

LAW & FINANCE

AGENDA October 13, 2021 4:00pm

Chair: Jonathan Schopf

Members:

Phil Barrett - VC
Joe Grasso
Kevin Tollisen
Matthew Veitch
Sandra Winney
Tom Wood

Welcome and Attendance

Approval of the minutes from September 8, 2021

HUMAN RESOURCES & INSURANCE

- Authorizing a health insurance contract with Capital District Physicians' Health Plan, Inc. for 2022.
(Scot Chamberlain, Director of Human Resources)
BUDGET IMPACT: None. Funds are included in the 2022 Tentative Budget.
- Authorizing a dental health insurance contract with Metropolitan Life Insurance Company, Inc. for 2022.
(Scot Chamberlain, Director of Human Resources)
BUDGET IMPACT: None. Funds are included in the 2022 Tentative Budget.
- Authorizing an agreement with MVP Health Plan, Inc. for all Medicare eligible retirees for 2022.
(Scot Chamberlain, Director of Human Resources)
BUDGET IMPACT: None. Funds are included in the 2022 Tentative Budget.
- Authorizing an agreement with Jaeger & Flynn Associates, Inc., a Marshall & Sterling Company for Flex Plan administration.
(Scot Chamberlain, Director of Human Resources)
BUDGET IMPACT: None. Funds are available in the 2021 budget.
- Amending the 2021 Compensation Schedule to reclassify a position under Public Health Services.
(Scot Chamberlain, Director of Human Resources)
BUDGET IMPACT: None.

HEALTH & HUMAN SERVICES

- Authorizing the acceptance of a \$1,200 donation from Metabolic Fitness of Clifton Park for Saratoga County Department of Mental Health and Addiction Services' Suicide Prevention Coalition of Saratoga County and amending the 2021 County Budget in relation thereto.
(Michael Prezioso, Commissioner of Mental Health & Addiction Services)
BUDGET IMPACT: None. Donation. The 2021 budget will be amended to accept these funds and authorize the related expenses.

- Authorizing multi-year Early Intervention Grant Agreements and Contracts.
(Daniel Kuhles, Commissioner of Health)
BUDGET IMPACT: None. 100% State Aid.
- Authorizing the acceptance of New York State Department of Health Childhood Lead Poisoning Prevention Program Grant.
(Daniel Kuhles, Commissioner of Health)
BUDGET IMPACT: None. 100% State Aid.
- Authorizing the acceptance of New York State Department of Health multi-year Childhood Lead Poisoning Prevention Program Grant.
(Daniel Kuhles, Commissioner of Health)
BUDGET IMPACT: None. 100% State Aid.
- Authorizing acceptance of Year 8 Local Health Department Performance Incentive Award from the New York State Department of Health and amending the 2021 budget in relation thereto.
(Daniel Kuhles, Commissioner of Health)
BUDGET IMPACT: None. 100% State Aid. The 2021 budget will be amended to accept these funds and authorize the related expenses.
- Authorizing the acceptance of State Aid from New York State Department of Health for Covid-19 Vaccine Response Grant and amending the 2021 budget in relation thereto.
(Daniel Kuhles, Commissioner of Health)
BUDGET IMPACT: None. 100% State Aid. The 2021 budget will be amended to accept these funds and authorize the related expenses.

BUILDINGS & GROUNDS

- Authorizing a lease amendment and extension agreement with Wilton Mall, LLC. for a satellite office for the Department of Motor Vehicles.
(Craig Hayner, County Clerk)
BUDGET IMPACT: None. Funds are included in the 2022 Tentative Budget.

PUBLIC SAFETY

- Authorizing an agreement with Pittsfield Communications Systems, Inc., for the removal, installation, programming, and maintenance of the County's Public Safety Radio Equipment.
(Carl Zeilman, Commissioner of Emergency Services)
BUDGET IMPACT: None.
- Amending Resolution 95-2020, and authorizing an amendment to the agreement with Cummins, Inc. for preventive maintenance services for the emergency stand-by generators at the County's Public Safety radio towers.
(Carl Zeilman, Commissioner of Emergency Services)
BUDGET IMPACT: None.

- Authorizing the Chairman to enter into an agreement with the New York State Division of Criminal Justice Services to accept a 2021-2022 District Attorney Salary Aid Program Grant.
(Karen Heggen, District Attorney)
BUDGET IMPACT: None. 100% State Aid.

TRAILS & OPEN SPACE

- Awarding 2021 Farmland Protection and Open Space Preservation Grants.
(Jason Kemper, Director of Planning)
BUDGET IMPACT: Funds for these projects are available in the 2021 budget and the Open Space Reserve Fund.

ECONOMIC DEVELOPMENT

- Authorizing the issuance of a second quarter 2021 payment to Saratoga Economic Development Corporation for marketing and promotion services.
(Matt Rose, Management Analyst)
BUDGET IMPACT: None.
- Authorizing the issuance of a second quarter 2021 payment to Saratoga Prosperity Partnership, Inc. for economic development services.
(Matt Rose, Management Analyst)
BUDGET IMPACT: None.

GOVERNMENT REVIEW & EFFICIENCY

- Adopting a Local Law identified as Introductory No. 6, Print No. 1. entitled “A Local Law Adopting Applicability of County Law 373 to the County of Saratoga”.
(Supervisor Matthew Veitch)
BUDGET IMPACT: None.
- Rescheduling the date of the December 2021 Regular Board Meeting.
(Steve Bulger, County Administrator)
BUDGET IMPACT: None.

LAW & FINANCE

- Authorizing inter-agency transfers necessary to close out 2021 County budget.
(Steve Bulger, County Administrator)
BUDGET IMPACT: None.
- Authorizing the Chair of the Board to enter into a 5-year renewal agreement with Infoquick Solutions, Inc. for the County Clerk’s Office.
(Craig Hayner, County Clerk)
BUDGET IMPACT: None.

- Authorizing the Chair of the Board to execute a contract amendment with Arcadis to "amend and restate" the agreement for the performance of services relating to the planning and design of proposed a new Biosolids Facility at the Saratoga County Sewer District Wastewater Treatment Plant.
(Dan Rourke, Executive Director of Sewer District)
BUDGET IMPACT: This will require a transfer from the Sewer Districts Unassigned Fund Balance in the amount of \$938,948.
- Authorizing the Chair of the Board to execute an amended contract with General Control Systems Inc. for an amount not to exceed \$30,000.
(Dan Rourke, Executive Director of Sewer District)
BUDGET IMPACT: None.
- Authorize the Chair of the Board to execute a contract with VAD Contractors Inc. of Brooklyn NY in the amount of \$342,500 for the replacement of a roof at Building 2 of Saratoga County Sewer District's Waste Water Treatment Plant.
(Dan Rourke, Executive Director of Sewer District)
BUDGET IMPACT: None.
- Authorizing the Chair of the Board to enter into an agreement with JW Danforth Company in the amount of \$498,082.06 for the replacement of hot water supply and return piping that unexpectedly failed at the Waste Water Treatment Plant.
(Dan Rourke, Executive Director of Sewer District)
BUDGET IMPACT: None.

EXECUTIVE SESSION

- Discussions regarding pending litigation.
(Michael Hartnett, County Attorney)

Other Business

- **Setting agenda for Board Meeting Scheduled For October 19, 2021**

Adjourn

The public will have an opportunity to hear the meeting live via an audio signal using this call-in number and access code:

Dial: 1-978-990-5145

Access Code: 1840389



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
Michael Hartnett, County Attorney
Therese Connolly, Clerk of the Board

CC: Jason Kemper, Planning Director
Bridget Rider, Deputy Clerk of the Board
Matt Rose, Management Analyst
Clare Giammusso, County Attorney's Office
Audra Hedden, County Administrator's Office
Stephanie Hodgson, Director of Finance

FROM: County Administrator

DATE: 10-7-2021

RE: Authorizing inter-agency transfers necessary to close out 2021 County budget

COMMITTEE: Law & Finance

1. Is a Resolution Required: YES or NO
(If YES, please complete #2- #10) (If NO, skip to #10 and provide reason for bringing the item)
2. Is a Budget Amendment needed: YES or NO
(If yes, budget lines and impact must be provided)
3. Are there Amendments to the Compensation Schedule: YES or NO
(If yes, provide details)
4. Specific details on what the resolution will authorize:
5. Does this item require hiring a Vendors/Contractors: YES or NO
 - a. Were bids/proposals solicited:
 - b. Is the vendor/contractor a sole source:
 - c. Commencement date of contract term:
 - d. Termination of contract date:
 - e. Contract renewal and term:
 - f. Contact information:
 - g. Is the vendor/contractor an LLS, PLLC or partnership:
 - h. State of vendor/contractor organization:
 - i. Is this a renewal agreement: YES or NO
 - j. Vendor/Contractor comment/remarks:



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

6. Is this an annual housekeeping resolution: YES or NO
(If yes, attach the last approved resolution)
- What were the terms of the prior resolution
 - Are the terms changing:
 - What is the reason for the change in terms:
7. Is a new position being created: YES or NO
- Effective date
 - Salary and grade
8. Is a new employee being hired: YES or NO
- Effective date of employment
 - Salary and grade
 - Appointed position:
 - Term:
9. Is a grant being accepted: YES or NO
- Source of grant funding:
 - Amount of grant:
 - Purpose grant will be used for:
 - Equipment and/or services being purchased with the grant:
 - Time period grant covers:
10. Remarks/Reasoning (Supporting documentation must be attached to this form):
- This Resolution allows the Administrator to move funds from departments where there is a surplus to cover deficits in other departments



SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION ~~217~~ - 2020201

Introduced by Supervisors ~~Pemriek, Kinowski, Kusnierz, Schopf, Tollisen, Winney and Wright~~

AUTHORIZING INTER-AGENCY TRANSFERS NECESSARY TO CLOSE OUT ~~2020-2021~~ COUNTY BUDGET

WHEREAS, inter-agency transfers are necessary to accommodate various adjustments to balance and close out the ~~2020-2021~~ County Budget; and

WHEREAS, a delegation of the authority to approve these transfers is necessary to implement them in a timely and lawful manner; now, therefore, be it

RESOLVED, that, effective October ~~2019~~, 20202021, the County Administrator is authorized to make any inter-agency transfers necessary to close out the ~~2020-2021~~ County Budget and he shall submit a written report thereof to the Law and Finance Committee in 20212022.

BUDGET IMPACT STATEMENT: No budget impact.



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
Michael Hartnett, County Attorney
Therese Connolly, Clerk of the Board

CC: Jason Kemper, Planning Director
Bridget Rider, Deputy Clerk of the Board
Matt Rose, Management Analyst
Clare Giammusso, County Attorney's Office
Audra Hedden, County Administrator's Office
Stephanie Hodgson, Director of Finance

FROM: Craig A. Hayner, County Clerk

DATE: 10/5/2021

RE: IQS Computer System

COMMITTEE: Law & Finance

1. Is a Resolution Required: YES or NO
(If YES, please complete #2- #10) (If NO, skip to #10 and provide reason for bringing the item)
2. Is a Budget Amendment needed: YES or NO
(If yes, budget lines and impact must be provided)
3. Are there Amendments to the Compensation Schedule: YES or NO
(If yes, provide details)
4. Specific details on what the resolution will authorize:
New 5 year lease with InfoQuick Solutions, Inc. (IQS) for County Clerk's office computer system (hardware and software).
5. Does this item require hiring a Vendors/Contractors: YES or NO
 - a. Were bids/proposals solicited: No
 - b. Is the vendor/contractor a sole source:
 - c. Commencement date of contract term:
 - d. Termination of contract date: 11/6/2021
 - e. Contract renewal and term: 11/7/2021-11/6/2026
 - f. Contact information: IQS, 7460 Morgan Rd., Liverpool, NY
 - g. Is the vendor/contractor an LLS, PLLC or partnership: Inc.
 - h. State of vendor/contractor organization: New York
 - i. Is this a renewal agreement: YES or NO
 - j. Vendor/Contractor comment/remarks:



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

6. Is this an annual housekeeping resolution: YES or NO
(If yes, attach the last approved resolution)
- What were the terms of the prior resolution
 - Are the terms changing:
 - What is the reason for the change in terms:
7. Is a new position being created: YES or NO
- Effective date
 - Salary and grade
8. Is a new employee being hired: YES or NO
- Effective date of employment
 - Salary and grade
 - Appointed position:
 - Term:
9. Is a grant being accepted: YES or NO
- Source of grant funding:
 - Amount of grant:
 - Purpose grant will be used for:
 - Equipment and/or services being purchased with the grant:
 - Time period grant covers:
10. Remarks/Reasoning (Supporting documentation must be attached to this form):
- Our 5-year contract with InfoQuick Solutions (IQS) is up for renewal on 11/6/2021. Pricing for this contract is \$201,450 per year and is comprised of
- \$12,475 per month or (\$149,700 per year) for the Solutions Program
 - Verification Services will remain at \$.80 per document until 12/31/2021 and then will increase to \$1.15 per document on 1/1/2022 at which point will increase to an estimated \$4312.50 per month or \$51,750 per year.
- TOTAL: \$201,450 (Co. Clerk)



10/18/2016

SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION 229-2016

Introduced by Supervisors Kinowski, Collyer, Lent, Lewza, Raymond, Tollisen and Veitch

AUTHORIZING THE CHAIR TO ENTER INTO A RENEWAL AGREEMENT WITH INFOQUICK SOLUTIONS, INC. FOR ~~DIGITIZED RECORD KEEPING~~, NEW COMPUTER HARDWARE AND SOFTWARE SYSTEM UPGRADES, INSTALLATION, TRAINING, TECHNICAL SUPPORT, MAINTENANCE AND VERIFICATION SERVICES FOR ALL LAND & COURT RECORDS INCLUSIVE OF CRIMINAL COURT RECORDS, AND COUNTY CLERK'S ON-LINE WEBSITE APPLICATION IN SUPPORT OF THE AUTOMATION OF SERVICES AND RECORD KEEPING FOR THE COUNTY CLERK'S OFFICE

WHEREAS, Resolution ~~178-11~~ ²²⁹⁻²⁰¹⁶ authorized a five (5) year renewal agreement with InfoQuick Solutions, Inc. (IQS) to provide **new computer** hardware and software system upgrades, installation, **training**, technical support, maintenance and verification services ~~for the purposes of automating services and record keeping in the Saratoga County Clerk's Office;~~ and **for all Land & Court Records inclusive of Criminal Court Records, and to provide and maintain computer hardware and upgrade existing software systems in addition to County Clerk's on-line Website application; and**

WHEREAS, the County's current agreement with IQS expires on November 6, ~~2016~~; ²⁰²¹ and

~~WHEREAS, IQS is willing to renew its agreement for said services for an additional period of five (5) years, and to provide new computer hardware and upgrade existing software systems at the current contract's not to exceed rate of \$193,140 per year; and~~

WHEREAS, the Agreement dated November 7, 2016 is hereby renewed effective November 7, 2021 for a term of five (5) years to expire on November 6, 2026. IQS will provide the Saratoga County Clerk's office with new computer hardware and software system upgrades, installation, training, technical support, maintenance and verification services for all Land & Court Records inclusive of Criminal Court Records as well as the County Clerk's on-line Website application in support of the automation of services and record keeping in the County Clerk's office; and

WHEREAS, the digitized records system installed by IQS in the Saratoga County Clerk's Office was built from scratch by IQS starting in 2006, and has been customized by IQS to specifically fit the needs of the County Clerk's Office; and

WHEREAS, over the past ^{fifteen} ~~ten~~ years, IQS has continually developed and implemented updates to their software system, allowing for the acceptance of e-recorded land documents which has grown to approximately ~~18%~~ ^{55%} of all recorded land transactions; and

WHEREAS, the professional services component (installation, programming, training, maintenance, tech support) of the renewal agreement proposed by IQS is the primary and predominant part of the services to be provided by IQS, which professional services are inextricably integrated with the physical software and hardware components of the agreement, and therefore such services need not be put out to bid; and

WHEREAS, our Law and Finance Committee and the County Clerk have recommended the renewal of the County's agreement with IQS for an additional term of ~~five (5) years~~ ^{sixty (60) months for installation and maintenance of hardware, software, software support, training, and administrative services, the sum of \$12,475.00 per month for a period of sixty (60) months and for document verification services at \$0.80 until 12/31/2021 and effective 1/1/2022 at \$1.15 per document verified; and} ~~at the current annual not to exceed rate of \$193,140; now, therefore, be it~~

WHEREAS, IQS shall provide the necessary equipment, software, maintenance, training and support for the VETERANS' F.A.V.O.R Program application; and

RESOLVED, that the Chair of the Board is authorized to enter into a renewal agreement with Info Quick Solutions, Inc. of Liverpool, New York, for the provision of ^{new computer} hardware and software system upgrades, installation, ^{training}, technical support, maintenance, and verification services for ^{all Land & Court Records inclusive of Criminal Court Records for} an additional period of five (5) years, and to provide and maintain computer hardware and upgrade existing software systems in addition to County Clerk's on-line Website application, ^{the} ~~purposes of automating services and digitizing land and court records in the Office of the Saratoga County Clerk;~~ said renewal agreement to be for a term of five (5) years (^{sixty (60) months}) commencing November 7, ~~2016~~ ²⁰²¹, at a cost of \$12,475.00 per month plus the cost of document verification services at the rate of ~~80 cents per document verified~~ ^{\$0.80 until 12/31/2021 and effective 1/1/2022 at \$1.15 per document verified} ~~with total annual contract costs not to exceed \$193,140; and, be it further~~

RESOLVED, that the form and content of such renewal agreement shall be subject to the approval of the County Attorney.

BUDGET IMPACT STATEMENT: No budget impact.



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

TO: Steve Bulger, County Administrator
Mike Hartnett, County Attorney
Pam Wright, Clerk of the Board

CC: Jason Kemper, Planning Director
Therese Connolly, Deputy Clerk of the Board
Matt Rose, Management Analyst
Clare Giammusso, Confidential Secretary/County Attorney's Office

FROM: Dan Rourke, Sewer District

DATE: 10/6/21

RE: Arcadis Contract Amendment for Biosolids Facility Design

COMMITTEE: Sewer Commission

1. Is a Resolution Required: YES or NO
(If YES, please complete #2- #10) (If NO, skip to #10 and provide reason for bringing the item)
2. Is a Budget Amendment needed:
(If yes, budget lines and impact must be provided)
Yes Decrease Unassigned Fund Balance \$938,948 Increase ES.81.813.7098 by \$938,948
3. Are there Amendments to the Compensation Schedule:
(If yes, provide details)
NO
4. Specific details on what the resolution will authorize:
This Resolution will authorize the Chairman of the board to execute a contract amendment with Arcadis for an "amend and replace" agreement to perform services relating to the planning and design of a new biosolids facility at the Saratoga County Sewer District Wastewater Treatment Plant. Arcadis was chosen via an RFP process initially. The total contract price for design is \$3,000,000.
5. Does this item require hiring a Vendors/Contractors:
 - a. Were bids/proposals solicited: Yes
 - b. Is the vendor/contractor a sole source: No
 - c. Commencement date of contract term: TBD
 - d. Termination of contract date: TBD
 - e. Contract renewal and term: N/A
 - f. Contact information: Rob Ostapczuk Arcadis of New York, Inc. 855 Route 146 Suite 210 Clifton Park New York 12065
 - g. Is the vendor/contractor an LLS, PLLC or partnership: Inc
 - h. State of vendor/contractor organization: New York
 - i. Is this a renewal agreement: YES or NO
 - j. Vendor/Contractor comment/remarks:



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

6. Is this an annual housekeeping resolution:
(If yes, attach the last approved resolution)
 - a. What were the terms of the prior resolution NO
 - b. Are the terms changing:
 - c. What is the reason for the change in terms:

7. Is a new position being created:
 - a. Effective date NO
 - b. Salary and grade

8. Is a new employee being hired:
 - a. Effective date of employment NO
 - b. Salary and grade
 - c. Appointed position:
 - d. Term:

9. Is a grant being accepted:
 - a. Source of grant funding: NO
 - b. Amount of grant:
 - c. Purpose grant will be used for:
 - d. Equipment and/or services being purchased with the grant:
 - e. Time period grant covers:

10. Remarks/Reasoning (Supporting documentation must be attached to this form):

Budget Notes - Current there is \$2,061,052 budgeted for this project across 2020 and 2021 capital project budgets. Total Unassigned fund balance will go from \$17,848,521.73 to \$16,909,573.73 to pay for this project.

This initial portion of this design will look at third party options as well as a SCSD owned anaerobic digester/thermal drier. Initial memos will outline the cost per wet ton of different options for overall biosolids management. SCSD will utilize this information to determine the best path forward managing both risk and cost

Mr. Daniel Rourke, PE
Executive Director
Saratoga County Sewer District No. 1
Routes 4 & 32, P.O. Box 550
Mechanicville, NY 12118

Arcadis of New York, Inc.
855 Route 146
Suite 210
Clifton Park
New York 12065
Phone: 518 250 7300
Fax: 518 371 2757
www.arcadis.com

Date: October 6, 2021
Our Ref: 30001328
Subject: Saratoga County Biosolids Facility
Amended and Restated Agreement

Dear Mr. Rourke,

At your request, Arcadis of New York, Inc. is pleased to provide Saratoga County Sewer District No. 1 with this letter outlining our proposed scope of services and compensation for the design of a Biosolids Facility at the Wastewater Treatment Plant in Halfmoon, New York. As you are aware we are negotiating the final form of an amended and restated agreement with Saratoga County that will:

- Preserve the original agreement framework and selection process for Saratoga County;
- Remove Albany County based on their May 3, 2021 Intermunicipal Agreement Withdrawal Request correspondence, and;
- Update the scope of services and compensation based on the design of the recommendations presented in the *Biosolids Management Plan Preliminary Engineering Report*, dated July 2021.

We are prepared to immediately commence design and solicitation of funding through New York State Environmental Facilities Corporation (NYS EFC) that is open until November 22, 2021 for Water Infrastructure Investment Act (WIIA) funding up to 25% of the project cost.

Please refer to Articles 2 and 3 of the draft amended and restated agreement attached that contains the scope of services and compensation. As requested, Arcadis has included a breakdown of the design compensation in 30%, 60%, 90% and 100% (Bid Documents) for easier accounting during the execution of the project.

We appreciate the opportunity to continue servicing Saratoga County for this investment in a new Biosolids Facility to finally replace the defunct incinerators and provide savings to its rate payers.

Sincerely,
Arcadis of New York, Inc.



Robert E. Ostapczuk, PE
Vice President

Email: Robert.ostapczuk@arcadis.com
Direct Line: 518 250 7305
Mobile: 518 810 6872

CC. M. Yonkin, Arcadis
A. Brooks, Arcadis

Enclosures:
Articles 2 and 3 of Amended and Restated Agreement

This proposal and its contents shall not be duplicated, used or disclosed — in whole or in part — for any purpose other than to evaluate the proposal. This proposal is not intended to be binding or form the terms of a contract. The scope and price of this proposal will be superseded by the contract. If this proposal is accepted and a contract is awarded to Arcadis as a result of — or in connection with — the submission of this proposal, Arcadis and/or the client shall have the right to make appropriate revisions of its terms, including scope and price, for purposes of the contract. Further, client shall have the right to duplicate, use or disclose the data contained in this proposal only to the extent provided in the resulting contract.

ARTICLE 2. SCOPE OF SERVICES

2.1 The Consultant agrees to provide professional services described herein for the design of biosolids handling and treatment facilities at the Saratoga County Sewer District No. 1 Wastewater Treatment Plant as outlined in the recommendations of the *Biosolids Management Plan Preliminary Engineering Report*, dated July 2021.

2.2 The Consultant shall conduct a kickoff meeting with key stakeholders identified by the County to review the project scope, CPM schedule, deliverables for each milestone, communication protocols and responsibilities of all parties. The meeting shall be attended by Consultant's management team and key area leaders.

2.4 Prior to commencing design, the Consultant shall evaluate two third-party alternatives for the disposal of biosolids at potential future facilities in Saratoga County that may be based on anaerobic digestion or pyrolysis. The consultant shall conduct meetings with each third-party vendor to understand the requirements for each facility relative to digested or unstabilized sludge. The Consultant shall utilize the existing energy and solids flow model to compare the two third-party alternatives with the recommended improvements as outlined in the recommendations of the *Biosolids Management Plan Preliminary Engineering Report*, dated July 2021. The Consultant shall evaluate BFPs, centrifuges or screw presses for sludge dewatering for the two third party alternatives that will include hauling stabilized and unstabilized sludge for handling, treatment and disposal off site. The Consultant shall estimate the power requirements and polymer usage of each technology, polymer impact on biosolids beneficial use and compare maintenance requirements and housekeeping requirements. The Consultant shall prepare an AACE Class 4 construction cost estimate and annualized costs for comparison of the three technologies. The Consultant shall prepare a draft TM for review by the County. The Consultant shall conduct a workshop to present the findings and discuss finalizing the TM. The Consultant shall finalize the evaluation based on comments received and discussions at the workshop and prepare a final TM.

2.5 Prior to commencing design, the Consultant shall evaluate the construction of a new sludge dewatering facility to be located in the vicinity of the proposed anaerobic digesters in the southwest portion of the Saratoga County Sewer District No. 1 Wastewater Treatment Plant. The Consultant shall prepare an AACE Class 4 construction cost estimate. The Consultant shall prepare a draft TM for review by the County. The Consultant shall conduct a workshop to present the findings and discuss finalizing the TM. The Consultant shall finalize the evaluation based on comments received and discussions at the workshop and prepare a final TM.

2.6 Consultant shall perform a topographical survey of the Saratoga County Sewer District No. 1 Wastewater Treatment Plant. The survey shall include site features, overhead utilities, limits of paving and walkways, building and tank outlines, underground utility locations as marked by County's staff or noted on record drawings, one-foot contours and spot elevation to be used in developing design drawings. The

surveyor shall establish monuments that can be used for horizontal and vertical control during construction.

2.7 The Consultant shall perform up to twelve (12) test borings in the vicinity of the proposed anaerobic digesters, control building, biosolids storage silo or biosolids storage barn, and potential dewatering facility at the Saratoga County Sewer District No. 1 Wastewater Treatment Plant to obtain subsurface information. The borings shall be advanced to approximately 40 feet below ground surface, or refusal, using hollow stem auger drilling methods. Standard Penetration Test (SPT) sampling shall be performed at 5-foot intervals in accordance with ASTM D1586 to obtain soil strength data (SPT N-values) and soil samples for subsequent geotechnical laboratory testing. A representative shall be on site during the drilling to GPS boring locations, log, classify, and collect soil samples. Consultant shall conduct geotechnical evaluations and analyze and provide a technical memorandum that includes test boring logs and laboratory test results from the exploration program and shall provide preliminary foundation recommendations for the proposed structures.

2.8 Consultant shall complete a building laser scan of the existing Solids Building at the Saratoga County Sewer District No. 1 Wastewater Treatment Plant and develop a 3D point cloud of the facilities.

2.9 The Consultant shall perform an asbestos inspection in accordance with NYS Code Rule 56-5.1. The Consultant shall adhere to the following sampling protocols required by EPA, OSHA, and NYSDOL. Scope of work is a limited to sampling of roofing, door & window caulks, window glazing, coping at top of walls, suspect paints and/or client directive. The Consultant shall provide a final written report in accordance with ICR 56-5 which shall include laboratory results, locations, condition, and quantities of identified ACM and the property owners name and contact information. ICR 56-5.1(g) requires the submission of survey reports to the NYS DOL Asbestos Control Bureau by the ACWPD. The final written report shall be included in the bid documents for the contractor's use with specifications included for the abatement of lead and asbestos containing materials as required. The Consultant shall be qualified and certified to test suspect locations for lead and PCBs by XRF scan in the field. Consultant shall be compensated based on actual costs incurred plus 10 percent markup. The County shall reimburse the Consultant based on actual costs incurred plus 10% markup under the Environmental Sampling Analysis in Article 3, Compensation.

2.10 Consultant shall prepare multi-prime bidding documents for upgrades at Saratoga County Sewer District No. 1 Wastewater Treatment Plant in accordance with funding agency, regulatory agency, and County requirements. The Bidding Documents shall consist of a single set of Drawings and a Project Manual for prime general, electrical, mechanical/HVAC and plumbing contractors. Improvements generally include:

- Gravity Belt Thickener
- WAS TCHP Lysis Reactor
- Anaerobic Digesters and Control Building
- Dewatering Improvements

- Thermal Drier
- Dried Product Storage
- Biogas Flare and RNG Treatment System
- Site Improvements

2.11 Consultant shall conduct two design review workshops with the County during the 30% design phase. Prior to each 30% design review workshop, the Consultant shall submit drafts of each TM for review, comment and discussion in the workshop. The 30% design TM for each area shall generally consist of a written narrative describing those improvements, design criteria and the following information:

- Workshop 1
 - a. Process Flow Diagram
 - b. Site Layout Plan
 - c. Process Equipment Layout Plan
 - d. Electrical Area Classification Plan
- Workshop 2
 - a. Electrical One Line Diagram
 - b. Control System Architecture Diagram
 - c. Process & Instrumentation Diagram
 - d. Specifications table of contents

2.12 County shall review TMs and provide comments to the Consultant in either written form or through verbal statements in the design workshops. The Consultant shall maintain a comment log and address County's comments. The Consultant shall incorporate the individual TMs into a comprehensive BOD report and prepare an AACE Class IV construction estimate based on the project definition to date. At the conclusion of the 30% design phase the Consultant shall conduct an internal 30% design QA/QC review workshop. Once comments are addressed, the Consultant shall prepare and submit 10 hard copies and one .pdf of the entire final 30% design BOD report. Drawings shall be included in the appendix and be 11-inch by 17-inch format (half sized).

2.13 The Consultant shall progress the 30% design documents to include additional plans, sections, details, schedules and diagrams for each design discipline and preparation of the project manual. Deliverables include:

- Site layout, yard piping, grading and drainage plans
- Architectural floor plans, roof plans, elevations and sections
- Structural foundation, floor plans, roof plans and sections
- Process equipment layout plans and sections
- HVAC demolition and new work plans
- Plumbing demolition and new work plans
- Electrical, grounding, power, lighting and instrumentation plans
- Process & Instrumentation Diagrams (P&IDs)
- Major process equipment technical specifications
- Division 00 — Procurement and Contracting Requirements
- AACE Class 4 Construction Cost Estimate

2.14 At the conclusion of this phase the Consultant shall hold an internal 60% QA/QC review workshop to review the 60% design documents. The Consultant shall submit 60% design documents to the County for review prior to conducting a 60% design workshop. The Consultant shall utilize Navisworks to demonstrate the design of the facilities in 3D. The Consultant shall provide six sets of the deliverables, drawings shall be provided in both full sized (22-inch x 34-inch) and half sized (11-inch by 17-inch) formats for both hard and .pdf format electronic copies. The Consultant shall maintain a comment and response log.

2.15 The Consultant shall progress the 60% design documents to include a full drawing set with necessary plans, sections, details, schedules, diagrams and a Project Manual. The Project Manual shall include Engineers Joint Contract Documents Committee (EJCDC) front end (Division 0) contract documents, County provided supplemental procurement requirements and funding agency requirements in addition to the technical specifications prepared in Construction Specifications Institute 48 division MasterSpec format. Consultant shall provide six sets of the deliverables; drawings shall be provided in both full sized (22-inch x 34-inch) and half sized (11-inch by 17-inch) formats for both hard and .pdf format electronic copies. The Consultant shall prepare an AACE Class III construction cost estimate, construction schedule and schedule of special inspections. At the conclusion of this phase Consultant shall conduct a cross check of plans and sections utilizing the 3D Model and follow internal quality procedures for document checks before submitting the 90% design documents to the County for review prior to the 90% design review workshop.

2.16 The Consultant shall conduct a workshop with the County to review the 3D Model, bid documents, SWPPP and stormwater discharge permit, construction cost estimate and schedule. The Consultant shall update the comment response log. The Consultant shall issue the design documents for regulatory review following addressing the County comments into the Bid Documents. The Consultant shall finalize the list of special inspections required during construction and shall prepare a RFP to solicit pricing and qualifications on behalf of the County.

2.17 The Consultant shall assemble the Bid Documents in parallel with regulatory agency reviews. During this phase of the design the Consultant shall finalize details and conduct final checks of Bid Documents. The Consultant shall provide six (6) sets of the deliverables, drawings shall be provided in both full sized (22- inch x 34-inch) and half sized (11-inch by 17-inch) formats for both hard and .pdf format electronic copies on two compact disc or flash drive media, desired at the time the County. The Consultant shall export the sheet set from the 3D Model and convert the static sheets to AutoCAD format requested. The Consultant shall review the AACE Class III construction cost estimate and shall advise County if there are any adjustments.

2.18 The Consultant shall supplement the NYS EFC CWSRF application submitted previously with updated SEQR information. The Consultant shall monitor the Consolidated Funding Application process to determine if additional funding may be

available (such as the Climate Smart Communities program, Water Quality Improvement Grants (WQIP), NYSERDA). The Consultant shall monitor NYS EFC CWSRF programs for Water Infrastructure Improvements Act Grants (WIIA) and the federal Water Infrastructure Finance and Innovation Act (WIFIA) administered by the US EPA. The Consultant shall complete grant applications for each of the programs identified.

2.19 Technical assistance shall be provided to the County during the project bidding period. Technical services to be provided by the Consultant include:

- Distributing bid documents and issued addenda to bidders through an online electronic plan room service.
- Maintaining a bidders list and collect bid document deposits, if required.
- Receiving bidder inquiries, forwarding bidder technical questions and clarification requests requiring response from Consultant, and communicating responses back to bidders.
- Responding to bidder questions and requests for clarification and preparing required bid addenda.
- Attend one pre-bid conference at the project site to assist the County in conducting the meeting and answer technical questions.
- Review of the bids from the three lowest bidders for each division of the multiprime contract (identified at the time of bid opening) for compliance with bidding requirements, including evaluation of bidder equipment and material substitutions identified in the bid package. If required request additional data from the three lowest bidders to supplement their bid if informalities are observed.
- Consult with the County as the acceptability of the three lowest bids and their ability to meet the bid requirements to complete the work.
- Prepare a bid evaluation report identifying the lowest responsible bidder, including recommendations on equipment and material substitutions.
- Prepare and distribute notice of award.
- Assist in negotiations with the lowest bidders identified in the bid evaluation report.
- Prepare conformed documents that reflect changes to the bid documents by addendum.
- Prepare and route six copies of contract documents as necessary for execution by each bidder and County.
- Provide each contractor with full sized (22-inch x 34-inch) and half sized (11-inch by 17-inch) formats of the conformed documents inclusive of drawings and project manual in .pdf format.
- Prepare a notice to proceed for each contract awarded.

2.20 The Consultant shall provide all services in a professional manner and in compliance with all federal, state and local laws, rules and regulations.

2.21 Consultant shall perform the professional engineering services under this Agreement at the level recognized in the industry for experienced, highly competent, highly skilled and prudent engineers performing such services at the time and place where the services are provided [Standard of Care].



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

TO: Steve Bulger, County Administrator
Mike Hartnett, County Attorney
Pam Wright, Clerk of the Board

CC: Jason Kemper, Planning Director
Therese Connolly, Deputy Clerk of the Board
Matt Rose, Management Analyst
Clare Giammusso, Confidential Secretary/County Attorney's Office

FROM: Dan Rourke, Sewer District

DATE: 10/6/21

RE: General Controls SCADA repair Contract Amendment

COMMITTEE: Sewer Commission

1. Is a Resolution Required: YES or NO
(If YES, please complete #2- #10) (If NO, skip to #10 and provide reason for bringing the item)

2. Is a Budget Amendment needed:
(If yes, budget lines and impact must be provided)
No

3. Are there Amendments to the Compensation Schedule:
(If yes, provide details)
NO

4. Specific details on what the resolution will authorize:
This Resolution will authorize the Chairman of the board to execute an amended contract with General Control Systems Inc. for an amount not to exceed \$30,000. General Controls provides repairs and troubleshooting of SCSD's Supervisory Control and Data Acquisition network that controls a majority of treatment systems at the facility. The amendment will move a typical annual minor contract to a major contract, and cover all costs related to repair, analysis and troubleshooting work on the existing SCADA system until the end of 2021.

5. Does this item require hiring a Vendors/Contractors:
a. Were bids/proposals solicited: No - Minor to Major
b. Is the vendor/contractor a sole source: Yes - Only company that can work on our SCADA software
c. Commencement date of contract term: TBD
d. Termination of contract date: TBD
e. Contact information: Megean Thompson, 17 Corporate Circle, Albany NY 12203
f. Is the vendor/contractor an LLS, PLLC or partnership: Inc
g. State of vendor/contractor organization: New York
h. Is this a renewal agreement: YES or NO
i. Vendor/Contractor comment/remarks:
j.

518.270.8045 ext. 312



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

6. Is this an annual housekeeping resolution:
(If yes, attach the last approved resolution)
 - a. What were the terms of the prior resolution NO
 - b. Are the terms changing:
 - c. What is the reason for the change in terms:

7. Is a new position being created:
 - a. Effective date NO
 - b. Salary and grade

8. Is a new employee being hired:
 - a. Effective date of employment NO
 - b. Salary and grade
 - c. Appointed position:
 - d. Term:

9. Is a grant being accepted:
 - a. Source of grant funding: NO
 - b. Amount of grant:
 - c. Purpose grant will be used for:
 - d. Equipment and/or services being purchased with the grant:
 - e. Time period grant covers:

10. Remarks/Reasoning (Supporting documentation must be attached to this form):



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

TO: Steve Bulger, County Administrator
Mike Hartnett, County Attorney
Pam Wright, Clerk of the Board

CC: Jason Kemper, Planning Director
Therese Connolly, Deputy Clerk of the Board
Matt Rose, Management Analyst
Clare Giammusso, Confidential Secretary/County Attorney's Office

FROM: Dan Rourke, Sewer District

DATE: 10/6/21

RE: VAD Contractor INC Roof Replacement Award for Building 2

COMMITTEE: Sewer Commission

1. Is a Resolution Required: YES or NO
(If YES, please complete #2- #10) (If NO, skip to #10 and provide reason for bringing the item)
2. Is a Budget Amendment needed:
(If yes, budget lines and impact must be provided)
No
3. Are there Amendments to the Compensation Schedule:
(If yes, provide details)
NO
4. Specific details on what the resolution will authorize:
This Resolution will authorize the Chairman of the board to execute a contract with VAD Contractors Inc of Brooklyn NY in the amount of \$342,500 for the replacement of a roof at Building 2 of SCSD's WWTP. VAD Contractors Inc was the apparent low bidder of the project.
5. Does this item require hiring a Vendors/Contractors:
 - a. Were bids/proposals solicited: Yes
 - b. Is the vendor/contractor a sole source: No
 - c. Commencement date of contract term: TBD
 - d. Termination of contract date: TBD
 - e. Contract renewal and term: N/A
 - f. Contact information: ShefKrasniqi Vice President 183183rdstreetUnit# 1ABrook1ynNY 11214
 - g. Is the vendor/contractor an LLS, PLLC or partnership: Inc
 - h. State of vendor/contractor organization: New York
 - i. Is this a renewal agreement: YES or NO
 - j. Vendor/Contractor comment/remarks:

718-837-7238



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

6. Is this an annual housekeeping resolution:
(If yes, attach the last approved resolution)
 - a. What were the terms of the prior resolution NO
 - b. Are the terms changing:
 - c. What is the reason for the change in terms:

7. Is a new position being created:
 - a. Effective date NO
 - b. Salary and grade

8. Is a new employee being hired:
 - a. Effective date of employment NO
 - b. Salary and grade
 - c. Appointed position:
 - d. Term:

9. Is a grant being accepted:
 - a. Source of grant funding: NO
 - b. Amount of grant:
 - c. Purpose grant will be used for:
 - d. Equipment and/or services being purchased with the grant:
 - e. Time period grant covers:

10. Remarks/Reasoning (Supporting documentation must be attached to this form):

Building 2's roof is failing and causing a leak on important electrical equipment. This project will fix that leak and provide a better more stable roof to work on our existing sludge mixers. 4 vendors submitted bids, and pricing ranged from \$342,500 to \$572,000



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
Michael Hartnett, County Attorney
Therese Connolly, Clerk of the Board

CC: Jason Kemper, Planning Director
Bridget Rider, Deputy Clerk of the Board
Matt Rose, Management Analyst
Clare Giammusso, County Attorney's Office

FROM: Sewer District

DATE: 10/6/21

RE: Contract via Gordian with J.W. Danforth Company for replacement of Hot Water Piping for Building Heat

COMMITTEE: Law and Finance

1. Is a Resolution Required: **YES** or **NO**
(If YES, please complete #2- #10) (If NO, skip to #10 and provide reason for bringing the item)

2. Is a Budget Amendment needed: **YES** or **NO**
(If yes, budget lines and impact must be provided)

3. Are there Amendments to the Compensation Schedule: **YES** or **NO**
(If yes, provide details)

4. Specific details on what the resolution will authorize:

The resolution will authorize the chairman to enter into an agreement with JW Danforth Company, utilizing the Gordian competitive Bids received via the Town of Greece, in the amount of \$498,082.06 for the replacement of hot water supply and return piping that unexpectedly failed at the WWTP. This fee covers all excavation pipe installation, interior work, backfilling and other needed tasks. Saratoga County is piggybacking off of the competitive bids completed by the Town of Greece in NYS.

5. Does this item require hiring a Vendors/Contractors: **YES** or **NO**

- Were bids/proposals solicited: No, awarded via Job Oder Contracting done by Gordian
- Is the vendor/contractor a sole source: No
- Commencement date of contract term: TBD
- Termination of contract date: N/A
- Contract renewal and term:
- Contact information: Ian O'Brien 5 Liebich Lane Clifton Park 12065
- Is the vendor/contractor an LLS, PLLC or partnership: Inc.
- State of vendor/contractor organization: New York
- Is this a renewal agreement: **YES** or **NO**
- Vendor/Contractor comment/remarks:



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

6. Is this an annual housekeeping resolution: YES or NO
(If yes, attach the last approved resolution)
- What were the terms of the prior resolution
 - Are the terms changing:
 - What is the reason for the change in terms:
7. Is a new position being created: YES or NO
- Effective date
 - Salary and grade
8. Is a new employee being hired: YES or NO
- Effective date of employment
 - Salary and grade
 - Appointed position:
 - Term:
9. Is a grant being accepted: YES or NO
- Source of grant funding:
 - Amount of grant:
 - Purpose grant will be used for:
 - Equipment and/or services being purchased with the grant:
 - Time period grant covers:
10. Remarks/Reasoning (Supporting documentation must be attached to this form):

The Sewer District's WWTP has large boilers that heat multiple building on site. The supply and return hot water piping unexpectedly failed, and the best course of action is to replace it. The location of the leak(s) is unknown as it is in a casing pipe and insulated. The pipe is expected to be in bad shape as it is buried steel pipe approximately 45 years old. This contract will replace with supply and return lines with insulated HDPE piping, and re-feeding the two buildings on site the failed supply and return piping fed. The Gordian purchasing mechanism has been vetted by the purchasing department. It is a mechanism called Job Order Contracting that allows one municipality to bid out tasks that other municipalities can then piggy back on, the original bid was in the Town of Greece and we would be piggy backing off that bid. Other counties have used this mechanism. A detailed pricing breakdown can be submitted for review upon request.



Detailed Scope of Work



Issued To: John W. Danforth Company
300 Colvin Woods Parkway
Tonawanda, NY 14150
Tel: (716) 832-1940
Fax: (716) 832-2388

Re: Job Number : 095267.00
Job Title: Saratoga County Boiler Hot Water Piping Replacement Project
Contract No: JOC-2021-07-PLUMB
Purchase Order Number:

Facility: Saratoga Sewer District
1002 Hudson River Rd, Mechanicville, NY 12118
Mechanicville, NY 12118

Town of Greece Member Information: Daniel Rourke
Executive Director
Saratoga County
50 West High Street
Ballston Spa, NY 12020

Detailed Scope of Work:

Furnish all labor, equipment, material required and as called for by the attached drawings titled, " SARATOGA COUNTY SEWER DISTRICT - BOILER HOT WATER PIPING REPLACEMENT PROJECT" dated, "July 2021" and in accordance with Specifications within Project Manual "MRB PROJECT NO. Proj#1940.21001.000."

Drawings:

N-100 General Notes and Index
G-001 Demolition Site Plan
G-002 Proposed Site Plan
G-003 Site Details
G-004 Pipe Support Details
G-010 Pump & Chlorine Building Sections
G-011 Pump & Chlorine Building Sections

Additional Notes:

1. Schedule 40 black steel piping is acceptable for use on the exterior of the pump and chlorine building and inside the building for the final tie ins.
2. If the 500,000 BTU and Portable Ground Heater equipment anticipated for cold weather conditions is not utilized on the project, a credit supplemental will be issued to the owner.
3. Contractor shall provide all back up documentation for cost of Bond and freight charge for tooling return.
4. Heat tracing to be provided for above ground piping only.
5. County will coordinate with contractor draining of existing piping system.

General

- Work to be performed during Normal Working Hours
- Provide Payment and Performance Bond equal to 100% Lump Sum Value.
- Provide contingency in Price Proposal equal to 10% Lump Sum Value.

Please reference the Request for Proposal for additional information regarding this Detailed Scope of Work .



Dan Rourke, P.E.

Executive Director

Saratoga County Sewer District #1

P.O. Box 550

Mechanicville NY 12118

Phone: (518) 664-7396

Subject: Saratoga County Sewer District-Boiler Hot Water Piping Replacement Project

Site: 1002 Hudson River Rd, Mechanicville, NY 12118

Dear Mr. Rourke & Saratoga County,

For this project, the following outline is what forms our scope and the “Not to Exceed” pricing model for your consideration. The scope of work outlined for this project is based on design specifications provided. Danforth has developed a streamlined approach to the scope of work necessary to complete the project, utilizing our detailed pre-construction planning and fabrication to make up time during install.

Project Summary

The project consists of replacing old failing existing Hot Water supply and return piping that currently runs approximately 8 feet underground from the boiler room in the Administration Building out through the grounds of the plant to the Pump and Chlorine Building and the Screen/Grit Building. The new 3” and 4” Rhinoflex HW supply and return piping system per design specification will be installed and tied into existing heating system. All above ground 3” hot water steel piping running on the outside of the pump and chlorine building will be insulated and installed with required heat tracing. Excavating an estimated 800ft of trench is required in order to accurately locate the old existing line, demo, remove and install new piping.

Projected start date for the project is November in order to complete the work before the colder weather, which can affect the efficiency of the work.

Scope of work

Administration Building- Mechanical Room

- The project team will make two new core penetrations on the exterior of the building from within the excavated trench, they will run two new 4 inch Rhinoflex piping with link-seal into mechanical room and tie into the existing boiler loop.
- The new designed line and routing in the mechanical room will require new core penetration for both supply and return lines to extend outside of the building. The adjustment to location will change per design specifications. The original penetration in the wall from the existing HW supply and return lines will be sealed and existing pipe will be capped or removed.

Exterior Scope: HW Supply and Return Demo/ Installation

- Project team will locate all utilities utilizing NYS Dig Safe 811 prior to construction. The project team will have approximately 800 feet of trench to excavate in order to demo and remove the existing HW line and allow for new 3" and 4" Rhinoflex lines to be installed underground per design specifications.
- Starting at the outside wall of the administration building running out around the bio-filter and to the parking lot (excavating estimated 210 ft. of trench), leaving the walkway clear to prevent disruption of regular business. Danforth will coordinate with staff to provide parking for plant staff/visitors at another location within the plant during construction.
- Following basis of design, the excavated trench will continue out into the parking lot and turn along the existing grass median and parking curb stopping at the main road (excavating estimated 200ft of trench), locating utilities and the existing line. Existing line will be demoed and removed to provide a clear well-constructed trench bed for the new 4" Rhinoflex piping following design specifications.
- **Critical Schedule-** Main Road. Danforth will coordinate with plant staff to reroute traffic around the fuel island and pump building for 1-2 days. The project team will excavate, locate and remove existing HW supply and return line crossing the main road (excavating estimated 36 ft. of trench). It will be demoed out, a new stone bedding set and the new 4" Rhinoflex pipe installed following design specifications.
- **Critical schedule-** Fuel Island. Following the existing line and locating all utilities and outfall lines across the road running perpendicular to the fuel island, The project team will continue along the curb of the fuel island removing the existing HW line and replacing with new 4" Rhinoflex per design specification (excavating estimated 162 ft. of trench). Danforth will coordinate and communicate with the plant to allow trucks to continue daily operations while area is under construction.
- The Project team will continue the trench will turn and run onto the grass between the pump and chlorine building and the screen/ grit building. All existing piping will be demoed and existing man hole, vents, valves, fittings and piping in the area will be removed per design specification (excavating estimated 64ft of trench). New 4" Rhinoflex will be installed per design specification.
- The new HW line will stop at the grit tanks and split off to each building.
- Install ball valves with inline stem and risers for the pump and chlorine building and the screen and grit building (total of 4).
- The existing 3" hot water return and supply steel pipe in a 16" conduit will be located that run to the Screen and Grit Building.
- The Project team will saw cut existing concrete sidewalk and remove in order to locate existing line entering the building. A new 3" rhinoflex HW return and supply piping will run to the

screen/grit building connecting to existing piping using pex to galvanized steel transition fitting under sidewalk (excavating estimated 57 total feet).

- The new 3” rhinoflex HW return and supply line will be installed and connected at the union for the pump and chlorine building and will run 21ft to the exterior wall of the chlorine building underground.
- A new 3” above ground welded piping with insulation to be installed. Installing a 1” drain valve with hose fitting per design specifications.
- Vertical pipe supports will be used when necessary. The pipe run up the side of the building will meet a 3” 90 degree elbow.
- Core drilling will be required on the exterior of the building for the insulated pipe and enter the interior of the building above the crane beam.

Interior Scope: Main Sewage Room in the Pump & Chlorine Building

- The project team will follow design specification to support the HW return and supply lines across the pump and chlorine building utilizing clevis hanger pipe supports when necessary.
- HW piping will run through south wall of the main sewage room requiring two cored penetrations through wall and then turn right to align with existing HW return supply piping in file storage room.
- Danforth will make two more through wall cored penetrations in order to tie into existing HW piping line on the opposite side of the existing ventilation duct in the file storage room. Danforth will tie into existing piping, while keeping existing valve system as part of the new system.
- Danforth will install any elbows, bends, and other fittings where necessary in order to connect to existing system and allow for hot water supply and return system to operate properly.
- After necessary draining and installation of the proposed piping per specification, Danforth will remove the HW supply and return piping that runs down the south wall in the main room below the crane. At these locations Danforth will grout and seal wall and floor penetrations after removal of the existing piping.
- Throughout the project the project team will follow design specifications. All site work will be completed aligned with design specifications throughout demo, site work and clean up.
- The project team will coordinate with plant staff to complete replace all disrupted areas with new asphalt, curbing, sidewalk, slab, and grass areas where disrupted from install new HW supply and return piping.

Site Storage- Piping Material ONLY

Danforth has assumed in our pricing that the county will utilize heated storage onsite for the new Rhinoflex piping, tooling, and fittings being used for the project. Per manufacturer, heated storage and site heaters are necessary if underground piping is being installed in colder weather.

Project Scheduling & Coordination

Danforth has assumed preconstruction planning and schedules will be completed with representatives of the plant in order to provide clear communication throughout the duration of the project. An anticipated schedule has been included with the final price proposal and detailed scope narrative.

Timeline (rough)

| | |
|------------------|------------------------------|
| Proposal Due | 5-Oct |
| Board approval | 9-Oct |
| Contract | 30-Oct |
| Material to site | Nov 1 to 15 |
| Onsite | Nov 1 (possible indoor work) |
| Finish | Dec 31 (8 weeks), 4 men |

Snow Removal

Danforth has confirmed with the County that if winter weather does occur, the county is responsible for any snow removal and plowing the underground piping areas.

Pricing Proposal & Description

The pricing proposal that reflects the project scope has been developed with the county, material that Danforth prepared has been ordered by the county in an effort to prevent material lead-time delays, since the project schedule is critical to be completed prior to the winter months. Danforth has included all pricing via Town of Greece ezIQC program, the anticipated project schedule, sub-contractor information, bond requirements, and project clarifications.

During pre-construction meetings with Saratoga County Sewer District, Danforth had determined there are unknown depths of existing piping and underground utility that does not line up with existing drawings. Danforth has included a separate job order number that is 10% of the final project pricing to represent the allowance for unknowns during excavating. Saratoga County can either accept or deny this as part of the Proposal Package.

Total Price Proposal Amount \$498,082.08

(Please see attached price proposal for complete cost breakdown)

Clarifications

- Supply of any systems or equipment not outlined above;
- Repairs to existing/ remaining systems;
- Structural reinforcing steel work of any kind;
- Controls or control wiring other than listed above; or Integration to building BMS system;
- Premium time;
- Environmental remediation of any kind (i.e. asbestos, lead, mold, etc.)
- Removal of hazardous materials during excavation of existing underground HW piping
- Special insurance;

John W. Danforth Company

Ian O'Brien

Energy Account Executive

C: 518-423-2264 | P: 518-400-1600 ext. 3111

5 Liebech Lane Clifton Park, New York 12065

