



Law & Finance Committee

July 13, 2022 4PM

Chair: Jonathan Schopf

Members:

Phil Barrett- VC
Joe Grasso
John Lant
Jean Raymond
Kevin Tollisen
Matt Veitch

Welcome and Attendance

Approval of the minutes from June 15, 2022

REAL PROPERTY TAX

- Authorizing a tax refund in the Town of Malta for tax parcel (229.4-4-11.1).
(Anna Stanko, Director of Real Property)
BUDGET IMPACT: No Budget Impact. Funds are available in the Department budget.
- Cancelling delinquent taxes in the Town of Halfmoon.
(Andrew Jarosh, County Treasurer)
BUDGET IMPACT: No Budget Impact.

BUILDINGS & GROUNDS

- Authorizing a lease agreement with the Saratoga County Soil and Water Conservation District.
(Chad Cooke, Commissioner of Public Works)
BUDGET IMPACT: No Budget Impact.
- Amending Resolution 103-2022, authorizing acceptance of an Aviation Capital grant from the NYS Department of Transportation.
(Chad Cooke, Commissioner of Public Works)
BUDGET IMPACT: No Budget Impact.

PUBLIC SAFETY

- Authorizing an agreement with the New York State Division of Criminal Justice Services to accept a 2022-2023 District Attorney Salary Aid Program Grant.
(Karen Heggen, District Attorney)
BUDGET IMPACT: No Budget Impact. Funds are included in the department budget.

- Authorizing a tower rental agreement with the Federal Bureau of Investigation for the placement of communications and related equipment on the County's radio communications facility in the Town of Stillwater, and amending the 2022 County budget in relation thereto.
(Carl Zeilman, Director of Emergency Management)
BUDGET IMPACT: The budget will be amended to accept these funds and increase Fund Balance.
- Authorizing a renewal agreement with Mission Critical Partners for maintenance of the Capital District Computer Aided Dispatch E911 and Records Management System.
(Carl Zeilman, Director of Emergency Management)
BUDGET IMPACT: No Budget Impact. Funds are included in the department budget.
- Authorizing a renewal agreement with Central Square for computer-aided dispatch software.
(Carl Zeilman, Director of Emergency Management)
BUDGET IMPACT: No Budget Impact. Funds are included in the department budget.
- Authorizing a contract for police services with the Town of Ballston, amending the 2022 Compensation Schedule under the Sheriff's Department, and amending the 2022 budget in relation thereto.
(Michael Zurlo, County Sheriff)
BUDGET IMPACT: The budget will be amended to accept these funds and authorize the related expenses.
- Authorizing a cooperative agreement with the United States Department of the Navy for the lease of night vision equipment.
(Michael Zurlo, County Sheriff)
BUDGET IMPACT: No Budget Impact. Funds are included in the department budget.
- Authorizing an agreement with Prime Care Medical of NY Inc., Professional Care Medical Practice P.C., and Professional Care Dental Services P.C. for the provision of medical and dental services at the Saratoga County Sheriff's Office Correctional Facility.
(Michael Zurlo, County Sheriff)
BUDGET IMPACT: No Budget Impact. Funds are included in the department budget.
- Authorizing the acceptance of additional state aid from the New York State STOP-DWI Foundation, Inc. for DWI High Visibility Enforcement Campaign (HVEC) patrols and activities, and amending the 2022 budget in relation thereto.
(Michael Zurlo, County Sheriff)
BUDGET IMPACT: The budget will be amended to accept these funds and authorize the related expenses.

PUBLIC WORKS

- Authorizing an amendment to the 2022 Public Works budget in the amount of \$450,000 to address shortages due to rising fuel costs.
(Chad Cooke, Commissioner of Public Works)
BUDGET IMPACT: The budget amendment will require an appropriation from Fund Balance.

- Authorizing a consultant agreement with CHA Consulting, Inc. for professional services associated with the rehabilitation of County Route 49 (West Milton Road) bridge over Kayaderosseras Creek in the Town of Milton.
(Chad Cooke, Commissioner of Public Works)
BUDGET IMPACT: No Budget Impact. Funds are included in the department budget.
- Authorizing a consultant agreement with Greenman-Pedersen, Inc. for professional services associated with the rehabilitation of County Route 33 (Ballard Road) in the Town of Wilton.
(Chad Cooke, Commissioner of Public Works)
BUDGET IMPACT: No Budget Impact. Funds are included in the department budget.

HEALTH & HUMAN SERVICES

- Authorizing the acceptance of Rental Supplement Program funding from the New York State Office of Temporary and Disability Assistance, and amending the 2022 County budget in relation thereto.
(Tina Potter, Commissioner of Social Services)
BUDGET IMPACT: The budget will be amended to accept these funds and authorize the related expenses.
- Authorizing a renewal agreement with Berkshire Farm Center and Services for Youth, Inc. for the operation of the enhanced steppingstones program.
(Tina Potter, Commissioner of Social Services)
BUDGET IMPACT: No Budget Impact. Funds are included in the department budget.
- Authorizing a lease agreement with Joanne Kodogiannis for the short-term lease of a portion of 145 South Broadway in the City of Saratoga Springs also known as 4 Adelphi Street.
(Steve Bulger, County Administrator)
BUDGET IMPACT: No Budget Impact. Funds are included in the department budget.

HUMAN RESOURCES & INSURANCE

- Establishing or revising a standard workday reporting resolution for elected and appointed county officials for retirement purposes.
(Scot Chamberlain, Director of Human Resources)
BUDGET IMPACT: No Budget Impact.

ECONOMIC DEVELOPMENT

- Authorizing acceptance of Federal Funds for the Workforce Innovation and Opportunity Act Program for the 2022-2023 program year, and amending the 2022 County budget in relation thereto.
(Jenniffer McCloskey, WIA Program Director)
BUDGET IMPACT: The budget will be amended to accept these funds and authorize the related expenses.

- Approving the Workforce Development Board budget for the program year 2022-2023 for \$210,000 and authorizing agreements with Warren & Washington Counties.
(Jenniffer McCloskey, WIA Program Director)
BUDGET IMPACT: No Budget Impact. Funds are included in the department budget.

TRAILS & OPEN SPACE

- Amending Resolution 282-2021 to reduce the total project cost of the preservation of the LeClair Preserve in the Town of Corinth.
(Jason Kemper, Director of Planning & Economic Development)
BUDGET IMPACT: No Budget Impact. Funds are included in the department budget.

LAW & FINANCE

- Authorizing a budget transfer from the Department of Aging and Youth Services to STOP DWI.
(Steve Bulger, County Administrator)
BUDGET IMPACT: No Budget Impact.
- Amending Resolution 129-2022, and authorizing an amended agreement with Envision Strategy LLC.
(Steve Bulger, County Administrator)
BUDGET IMPACT: No Budget Impact. Funds are included in the department budget.
- Amending Resolution 2-2022 to modify the date of the September 2022 regular meeting of the Saratoga County Board of Supervisors.
(Therese Connolly, Clerk of the Board)
BUDGET IMPACT: No Budget Impact.
- Establishing a Capital Reserve Fund.
(Steve Bulger, County Administrator)
BUDGET IMPACT: No Budget Impact.
- Establishing a Tax Stabilization Fund.
(Steve Bulger, County Administrator)
BUDGET IMPACT: No Budget Impact.
- Scheduling a public hearing on a proposed lease at the Saratoga County Airport with Prime Group Holdings, LLC for the construction, maintenance, and use of an airplane hangar on County land.
(Chad Cooke, Commissioner of Public Works)
BUDGET IMPACT: No Budget Impact.
- Amending Resolution 216-2022 and authorizing an amended agreement with Casella Organics for sludge hauling services for Saratoga County Sewer District #1's Wastewater Treatment Plant.
(Dan Rourke, Executive Director of Sewer District)
BUDGET IMPACT: No Budget Impact.

- Approving the proposed increase in the maximum estimated cost of proposed upgrades to Saratoga County Sewer District #1's Wastewater Treatment plant to properly treat ammonia and meet new limits proposed by NYSDEC.
 (Dan Rourke, Executive Director of Sewer District)
BUDGET IMPACT: The budget will be amended upon receipt of Bond proceeds and authorize the related expenses.
- A bond resolution authorizing the issuance of an additional \$11,369,202 serial bonds of the County of Saratoga, or so much thereof as may be necessary, to finance the cost of construction of upgrades to ammonia treatment facilities by Saratoga County Sewer District #1.
 (Dan Rourke, Executive Director of Sewer District)
BUDGET IMPACT: The budget will be amended upon receipt of Bond proceeds and authorize the related expenses.
- Authorizing an agreement with Jersen Construction Group LLC for general construction services relating to the Saratoga County Sewer District's Ammonia Removal Project.
 (Dan Rourke, Executive Director of Sewer District)
BUDGET IMPACT: The budget will be amended upon receipt of Bond proceeds and authorize the related expenses.
- Authorizing an agreement with Stilsing Electric, Inc. for electrical work related to the Saratoga County Sewer District's Ammonia Removal Project.
 (Dan Rourke, Executive Director of Sewer District)
BUDGET IMPACT: The budget will be amended upon receipt of Bond proceeds and authorize the related expenses.
- Authorizing an agreement with John W. Danforth Company for work related to the Saratoga County Sewer District's Ammonia Removal Project.
 (Dan Rourke, Executive Director of Sewer District)
BUDGET IMPACT: The budget will be amended upon receipt of Bond proceeds and authorize the related expenses.
- Authorizing an agreement with M. J. Engineering and Land Surveying P.C. for professional construction inspection services related to the Saratoga County Sewer District's Interceptor Rehabilitation Project, and amending the budget in relation thereto.
 (Dan Rourke, Executive Director of Sewer District)
BUDGET IMPACT: Funding will require an appropriation of \$504,800 from Sewer District fund balance.

OTHER BUSINESS

- **Setting agenda for Board Meeting Scheduled For July 19, 2022**

Adjourn

To view the webcast live or once recorded, go to <https://www.saratogacountyny.gov/meetings/2022-meetings/>



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
Stephanie Hodgson, Director of Budget

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

DEPARTMENT: County Administrator



DATE: 7.6.22

COMMITTEE: Law & Finance



RE: Budget Transfer: Moving funds for the Victim Impact Panels to the Stop DWI Program

1. Is a Resolution Required:

Yes, Other

2. Proposed Resolution Title:

Authorizing a Budget Transfer from Aging and Youth Services to STOP DWI

3. Specific Details on what the resolution will authorize:

Authorize the transfer of revenue and expenses related to the Victim Impact Panel program from the Department of Aging and Youth Services to the STOP-DWI Program Budget

This column must be completed prior to submission of the request.

County Attorney's Office
Consulted

4. Is a Budget Amendment needed: YES or NO
 If yes, budget lines and impact must be provided.
 Any budget amendments must have equal and offsetting entries.

County Administrator's Office
 Consulted

Please see attachments for impacted budget lines.
 (Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount
A.76-1660	VIP Fee Revenue	-\$6,875
A.33- 1660	VIP Fee Revenue	\$6,875

Expense

Account Number	Account Name	Amount
A.76.771-8190	Other Professional Srv	-\$5,000
A.33.000-8190	Other Professional Srv	\$5,000

Source of Revenue

Fund Balance	State Aid	Federal Aid	Other

5. Identify Budget Impact:

Other

- a. G/L line impacted See above
- b. Budget year impacted 2022
- c. Details

6. Are there Amendments to the Compensation Schedule?

YES or NO (If yes, provide details)

a. Is a new position being created? Y N

Effective date

Salary and grade

b. Is a new employee being hired? Y N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification? Y N

Is this position currently vacant? Y N

Is this position in the current year compensation plan? Y N

7. Does this item require hiring a Vendors/Contractors: Y N

a. Were bids/proposals solicited: Y N

b. Type of Solicitation

c. Is the vendor/contractor a sole source: Y N

d. If a sole source, appropriate documentation has been submitted and approved by Purchasing Department? Y N N/A

e. Commencement date of contract term:

f. Termination of contract date:

g. Contract renewal and term:

h. Contact information:

i. Is the vendor/contractor an LLC, PLLC or partnership:

j. State of vendor/contractor organization:

k. Is this a renewal agreement: Y N

l. Vendor/Contractor comment/remarks:

Human Resources Consulted

Purchasing Office Consulted

8. Is a grant being accepted: YES or NO

County Administrator's Office Consulted <input checked="" type="checkbox"/>
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- a. Source of grant funding:
- b. Agency granting funds:
- c. Amount of grant:
- d. Purpose grant will be used for:
- e. Equipment and/or services being purchased with the grant:
- f. Time period grant covers:
- g. Amount of county matching funds:
- h. Administrative fee to County:

9. Supporting Documentation:

- Marked-up previous resolution
- No Markup, per consultation with County Attorney
- Program information summary
- Copy of proposal or estimate
- Copy of grant award notification and information
- Other _____

10. Remarks:

Historically, the VIP program has been run out of the Youth Bureau. After the realignment of departments, the Department of Aging and Youth Services has been operating the VIPs. It is the recommendation that the responsibilities related to the VIPs are assigned to the STOP-DWI office. This budget transfer provides necessary access to resources for that reassignment.



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Matt Rose, Management Analyst
Clare Giammusso, County Attorney's Office
Audra Hedden, County Administrator's Office

DEPARTMENT: County Administrator



DATE: 7.6.22

COMMITTEE: Law & Finance



RE: Amending the contract with Envision Strategy, LLC

This column must be completed prior to submission of the request.

1. Is a Resolution Required:

Yes, Contract Amendment

2. Proposed Resolution Title:

Amending an agreement with Envision Strategy, LLC

3. Specific Details on what the resolution will authorize:

This resolution will amend the contract with Envision Strategy to include expenses related to travel, lodging, and necessary filing fees.

County Attorney's Office
Consulted

4. Is a Budget Amendment needed: YES or NO
 If yes, budget lines and impact must be provided.
 Any budget amendments must have equal and offsetting entries.

County Administrator's Office
 Consulted

Please see attachments for impacted budget lines.
 (Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount

Expense

Account Number	Account Name	Amount

Source of Revenue

Fund Balance	State Aid	Federal Aid	Other

5. Identify Budget Impact:

No Budget Impact. Funds are included in the Department Budget

- a. G/L line impacted A.14.000-8190
- b. Budget year impacted 2022
- c. Details

6. Are there Amendments to the Compensation Schedule?

YES or NO (If yes, provide details)

a. Is a new position being created? Y N

Effective date

Salary and grade

b. Is a new employee being hired? Y N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification? Y N

Is this position currently vacant? Y N

Is this position in the current year compensation plan? Y N

Human Resources Consulted

7. Does this item require hiring a Vendors/Contractors: Y N

a. Were bids/proposals solicited: Y N

b. Type of Solicitation

c. Is the vendor/contractor a sole source: Y N

d. If a sole source, appropriate documentation has been submitted and approved by Purchasing Department? Y N N/A

e. Commencement date of contract term:

f. Termination of contract date:

g. Contract renewal and term:

h. Contact information:

i. Is the vendor/contractor an LLC, PLLC or partnership:

j. State of vendor/contractor organization:

k. Is this a renewal agreement: Y N

l. Vendor/Contractor comment/remarks:

Purchasing Office Consulted

8. Is a grant being accepted: YES or NO

County Administrator's Office
Consulted

- a. Source of grant funding:
- b. Agency granting funds:
- c. Amount of grant:
- d. Purpose grant will be used for:
- e. Equipment and/or services being purchased with the grant:
- f. Time period grant covers:
- g. Amount of county matching funds:
- h. Administrative fee to County:

9. Supporting Documentation:

- Marked-up previous resolution
- No Markup, per consultation with County Attorney
- Program information summary
- Copy of proposal or estimate
- Copy of grant award notification and information
- Other _____

10. Remarks:

The Board of Supervisors approved a contract with Envision Strategy via Resolution 129-2022 for grant acquisition services. That contract omitted certain expenses which are generally common practice to include in contracts of these types. The expenses to be added are:

- Travel such as airfare or train tickets
- Lodging
- Filing fees for JCOPE or other necessary government agencies for registration if necessary



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

DEPARTMENT:

DATE:

COMMITTEE:

RE:

1. Is a Resolution Required:
2. Proposed Resolution Title:
3. Specific Details on what the resolution will authorize:

This column must be completed prior to submission of the request.

County Attorney's Office
Consulted ____

4. Is a Budget Amendment needed: YES or NO
 If yes, budget lines and impact must be provided.
 Any budget amendments must have equal and offsetting entries.

County Administrator's Office
 Consulted __

Please see attachments for impacted budget lines.
 (Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount

Expense

Account Number	Account Name	Amount

Source of Revenue

Fund Balance	State Aid	Federal Aid	Other

5. Identify Budget Impact:
- a. G/L line impacted
 - b. Budget year impacted
 - c. Details

6. Are there Amendments to the Compensation Schedule?

YES **or** NO (If yes, provide details)

a. Is a new position being created? Y N

Effective date

Salary and grade

b. Is a new employee being hired? Y N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification? Y N

Is this position currently vacant? Y N

Is this position in the current year compensation plan? Y N

Human Resources Consulted

7. Does this item require hiring a Vendors/Contractors: Y N

a. Were bids/proposals solicited: Y N

b. Type of Solicitation

c. Is the vendor/contractor a sole source: Y N

d. If a sole source, appropriate documentation has been submitted and approved by Purchasing Department? Y N N/A

e. Commencement date of contract term:

f. Termination of contract date:

g. Contract renewal and term:

h. Contact information:

i. Is the vendor/contractor an LLC, PLLC or partnership:

j. State of vendor/contractor organization:

k. Is this a renewal agreement: Y N

l. Vendor/Contractor comment/remarks:

Purchasing Office Consulted

County Administrator's Office
Consulted ____

8. Is a grant being accepted: YES or NO
- a. Source of grant funding:
 - b. Agency granting funds:
 - c. Amount of grant:
 - d. Purpose grant will be used for:
 - e. Equipment and/or services being purchased with the grant:
 - f. Time period grant covers:
 - g. Amount of county matching funds:
 - h. Administrative fee to County:

9. Supporting Documentation:

- Marked-up previous resolution
- No Markup, per consultation with County Attorney
- Program information summary
- Copy of proposal or estimate
- Copy of grant award notification and information
- Other _____

10. Remarks:

7/19/2022



SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION _____ - 2022

Introduced by Law & Finance

AMENDING RESOLUTION 2 OF 2022 ADOPTING A SCHEDULE OF 2022 REGULAR MEETINGS OF THE SARATOGA COUNTY BOARD OF SUPERVISORS

WHEREAS, County Law §153(1) requires that the Board of Supervisors shall hold regular meetings at stated intervals; and

WHEREAS, pursuant to Resolution 2-2022, this Board adopted the Schedule of 2022 Regular Meetings of the Board of Supervisors; and

WHEREAS, the September 2022 meeting of this Board of Supervisors conflicts with the Annual Fall Seminar of the New York State Association of Counties at Buffalo, New York; now, therefore be it

RESOLVED, that the September Meeting of the Saratoga County Board of Supervisors will be held at the Chambers of the Board of Supervisors, 40 McMaster Street, Ballston Spa, New York 12020 on Thursday, September 22, 2022 at 4:00P.M.; and, be it further

RESOLVED, that all other parts of the “Schedule of 2022 Regular Meetings of The Saratoga County Board of Supervisors” effective January 5, 2022 remain unchanged.

BUDGET IMPACT STATEMENT: No budget impact.



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

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Stephanie Hodgson, Director of Budget

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

DEPARTMENT: County Administrator



DATE: 7.6.22

COMMITTEE: Law & Finance



RE: Approving the establishment of certain Reserve Funds

1. Is a Resolution Required:

2. Proposed Resolution Title:

Approving the Establishment of a Capital Reserve Fund and a Tax Stabilization Fund

3. Specific Details on what the resolution will authorize:

Resolution will authorize the establishment of two reserve funds, Capital Reserve Fund and a Tax Stabilization Fund, to be used in accordance with General Municipal Law when necessary and appropriate.

This column must be completed prior to submission of the request.

County Attorney's Office
Consulted

4. Is a Budget Amendment needed: YES or NO
 If yes, budget lines and impact must be provided.
 Any budget amendments must have equal and offsetting entries.

County Administrator's Office
 Consulted

Please see attachments for impacted budget lines.
 (Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount

Expense

Account Number	Account Name	Amount

Source of Revenue

Fund Balance	State Aid	Federal Aid	Other

5. Identify Budget Impact:

No Budget Impact

- a. G/L line impacted
- b. Budget year impacted
- c. Details

Funds will be assigned to the Reserve Funds through the annual budget process.

6. Are there Amendments to the Compensation Schedule?

YES or NO (If yes, provide details)

a. Is a new position being created? Y N

Effective date

Salary and grade

b. Is a new employee being hired? Y N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification? Y N

Is this position currently vacant? Y N

Is this position in the current year compensation plan? Y N

7. Does this item require hiring a Vendors/Contractors: Y N

a. Were bids/proposals solicited: Y N

b. Type of Solicitation

c. Is the vendor/contractor a sole source: Y N

d. If a sole source, appropriate documentation has been submitted and approved by Purchasing Department? Y N N/A

e. Commencement date of contract term:

f. Termination of contract date:

g. Contract renewal and term:

h. Contact information:

i. Is the vendor/contractor an LLC, PLLC or partnership:

j. State of vendor/contractor organization:

k. Is this a renewal agreement: Y N

l. Vendor/Contractor comment/remarks:

Human Resources Consulted

Purchasing Office Consulted

8. Is a grant being accepted: YES or NO

County Administrator's Office Consulted <input type="checkbox"/>

a. Source of grant funding:

b. Agency granting funds:

c. Amount of grant:

d. Purpose grant will be used for:

e. Equipment and/or services being purchased with the grant:

f. Time period grant covers:

g. Amount of county matching funds:

h. Administrative fee to County:

9. Supporting Documentation:

Marked-up previous resolution

No Markup, per consultation with County Attorney

Program information summary

Copy of proposal or estimate

Copy of grant award notification and information

Other _____

10. Remarks:



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

TO: Steve Bulger, County Administrator
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CC: Jason Kemper, Director of Planning and Economic Development
Bridget Rider, Deputy Clerk of the Board
Matt Rose, Management Analyst
Clare Giammusso, County Attorney's Office
Audra Hedden, County Administrator's Office

DEPARTMENT: Sewer District #1

DATE: 7/6/2022

COMMITTEE: Law & Finance

RE: Resolution amending resolution 216-2022 to increase the demurrage fee and include a diesel index price increase

1. Is a Resolution Required:

Yes, Contract Approval

2. Proposed Resolution Title:

Worked with County Attorney on this already.

3. Specific Details on what the resolution will authorize:

This resolution will authorize an amendment to better spell out what was included in the bid specifications for this contract. The demurrage fee in the last resolution was incorrect and needs to increase to \$55/half hour. There was a diesel price increase based on an oil price index included in the bid specifications as well. This amendment further describes this allowable price adjustment per the bid. It is based on a base price of \$3.75

This column must be completed prior to submission of the request.

County Attorney's Office
Consulted

4. Is a Budget Amendment needed: YES or NO
 If yes, budget lines and impact must be provided.
 Any budget amendments must have equal and offsetting entries.

County Administrator's Office
 Consulted

Please see attachments for impacted budget lines.
 (Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount
See attached resolution		

Expense

Account Number	Account Name	Amount

Source of Revenue

Fund Balance	State Aid	Federal Aid	Other
350,000			

5. Identify Budget Impact:

The budget will be amended to accept these funds and authorize the related expenses

- a. G/L line impacted
- b. Budget year impacted
- c. Details

These costs were never budgeted and always anticipated to come out of fund balance because of the nature of the lengthy design process. No one year could be identified on when the money would be needed.

6. Are there Amendments to the Compensation Schedule?

YES or NO (If yes, provide details)

a. Is a new position being created? Y N

Effective date

Salary and grade

b. Is a new employee being hired? Y N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification? Y N

Is this position currently vacant? Y N

Is this position in the current year compensation plan? Y N

7. Does this item require hiring a Vendors/Contractors: Y N

a. Were bids/proposals solicited: Y N

b. Type of Solicitation

c. Is the vendor/contractor a sole source: Y N

d. If a sole source, appropriate documentation has been submitted and approved by Purchasing Department? Y N N/A

e. Commencement date of contract term:

f. Termination of contract date:

g. Contract renewal and term:

h. Contact information:

i. Is the vendor/contractor an LLC, PLLC or partnership:

j. State of vendor/contractor organization:

k. Is this a renewal agreement: Y N

l. Vendor/Contractor comment/remarks:

Human Resources Consulted

Purchasing Office Consulted

8. Is a grant being accepted: YES or NO

County Administrator's Office Consulted <input type="checkbox"/>

- a. Source of grant funding:
- b. Agency granting funds:
- c. Amount of grant:
- d. Purpose grant will be used for:
- e. Equipment and/or services being purchased with the grant:
- f. Time period grant covers:
- g. Amount of county matching funds:
- h. Administrative fee to County:

9. Supporting Documentation:

- Marked-up previous resolution
- No Markup, per consultation with County Attorney
- Program information summary
- Copy of proposal or estimate
- Copy of grant award notification and information
- Other _____

10. Remarks:

Discussion have been had with the County attorney regarding these changes. It was a miss on my part during the review of the resolution. The increase in demurrage costs will equate to less than 0.1% increased contract cost. The diesel increases are unknown at this time as they are based on future indices.



SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION 216 - 2022

Introduced by Law and Finance: Supervisors Schopf, Barrett, Grasso, Lant, Raymond, Tollisen and M. Veitch

AUTHORIZING AN AGREEMENT WITH NEW ENGLAND WASTE SERVICES OF ME, INC. D/B/A CASELLA ORGANICS FOR SLUDGE HAULING FROM SARATOGA COUNTY SEWER DISTRICT NO. 1'S WASTEWATER TREATMENT PLANT, AND AMENDING THE 2022 COUNTY BUDGET IN RELATION THERETO

WHEREAS, pursuant to Resolution 138-2019, this Board authorized an agreement with New England Waste Services of ME, Inc. d/b/a Casella Organics ("Casella Organics") for the removal, transportation and disposal of sludge/biosolids from Saratoga County Sewer District No. 1's ("SCSD") Wastewater Treatment Plant; and

WHEREAS, it is imperative that the Sewer District continue these services for proper plant function at the Wastewater Treatment plant and compliance with Federal Title V air regulations; and

WHEREAS, due to unanticipated cost increases to transport and dispose of biosolids, a transfer from the Sewer District's fund balance in the amount of \$350,000 is necessary to continue the services provided by Casella Organics; and

WHEREAS, our Law and Finance Committee, the Saratoga County Sewer District Commission, and the Sewer District's Executive Director have recommended that the County enter into an agreement with Casella Organics for sludge hauling services from Saratoga County Sewer District No. 1's Wastewater Treatment Plant for the removal, transportation and disposal of sludge/biosolids from the Sewer District's Wastewater Treatment Plant at a cost of \$164.21 per wet ton, plus a demurrage fee of \$40 per half hour for load times greater than 6 hours caused by the Sewer District's maintenance of its belt filter press; now, therefore, be it

RESOLVED, that the Chair of the Board is authorized to execute an agreement with New England Waste Services of ME, Inc. d/b/a Casella Organics of Saco, Maine, for the removal, transportation and disposal of sludge/biosolids from Saratoga County Sewer District No. 1's Wastewater Treatment Plant for a term of one (1) year commencing June 1, 2022 and terminating on May 31, 2023, subject to a one year extension upon the mutual agreement of the County and Casella Organics and the right of either party to terminate the agreement upon ninety (90) days written notice, at a cost of \$164.21 per wet ton, plus a demurrage fee of \$40 per half hour for load times greater than 6 hours caused by the Sewer District's maintenance of its belt filter press; and it is further

RESOLVED, that the form and content of such agreement shall be subject to the approval of the County Attorney; and it is further

RESOLVED, that the 2022 Saratoga County Budget is amended as follows:

SEWER DISTRICT NO. 1:

Appropriations:

Increase Acct.: ES.81.813-8462 Disposal of Waste \$350,000

Revenues:

Increase Acct.: #ES-0599.B Fund Balance \$350,000

; and it is further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: Funding will require an appropriation of \$350,000 from Sewer District fund balance.

June 21, 2022 Regular Meeting

Motion to Adopt by Supervisor Hammond, Seconded by Supervisor Lant

AYES (230267): Eric Connolly (11831), Joseph Grasso (4328), Philip C. Barrett (19014.5), Jonathon Schopf (19014.5), Eric Butler (6500), Diana Edwards (819) Jean Raymond (1333), Michael Smith (3525), Kevin Veitch (8004), Arthur M. Wright (1976), Kevin Tollisen (25662), Mark Hammond (17130), Scott Ostrander (18800), Thomas Richardson (5163), Theodore Kusnierz (16202), Sandra Winney (2075), Thomas N. Wood, III (5808), Tara N. Gaston (14245.5), Matthew E. Veitch (14245.5), Edward D. Kinowski (9022), John Lawler (8208), John Lant (17361)

NOES (0):

ABSENT (5242): Willard H. Peck (5242)



SARATOGA COUNTY SEWER DISTRICT # 1

P.O. Box 550
Telephone (518) 664-7396

Mechanicville, NY 12118
Fax (518) 664-6280

DAN ROURKE, P.E.
EXECUTIVE DIRECTOR

June 14, 2022

TO: County Board of Supervisors, County Administrator
FROM: Dan Rourke, SCSD

RE: Memo with L&F Back-Up for SCSD Items

Hauling Contract - This item is bid every 1-3 years, and our last contract time was up May 31, 2022. We had a bid opening that purchasing initiates and then executes, so they are aware of this contract. We have a fuel surcharge in the bid that will be billed at the time of the hauling, so that is not the driver for the increase. **The biosolids market is highly volatile right now due to landfills not wanting/needing it and the potential unknown regulatory actions on emerging contaminants such as PFOS and PFOA's.** We are competing for space for our biosolids against the entire northeast. This has put the 3rd party biosolids haulers/disposal companies in a very well leveraged spot. If we don't pay the \$164/wet ton, someone else will and we will be left with no place to bring our waste product.

As far as the money side of this, I did talk to Stephanie on funding side of this. I was unaware their needed to be a specific annual budget revenue line that needed to be used. I was under the assumption if increasing Revenues under the Appropriated Fund Balance line ES.0599.M we then just increase the needed expense line as well. Next time I will be sure to include that in the form if that is the way we want to go.

Ammonia Project - The reality is the engineer's estimate was old and the bidding environment for construction projects is not ideal right now. Because we go for grant funding the state agencies make us pass bond resolutions a year+ in advance for our applications - so our cost estimate is old. I think the engineer was light in general - but I didn't think it necessary to get a new cost estimate and revise the bond resolution prior to knowing actual costs. Costs of all materials have increased and contractors are pricing in risk because they don't know when the actual P.O. is going to be cut from the municipalities for the equipment. There is no good mechanism to price in cost increases over time for a municipally bid project, so we are stuck asking the contractor to price it in. There is nothing more specific than this unfortunately to explain the increase costs. **In short - due to accelerated grant funding schedules an old and light engineer's estimate has caused us to be over our borrowing budget.**

The "**good news**" is even with this cost increase our budget is looking good. I budgeted the full \$33.1M as a bond expenditure from SCSD. No grant funding was utilized, and then we received about \$18M. Because of this our capital plan and financial model used to generate potential future rate increases is still conservative, and total **ACTUAL cost to SCSD is approximately \$26M.** Now that actual costs are known I will update the model to reflect this and have a more realistic view of the needed future revenue.

COMMISSIONERS:

WAYNE A. HOWE, CHRMN.

C. DANIEL KEEGAN

FRANK J. BISNETT

COUNSEL:

PAUL HOTALING

KYLE M. FILLION

MICHAEL J. HARTNETT

RICHARD C. DOYLE

YATES SCOTT LANSING

MIKE BUTLER

SARATOGA COUNTY ATTORNEY



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
Stephanie Hodgson, Director of Budget

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

DEPARTMENT: Sewer District #1

DATE: 7/6/2022

COMMITTEE: Law & Finance

RE: Resolution amending the maximum project cost for the proposed Ammonia Removal Project for Saratoga County Sewer District and authorizing a supplemental bond resolution. The maximum project cost has increased from \$33,100,000 to \$44,469,202. The additional bonding amount approved will be \$11,369,202

1. Is a Resolution Required:

Yes, Other

2. Proposed Resolution Title:

Working with Bond Counsel on Title

3. Specific Details on what the resolution will authorize:

This resolution will increase the allowable amount the county can bond for for the ammonia removal project. The increased bond amount is \$44,469,202, higher than the \$33,100,000 originally approved. Please see the memo attached for explanation on the higher amount. The new amount is based on actual bids received. Work is slated to begin in late summer/early fall 2022 once bonds and insurance are finalized. SCSD and the treasurer's office are working with Fiscal advisor's on the letting of the bond to receive the proceeds required to pay the contractors once the work commences.

This column must be completed prior to submission of the request.

County Attorney's Office
Consulted

4. Is a Budget Amendment needed: YES or NO
 If yes, budget lines and impact must be provided.
 Any budget amendments must have equal and offsetting entries.

County Administrator's Office Consulted <input checked="" type="checkbox"/>
--

Please see attachments for impacted budget lines.
 (Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount

Expense

Account Number	Account Name	Amount

Source of Revenue

Fund Balance	State Aid	Federal Aid	Other
			GO Bonds

5. Identify Budget Impact:

Other

- a. G/L line impacted New G/L Account will likely be created for bond proceeds
- b. Budget year impacted
- c. Details

These costs are included in the sewer districts financial model and capital plan. The bond resolution is to be voted on this month as well.

6. Are there Amendments to the Compensation Schedule?

YES or NO (If yes, provide details)

a. Is a new position being created? Y N

Effective date

Salary and grade

b. Is a new employee being hired? Y N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification? Y N

Is this position currently vacant? Y N

Is this position in the current year compensation plan? Y N

Human Resources Consulted

7. Does this item require hiring a Vendors/Contractors: Y N

a. Were bids/proposals solicited: Y N

b. Type of Solicitation

c. Is the vendor/contractor a sole source: Y N

d. If a sole source, appropriate documentation has been submitted and approved by Purchasing Department? Y N N/A

e. Commencement date of contract term: TBD

f. Termination of contract date:

g. Contract renewal and term:

h. Contact information:

i. Is the vendor/contractor an LLC, PLLC or partnership:

j. State of vendor/contractor organization:

k. Is this a renewal agreement: Y N

l. Vendor/Contractor comment/remarks:

Purchasing Office Consulted

8. Is a grant being accepted: YES or NO

County Administrator's Office Consulted <input type="checkbox"/>

- a. Source of grant funding:
- b. Agency granting funds:
- c. Amount of grant:
- d. Purpose grant will be used for:
- e. Equipment and/or services being purchased with the grant:
- f. Time period grant covers:
- g. Amount of county matching funds:
- h. Administrative fee to County:

9. Supporting Documentation:

- Marked-up previous resolution
- No Markup, per consultation with County Attorney
- Program information summary
- Copy of proposal or estimate
- Copy of grant award notification and information
- Other _____

10. Remarks:

This project is related to our NYSDEC Order on Consent, past bond resolution attached.



SARATOGA COUNTY SEWER DISTRICT # 1

P.O. Box 550
Telephone (518) 664-7396

Mechanicville, NY 12118
Fax (518) 664-6280

DAN ROURKE, P.E.
EXECUTIVE DIRECTOR

June 14, 2022

TO: County Board of Supervisors, County Administrator
FROM: Dan Rourke, SCSD

RE: Memo with L&F Back-Up for SCSD Items

Hauling Contract - This item is bid every 1-3 years, and our last contract time was up May 31, 2022. We had a bid opening that purchasing initiates and then executes, so they are aware of this contract. We have a fuel surcharge in the bid that will be billed at the time of the hauling, so that is not the driver for the increase. **The biosolids market is highly volatile right now due to landfills not wanting/needing it and the potential unknown regulatory actions on emerging contaminants such as PFOS and PFOA's.** We are competing for space for our biosolids against the entire northeast. This has put the 3rd party biosolids haulers/disposal companies in a very well leveraged spot. If we don't pay the \$164/wet ton, someone else will and we will be left with no place to bring our waste product.

As far as the money side of this, I did talk to Stephanie on funding side of this. I was unaware their needed to be a specific annual budget revenue line that needed to be used. I was under the assumption if increasing Revenues under the Appropriated Fund Balance line ES.0599.M we then just increase the needed expense line as well. Next time I will be sure to include that in the form if that is the way we want to go.

Ammonia Project - The reality is the engineer's estimate was old and the bidding environment for construction projects is not ideal right now. Because we go for grant funding the state agencies make us pass bond resolutions a year+ in advance for our applications - so our cost estimate is old. I think the engineer was light in general - but I didn't think it necessary to get a new cost estimate and revise the bond resolution prior to knowing actual costs. Costs of all materials have increased and contractors are pricing in risk because they don't know when the actual P.O. is going to be cut from the municipalities for the equipment. There is no good mechanism to price in cost increases over time for a municipally bid project, so we are stuck asking the contractor to price it in. There is nothing more specific than this unfortunately to explain the increase costs. **In short - due to accelerated grant funding schedules an old and light engineer's estimate has caused us to be over our borrowing budget.**

The "**good news**" is even with this cost increase our budget is looking good. I budgeted the full \$33.1M as a bond expenditure from SCSD. No grant funding was utilized, and then we received about \$18M. Because of this our capital plan and financial model used to generate potential future rate increases is still conservative, and total **ACTUAL cost to SCSD is approximately \$26M.** Now that actual costs are known I will update the model to reflect this and have a more realistic view of the needed future revenue.

COMMISSIONERS:

WAYNE A. HOWE, CHRMN.

C. DANIEL KEEGAN

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COUNSEL:

PAUL HOTALING

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RICHARD C. DOYLE

YATES SCOTT LANSING

MIKE BUTLER

SARATOGA COUNTY ATTORNEY

8/17/21



SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION 240 - 2021

Introduced by Supervisors Schopf, Barrett, Grasso, Tollisen, Veitch, Winney and Wood

BOND RESOLUTION AUTHORIZING THE ISSUANCE OF \$33,100,000 BONDS OF THE COUNTY OF SARATOGA, OR SO MUCH THEREOF AS MAY BE NECESSARY, TO FINANCE THE COST OF CONSTRUCTION OF UPGRADES TO AMMONIA TREATMENT FACILITIES BY SARATOGA COUNTY SEWER DISTRICT NO. 1; STATING THE ESTIMATED MAXIMUM COST THEREOF IS \$33,100,000, STATING THE PLAN OF FINANCING; PROVIDING FOR A TAX TO PAY THE PRINCIPAL OF AND INTEREST ON SAID BONDS; AND PROVIDING FOR REIMBURSEMENT BY SARATOGA COUNTY SEWER DISTRICT NO. 1 TO SAID COUNTY

WHEREAS, pursuant to proceedings had and taken in accordance with the provisions of Article 5A of the County Law and more particularly Resolution 239-2021 of this Board of Supervisors, an increase and improvement of facilities of Saratoga County Sewer District No. 1 (the District”), upgrades to aeration blowers, upgrades to aeration diffusers, construction of two aeration basins, electrical upgrades and a new chemical storage and feed facility (collectively referred to hereinafter as the “Ammonia Treatment Project”) has been approved at a total estimated maximum cost of \$33,100,000 to the County of Saratoga and the District; now therefore be it

RESOLVED BY THE BOARD OF SUPERVISORS OF THE COUNTY OF SARATOGA, NEW YORK (by the affirmative vote of not less than two thirds of the voting strength of said Board), AS FOLLOWS:

Section 1. The County of Saratoga, New York (herein called “County”), is hereby authorized to undertake the reconstruction of the Saratoga County Sewer District No. 1 sewer system to upgrade ammonia treatment facilities, including upgrades to aeration blowers, upgrades to aeration diffusers, construction of two aeration basins, electrical upgrades and a new chemical storage and feed facility, acquisition of land or rights in land and acquisition of original furnishings, equipment, machinery or apparatus required in connection therewith, at a maximum estimated cost of \$33,100,000. The plan of financing shall consist of the issuance of not to exceed \$33,100,000 aggregate principal amount of bonds of the County authorized to be issued pursuant to this resolution. Any federal or state grant funds received by the County for the specific objects or purposes described in this resolution shall be applied to pay the principal of and interest on the bonds or any bond anticipation notes issued in anticipation of the bonds or, to the extent obligations shall not have been issued under this resolution, to reduce the maximum principal amount to be borrowed for such specific objects or purposes.

Section 2. Bonds of the County in the principal amount of \$33,100,000, or so much thereof as may be necessary, are hereby authorized to be issued pursuant to the provisions of the Local Finance Law, constituting Chapter 33-a of the Consolidated Laws of the State of New York (herein called the "Law") to finance the County's total estimated cost.

Section 3. The period of probable usefulness for the specific object or purpose for which said \$33,100,000 bonds herein authorized are to be issued, within the limitations of §11.00 a. 4 of the Law, is forty (40) years.

Section 4. Current funds are not required to be provided as a down payment prior to the issuance of the bonds authorized herein, or any bond anticipation notes issued in anticipation thereof, pursuant to Section 107.00 d. 3. of said Law.

Section 5. The County intends to finance, and the County Treasurer is hereby authorized to advance such amounts as are necessary to pay the costs of said improvements, prior to the issuance of the bonds or bond anticipation notes herein authorized, out of any available funds of the County on an interim basis, which respective amounts are reasonably expected to be reimbursed with the proceeds of debt to be incurred by the County pursuant to this Resolution, in the respective maximum amounts of bonds herein authorized. This Resolution is a declaration of official intent adopted pursuant to the requirements of Treasury Regulation Section 1.150-2.

Section 6. Subject to the provisions of this Resolution and of the Law, and pursuant to the provisions of §21.00 relative to the issuance of bonds having substantially level or declining annual debt service, §30.00 relative to the authorization of the issuance of bond anticipation notes or the renewals thereof, and of §§50.00, 56.00 to 60.00 and 168.00 of said Law, the powers and duties of the Board of Supervisors relative to authorizing the issuance of any notes in anticipation of the sale of the respective amounts of bonds herein authorized, or the renewals thereof, relative to providing for substantially level or declining annual debt service, relative to prescribing the terms, form and contents and as to the sale and issuance of the respective amounts of bonds herein authorized, and of any notes issued in anticipation of the sale of said bonds or the renewals of said notes, and relative to executing agreements for credit enhancement, are hereby delegated to the County Treasurer, as the chief fiscal officer of the County.

Section 7. Each of the bonds authorized by this Resolution and any bond anticipation notes issued in anticipation of the sale thereof shall contain the recital of validity prescribed by §52.00 of said Local Finance Law and said bonds and any notes issued in anticipation of said bonds shall be general obligations of the County of Saratoga. The faith and credit of the County are hereby irrevocably pledged to the punctual payment of the principal of and interest on said bonds and any notes issued in anticipation of the sale of said bonds or the renewals of said notes. An annual appropriation shall be made in each year sufficient to pay the principal of and interest on such obligations becoming due and payable in such year. There shall annually be assessed and levied upon the real property of users connected to the District's sewer system, in accordance with the District's annual scale of charges for the collection, conveyance, treatment and disposal of sewage and wastewater from public corporations, improvement districts, commercial and industrial users and individuals, as such scale of charges currently exists and as

it will be amended and adopted on an annual basis, an amount sufficient to pay the principal of and interest on such obligations as the same become due and payable, but if not paid from such source, all the taxable real property in the County shall be subject to the levy of ad valorem taxes without limitation as to rate or amount sufficient to pay the principal and interest on such obligations when due.

Section 8. The validity of the bonds authorized by this Resolution and of any notes issued in anticipation of the sale of said bonds, may be contested only if:

- (a) such obligations are authorized for an object or purpose for which the County is not authorized to expend money, or
- (b) the provisions of law which should be complied with at the date of the publication of this Resolution are not substantially complied with, and an action, suit or proceeding contesting such validity, is commenced within twenty days after the date of such publication, or
- (c) such obligations are authorized in violation of the provisions of the Constitution.

Section 9. The Clerk of the Board of Supervisors is hereby directed to publish the foregoing bond resolution, in summary, in "*The Saratogian*;" "*Saratoga Today*;" "*The Post Star*;" and in "*The Daily Gazette*", newspapers having a general circulation in said County and hereby designated the official newspapers of said County for such publication, together with a notice in substantially the form prescribed in Section 81.00 of the Local Finance Law of the State of New York.

Section 10. The County Board of Supervisors hereby determines that the provisions of the State Environmental Quality Review Act and the regulations thereunder have previously been satisfied with respect to the Project authorized by this resolution.

Section 11. This Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: None. This project will be entirely underwritten by the Sewer District.



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
Stephanie Hodgson, Director of Budget

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

DEPARTMENT: Sewer District #1

DATE: 7/6/2022

COMMITTEE: Law & Finance

RE: Resolution amending the maximum project cost for the proposed Ammonia Removal Project for Saratoga County Sewer District. The maximum project cost has increased from \$33,100,000 to \$44,469,202. The new maximum project cost is based on actual bids received.

1. Is a Resolution Required:

Yes, Other

2. Proposed Resolution Title:

Working with Bond Counsel on Title

3. Specific Details on what the resolution will authorize:

This resolution amend the maximum project cost for the ammonia removal project. the public hearing at the L&F meeting has to do with this resolution. Letting the public know the project has increased in cost from \$33,100,000 to \$44,469,202. Please see the memo attached for an explanation on the cost increases. Bond counsel has sent over a draft resolution already to the county attorney's office. Please see previous resolution attached as well.

This column must be completed prior to submission of the request.

County Attorney's Office
Consulted

4. Is a Budget Amendment needed: YES or NO
 If yes, budget lines and impact must be provided.
 Any budget amendments must have equal and offsetting entries.

County Administrator's Office
 Consulted

Please see attachments for impacted budget lines.
 (Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount

Expense

Account Number	Account Name	Amount

Source of Revenue

Fund Balance	State Aid	Federal Aid	Other
			GO Bonds

5. Identify Budget Impact:

Other

- a. G/L line impacted New G/L Account will likely be created for bond proceeds
- b. Budget year impacted
- c. Details

These costs are included in the sewer districts financial model and capital plan. The bond resolution is to be voted on this month as well.

6. Are there Amendments to the Compensation Schedule?

YES or NO (If yes, provide details)

a. Is a new position being created? Y N

Effective date

Salary and grade

b. Is a new employee being hired? Y N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification? Y N

Is this position currently vacant? Y N

Is this position in the current year compensation plan? Y N

Human Resources Consulted

7. Does this item require hiring a Vendors/Contractors: Y N

a. Were bids/proposals solicited: Y N

b. Type of Solicitation

c. Is the vendor/contractor a sole source: Y N

d. If a sole source, appropriate documentation has been submitted and approved by Purchasing Department? Y N N/A

e. Commencement date of contract term: TBD

f. Termination of contract date:

g. Contract renewal and term:

h. Contact information:

i. Is the vendor/contractor an LLC, PLLC or partnership:

j. State of vendor/contractor organization:

k. Is this a renewal agreement: Y N

l. Vendor/Contractor comment/remarks:

Purchasing Office Consulted

8. Is a grant being accepted: YES or NO

County Administrator's Office Consulted <input type="checkbox"/>

a. Source of grant funding:

b. Agency granting funds:

c. Amount of grant:

d. Purpose grant will be used for:

e. Equipment and/or services being purchased with the grant:

f. Time period grant covers:

g. Amount of county matching funds:

h. Administrative fee to County:

9. Supporting Documentation:

- Marked-up previous resolution
- No Markup, per consultation with County Attorney
- Program information summary
- Copy of proposal or estimate
- Copy of grant award notification and information
- Other Copy of Engineer's recommendation letter.

10. Remarks:

This project is related to our NYSDEC Order on Consent.

8/17/21



SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION 239 - 2021

Introduced by Supervisors Schopf, Barrett, Grasso, Tollisen, Veitch, Winney and Wood

APPROVING THE PROPOSED CONSTRUCTION UPGRADES TO SARATOGA COUNTY SEWER DISTRICT NO. 1'S WASTEWATER TREATMENT PLANT TO PROPERLY TREAT AMMONIA AND MEET NEW LIMITS PROPOSED BY NYSDEC

WHEREAS, by proceedings heretofore duly had and taken pursuant to Article 5-A of the County Law, the Board of Supervisors of Saratoga County, New York, established a county sewer district designated and known as Saratoga County Sewer District No. 1, in said County (the "District"); and

WHEREAS, Saratoga County Sewer District No. 1 operates pursuant to the terms and conditions of a State Pollution Discharge Elimination System (SPDES) Permit issued and regulated by the Department of Environmental Conservation (DEC); and

WHEREAS, the Sewer District's SPDES Permit contains limits on the discharge of various pollutants and requirements for the measurement of said pollutants and the reporting of said measurements; and

WHEREAS, Saratoga County Sewer District No. 1 resolved violations of its SPDES permit by entering into administrative consent order with the DEC approved by Board Resolution 226-2019, and with the United States Environmental Protection Agency (USEPA) by Board Resolution 39-2020 and both consent orders called for Saratoga County Sewer District No. 1 to upgrade its existing facilities and properly treat ammonia; and

WHEREAS, the annual net cost to the typical property in said District as a result of such costs has been estimated to be \$5.08; and

WHEREAS, the proposed construction includes upgrades to the aeration blowers, upgrades to aeration diffusers, construction of two aeration basins, electrical upgrades and a new chemical storage and feed facility (collectively referred to hereinafter as the "Ammonia Treatment Project"); and

WHEREAS, the annual net cost to the typical property in said District as a result of such costs has been estimated to be \$5.08; and

WHEREAS, pursuant to Resolution 215-2021, this Board set a time for the holding of a public hearing on said increase and improvement of facilities in accordance with the project and estimate of cost; and

WHEREAS, said public hearing was duly held at the Chambers of the Saratoga County Board of Supervisors, 40 McMaster Street, in the Village of Ballston Spa, New York, in Saratoga County, on August 17, 2021, at 3:40 p.m.; and

WHEREAS, notice of said public hearing was duly published and filed in the manner provided by law and proof thereof was submitted to said Board of Supervisors; and

WHEREAS, it would appear that the construction of said sewer facility improvements would be in the best interests of the people of the County of Saratoga residing within the boundaries of Saratoga County Sewer District No. 1; now, therefore be it

RESOLVED, that this Board hereby determines that the construction of said sewer facility improvements constitutes a "Type II Action" pursuant to the State Environmental Quality Review Act (SEQRA) and no further SEQRA review is required; and it is further

RESOLVED, that upon the evidence given at the aforesaid public hearing, it is hereby found and determined that it is in the public interests of the people of the County of Saratoga residing within the boundaries of the District to proceed with the expenditure for the District's cost for construction of said sewer facility improvements, all as more fully described in the preambles hereof, and such increase and improvement of facilities is hereby authorized at a maximum estimated cost of \$33,100,000; and be it further

RESOLVED, the expense of said increase and improvement of facilities shall be financed by the issuance of bonds in an amount not to exceed \$33,100,000 of said County and the costs of said increase and improvement of facilities, including payment of principal of and interest on said bonds, shall be apportioned in accordance with the Sewer District's annual scale of charges for the collection, conveyance, treatment and disposal of sewage and wastewater from public corporations, improvement districts, commercial and industrial users and individuals, as such scale of charges currently exists and will be amended and adopted on an annual basis, with the expectation that any funds received by the District from NYS grants shall be used to pay a part of the cost of the project or to pay debt service on bonds issued to finance the project or shall be budgeted as an offset to such assessments to be levied and collected; and be it further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No Budget Impact.



SARATOGA COUNTY SEWER DISTRICT # 1

P.O. Box 550
Telephone (518) 664-7396

Mechanicville, NY 12118
Fax (518) 664-6280

DAN ROURKE, P.E.
EXECUTIVE DIRECTOR

June 14, 2022

TO: County Board of Supervisors, County Administrator
FROM: Dan Rourke, SCSD

RE: Memo with L&F Back-Up for SCSD Items

Hauling Contract - This item is bid every 1-3 years, and our last contract time was up May 31, 2022. We had a bid opening that purchasing initiates and then executes, so they are aware of this contract. We have a fuel surcharge in the bid that will be billed at the time of the hauling, so that is not the driver for the increase. **The biosolids market is highly volatile right now due to landfills not wanting/needing it and the potential unknown regulatory actions on emerging contaminants such as PFOS and PFOA's.** We are competing for space for our biosolids against the entire northeast. This has put the 3rd party biosolids haulers/disposal companies in a very well leveraged spot. If we don't pay the \$164/wet ton, someone else will and we will be left with no place to bring our waste product.

As far as the money side of this, I did talk to Stephanie on funding side of this. I was unaware their needed to be a specific annual budget revenue line that needed to be used. I was under the assumption if increasing Revenues under the Appropriated Fund Balance line ES.0599.M we then just increase the needed expense line as well . Next time I will be sure to include that in the form if that is the way we want to go.

Ammonia Project - The reality is the engineer's estimate was old and the bidding environment for construction projects is not ideal right now. Because we go for grant funding the state agencies make us pass bond resolutions a year+ in advance for our applications - so our cost estimate is old. I think the engineer was light in general - but I didn't think it necessary to get a new cost estimate and revise the bond resolution prior to knowing actual costs. Costs of all materials have increased and contractors are pricing in risk because they don't know when the actual P.O. is going to be cut from the municipalities for the equipment. There is no good mechanism to price in cost increases over time for a municipally bid project, so we are stuck asking the contractor to price it in. There is nothing more specific than this unfortunately to explain the increase costs. **In short - due to accelerated grant funding schedules an old and light engineer's estimate has caused us to be over our borrowing budget.**

The "**good news**" is even with this cost increase our budget is looking good. I budgeted the full \$33.1M as a bond expenditure from SCSD. No grant funding was utilized, and then we received about \$18M. Because of this our capital plan and financial model used to generate potential future rate increases is still conservative, and total **ACTUAL cost to SCSD is approximately \$26M.** Now that actual costs are know I will update the model to reflect this and have a more realistic view of the needed future revenue.

COMMISSIONERS:

WAYNE A. HOWE, CHRMN.

C. DANIEL KEEGAN

FRANK J. BISNETT

COUNSEL:

PAUL HOTALING

KYLE M. FILLION

MICHAEL J. HARTNETT

RICHARD C. DOYLE

YATES SCOTT LANSING

MIKE BUTLER

SARATOGA COUNTY ATTORNEY



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
Stephanie Hodgson, Director of Budget

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

DEPARTMENT: Sewer District #1

DATE: 7/6/2022

COMMITTEE: Law & Finance

RE: Resolution awarding a contract for general construction to Jersen Construction Group LLC and authorizing an agreement with said company for work relating to the Saratoga County Sewer District's Ammonia Removal Project. Total contract amount is \$35,251,000. They were the lowest responsible bidder of 5 bids received. This contract will be funded with general obligations bonds approved by resolution at this meeting.

1. Is a Resolution Required:

Yes, Contract Approval

2. Proposed Resolution Title:

Resolution awarding to Jersen Construction for bid 21-SDWTPARP-1G for general construction in an amount not to exceed \$35,251,000

3. Specific Details on what the resolution will authorize:

This resolution award the low bid to Jersen Construction and authorize a contract be executed as stated above. This work is related to our NYSDEC Order on Consent and has a required finish deadline of December 31, 2024. Jersen provided a draft schedule with the bid as required, and showed that they can complete the necessary work by the above date.

This column must be completed prior to submission of the request.

County Attorney's Office
Consulted

4. Is a Budget Amendment needed: YES or NO
 If yes, budget lines and impact must be provided.
 Any budget amendments must have equal and offsetting entries.

County Administrator's Office
 Consulted

Please see attachments for impacted budget lines.
 (Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount

Expense

Account Number	Account Name	Amount

Source of Revenue

Fund Balance	State Aid	Federal Aid	Other
			GO Bonds

5. Identify Budget Impact:

Other

- a. G/L line impacted New G/L Account will likely be created for bond proceeds
- b. Budget year impacted
- c. Details

These costs are included in the sewer districts financial model and capital plan. The bond resolution is to be voted on this month as well.

6. Are there Amendments to the Compensation Schedule?

YES or NO (If yes, provide details)

a. Is a new position being created? Y N

Effective date

Salary and grade

b. Is a new employee being hired? Y N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification? Y N

Is this position currently vacant? Y N

Is this position in the current year compensation plan? Y N

Human Resources Consulted

7. Does this item require hiring a Vendors/Contractors: Y N

a. Were bids/proposals solicited: Y N

b. Type of Solicitation **BID**

c. Is the vendor/contractor a sole source: Y N

d. If a sole source, appropriate documentation has been submitted and approved by Purchasing Department? Y N N/A

e. Commencement date of contract term: **TBD**

f. Termination of contract date:

g. Contract renewal and term:

h. Contact information: **Kenneth J Jersen 6 Industry Drive Waterford NY 12188 (518) 233-0600**

i. Is the vendor/contractor an LLC, PLLC or partnership: **LLC**

j. State of vendor/contractor organization: **NY**

k. Is this a renewal agreement: Y N

l. Vendor/Contractor comment/remarks:

Purchasing Office Consulted

8. Is a grant being accepted: YES or NO

County Administrator's Office Consulted <input type="checkbox"/>

- a. Source of grant funding:
- b. Agency granting funds:
- c. Amount of grant:
- d. Purpose grant will be used for:
- e. Equipment and/or services being purchased with the grant:
- f. Time period grant covers:
- g. Amount of county matching funds:
- h. Administrative fee to County:

9. Supporting Documentation:

- Marked-up previous resolution
- No Markup, per consultation with County Attorney
- Program information summary
- Copy of proposal or estimate
- Copy of grant award notification and information
- Other Copy of Engineer's recommendation letter.

10. Remarks:

Copy of engineers recommendation letter is attached. Bids have been reviewed and all documentation is in order.



July 6, 2022

Mr. Daniel Rourke
Executive Director
Saratoga County Sewer District
1002 Hudson River Rd
Mechanicville, NY 12118

Re: Wastewater Treatment Plant Ammonia Removal Project
Contract No. 21-SDWTPARP-1G – General Construction
Contract No. 21-SDWTPARP-1E – Electrical Construction
Contract No. 21-SDWTPARP-1M – Mechanical Construction
Recommendation of Award

File: 404.002.001

Dear Mr. Rourke:

Barton & Loguidice, D.P.C. (B&L) has reviewed the bids submitted for the above referenced project and the bid tabulation is attached for your review.

General Construction Contract

Five (5) bids were submitted for Contract No. 21-SDWTPARP-1G – General Construction. Based on our review of the bid submitted and qualifications of the low bidder, B&L recommends the award for Contract No. 21-SDWTPARP-1G – General Construction to Jersen Construction Group LLC, Corp. in the amount of \$35,251,000.00.

Electrical Construction Contract

Three (3) bids were submitted for Contract No. 21-SDWTPARP-1E – Electrical Construction. Based on our review of the bid submitted and qualifications of the low bidder, B&L recommends the award for Contract No. 21-SDWTPARP-1E – Electrical Construction to Stilsing Electric, Inc. in the amount of \$8,406,202.00.

Mechanical Construction Contract

One (1) bid was submitted for Contract No. 21-SDWTPARP-1M – Mechanical Construction. Based on our review of the bid submitted and qualifications of the low bidder, B&L recommends



the award for Contract No. 21-SDWTPARP-1M – Mechanical Construction to John W. Danforth Company in the amount of \$473,000.00.

Please call should you have any questions.

Very truly yours,

BARTON & LOGUIDICE, D.P.C.

A handwritten signature in blue ink that reads "Karen W. Clark". The signature is written in a cursive, flowing style.

Karen W. Clark, P.E.
Senior Associate

Enclosure



The following is an official tabulation of the bids as compiled at the bid opening:

Item No.	Description	Quantity	Unit	Coppola Services, Inc.		Jersey Construction Group, LLC		Jett Industries, Inc.		Kubricky Construction, Corp.		W.M. Schultz Construction, Inc.	
				Unit Price	Cost	Unit Price	Cost	Unit Price	Cost	Unit Price	Cost	Unit Price	Cost
1	Lump Sum General Construction	1	LS	\$ 38,976,890	\$ 38,976,890	\$ 34,702,125	\$ 34,702,125	\$ 46,071,500	\$ 46,071,500	\$ 38,381,500	\$ 38,381,500	\$ 45,815,000	\$ 45,815,000
2	Concrete Expansion Joint Repair	500	LF	\$ 45.00	\$ 22,500	\$ 13.75	\$ 6,875.00	\$ 250.00	\$ 125,000	\$ 82.00	\$ 41,000	\$ 16.00	\$ 8,000
3	Excavation/Backfill of Unsuitable Material	100	CY	\$ 280.00	\$ 28,000	\$ 60.00	\$ 6,000.00	\$ 150.00	\$ 15,000	\$ 50.00	\$ 5,000	\$ 83.00	\$ 8,300
4	Rock Excavation/Backfill	150	CY	\$ 350.00	\$ 52,500	\$ 240.00	\$ 36,000.00	\$ 250.00	\$ 37,500	\$ 150.00	\$ 22,500	\$ 150.00	\$ 22,500
5	Contingency Allowance	1	LS	\$ 500,000.00	\$ 500,000	\$ 500,000.00	\$ 500,000.00	\$ 500,000.00	\$ 500,000	\$ 500,000.00	\$ 500,000	\$ 500,000.00	\$ 500,000
TOTAL BASE BID (ITEMS 1-5)				\$	39,579,890.00	\$	35,251,000.00	\$	46,749,000.00	\$	38,950,000.00	\$	46,353,800.00
00310	FORM OF BID			✓		✓		✓		✓		✓	
	ADDENDUM ACKNOWLEDGED			✓		✓		✓		✓		✓	
	CONSTRUCTION SCHEDULE			✓		✓		✓		✓		✓	
00430	BID BOND			✓		✓		✓		✓		✓	
	%			5%		5%		5%		5%		5%	
00440	NON-COLLUSIVE BIDDING CERTIFICATION			✓		✓		✓		✓		✓	
00450	CONTRACTOR QUALIFICATION STATEMENT			✓		✓		✓		✓		✓	
00460	CONTRACTOR REFERENCE SHEET			✓		✓		✓		✓		✓	
00470	CORPORATE BID RESOLUTION			✓		✓		✓		✓		✓	
00480	CERTIFICATION OF COMPLIANCE WITH IRAN DIVESTMENT ACT			✓		✓		✓		✓		✓	
00490	CERTIFICATION OF COMPLIANCE FOR THE PREVENTION OF SEXUAL HARASSMENT			✓		✓		✓		✓		✓	
00540	INDEMNITY AND INSURANCE AGREEMENT			✓		✓		✓		✓		✓	

N.I. = Not Included

SARATOGA COUNTY SEWER DISTRICT NO.1
 WASTEWATER TREATMENT PLANT AMMONIA REMOVAL PROJECT
 CONTRACT NO. 21-SDWTPARP-1E - ELECTRICAL CONSTRUCTION
 B&L PROJECT NO.: 404.002.001
 BID OPENING: JUNE 2, 2022, 11:00 AM
 BID TABULATION



The following is an official tabulation of the bids as compiled at the bid opening:

Item No.	Description	Quantity	Unit	Gross Electric, Inc.		O'Connell Electric Company		Stillsing Electric, Inc.	
				Unit Price	Cost	Unit Price	Cost	Unit Price	Cost
1	Lump Sum Electrical Construction	1	LS	\$ 8,294,000	\$ 8,294,000	\$ 8,604,000	\$ 8,604,000	\$ 8,231,202	\$ 8,231,202
2	Construction Allowance	1	LS	\$ 175,000	\$ 175,000	\$ 175,000	\$ 175,000	\$ 175,000	\$ 175,000
TOTAL BASE BID (ITEMS 1-2)				\$	8,469,000.00	\$	8,779,000.00	\$	8,406,202.00
00310	FORM OF BID			✓		✓		✓	
	ADDENDUM ACKNOWLEDGED			✓		✓		✓	
	CONSTRUCTION SCHEDULE			N.I.		N.I.		✓	
00430	BID BOND			✓		✓		✓	
	%			5%		5%		5%	
00440	NON-COLLUSIVE BIDDING CERTIFICATION			✓		✓		✓	
00450	CONTRACTOR QUALIFICATION STATEMENT			✓		✓		✓	
00460	CONTRACTOR REFERENCE SHEET			✓		✓		✓	
00470	CORPORATE BID RESOLUTION CERTIFICATION OF COMPLIANCE WITH IRAN DIVESTMENT ACT			✓		✓		✓	
00480	CERTIFICATION OF COMPLIANCE WITH IRAN DIVESTMENT ACT			✓		✓		✓	
00490	CERTIFICATION OF COMPLIANCE FOR THE PREVENTION OF SEXUAL HARASSMENT			✓		✓		✓	
00540	INDEMNITY AND INSURANCE AGREEMENT			✓		✓		✓	

N.I. = Not Included

SARATOGA COUNTY SEWER DISTRICT NO.1
 WASTEWATER TREATMENT PLANT AMMONIA REMOVAL PROJECT
 CONTRACT NO. 21-SDWTPARP-1M - MECHANICAL CONSTRUCTION
 B&L PROJECT NO.: 404.002.001
 BID OPENING: JUNE 2, 2022, 11:00 AM
 BID TABULATION



The following is an official tabulation of the bids as compiled at the bid opening:

Item No.	Description	Quantity	Unit	John W. Danforth Company	
				Unit Price	Cost
1	Lump Sum HVAC Construction	1	LS	\$ 423,000	\$ 423,000
2	Construction Allowance	1	LS	\$ 50,000	\$ 50,000
TOTAL BASE BID (ITEMS 1-2)				\$	473,000.00
00310	FORM OF BID				✓
	ADDENDUM ACKNOWLEDGED				✓
00430	BID BOND				N.I.
	%				5%
00440	NON-COLLUSIVE BIDDING CERTIFICATION				✓
00450	CONTRACTOR QUALIFICATION STATEMENT				✓
00460	CONTRACTOR REFERENCE SHEET				✓
00470	CORPORATE BID RESOLUTION				✓
00480	CERTIFICATION OF COMPLIANCE WITH IRAN DIVESTMENT ACT				✓
00490	CERTIFICATION OF COMPLIANCE FOR THE PREVENTION OF SEXUAL HARASSMENT				✓
00540	INDEMNITY AND INSURANCE AGREEMENT				✓
00550	ACKNOWLEDGEMENT OF CONTRACTOR				✓

N.I. = Not Included

SARATOGA COUNTY SEWER DISTRICT NO.1
 WASTEWATER TREATMENT PLANT AMMONIA REMOVAL PROJECT
 CONTRACT NO. 21-SDWTPARP-1P - PLUMBING CONSTRUCTION
 B&L PROJECT NO.: 404.002.001
 BID OPENING: JUNE 2, 2022, 11:00 AM
 BID TABULATION



The following is an official tabulation of the bids as compiled at the bid opening:

Item No.	Description	Quantity	Unit	W.M. Schultz Construction, Inc.	
				Unit Price	Cost
1	Lump Sum Plumbing Construction	1	LS	\$ 324,000	\$ 324,000
2	Construction Allowance	1	LS	\$ 15,000	\$ 15,000
TOTAL BASE BID (ITEMS 1-2)					
00310	FORM OF BID				✓
	ADDENDUM ACKNOWLEDGED				✓
00430	BID BOND				✓
	%			5%	
00440	NON-COLLUSIVE BIDDING CERTIFICATION				✓
00450	CONTRACTOR QUALIFICATION STATEMENT				✓
00460	CONTRACTOR REFERENCE SHEET				✓
00470	CORPORATE BID RESOLUTION CERTIFICATION OF COMPLIANCE WITH IRAN DIVESTMENT ACT				✓
00480	CERTIFICATION OF COMPLIANCE WITH IRAN DIVESTMENT ACT				✓
00490	CERTIFICATION OF COMPLIANCE FOR THE PREVENTION OF SEXUAL HARASSMENT				✓
00540	INDEMNITY AND INSURANCE AGREEMENT				✓

N.I. = Not Included



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
Stephanie Hodgson, Director of Budget

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

DEPARTMENT: Sewer District #1

DATE: 7/6/2022

COMMITTEE: Law & Finance

RE: Resolution awarding a contract for Electrical construction to Stilsing Electric, Inc. and authorizing an agreement with said company for work relating to the Saratoga County Sewer District's Ammonia Removal Project. Total contract amount is \$8,406,202.00. They were the lowest responsible bidder of 3 bids received. This contract will be funded with general obligations bonds approved by resolution at this meeting.

1. Is a Resolution Required:

Yes, Contract Approval

2. Proposed Resolution Title:

Resolution awarding to Stilsing Electric, Inc for bid 21-SDWTPARP-1E for general construction in an amount not to exceed \$8,406,202

3. Specific Details on what the resolution will authorize:

This resolution award the low bid to Stilsing Electric and authorize a contract be executed as stated above. This work is related to our NYSDEC Order on Consent and has a required finish deadline of December 31, 2024. Stilsing provided a draft schedule with the bid as required, and showed that they can complete the necessary work by the above date.

This column must be completed prior to submission of the request.

County Attorney's Office
Consulted

4. Is a Budget Amendment needed: YES or NO
 If yes, budget lines and impact must be provided.
 Any budget amendments must have equal and offsetting entries.

County Administrator's Office
 Consulted

Please see attachments for impacted budget lines.
 (Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount

Expense

Account Number	Account Name	Amount

Source of Revenue

Fund Balance	State Aid	Federal Aid	Other
			GO Bonds

5. Identify Budget Impact:

Other

- a. G/L line impacted New G/L Account will likely be created for bond proceeds
- b. Budget year impacted
- c. Details

These costs are included in the sewer districts financial model and capital plan. The bond resolution is to be voted on this month as well.

6. Are there Amendments to the Compensation Schedule?

YES or NO (If yes, provide details)

a. Is a new position being created? Y N

Effective date

Salary and grade

b. Is a new employee being hired? Y N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification? Y N

Is this position currently vacant? Y N

Is this position in the current year compensation plan? Y N

Human Resources Consulted

7. Does this item require hiring a Vendors/Contractors: Y N

a. Were bids/proposals solicited: Y N

b. Type of Solicitation **BID**

c. Is the vendor/contractor a sole source: Y N

d. If a sole source, appropriate documentation has been submitted and approved by Purchasing Department? Y N N/A

e. Commencement date of contract term: **TBD**

f. Termination of contract date:

g. Contract renewal and term:

h. Contact information: **Kathy Stilsing 500 South Street Rensselaer NY 12144 (518) 463-4451**

i. Is the vendor/contractor an LLC, PLLC or partnership: **Inc. (LLC)**

j. State of vendor/contractor organization: **NY**

k. Is this a renewal agreement: Y N

l. Vendor/Contractor comment/remarks:

Purchasing Office Consulted

8. Is a grant being accepted: YES or NO

County Administrator's Office Consulted <input type="checkbox"/>

a. Source of grant funding:

b. Agency granting funds:

c. Amount of grant:

d. Purpose grant will be used for:

e. Equipment and/or services being purchased with the grant:

f. Time period grant covers:

g. Amount of county matching funds:

h. Administrative fee to County:

9. Supporting Documentation:

- Marked-up previous resolution
- No Markup, per consultation with County Attorney
- Program information summary
- Copy of proposal or estimate
- Copy of grant award notification and information
- Other Copy of Engineer's recommendation letter.

10. Remarks:

Copy of engineers recommendation letter is attached. Bids have been reviewed and all documentation is in order.



July 6, 2022

Mr. Daniel Rourke
Executive Director
Saratoga County Sewer District
1002 Hudson River Rd
Mechanicville, NY 12118

Re: Wastewater Treatment Plant Ammonia Removal Project
Contract No. 21-SDWTPARP-1G – General Construction
Contract No. 21-SDWTPARP-1E – Electrical Construction
Contract No. 21-SDWTPARP-1M – Mechanical Construction
Recommendation of Award

File: 404.002.001

Dear Mr. Rourke:

Barton & Loguidice, D.P.C. (B&L) has reviewed the bids submitted for the above referenced project and the bid tabulation is attached for your review.

General Construction Contract

Five (5) bids were submitted for Contract No. 21-SDWTPARP-1G – General Construction. Based on our review of the bid submitted and qualifications of the low bidder, B&L recommends the award for Contract No. 21-SDWTPARP-1G – General Construction to Jersen Construction Group LLC, Corp. in the amount of \$35,251,000.00.

Electrical Construction Contract

Three (3) bids were submitted for Contract No. 21-SDWTPARP-1E – Electrical Construction. Based on our review of the bid submitted and qualifications of the low bidder, B&L recommends the award for Contract No. 21-SDWTPARP-1E – Electrical Construction to Stilsing Electric, Inc. in the amount of \$8,406,202.00.

Mechanical Construction Contract

One (1) bid was submitted for Contract No. 21-SDWTPARP-1M – Mechanical Construction. Based on our review of the bid submitted and qualifications of the low bidder, B&L recommends



the award for Contract No. 21-SDWTPARP-1M – Mechanical Construction to John W. Danforth Company in the amount of \$473,000.00.

Please call should you have any questions.

Very truly yours,

BARTON & LOGUIDICE, D.P.C.

A handwritten signature in blue ink that reads "Karen W. Clark". The signature is written in a cursive, flowing style.

Karen W. Clark, P.E.
Senior Associate

Enclosure



The following is an official tabulation of the bids as compiled at the bid opening:

Item No.	Description	Quantity	Unit	Coppola Services, Inc.		Jersey Construction Group, LLC		Jett Industries, Inc.		Kubricky Construction, Corp.		W.M. Schultz Construction, Inc.	
				Unit Price	Cost	Unit Price	Cost	Unit Price	Cost	Unit Price	Cost	Unit Price	Cost
1	Lump Sum General Construction	1	LS	\$ 38,976,890	\$ 38,976,890	\$ 34,702,125	\$ 34,702,125	\$ 46,071,500	\$ 46,071,500	\$ 38,381,500	\$ 38,381,500	\$ 45,815,000	\$ 45,815,000
2	Concrete Expansion Joint Repair	500	LF	\$ 45.00	\$ 22,500	\$ 13.75	\$ 6,875.00	\$ 250.00	\$ 125,000	\$ 82.00	\$ 41,000	\$ 16.00	\$ 8,000
3	Excavation/Backfill of Unsuitable Material	100	CY	\$ 280.00	\$ 28,000	\$ 60.00	\$ 6,000.00	\$ 150.00	\$ 15,000	\$ 50.00	\$ 5,000	\$ 83.00	\$ 8,300
4	Rock Excavation/Backfill	150	CY	\$ 350.00	\$ 52,500	\$ 240.00	\$ 36,000.00	\$ 250.00	\$ 37,500	\$ 150.00	\$ 22,500	\$ 150.00	\$ 22,500
5	Contingency Allowance	1	LS	\$ 500,000.00	\$ 500,000	\$ 500,000.00	\$ 500,000.00	\$ 500,000.00	\$ 500,000	\$ 500,000.00	\$ 500,000	\$ 500,000.00	\$ 500,000
TOTAL BASE BID (ITEMS 1-5)				\$	39,579,890.00	\$	35,251,000.00	\$	46,749,000.00	\$	38,950,000.00	\$	46,353,800.00
00310	FORM OF BID			✓		✓		✓		✓		✓	
	ADDENDUM ACKNOWLEDGED			✓		✓		✓		✓		✓	
	CONSTRUCTION SCHEDULE			✓		✓		✓		✓		✓	
00430	BID BOND			✓		✓		✓		✓		✓	
	%			5%		5%		5%		5%		5%	
00440	NON-COLLUSIVE BIDDING CERTIFICATION			✓		✓		✓		✓		✓	
00450	CONTRACTOR QUALIFICATION STATEMENT			✓		✓		✓		✓		✓	
00460	CONTRACTOR REFERENCE SHEET			✓		✓		✓		✓		✓	
00470	CORPORATE BID RESOLUTION			✓		✓		✓		✓		✓	
00480	CERTIFICATION OF COMPLIANCE WITH IRAN DIVESTMENT ACT			✓		✓		✓		✓		✓	
00490	CERTIFICATION OF COMPLIANCE FOR THE PREVENTION OF SEXUAL HARASSMENT			✓		✓		✓		✓		✓	
00540	INDEMNITY AND INSURANCE AGREEMENT			✓		✓		✓		✓		✓	

SARATOGA COUNTY SEWER DISTRICT NO.1
 WASTEWATER TREATMENT PLANT AMMONIA REMOVAL PROJECT
 CONTRACT NO. 21-SDWTPARP-1E - ELECTRICAL CONSTRUCTION
 B&L PROJECT NO.: 404.002.001
 BID OPENING: JUNE 2, 2022, 11:00 AM
 BID TABULATION



The following is an official tabulation of the bids as compiled at the bid opening:

Item No.	Description	Quantity	Unit	Gross Electric, Inc.		O'Connell Electric Company		Stillsing Electric, Inc.	
				Unit Price	Cost	Unit Price	Cost	Unit Price	Cost
1	Lump Sum Electrical Construction	1	LS	\$ 8,294,000	\$ 8,294,000	\$ 8,604,000	\$ 8,604,000	\$ 8,231,202	\$ 8,231,202
2	Construction Allowance	1	LS	\$ 175,000	\$ 175,000	\$ 175,000	\$ 175,000	\$ 175,000	\$ 175,000
TOTAL BASE BID (ITEMS 1-2)				\$	8,469,000.00	\$	8,779,000.00	\$	8,406,202.00
00310	FORM OF BID			✓		✓		✓	
	ADDENDUM ACKNOWLEDGED			✓		✓		✓	
	CONSTRUCTION SCHEDULE			N.I.		N.I.		✓	
00430	BID BOND			✓		✓		✓	
	%			5%		5%		5%	
00440	NON-COLLUSIVE BIDDING CERTIFICATION			✓		✓		✓	
00450	CONTRACTOR QUALIFICATION STATEMENT			✓		✓		✓	
00460	CONTRACTOR REFERENCE SHEET			✓		✓		✓	
00470	CORPORATE BID RESOLUTION CERTIFICATION OF COMPLIANCE WITH IRAN DIVESTMENT ACT			✓		✓		✓	
00480	CERTIFICATION OF COMPLIANCE WITH IRAN DIVESTMENT ACT			✓		✓		✓	
00490	CERTIFICATION OF COMPLIANCE FOR THE PREVENTION OF SEXUAL HARASSMENT			✓		✓		✓	
00540	INDEMNITY AND INSURANCE AGREEMENT			✓		✓		✓	

N.I. = Not Included

SARATOGA COUNTY SEWER DISTRICT NO.1
 WASTEWATER TREATMENT PLANT AMMONIA REMOVAL PROJECT
 CONTRACT NO. 21-SDWTPARP-1M - MECHANICAL CONSTRUCTION
 B&L PROJECT NO.: 404.002.001
 BID OPENING: JUNE 2, 2022, 11:00 AM
 BID TABULATION



The following is an official tabulation of the bids as compiled at the bid opening:

Item No.	Description	Quantity	Unit	John W. Danforth Company	
				Unit Price	Cost
1	Lump Sum HVAC Construction	1	LS	\$ 423,000	\$ 423,000
2	Construction Allowance	1	LS	\$ 50,000	\$ 50,000
TOTAL BASE BID (ITEMS 1-2)				\$	473,000.00
00310	FORM OF BID				✓
	ADDENDUM ACKNOWLEDGED				✓
00430	BID BOND				N.I.
	%				5%
00440	NON-COLLUSIVE BIDDING CERTIFICATION				✓
00450	CONTRACTOR QUALIFICATION STATEMENT				✓
00460	CONTRACTOR REFERENCE SHEET				✓
00470	CORPORATE BID RESOLUTION				✓
00480	CERTIFICATION OF COMPLIANCE WITH IRAN DIVESTMENT ACT				✓
00490	CERTIFICATION OF COMPLIANCE FOR THE PREVENTION OF SEXUAL HARASSMENT				✓
00540	INDEMNITY AND INSURANCE AGREEMENT				✓
00550	ACKNOWLEDGEMENT OF CONTRACTOR				✓

N.I. = Not Included

SARATOGA COUNTY SEWER DISTRICT NO.1
 WASTEWATER TREATMENT PLANT AMMONIA REMOVAL PROJECT
 CONTRACT NO. 21-SDWTPARP-1P - PLUMBING CONSTRUCTION
 B&L PROJECT NO.: 404.002.001
 BID OPENING: JUNE 2, 2022, 11:00 AM
 BID TABULATION



The following is an official tabulation of the bids as compiled at the bid opening:

Item No.	Description	Quantity	Unit	W.M. Schultz Construction, Inc.	
				Unit Price	Cost
1	Lump Sum Plumbing Construction	1	LS	\$ 324,000	\$ 324,000
2	Construction Allowance	1	LS	\$ 15,000	\$ 15,000
TOTAL BASE BID (ITEMS 1-2)					
				\$	339,000.00
00310	FORM OF BID				✓
	ADDENDUM ACKNOWLEDGED				✓
00430	BID BOND				✓
	%				5%
00440	NON-COLLUSIVE BIDDING CERTIFICATION				✓
00450	CONTRACTOR QUALIFICATION STATEMENT				✓
00460	CONTRACTOR REFERENCE SHEET				✓
00470	CORPORATE BID RESOLUTION CERTIFICATION OF				✓
00480	COMPLIANCE WITH IRAN DIVESTMENT ACT				✓
00490	CERTIFICATION OF COMPLIANCE FOR THE PREVENTION OF SEXUAL HARASSMENT				✓
00540	INDEMNITY AND INSURANCE AGREEMENT				✓

N.I. = Not Included



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
Stephanie Hodgson, Director of Budget

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

DEPARTMENT: Sewer District #1

DATE: 7/6/2022

COMMITTEE: Law & Finance

RE: Resolution awarding a contract for Mechanical Construction construction to John W. Danforth Company. and authorizing an agreement with said company for work relating to the Saratoga County Sewer District's Ammonia Removal Project. Total contract amount is \$473,000. They were the only bid received. This contract will be funded with general obligations bonds approved by resolution at this meeting.

1. Is a Resolution Required:

Yes, Contract Approval

2. Proposed Resolution Title:

Resolution awarding to John W. Danforth Company for bid 21-SDWTPARP-1M for general construction in an amount not to exceed \$473,000

3. Specific Details on what the resolution will authorize:

This resolution award the low (and only) bid to J.W. Danforth and authorize a contract be executed as stated above. This work is related to our NYSDEC Order on Consent and has a required finish deadline of December 31, 2024. This portion of the work is not schedule dependent.

This column must be completed prior to submission of the request.

County Attorney's Office
Consulted

4. Is a Budget Amendment needed: YES or NO
 If yes, budget lines and impact must be provided.
 Any budget amendments must have equal and offsetting entries.

County Administrator's Office
 Consulted

Please see attachments for impacted budget lines.
 (Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount

Expense

Account Number	Account Name	Amount

Source of Revenue

Fund Balance	State Aid	Federal Aid	Other
			GO Bonds

5. Identify Budget Impact:

Other

- a. G/L line impacted New G/L Account will likely be created for bond proceeds
- b. Budget year impacted
- c. Details

These costs are included in the sewer districts financial model and capital plan. The bond resolution is to be voted on this month as well.

6. Are there Amendments to the Compensation Schedule?

YES or NO (If yes, provide details)

a. Is a new position being created? Y N

Effective date

Salary and grade

b. Is a new employee being hired? Y N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification? Y N

Is this position currently vacant? Y N

Is this position in the current year compensation plan? Y N

7. Does this item require hiring a Vendors/Contractors: Y N

a. Were bids/proposals solicited: Y N

b. Type of Solicitation **BID**

c. Is the vendor/contractor a sole source: Y N

d. If a sole source, appropriate documentation has been submitted and approved by Purchasing Department? Y N N/A

e. Commencement date of contract term: **TBD**

f. Termination of contract date:

g. Contract renewal and term:

h. Contact information: **Wendy Glauber General Counsel 300 Colvin Woods Parkway
Tonawanda New York 14150 (716) 832-1940**

i. Is the vendor/contractor an LLC, PLLC or partnership: **Inc.**

j. State of vendor/contractor organization: **NY**

k. Is this a renewal agreement: Y N

l. Vendor/Contractor comment/remarks:

They also have an office and fabrication facility in Halfmoon

Human Resources Consulted

Purchasing Office Consulted

8. Is a grant being accepted: YES or NO

County Administrator's Office
Consulted

a. Source of grant funding:

b. Agency granting funds:

c. Amount of grant:

d. Purpose grant will be used for:

e. Equipment and/or services being purchased with the grant:

f. Time period grant covers:

g. Amount of county matching funds:

h. Administrative fee to County:

9. Supporting Documentation:

Marked-up previous resolution

No Markup, per consultation with County Attorney

Program information summary

Copy of proposal or estimate

Copy of grant award notification and information

Other Copy of Engineer's recommendation letter.

10. Remarks:

Copy of engineers recommendation letter is attached. Bids have been reviewed and all documentation is in order.



July 6, 2022

Mr. Daniel Rourke
Executive Director
Saratoga County Sewer District
1002 Hudson River Rd
Mechanicville, NY 12118

Re: Wastewater Treatment Plant Ammonia Removal Project
Contract No. 21-SDWTPARP-1G – General Construction
Contract No. 21-SDWTPARP-1E – Electrical Construction
Contract No. 21-SDWTPARP-1M – Mechanical Construction
Recommendation of Award

File: 404.002.001

Dear Mr. Rourke:

Barton & Loguidice, D.P.C. (B&L) has reviewed the bids submitted for the above referenced project and the bid tabulation is attached for your review.

General Construction Contract

Five (5) bids were submitted for Contract No. 21-SDWTPARP-1G – General Construction. Based on our review of the bid submitted and qualifications of the low bidder, B&L recommends the award for Contract No. 21-SDWTPARP-1G – General Construction to Jersen Construction Group LLC, Corp. in the amount of \$35,251,000.00.

Electrical Construction Contract

Three (3) bids were submitted for Contract No. 21-SDWTPARP-1E – Electrical Construction. Based on our review of the bid submitted and qualifications of the low bidder, B&L recommends the award for Contract No. 21-SDWTPARP-1E – Electrical Construction to Stilsing Electric, Inc. in the amount of \$8,406,202.00.

Mechanical Construction Contract

One (1) bid was submitted for Contract No. 21-SDWTPARP-1M – Mechanical Construction. Based on our review of the bid submitted and qualifications of the low bidder, B&L recommends



the award for Contract No. 21-SDWTPARP-1M – Mechanical Construction to John W. Danforth Company in the amount of \$473,000.00.

Please call should you have any questions.

Very truly yours,

BARTON & LOGUIDICE, D.P.C.

A handwritten signature in blue ink that reads "Karen W. Clark". The signature is written in a cursive, flowing style.

Karen W. Clark, P.E.
Senior Associate

Enclosure



The following is an official tabulation of the bids as compiled at the bid opening:

Item No.	Description	Quantity	Unit	Coppola Services, Inc.		Jersey Construction Group, LLC		Jett Industries, Inc.		Kubricky Construction, Corp.		W.M. Schultz Construction, Inc.	
				Unit Price	Cost	Unit Price	Cost	Unit Price	Cost	Unit Price	Cost	Unit Price	Cost
1	Lump Sum General Construction	1	LS	\$ 38,976,890	\$ 38,976,890	\$ 34,702,125	\$ 34,702,125	\$ 46,071,500	\$ 46,071,500	\$ 38,381,500	\$ 38,381,500	\$ 45,815,000	\$ 45,815,000
2	Concrete Expansion Joint Repair	500	LF	\$ 45.00	\$ 22,500	\$ 13.75	\$ 6,875.00	\$ 250.00	\$ 125,000	\$ 82.00	\$ 41,000	\$ 16.00	\$ 8,000
3	Excavation/Backfill of Unsuitable Material	100	CY	\$ 280.00	\$ 28,000	\$ 60.00	\$ 6,000.00	\$ 150.00	\$ 15,000	\$ 50.00	\$ 5,000	\$ 83.00	\$ 8,300
4	Rock Excavation/Backfill	150	CY	\$ 350.00	\$ 52,500	\$ 240.00	\$ 36,000.00	\$ 250.00	\$ 37,500	\$ 150.00	\$ 22,500	\$ 150.00	\$ 22,500
5	Contingency Allowance	1	LS	\$ 500,000.00	\$ 500,000	\$ 500,000.00	\$ 500,000.00	\$ 500,000.00	\$ 500,000	\$ 500,000.00	\$ 500,000	\$ 500,000.00	\$ 500,000
TOTAL BASE BID (ITEMS 1-5)				\$	39,579,890.00	\$	35,251,000.00	\$	46,749,000.00	\$	38,950,000.00	\$	46,353,800.00
00310	FORM OF BID			✓		✓		✓		✓		✓	
	ADDENDUM ACKNOWLEDGED			✓		✓		✓		✓		✓	
	CONSTRUCTION SCHEDULE			✓		✓		✓		✓		✓	
00430	BID BOND			✓		✓		✓		✓		✓	
	%			5%		5%		5%		5%		5%	
00440	NON-COLLUSIVE BIDDING CERTIFICATION			✓		✓		✓		✓		✓	
00450	CONTRACTOR QUALIFICATION STATEMENT			✓		✓		✓		✓		✓	
00460	CONTRACTOR REFERENCE SHEET			✓		✓		✓		✓		✓	
00470	CORPORATE BID RESOLUTION			✓		✓		✓		✓		✓	
00480	CERTIFICATION OF COMPLIANCE WITH IRAN DIVESTMENT ACT			✓		✓		✓		✓		✓	
00490	CERTIFICATION OF COMPLIANCE FOR THE PREVENTION OF SEXUAL HARASSMENT			✓		✓		✓		✓		✓	
00540	INDEMNITY AND INSURANCE AGREEMENT			✓		✓		✓		✓		✓	

SARATOGA COUNTY SEWER DISTRICT NO.1
 WASTEWATER TREATMENT PLANT AMMONIA REMOVAL PROJECT
 CONTRACT NO. 21-SDWTPARP-1E - ELECTRICAL CONSTRUCTION
 B&L PROJECT NO.: 404.002.001
 BID OPENING: JUNE 2, 2022, 11:00 AM
 BID TABULATION



The following is an official tabulation of the bids as compiled at the bid opening:

Item No.	Description	Quantity	Unit	Gross Electric, Inc.		O'Connell Electric Company		Stillsing Electric, Inc.	
				Unit Price	Cost	Unit Price	Cost	Unit Price	Cost
1	Lump Sum Electrical Construction	1	LS	\$ 8,294,000	\$ 8,294,000	\$ 8,604,000	\$ 8,604,000	\$ 8,231,202	\$ 8,231,202
2	Construction Allowance	1	LS	\$ 175,000	\$ 175,000	\$ 175,000	\$ 175,000	\$ 175,000	\$ 175,000
TOTAL BASE BID (ITEMS 1-2)				\$	8,469,000.00	\$	8,779,000.00	\$	8,406,202.00
00310	FORM OF BID			✓		✓		✓	
	ADDENDUM ACKNOWLEDGED			✓		✓		✓	
	CONSTRUCTION SCHEDULE			N.I.		N.I.		✓	
00430	BID BOND			✓		✓		✓	
	%			5%		5%		5%	
00440	NON-COLLUSIVE BIDDING CERTIFICATION			✓		✓		✓	
00450	CONTRACTOR QUALIFICATION STATEMENT			✓		✓		✓	
00460	CONTRACTOR REFERENCE SHEET			✓		✓		✓	
00470	CORPORATE BID RESOLUTION CERTIFICATION OF COMPLIANCE WITH IRAN DIVESTMENT ACT			✓		✓		✓	
00480	CERTIFICATION OF COMPLIANCE WITH IRAN DIVESTMENT ACT			✓		✓		✓	
00490	CERTIFICATION OF COMPLIANCE FOR THE PREVENTION OF SEXUAL HARASSMENT			✓		✓		✓	
00540	INDEMNITY AND INSURANCE AGREEMENT			✓		✓		✓	

N.I. = Not Included

SARATOGA COUNTY SEWER DISTRICT NO.1
 WASTEWATER TREATMENT PLANT AMMONIA REMOVAL PROJECT
 CONTRACT NO. 21-SDWTPARP-1M - MECHANICAL CONSTRUCTION
 B&L PROJECT NO.: 404.002.001
 BID OPENING: JUNE 2, 2022, 11:00 AM
 BID TABULATION



The following is an official tabulation of the bids as compiled at the bid opening:

Item No.	Description	Quantity	Unit	John W. Danforth Company	
				Unit Price	Cost
1	Lump Sum HVAC Construction	1	LS	\$ 423,000	\$ 423,000
2	Construction Allowance	1	LS	\$ 50,000	\$ 50,000
TOTAL BASE BID (ITEMS 1-2)				\$	473,000.00
00310	FORM OF BID				✓
	ADDENDUM ACKNOWLEDGED				✓
00430	BID BOND				N.I.
	%				5%
00440	NON-COLLUSIVE BIDDING CERTIFICATION				✓
00450	CONTRACTOR QUALIFICATION STATEMENT				✓
00460	CONTRACTOR REFERENCE SHEET				✓
00470	CORPORATE BID RESOLUTION				✓
00480	CERTIFICATION OF COMPLIANCE WITH IRAN DIVESTMENT ACT				✓
00490	CERTIFICATION OF COMPLIANCE FOR THE PREVENTION OF SEXUAL HARASSMENT				✓
00540	INDEMNITY AND INSURANCE AGREEMENT				✓
00550	ACKNOWLEDGEMENT OF CONTRACTOR				✓

N.I. = Not Included

SARATOGA COUNTY SEWER DISTRICT NO.1
 WASTEWATER TREATMENT PLANT AMMONIA REMOVAL PROJECT
 CONTRACT NO. 21-SDWTPARP-1P - PLUMBING CONSTRUCTION
 B&L PROJECT NO.: 404.002.001
 BID OPENING: JUNE 2, 2022, 11:00 AM
 BID TABULATION



The following is an official tabulation of the bids as compiled at the bid opening:

Item No.	Description	Quantity	Unit	W.M. Schultz Construction, Inc.	
				Unit Price	Cost
1	Lump Sum Plumbing Construction	1	LS	\$ 324,000	\$ 324,000
2	Construction Allowance	1	LS	\$ 15,000	\$ 15,000
TOTAL BASE BID (ITEMS 1-2)					
00310	FORM OF BID				✓
	ADDENDUM ACKNOWLEDGED				✓
00430	BID BOND				✓
	%			5%	
00440	NON-COLLUSIVE BIDDING CERTIFICATION				✓
00450	CONTRACTOR QUALIFICATION STATEMENT				✓
00460	CONTRACTOR REFERENCE SHEET				✓
00470	CORPORATE BID RESOLUTION CERTIFICATION OF				✓
00480	COMPLIANCE WITH IRAN DIVESTMENT ACT				✓
00490	CERTIFICATION OF COMPLIANCE FOR THE PREVENTION OF SEXUAL HARASSMENT				✓
00540	INDEMNITY AND INSURANCE AGREEMENT				✓

N.I. = Not Included



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
Stephanie Hodgson, Director of Budget

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

DEPARTMENT: Sewer District #1

DATE: 7/6/2022

COMMITTEE: Law & Finance

RE: Resolution authorizing an agreement with MJ Engineering and Land Surveying P.C. for inspection services related to the Sewer Districts Interceptor Rehabilitation Project. Total Contract Cost is \$504,800.

1. Is a Resolution Required:

Yes, Contract Approval

2. Proposed Resolution Title:

Authorizing and agreement with MJ Engineering and Land Surveying P.C for inspection work related to SCSD's Interceptor Sewer rehab project in an amount not to exceed 504,800 and amend

3. Specific Details on what the resolution will authorize:

This resolution will authorize an agreement with MJ Engineering and Land Surveying P.S. of Clifton Park to provide professional inspection and construction administration services of the Sewer Districts Interceptor Rehabilitation Project at a cost of . This work was put out as a RFP. MJ provides the best value as they have a competitive price, and were the design engineer on the project. We have spent multiple years designing this large scale project, and worked directly with all of the municipalities that are going to be effected by the work. Because of this and their intimate knowledge of the design. MJ provides the best value for the work. We requested pricing based on 2800 hours of inspection at a NICET level III and 500 at NICET level IV. They were \$115/hour and \$125/hour respectively. There was \$114,500 in construction administration.

This column must be completed prior to submission of the request.

County Attorney's Office
Consulted

4. Is a Budget Amendment needed: YES or NO
 If yes, budget lines and impact must be provided.
 Any budget amendments must have equal and offsetting entries.

County Administrator's Office
 Consulted

Please see attachments for impacted budget lines.
 (Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount
ES.0599.B	Appropriated Fund Balance	\$504,800

Expense

Account Number	Account Name	Amount
ES.81.812-7098	Prof Srv for Cap Prup	\$504,800

Source of Revenue

Fund Balance	State Aid	Federal Aid	Other
\$504,800			

5. Identify Budget Impact:

The budget will be amended to accept these funds and authorize the related expenses

- a. G/L line impacted ES.81.812-7098
- b. Budget year impacted 2022
- c. Details

These costs were never budgeted and always anticipated to come out of fund balance because of the nature of the lengthy design process. No one year could be identified on when the money would be needed.

6. Are there Amendments to the Compensation Schedule?

YES or NO (If yes, provide details)

a. Is a new position being created? Y N

Effective date

Salary and grade

b. Is a new employee being hired? Y N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification? Y N

Is this position currently vacant? Y N

Is this position in the current year compensation plan? Y N

Human Resources Consulted

7. Does this item require hiring a Vendors/Contractors: Y N

a. Were bids/proposals solicited: Y N

b. Type of Solicitation RFP

c. Is the vendor/contractor a sole source: Y N

d. If a sole source, appropriate documentation has been submitted and approved by Purchasing Department? Y N N/A

e. Commencement date of contract term: **ASAP**

f. Termination of contract date: **TBD**

g. Contract renewal and term:

h. Contact information: **MJ Engineering and Land Surveying P.S. 1533 Crescent Road
Clifton Park 12065 Michael Panichelli President**

i. Is the vendor/contractor an LLC, PLLC or partnership:

j. State of vendor/contractor organization:

k. Is this a renewal agreement: Y N

l. Vendor/Contractor comment/remarks:

Purchasing Office Consulted

County Administrator's Office
Consulted

8. Is a grant being accepted: YES or NO
- a. Source of grant funding:
 - b. Agency granting funds:
 - c. Amount of grant:
 - d. Purpose grant will be used for:
 - e. Equipment and/or services being purchased with the grant:
 - f. Time period grant covers:
 - g. Amount of county matching funds:
 - h. Administrative fee to County:

9. Supporting Documentation:

- Marked-up previous resolution
- No Markup, per consultation with County Attorney
- Program information summary
- Copy of proposal or estimate
- Copy of grant award notification and information
- Other _____

10. Remarks:

One other valid proposal was received, and was \$346,500. Their main inspector was only billing at \$80/hour and because the firm didn't have the necessary experience in design with the municipalities we felt it made sense to go with MJ Engineering instead at a higher cost. I think due to complexity the end price would eventually be higher than the \$346,500 because they don't have the detailed knowledge

This budget adjustment would reduce our fund balance to \$19,909,234

COST PROPOSAL

SARATOGA COUNTY SEWER DISTRICT #1

INTERCEPTOR REHABILITATION CONSTRUCTION ADMINISTRATION AND INSPECTION

PROJECT: 22-SDIRAI-1

DELIVERABLES	FEE PROPOSED:
Task 1: Bid Phase Assistance ¹	\$5,800
Task 2: Construction Administration Services	\$114,500
TASK 1-2 SUBTOTAL (Lump Sum)	\$120,300

Based on anticipated 6-week bid period

Task 3A: Construction Inspection Services ²	\$322,000
Task 3B: Construction Inspection Services – NYSDOT ROW ³	\$62,500
TASK 3 SUBTOTAL (NTE)	\$384,500

Based on 2800 hours at an hourly rate of \$115/hr for a NICET Level III inspector

Based on 500 hours at an hourly rate of \$125/hr for a NICET Level IV inspector; qualified for inspection in NYSDOT ROW

TOTAL FEE	\$504,800
------------------	------------------

COST PROPOSAL

