICP
Director of Land Use Management
Highway Garage
28 North Street
Westford, MA 01886
ajennings@westfordma.gov

The deadline for submitting a proposal is 3 p.m. on Monday, July 12, 2010. The qualified firm shall be selected by Westford's Director of Land Use Management in consultation with the Westford Affordable Housing Committee and Affordable Housing Trust Fund Committee.



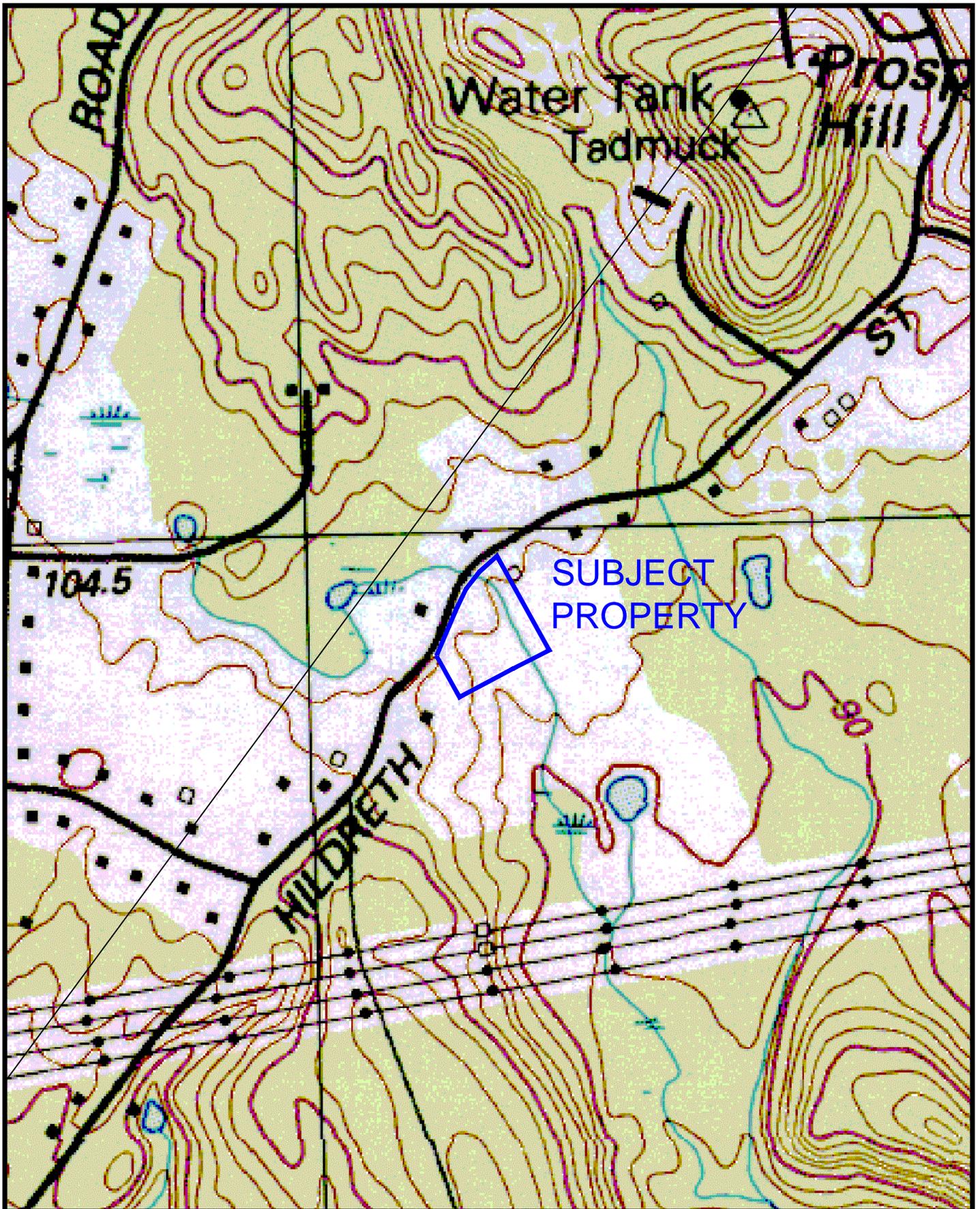
**SUBJECT
PROPERTY**

TOWN OF WESTFORD
 ENGINEERING DEPARTMENT
 28 NORTH STREET
 WESTFORD, MASSACHUSETTS

STREET LOCUS MAP
 TOWN PARCEL - HILDRETH STREET
 WESTFORD, MA

SCALE: 1"=1,500'
 DATE: 6/1/10





TOWN OF WESTFORD
ENGINEERING DEPARTMENT
28 NORTH STREET
WESTFORD, MASSACHUSETTS

USGS MAP
TOWN PARCEL - HILDRETH STREET
WESTFORD, MA

SCALE: 1"=500'
DATE: 6/1/10

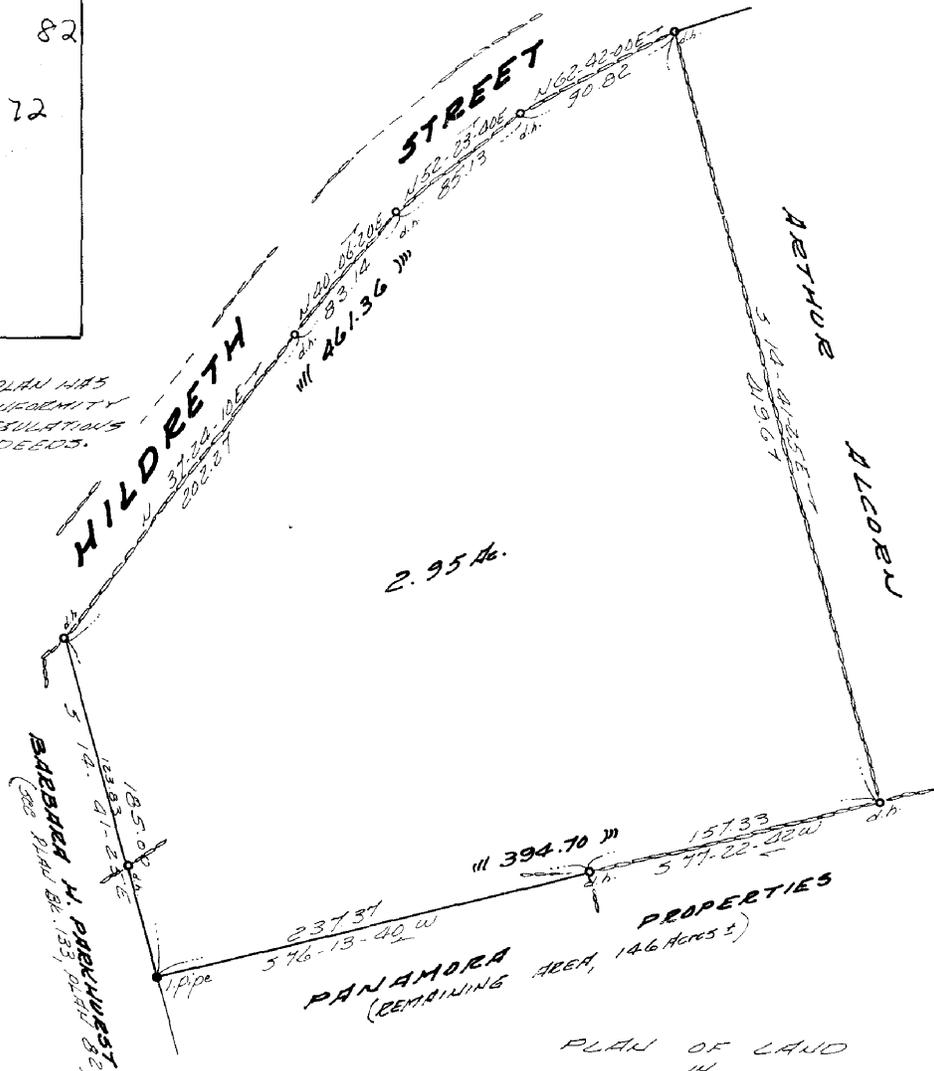
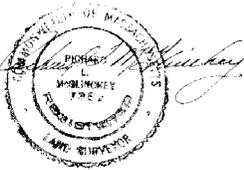


May 7, 82

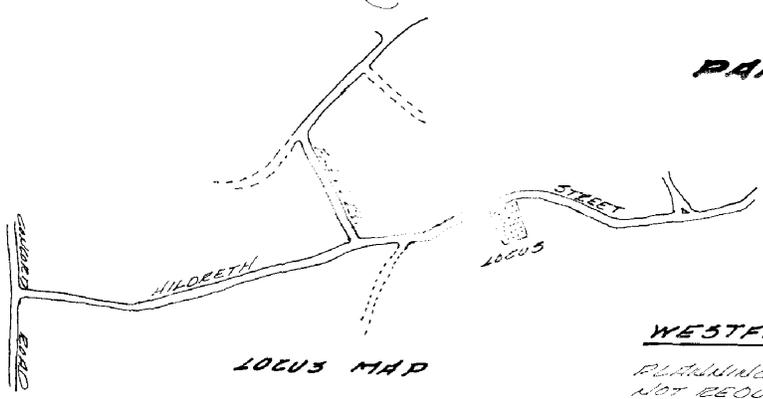
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I CERTIFY THAT THIS PLAN HAS BEEN PREPARED IN CONFORMITY WITH THE RULES AND REGULATIONS OF THE REGISTRY OF DEEDS.

MAY 16, 1981



PLAN OF LAND
IN
WESTFORD, MASS.
OWNED BY
PANAMORA PROPERTIES
SURVEYED MAY 14, 1981
RICHARD L. MCLAUGHLIN
SCALE 1 in. = 60 FT.



WESTFORD
PLANNING BOARD APPROVAL
NOT REQUIRED UNDER SUB-
DIVISION CONTROL LAW.

Richard L. McLaughlin

REGISTERED PROFESSIONAL LAND SURVEYOR



EXISTING CONDITIONS PLAN (FROM WESTFORD GIS)

DATE: APRIL 26, 2010

