



Public Works Committee

Wednesday, July 6, 2022 3:30PM
40 McMaster Street, Ballston Spa, NY 12020

Chair: Phil Barrett

Members:

C. Eric Butler
Diana Edwards
Scott Ostrander-VC
Tom Richardson
Kevin Veitch
Sandra Winney

- I. Welcome and Attendance
- II. Approval of the minutes of the June 8, 2022 meeting.
- III. Authorizing an amendment to the 2022 Budget in the amount of \$450,000 to address shortages due to rising fuel costs - Chad Cooke, Public Works
- IV. Authorizing a consultant agreement with CHA Consulting, Inc. in the amount of \$222,000 for professional services associated with the rehabilitation of the CR 49 (West Milton Road) bridge over Kayaderosseras Creek in the Town of Milton – Chad Cooke, Public Works
- V. Authorizing a consultant agreement with Greeman-Pedersen, Inc. in the amount of \$170,403 for professional services associated with the rehabilitation of CR 33 (Ballard Road) in the Town of Wilton – Chad Cooke, Public Works
- VI. Other Business
- VII. Adjournment



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: Department of Public Works

DATE: 6/24/22

COMMITTEE: Public Works

RE: Amend 2022 budget due to rising fuel costs

1. Is a Resolution Required:

Yes, Other

2. Proposed Resolution Title:

Authorize an amendment to the 2022 County budget due to rising fuel costs

3. Specific Details on what the resolution will authorize:

Based on current fuel prices it is estimated that an additional \$450,000 will be necessary through the remainder of 2022.

DPW is budgeted for a total of \$705,000 for unleaded gasoline and diesel fuel costs for the County's fleet of vehicles for 2022. Based on the rising costs of fuel, it is estimated that year-end expenses will total \$1,155,000.

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.0599.B	Appropriated Fund Balance	\$450,000
DM.50-5031	Transfer from General Fund	\$150,000

Expense

Account Number	Account Name	Amount
A.50.521-8611	Vehicle Fuel	\$300,000
A.90.920-9900.DM	Transfer to DM Fund	\$150,000
DM.50.000-8611	Vehicle Fuel	\$150,000

Source of Revenue

Fund Balance	State Aid	Federal Aid	Other
\$450,000			

5. Identify Budget Impact:

Other

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

The budget amendment will require an appropriation from fund balance.

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:

County DPW issues an annual bid for diesel fuel. Diesel prices are verified weekly with OPIS (Oil Price Information Service). Diesel expenses include the base rate provided by OPIS as well as a small mark-up for delivery based on awarded bids.

Fuel expenses are based on weekly NYSOGS established fuel prices.



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DEPARTMENT: Department of Public Works

DATE: 6/24/22

COMMITTEE: Public Works

RE: Authorize agreement with CHA Consulting, Inc.

1. Is a Resolution Required:

Yes, Contract Approval

2. Proposed Resolution Title:

Authorize a consultant agreement with CHA Consulting, Inc. in the amount of \$222,000.

3. Specific Details on what the resolution will authorize:

Resolution 192 of 2022 authorized ARPA funding for the rehabilitation of the CR 49 (West Milton Road) over the Kayaderosseras Creek in the Town of Milton. This resolution would authorize a contract with CHA Consulting, Inc. in the amount of \$222,000 for design and construction inspection services associated with this project.

No budget amendment is necessary as funds were appropriated as part of adoption of Resolution 192 of 2022.

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

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 Professional Service

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: Upon execution

f. Termination of contract date: Upon completion

g. Contract renewal and term: N/A

h. Contact information: CHA Consulting, Inc.
3 Winners Circle
Albany, NY 12205

i. Is the vendor/contractor an LLC, PLLC or partnership: No

j. State of vendor/contractor organization: NY

k. Is this a renewal agreement: Y N

l. Vendor/Contractor comment/remarks:

CHA Consulting, Inc. is shortlisted on the Local Design Services Agreement list of consulting firms for NYSDOT Region 1. Saratoga County DPW selects firms from this list for completion of all highway and bridge rehabilitation projects requiring professional services.

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
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- Copy of proposal or estimate
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- Other _____

10. Remarks:

Scope of Services

CHA Consulting, Inc.

**CR 49 over Kayaderosseras Creek BIN 3304560
Bridge Improvement Project (Saratoga County)**

Section 1 - General

1.01 Project Description and Location

Project Name: CR 49 (West Milton Rd.) over Kayaderosseras Creek Bridge Rehabilitation

Project Description: Superstructure Replacement and required Substructure Repairs/Modification

County: Saratoga

Town: Milton

BIN: 3304560

1.02 Project Classification

The New York State Environmental Quality Review Act (SEQRA) Type under Part 617, Title 6 of the Official Compilation of Codes, Rules, and Regulations of New York State (6 NYCRR Part 617) is assumed to be Type II.

1.03 Categorization of Work

Project work is divided into the following sections:

Section 1	General
Section 2	Data Collection & Analysis
Section 3	Environmental
Section 4	Detailed Design
Section 5	Advertising, Bid Opening and Award
Section 6	Construction Support
Section 7	Construction Inspection

The **Consultant** will render all services and furnish all materials and equipment necessary to provide the **County** with plans, estimates, and other data specifically described in Sections 1, 2, 3, 4, 5, 6, & 7 below.

1.04 Meetings

The **Consultant** will prepare for and attend all meetings as directed by the **County**. Meetings may be held to:

- Present, discuss, and receive direction on the progress and scheduling of work.
- Present, discuss, and receive direction on project specifics.
- Discuss and resolve comments resulting from review of project documents.

The **Consultant** will be responsible for the preparation of all meeting minutes; the minutes will be submitted to meeting attendees within one (1) week of the meeting date.

1.05 Standards & Specifications

The project will be designed and constructed in accordance with the current edition of the *NYSDOT Standard Specifications for Construction and Materials*, including all applicable revisions.

Section 2 - Data Collection and Analysis

**2.01 Design Survey – To be conducted by Sub-Contractor, Control Point Associates, Inc.
(see attached Scope)**

**2.02 Design Mapping-To be prepared by Sub-Contractor, Control Point Associates, Inc.
(see attached Scope)**

2.03 Determination of Existing Conditions

The **Consultant** will determine, obtain, or provide all information needed to accurately describe in pertinent project documents the existing conditions within and adjacent to the project limits.

2.04 Soil Investigations – *Intentionally Left Blank*

2.05 Hydraulic Analysis - *Intentionally Left Blank*

2.06 Bridge to be Rehabilitated

A. Inspection – *Intentionally Left Blank*

B. Load Rating of Existing Bridge – *Intentionally Left Blank*

Section 3 – Environmental

3.01 NEPA - *Intentionally Left Blank*

3.02 SEQRA

The **Consultant** will assist the **County** in complying with SEQRA (6 NYCRR Part 617) by preparing a SEQRA Short Form.

3.03 Screenings and Preliminary Investigations - *Intentionally Left Blank*

3.04 Detailed Studies and Analyses - *Intentionally Left Blank*

3.05 Permits

The **Consultant** will develop the required materials necessary to obtain the following environmental permits, and submit said materials/applications to the applicable environmental agencies on behalf of the **County**:

- U.S. Army Corps of Engineers Section 404 Permit (Nationwide)
- NYSDEC Section 401 Water Quality Certification
- NYSDEC Article 15 Protection of Waters Permit

Section 4 - Detailed Design

4.01 Preliminary Bridge Plans (30% Plans)

The **Consultant** will develop the design to the 30% stage.

The **Consultant** will prepare and submit 5 copies of the 30% Plans to the **County** for review. The **Consultant** will modify the design to reflect the review of the 30% Plan package.

4.02 Contract Documents (P,S & E)

The **Consultant** will prepare a complete package of bid-ready contract documents. The package will include:

- 100% Plans.
- Bid documents (utilizing County's Boiler Plate).

The **Consultant** will submit the contract documents to the **County** for approval.

4.03 Cost Estimate

The **Consultant** will develop, provide, and maintain the construction cost estimate for the project. The **Consultant** will update the estimate periodically and as necessary to incorporate significant design changes, and will develop and provide the final Engineer's Estimate, including all quantity computations.

4.04 Utilities - *Intentionally Left Blank*

4.05 Railroads - *Intentionally Left Blank*

4.06 Bridge Load Rating Form

The **Consultant** will complete and provide the **County** with Level 2 Load Rating Data Input forms, per NYSDOT User Manual for Structural Rating Program for Bridges and current NYSDOT guidance on the "Procedure for Inventorying, Inspecting, and Level 2 Load Rating, New, Replacement and Reconstructed or Rehabilitated Bridges".

Section 5 - Advertisement, Bid Opening and Award

5.01 Advertisement

The **County** will prepare the advertisement for bids to be placed in the NYS Contract Reporter and any other newspaper or publication identified by the **County**.

5.02 Bid Opening (Letting)

The **County** will hold the public bid opening.

5.03 Award

The **Consultant** will analyze the bid results. The analysis will include:

- Verifying the low bidder.
- Ensuring receipt of all required bid documents.
- Determining whether the low bid is unbalanced.
- Checking the low bidder references and qualifications.

The **Consultant** will provide a letter to the **County** recommending Award.

The **County** will award the contract.

Section 6 - Construction Support

6.01 Construction Support

The **Consultant** will prepare for and attend Preconstruction Meeting and Progress Meetings (as needed).

The **Consultant** will review and approve shop drawings for construction.

The **Consultant** will provide design response to unanticipated or changed field conditions, analyze, and participate in proposed design changes, and interpret design plans.

The **Consultant** will provide review and approval of contractor:

- Pay Applications
- Change Order Requests
- Closeout Documentation

Work under this section will always be in response to a specific assignment from the **County** under one of the tasks below:

- In response to unanticipated and/or varying field conditions or changes in construction procedures, the **Consultant** will conduct on-site field reconnaissance and, where required, prepare Field Change Sheets modifying pertinent contract plan sheets.
- The **Consultant** will analyze and make recommendations on the implementation of

- changes proposed by the **County** or the construction contractor.
- The **Consultant** will interpret and clarify design concepts, plans and specifications.
 - Unless otherwise modified by this agreement, the **Sponsor** will check, and when acceptable, approve all structural shop drawings.

Not reimbursable under this Section are:

- Corrections of design errors and omissions
- Straightforward interpretations of plans and designer intentions

Section 7 - Construction Inspection

7.01 Equipment

The **Contractor** will furnish office space and basic office furnishings for the **Consultant**, as part of the contract including internet access, sanitary facilities, and power consistent with Type 1 Field Office per NYSDOT specifications.

The **Consultant** will furnish computer and a qualified third party material testing firm as required for the project.

7.02 Inspection

The **Consultant** will provide, to the satisfaction of the **County** part-time on-site contract administration and construction inspection services from such time as directed to proceed until the completion of the final agreement and issuance of final payment for the contract.

The **Consultant** will assume responsibility, as appropriate, for the administration of the contract including maintaining complete project records, processing payments, performing detailed inspection work and on-site field tests of all materials and items of work incorporated into the contract consistent with the specifications and plans applicable to the project.

On-site CHA resident engineer to be NICET II certified or greater and subject to owner approval.

All material testing costs will be included in the Contractor's Scope/Bid.

All daily job logs, diaries, payment requisitions, material certifications, and change orders will be processed using the InfoTech Appia software providing owner "read only" access if desired.

Full electronic and paper records will be submitted to the owner at the completion of the work. As-builts provided will be paper copies with markups (CADD as-builts are excluded).

On-site construction inspection personnel are assumed to work 24 hours per week for a period of 13 weeks of anticipated construction schedule.

Technical Assumptions

- Structure Design:
 - New Elements/Features to be Designed:
 - bridge deck & approach slabs
 - steel bridge railing – to be tied into existing guiderail
 - bearings
 - girders – galvanized steel
 - riprap protection in locations determined to benefit from additional scour protection
 - Modifications/Repairs to be Designed:
 - concrete added to top of existing wingwalls to retain higher fill resulting from widening
 - modification (partial removal above ordinary high water) of substructure to allow widened deck, and to remove steel backwall and replace with a concrete backwall
 - minor (under 5" deep) repairs to substructure concrete
 - New bridge section:
 - two 11' travel lanes
 - two 4' shoulders, and
 - 1'-8" on each side for steel bridge rail
 - No analysis of the existing substructures will be required.
 - No formal bridge inspection will be required.
 - Reinforcing bar lists will not be provided.
 - No hydraulic analysis will be performed.
 - No geotechnical analysis will be performed.
 - Construction will be performed via road closure and off-site detour (no staged construction).
- Roadway Approaches:
 - No horizontal or vertical realignment of the existing roadway.
 - Approach roadway work will be minimal and only what is needed to tie existing pavement into the new approach slabs.
- Right-of-Way:
 - Based on the ROW lines shown on the 1938 record plans, no Temporary and/or Permanent ROW Acquisitions and/or Easements are anticipated.

- Utility Coordination – Assume no utility conflicts/coordination based on the non-existence of overhead utilities at the site, as well as the limited substructure work to be performed.

- Environmental:
 - Project will be SEQRA Type II (only SEQRA short form to be developed).
 - No asbestos is present on site.
 - No state or federal wetland delineation and/or impacts on site.
 - No habitat assessments will be required.
 - This bridge is not historic, and no cultural resources survey will be required.

- Construction Inspection
 - Assume part-time construction inspection as follows:
 - One Field Inspector @ 24 hours per week
 - Office Engineer assistance for ministerial support
 - A 13-week on-site construction schedule.
 - Materials' testing will be included in the Contractor's Scope/Bid.



26 Aviation Road
Albany, NY 12205
Tel: 518.217.5010
cpasurvey.com

CONTRACT

June 17, 2022

VIA ELECTRONIC MAIL
jcimino@chacompanies.com

CHA, Inc.
3 Winners Circle
Albany, New York 12205

ATTENTION: Joseph Cimino, PE

RE: CR 49 @ Kayaderosseras Creek
Town of Milton
Saratoga County, New York
CPA Project #09-220137-00

Dear Joe:

It is a pleasure to present our Contract for Professional Land Surveying Services to be rendered in connection with the above referenced project. Our understanding of the work scope at the present time is to prepare a Topographic Survey for the above referenced site as shown on the attached Exhibit. It is also our understanding the survey will be utilized as a background document for site plan preparations. At this time, we are unaware of any specific client, lender and/or town survey requirements and specifications.

More specifically identified within the work scope is the following:

PHASE TS-0930: Topographic Survey

This task will include performing a topographic survey of the area as approximately Shown on the attached exhibit. Survey will include establishing recoverable horizontal and vertical control based on NAD83 State Plane Coordinate System-NY East Zone and NAVD88 Vertical Datum. A topographic survey will be performed extending one hundred and fifty (150) feet from the bridge approaches in each and a bandwidth of one hundred (100) feet. Survey will include, but not be limited to the location of Road edges and centerline, pavement markings, signs, guiderails, poles, guy anchor, limits of vegetation, edges of stream, wetland flags, wingwalls, abutments, pier, bridge, low steel, and bridge seat elevations. Shots will be obtained within the project limits described to generate one (1) foot contours. Utility information, if any, will be based upon one-call mark outs, visible surface features and available utility company mapping information provided by your office. This section will include the location of drainage structures and sanitary sewers within the above-mentioned survey area with rim and grate elevations, inverts, pipe sizes and flow directions. Furthermore, the highway Right of Way lines will be shown from county records and recoverable monumentation; Railroad ROW and adjoining parcel lines with ownership information lines will be based on tax map data. This information will be collectively compiled into an NYSDOT compliant MicroStation Drawing.

Fee for Phase TS-0930: \$ 8,000.00

***Fee includes Prevailing Wage & Benefit differentials for field survey personnel.**

If during the course of field survey or map preparation an issue of concern arises, your office will be notified immediately to discuss resolution. If this issue requires additional field work or research time to clarify, an estimate to identify same will be provided to you at that time. Furthermore, it is assumed that access to the site in question will be coordinated directly by your office. This will be required to fulfill our surveying requirements and must be established 48 hours prior to scheduling of field crews.

Professional Land Surveying Services can be initiated approximately three (3) weeks after acceptance of this Contract, with our office **anticipating completion approximately two (2) weeks thereafter. If adverse weather conditions encumber the performance of field activities, the time frame will be adjusted accordingly.**

Invoices will be submitted as specific portions of the work scope identified have been completed or in progress, with payment due and payable in accordance with the standard terms and conditions as established in the Master Service Agreement between CHA, Inc. and Control Point Associates Inc PC, dated December 30, 2020.

Items **NOT** included in this Contract are: Easement or Acquisition mapping, stream cross sections, private underground utility markout, individual tree locations and identifications, certified property owners list, revisions as requested by reviewing agencies, zoning analysis, filing fees, meeting attendance, flood elevation certificates, surveyor's reports and certificates, return trips to the site to areas where access was previously denied, and/or personnel, reimbursable expenses or any other items not specifically outlined above.

This document will be valid for forty-five (45) days from the date of execution by Control Point Associates Inc PC. If not accepted by the Client within this time period, this document shall become null and void. Additionally, the Contract aspect will expire twelve (12) months from the date of Acceptance by the Client. Any work not completed within this time period will be the subject of a new Contract.

This Contract contains proprietary and confidential bid information of Control Point Associates Inc PC and shall not be used, disclosed or reproduced, in whole or in part, for any purpose other than to evaluate this Contract, without the prior written consent of Control Point Associates Inc PC.


If the terms and conditions of this Contract are acceptable to you, kindly indicate your acceptance by signing below and returning this document as soon as possible.

Should you have any questions pertaining to this matter or if I can provide any further assistance, please do not hesitate to contact me at your earliest convenience.

We at Control Point Associates Inc PC would like to thank you for this opportunity to present our Contract for Professional Land Surveying Services and look forward to continuing a successful relationship with CHA, Inc.

Very truly yours,

CONTROL POINT ASSOCIATES INC PC



William Whimple, PLS
Sr. Project Manager



Jody Lounsbury, PLS
Greater NY Regional Manager

ACCEPTED BY:
CHA, INC.

By: _____
Joseph Cimino, PE

Date: _____

JL/la N:\Surveys\2022\09-220137-00-CHA-CR49-Milton-NY-WTW\CONTRACTS\ORIG\20220617-CHA-CR49-Milton.docx

Reviewed By: _____
Approved By: _____

Kayaderoseras Creek

Survey will extend
150 feet past
bridge approach
and 50 feet each
side of centerline



Fee Summary

CHA Consulting, Inc.

**CR 49 over Kayaderosseras Creek BIN 3304560
Bridge Improvement Project (Saratoga County)**

Fee Summary

CHA CONSULTING, INC.

CR 49 Bridge Over Kayaderosseras Creek BIN 3304560
Bridge Improvement Project (Saratoga County)

June 2022

<u>Task #</u>	<u>Description</u>	<u>Sub Total</u>
1.04	Meetings	\$2,900
2.01/2.02	Survey/Mapping (CP Assoc.)	\$8,000
2.03	Exist Conditions	\$1,400
3.02 / 3.05	Env - SEQRA / Permits	\$6,200
4.01	30% Plans	\$40,000
4.02	P.S+E	\$73,000
4.03	Estimates	\$6,000
4.06	Load Ratings	\$1,700
5.03	Award	\$1,800
6.xx	Construction Support (CS)	\$14,000
7.xx	Construction Inspection (CI)	<u>\$67,000</u>
		\$222,000

Construction Cost Estimate = \$1,250,000

Design Cost in TIP Application = \$225,000

New Design Cost = **\$155,000** (Tasks 1 thru 6 above)

New Design Cost (w/o CS) = \$141,000

CI Cost in Ap = \$125,000

New CI Cost = **\$67,000** (Task 7 above)



SARATOGA COUNTY

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

DEPARTMENT: Department of Public Works

DATE: 6/24/22

COMMITTEE: Public Works

RE: Authorize agreement with Greenman-Pedersen, Inc.

1. Is a Resolution Required:

Yes, Contract Approval

2. Proposed Resolution Title:

Authorize a consultant agreement with Greenman-Pedersen, Inc. in the amount of \$170,403.

3. Specific Details on what the resolution will authorize:

Resolution 192 of 2022 authorized ARPA funding for the rehabilitation of CR 33 (Ballard Road) in the Town of Wilton. This resolution would authorize a contract with Greenman-Pedersen, Inc. in the amount of \$170,403 for design and construction inspection services associated with this project.

No budget amendment is necessary as funds were appropriated as part of adoption of Resolution 192 of 2022.

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.
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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

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 Professional Service

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: Upon execution

f. Termination of contract date: Upon completion

g. Contract renewal and term: N/A

h. Contact information: Greenman-Pedersen, Inc.
80 Wolf Road #300
Albany, NY 12205

i. Is the vendor/contractor an LLC, PLLC or partnership: No

j. State of vendor/contractor organization: NY

k. Is this a renewal agreement: Y N

l. Vendor/Contractor comment/remarks:

Greenman-Pedersen, Inc. is shortlisted on the Local Design Services Agreement list of consulting firms for NYSDOT Region 1. Saratoga County DPW selects firms from this list for completion of all highway and bridge rehabilitation projects requiring professional services.

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:

**CR 33 – BALLARD ROAD
PAVEMENT PRESERVATION PROJECT
SARATOGA COUNTY DEPARTMENT OF PUBLIC WORKS
SCOPE OF SERVICES**

EXECUTIVE SUMMARY

Ballard Road (CR 33) runs from its intersection with US Route 9 east for 1.84 miles to its intersection with the Ballard Road Bridge over I-87 in Wilton, Saratoga County, New York. This roadway segment consists of two to four 12'-0" travel lanes and shoulders varying in width from 2'-0" to 12'-0". The overall width varies from 48'-60' from edge of shoulder to edge of shoulder. The roadway surface is generally in fair condition and exhibits longitudinal wheel path cracking and wheel rutting within the project limits.

This section of Ballard Road has a functional classification of an Urban Major Collector (17) and an AADT of 10,251 with a condition rating of 5.0.

Specific elements of work to be addressed in this preservation project include the following:

- Pavement rehabilitation/resurfacing within the project limits;
- Placing T&L to obtain proper cross slope and super-elevation;
- Placement of a new wearing surface over the travel lanes and shoulders.
- Install proper MUTCD signage of the curves;
- Review culvert and/or other drainage structures to determine if they function appropriately or if improvements need to be performed.

The above pavement preservation treatment will restore the functionality of the roadway and extend its service life. In addition, this project will include new centerline and edge line striping to improve roadway safety. Traffic will be maintained on site during construction and proper work zone traffic control signs will be installed to advise motorists of the construction activities.

The projected PS&E date is December 2022 and the scheduled letting in January 2022. Construction is anticipated to be completed by June 2023.

It is anticipated this project will be progressed as a Type II Classification under the SEQRA process. The Design Approval Document (DAD) will be an Initial Project Report/Final Design Report (IPP/FDR).

All work will be designed and constructed in accordance with NYSDOT "Standard Specifications for Construction and Materials" dated September 1, 2022, including all applicable and current revisions.

SECTION 1 – GENERAL

1.01 PROJECT DESCRIPTION AND LOCATION

This project is known as: **County Road 33 (Ballard Road) Pavement Preservation from US Route 9 to Ballard Road Bridge over I-87.**

Municipality: **Town of Wilton**

County: **Saratoga County**

All work performed by the **Consultant**, at the **Consultant's** initiative must be within the current project limits specified above.

1.02 CONTRACT ADMINISTRATOR

The **County's** Contract Administrator for this project is **Thomas A. Speziale, Deputy Commissioner of Public Works**, who can be reached at **(518) 885-2235**.

All correspondence to the **County** should be addressed to:

Mr. Thomas A. Speziale
Deputy Commissioner of Public Works
3654 Galway Road
Ballston Spa, N.Y. 12020-2517

The Contract Administrator should receive copies of all project correspondence directed other than to the **County**.

1.03 PROJECT CLASSIFICATION

Classification under the New York State Environmental Quality Review Act (SEQRA) Part 617, Title 6 of the Official Compilation of Codes, Rules, and Regulations of New York State (6 NYCRR Part 617) is assumed to be Type II, in which the County will be the lead agency.

1.04 CATEGORIZATION OF WORK

Project work is generally divided into the following sections:

- Section 1 – General
- Section 2 - Data Collection & Analysis
- Section 3 - Preliminary Design
- Section 4 - Environmental
- Section 5 - Right-of-Way
- Section 6 - Detailed Design

- Section 7 – Advertising, Bid Opening & Award
- Section 8 – Construction Support
- Section 9 – Construction Inspection
- Section 10 – Estimating & Technical Assumptions

When specifically authorized in writing to begin work, the **Consultant** will render services and furnish materials and equipment necessary to provide the **County** with the reports, plans, estimates and other data specifically described in Sections 1,2,3,4,6,7, 8, 9 and 10.

1.05 PROJECT FAMILIARIZATION

The **County** will provide the **Consultant** if available with the following information:

- Plans for future related transportation improvements or development in the area of the project
- Available traffic data
- Accident records and history
- Record as-built plans
- Pavement history
- Anticipated permits and approvals
- Other relevant documents pertaining to this project

The **Consultant** will become familiar with the project before starting any work. This includes thorough review of all supplied project information and a site visit to become familiar with field conditions.

1.06 MEETINGS

The **Consultant** will prepare for and attend all meetings as directed by the **County's** Contract Administrator. Meetings may be held to:

- Present, discuss, and receive direction on the progress and scheduling of work in this agreement.
- Present, discuss, and receive direction on project specifics.
- Discuss and resolve comments resulting from review of project documents, advisory agency review, and coordination with other agencies.
- Manage subconsultants and subcontractors.

The **Consultant** will be responsible for the preparation of all meeting minutes; the minutes will be submitted to meeting attendees within one (1) week of the meeting date.

1.07 COST AND PROGRESS REPORT

For the duration of this agreement, the **Consultant** will prepare and submit to the **County** on a monthly basis a Progress Report in a format approved by the **County**. The Progress Report will contain the Progress Report Summary Sheet. The beginning and ending dates

defining the reporting period must correspond to the beginning and ending dates for billing periods, so that this reporting process can also serve to explain billing charges. In cases where all work under this contract is officially suspended by the **County**, this task will not be performed during the suspension period.

1.08 POLICY AND PROCEDURES

The design of this project will be progressed in accordance with the current version of applicable manuals including the latest updates.

A. Compliance with Documents

All work must conform to current versions of the following documents, as applicable. Where necessary, the **Consultant** will obtain either the full document or guidance extracted from it.

- A Policy on Geometric Design of Highways and Streets, American Association of State Highway and Transportation Officials (AASHTO)
- NYSDOT Project Development Manual
- NYSDOT Highway Design Manual
- NYSDOT Standard Specifications (Construction and Materials)
- NYSDOT Environmental Procedures Manual
- National Manual of Uniform Traffic Control Devices for Streets and Highways (MUTCD) and the NYS Supplement

1.09 SPECIFICATIONS

The project will be designed and constructed in accordance with the current edition of the NYSDOT Standard Specification for Construction and Materials, U.S. Customary units, including all applicable revisions.

1.10 SUBCONSULTANTS – Not anticipated for this project.

1.11 SUBCONTRACTOR – Not anticipated for this project.

SECTION 2 – DATA COLLECTION & ANALYSIS

2.01 DESIGN SURVEY – Not anticipated for this project.

2.02 DESIGN MAPPING

The **Consultant** will utilize available mapping for the corridor for the purpose of showing pavement preservation project limits. The mapping will include approximate existing highway boundary provided by the County.

2.03 DETERMINATION OF EXISTING CONDITIONS

The **Consultant** will determine, obtain or provide all information needed to accurately describe in pertinent project documents the existing conditions within and adjacent to the project limits.

2.04 ACCIDENT DATA AND ANALYSIS

GPI will review the accident data for the corridor and present any feasible options to address problem areas under this pavement preservation project.

2.05 TRAFFIC COUNTS

The **Consultant** will utilize traffic data provided by the **County**. This information will be summarized in the IPP/FDR.

2.06 CAPACITY ANALYSIS – Not anticipated for this project.

2.07 FUTURE PLANS FOR ROADWAY & COORDINATION W/ OTHER PROJECTS

The **County** will provide a brief written statement specifying whether or not plans exist to reconstruct or widen the highway segments immediately adjacent to the project within the next twenty years.

The **County** will determine the influence, if any, of other existing or proposed projects or proposed developments in the vicinity of this project. The **County** will provide all necessary information pertaining to other projects or developments.

2.08 PAVEMENT /EVALUATION

Pavement evaluation will be conducted based upon the NYSDOT Comprehensive Pavement Design Manual combined with site visitations and history of the project corridor.

2.09 HYDRAULIC ANALYSIS – Not anticipated for this project.

2.10 TWO-WAY LEFT TURN LANE AND TURNING LANES – It is assumed that the pavement striping shall match the existing configuration.

SECTION 3 – PRELIMINARY DESIGN

3.01 DESIGN CRITERIA – Design criteria from the HDM Chapter 2 will be applied to the roadway.

3.02 DEVELOPMENT OF ALTERNATIVES

A. Selection of a Design Alternative

The **Consultant** will investigate and confirm the proposed pavement preservation treatment is suitable for this project. It is anticipated that the proposed preservation treatment will consist of a cold in place recycle and placing a T&L course to obtain proper cross slope, super-elevation and improve surface runoff; applying tack coat; and placement of a 2" HMA 70 series top course over the travel lanes and shoulders. *Other preservation treatment alternatives will be evaluated during the design process.*

For pavement treatment, the **Consultant** will prepare within the project limits rudimentary sketches of plan and typical section views which show:

- On plan: approximate roadway centerline, pavement edges, pavement preservation limits, full depth pavement repair areas, pavement markings, intersection limits, construction limits and existing ROW.
- On typical sections: lane and shoulder widths, pavement preservation and pavement repair sections.

The **Consultant** will meet with the **County** to the design alternative, using the sketches as discussion aids to describe the relative order-of-magnitude costs and problem areas of each. From these concepts the **County** will concur with the design alternative for further development.

B. Detailed Evaluation of Alternatives

The **Consultant** will evaluate one design alternative with specific engineering analyses and considerations. Analyses will be conceptual and limited to determining the relative suitability of one design alternative, and will include:

- Traffic flow and safety considerations and pavement markings
- Pavement typical sections
- Maintenance responsibility
- Work zone traffic control during construction
- Construction cost factors.

3.03 COST ESTIMATE

The **Consultant** will develop, provide and maintain a cost estimate for one design alternative.

3.04 PREPARATION OF DRAFT DESIGN APPROVAL DOCUMENT

For this project, since it involves element specific treatment of the pavement, the Design Approval Document (DAD) will be the Initial Project Proposal/Final Design Report (IPP/FDR).

The **County** will make all determinations not specifically assigned to the **Consultant** which are needed to prepare the Draft DAD.

The **Consultant** will prepare a Draft DAD, which will include the results of analyses and/or studies performed in other Sections of this document.

The **Consultant** will submit one (1) paper copy of the Draft DAD along with an electronic copy to the **County** for review. The **County** will review the Draft DAD and provide the **Consultant** with any review comments. If required, the **Consultant** will revise the Draft DAD to incorporate the comments.

3.05 ADVISORY AGENCY REVIEW

The **Consultant** will provide the **County** with one (1) paper copy along with an electronic copy of the signed Draft DAD for distribution to advisory agencies. The **County** will distribute the Draft DAD to the advisory agencies.

The **Consultant** will assist the **County** in evaluating and preparing individual responses to the review comments received.

3.06 PUBLIC INFORMATION MEETING – Not required

3.07 PREPARATION OF FINAL DESIGN APPROVAL DOCUMENT (DAD)

The **County** will obtain all necessary approvals and concurrences, and will publish any legal notices.

The **Consultant** will prepare the Design Recommendation, and will modify the DAD to include the Design Recommendation, and update existing conditions and costs as necessary. The **Consultant** will incorporate changes resulting from the advisory agency review.

The **Consultant** will submit one (1) paper copy along with along with an electronic copy of the Final DAD to the **County** for review. The **County** will review the Final DAD and provide the **Consultant** with review comments. The **Consultant** will revise the Final DAD to incorporate the comments.

The **County** will grant Design Approval

SECTION 4 – ENVIRONMENTAL

4.01 SEQRA CLASSIFICATION

The **Consultant** will assist the **County** in complying with SEQRA (6 NYCRR Part 617). This project is assumed to be a Type II Classification.

The **Consultant** will document the results of SEQRA processing in the body of the Design Approval Document (DAD) and will include documentation of the final SEQRA determination in the Appendix of the DAD.

4.02 SCREENINGS AND PRELIMINARY INVESTIGATIONS

The **Consultant** will screen and perform preliminary investigations to determine potential impacts resulting from the design alternative for the following:

- General Ecology and Endangered Species – assume no adverse impact.
- Groundwater – assume no adverse impact
- Surface Water – assume no adverse impact
- State Wetlands – assume no adverse impact
- Federal Jurisdictional Wetlands – assume no adverse impact
- Floodplains – assume no adverse impact
- Coastal Zone Management – assume no adverse impact
- Navigable Waterways – assume none exist in the project area
- Historic Resources – assume no adverse impact
- Parks – assume none exists in the project area.
- Hazardous Waste and Lead Paint - assume no adverse impact
- Asbestos - assume no adverse impact
- Noise – assume no adverse impact
- Air Quality – assume no adverse impact
- Energy – assume no adverse impact
- Farmlands – assume none exists
- Visual Impacts – assume no adverse impact
- Critical Environmental Areas – assume none exists

The results of the screenings and preliminary investigations will be summarized in the appropriate section of the DAD.

4.03 DETAILED STUDIES AND ANALYSES – Not anticipated for this project.

4.04 PERMITS AND APPROVALS

The **Consultant** will obtain all applicable permit(s) and certification pertaining only to the project, which may include but not necessarily limited to:

- NYSDOT

4.05 ENVIRONMENTAL HEARING - Not anticipated for this project.

SECTION 5 – RIGHT-OF-WAY (Not anticipated for this project)

SECTION 6 – DETAILED DESIGN

6.01 PRELIMINARY BRIDGE PLANS – Not Applicable

6.02 FINAL DETAIL PLANS

The **Consultant** will develop the approved design alternative to final design. Final Design Plans will only include:

- Cover Sheet (1 sheet)
- Index and Abbreviations (1 sheet)
- Legend, Line, and Point Symbolology (2 sheets)
- Typical Section (2 sheets)
- General Notes (1 sheet)
- General Details (1 sheet)
- Work Zone Traffic Control Plans and Details (2 sheets)
- Traffic signal loop details (1 sheet)
- Miscellaneous Tables (2 sheets)
- Overall General Plan – as required
- Estimate of Quantities (1 sheet)

6.03 CONTRACT DOCUMENTS

The **Consultant** will prepare a complete package of bid-ready contract documents. The package will include:

- Instructions to bidders
- Bid documents
- Contract language, including applicable federal provisions and prevailing wage rates
- Special notes
- Specifications
- Plans
- A list of supplemental information available to bidders (i.e., subsurface exploration logs, record as-built plans, etc.)
- Other pertinent information

The **Consultant** will submit one (1) copy of the contract documents to the **County** for approval.

6.04 COST ESTIMATE

The **Consultant** will develop, provide, and maintain the construction cost estimate for the project. The **Consultant** will update the estimate periodically and as necessary to incorporate significant design changes, and will develop and provide the final Engineers Estimate, including all quantity computations.

6.05 UTILITIES – No Impact is anticipated

6.06 RAILROADS – Not Applicable

6.07 BRIDGE INVENTORY AND LOAD RATING FORMS – Not Applicable

6.08 INFORMATION TRANSMITTAL

Upon completion of the contract documents, the **Consultant** will transmit PDF files of the plans and bid documents to the **County** on thumb drives.

SECTION 7 – ADVERTISEMENT, BID OPENING AND AWARD

7.01 ADVERTISEMENT

The **Consultant** will prepare the advertisement for bids to be placed in the NYS Contract Reporter and any other newspaper or publications identified by the **County**.

7.02 BID PHASE AND OPENING (Letting)

The **County** will hold the public bid opening. During the bid phase, the **Consultant** will answer and questions from prospective bidders and if necessary, issue an addendum prior to the bid opening. The **Consultant** will attend the bid opening.

7.03 AWARD

The **Consultant** will analyze the bid results. The analysis will include:

- Verifying the low bidder
- Ensuring receipt of all required bid documents (non-collusive bid certification, debarment history certification, etc.)
- Breaking the low bid into fiscal shares, if necessary
- Determining whether the low bid is unbalanced
- For pay items bid more than 25% over the Engineer's Estimate:
 - Checking accuracy of quantity calculations
 - Determining appropriateness of price bid for work in the item
- Determining whether the low bidder is qualified to perform the work

The **County** will award the contract.

Section 8 - Construction Support

8.01 Construction Support

The **Consultant** will provide design response to unanticipated or changed field conditions, analyze and participate in proposed design changes, and interpret design plans.

Work under this section will always be in response to a specific assignment from the **County** under one of the tasks below:

- In response to unanticipated and/or varying field conditions or changes in construction procedures, the **Consultant** will conduct on-site field reconnaissance and, where required, prepare Field Change Sheets modifying pertinent contract plan sheets. This work is being done by GPI;
- The **Consultant** will analyze and make recommendations on the implementation of changes proposed by the **County** or the construction contractor. This work is being done by GPI;
- The **Consultant** will interpret and clarify design concepts, plans and specifications. This work is being done by GPI;
- The **Consultant** will review and approve structural shop drawings for construction. This work is being done by GPI;
- The **Consultant** will prepare As-Built plans. This work is being done by GPI;

Not reimbursable under this Section is:

- Corrections of design errors and omissions. This work will need to be performed by the Consultant.

SECTION 9 - CONSTRUCTION INSPECTION

9.01 Equipment

The **Consultant** will furnish all other office, field and field laboratory supplies and equipment required to properly perform the inspection services.

9.02 Inspection

The **Consultant** must provide, to the satisfaction of the **County's** contract administrator construction inspection services from such time as directed to proceed until the completion of the final agreement and issuance of final payment for the contract. The **Consultant** must assume responsibility, as appropriate, for the administration of the contract including maintaining project records and processing payments. All requirements as per the approved Construction Management Plan will be performed, which will include:

- Scheduling and coordinating and attending preconstruction/construction progress

meetings;

- Reviewing all contractor submittals as necessary;
- Perform as-needed on-site construction inspections to determine conformance with the contract documents and to ensure quality workmanship. It is assumed that the **Consultant** will provide one (1) part time Resident Engineer (NICET Level IV) for seven (7.0) weeks and one part time Construction Inspector (NICET Level III) for (2) weeks. The construction duration is assumed to be from May 2023 through June 2023.
- Maintain and provide the **County** with a copy of written field inspection reports for all field visits and inspections;
- Maintain and provide the **County** with a copy of written preconstruction and progress meeting minutes;
- Digitally photograph the entire construction progress and provide the **County** with a digital diary of the project on a thumb drive;
- Review, verify and approve contractor's monthly estimates and forward to the **County** for payment;
- Review, recommend and prepare contractor change order requests;
- Prepare record plans. Submit two (2) half size 11"x17" copies to the **County**.
- Submit record drawings in digital format on a thumb drive in.pdf format; and

Complete and submit to the **County** all required project close-out documents, including but not limited to shop drawings and material/field testing reports.

9.03 County Project Manager

The **County** has assigned a Project Manager (Thomas Speziale) to the contract covered by this agreement. This Project Manager will be the **County's** official representative on the contract and the **Consultant** must report to and be directly responsible to said Project Manager.

9.04 Ethics

Prior to the start of work, the **Consultant** will submit to the **County** a statement regarding conflicts of interest.

9.05 Health and Safety Requirements

The **Consultant** must provide all necessary health and safety related training, supervision, equipment and programs for their inspection staff assigned to the project.

9.06 Staff Qualifications and Training

The **Consultant** must provide sufficient trained personnel to adequately and competently perform the requirements of this agreement.

9.07 Scope of Services/Performance Requirements

- Quality - The Consultant will enforce the specifications and identify in a timely manner the **County** local conditions, methods of construction, errors on the plans or defects in the work or materials which would conflict with the quality of work, and conflict with the successful

completion of the project.

- Record Keeping & Payments to the Contractor
 1. All records must be kept in accordance with the requirements of the **County**. The **Consultant** must take all measurements and collect all other pertinent information necessary to prepare weekly inspection reports, monthly and final estimates, survey notes, record plans showing all changes from contract plans, photographs of various phases of construction, and other pertinent data, records and reports for proper completion of records of the contract.
 2. Any record plans, engineering data, survey notes or other data provided by the **County** should be returned to the **County** at the completion of the contract. Original tracings of record plans, maps, engineering data, the final estimate and any other engineering data produced by the **Consultant** will bear the endorsement of the **Consultant**. Any documents that require an appropriate review and approval of a Professional Engineer (P.E.) licensed and registered to practice in New York State must be signed by the P.E.
 3. Unless otherwise modified by this agreement, the **Consultant** will check, and when acceptable, approve all shop drawings.
 4. The **Consultant** must submit the final estimate of the contract to the **County** within four (4) weeks after the date of acceptance of the contract. All project records must be cataloged, indexed, packaged, and delivered to the **County** within five (5) weeks after the date of the acceptance of the contract.

- Health & Safety/Maintenance and Protection of Traffic
 1. The **Consultant** must ensure that all inspection staff assigned to the project are knowledgeable concerning the health and safety requirements of the contract per **County** policy, procedures and specifications and adhere to all standards. Individual inspectors must be instructed relative to the safety concerns for construction operations they are assigned to inspect to protect their personal safety, and to ensure they are prepared to recognize and address any contractor oversight or disregard of project safety requirements.
 2. The **Consultant** is responsible for monitoring the Contractor's and Subcontractor's efforts to maintain traffic and protect the public from damage to person and property within the limits of, and for the duration of the contract.

- Monitoring Equal Opportunity/Labor Requirements

The **Consultant** must assign to one individual the responsibility of monitoring the Contractor's adherence to Equal Opportunity and Labor requirements contained in the contract. The Consultant, when monitoring the Contractor's Equal Opportunity and Labor compliance, will utilize the guidance contained in the contract, standard specifications and the **County's** policies.

SECTION 10 – ESTIMATING & ADDITIONAL TECHNICAL ASSUMPTIONS

10.01 ESTIMATING ASSUMPTIONS

The following additional assumptions have been made for estimating purposes:

- Section 1** Estimate **3** meetings, not including the scoping meeting, during the life of this agreement.
- Section 2** Traffic Data to be provided by the County.
Estimate **8** cost and progress reporting periods will occur during the life of this agreement.
- Section 7** Advertisements will be placed in Newspaper publications in addition to the NYS Contract Reporter by the **County**.
- Section 9** Estimated construction will begin in May, 2023 and will be completed by June 30, 2023.
- Estimate 1 NICET IV inspector will be required for seven (7) weeks
 - Estimate 1 NICET III inspector will be required for one (2) weeks.

Based upon the assumed construction duration, estimated inspection hours are as follows:

- Resident Engineer will commence work in May 2023 and it is assumed that he/she will work an average of 50 hours/week. Therefore, the total number of hours are as follows:
 - Total = 6.0 weeks x 50 hours = 300 hours.
 - Assume 1 week for project closeout = 40 hours
 - Total hours = 340 hours
- Construction Inspector will commence work in May 2023 and it is assumed that he/she will work two 40 hour weeks. Therefore, the total number of hours are as follows:
 - Total = 2 week x 40 hours = 80 hours

10.02 ADDITIONAL TECHNICAL ASSUMPTIONS

- This project will be developed utilizing current NYS Department of Transportation (NYSDOT) specifications and standards in accordance with all applicable publications.
- Plans will be provided as part of the construction bid documents.
- Hydraulic analysis will not be required.
- Test pits will not be required to accurately determine below ground utility locations.
- Traffic Control during the field work will be supplied by **Consultant**.
- Permits will be completed by the **Consultant** with assistance from and submitted by the **County**.
- An electronic copy of documents (PDF format on CD) will be supplied to the **County** at each submission phase, along with hard copies.
- Comments on all submittals will be provided in a timely manner.

Salary Schedule, Direct Non-Salary Cost, Staffing Tables and Summary of Cost

CR 33 (BALLARD ROAD) PAVEMENT PRESERVATION
TOWN OF WILTON, SARATOGA COUNTY

6/27/2022

EXHIBIT A

GREENMAN-PEDERSEN, INC.
----- Salary Schedule -----

TITLE	ASCE OR NICET TITLE	Avg Rate	Max Hourly Rate				Overtime Category
			1/1/2022 to 12/31/2022	1/1/2023 to 12/30/2023	1/1/2024 to 12/31/2024	1/1/2025 to 12/31/2025	
Productive Principal	ASCE IX	\$120.00	\$120.00	\$123.60	\$127.31	\$131.13	A
Project Director	ASCE VIII	\$100.00	\$100.00	\$103.00	\$106.09	\$109.27	A
Principal Engineer	ASCE VII	\$70.00	\$70.00	\$72.10	\$74.26	\$76.49	A
Project Manager	ASCE VII	\$65.00	\$65.00	\$66.95	\$68.96	\$71.03	B
Geotechnical Engineer	ASCE VI	\$60.00	\$60.00	\$61.80	\$63.65	\$65.56	B
Senior Engineer	ASCE VI	\$70.00	\$70.00	\$72.10	\$74.26	\$76.49	B
Construction Supervisor	ASCE VI	\$70.00	\$70.00	\$72.10	\$74.26	\$76.49	B
Project Engineer	ASCE V	\$50.00	\$50.00	\$51.50	\$53.05	\$54.64	B
Engineer	ASCE IV	\$45.00	\$45.00	\$46.35	\$47.74	\$49.17	B
Environmental Engineer	ASCE IV	\$40.00	\$40.00	\$41.20	\$42.44	\$43.71	B
Design Engineer	ASCE III	\$38.00	\$38.00	\$39.14	\$40.31	\$41.52	B
Junior Engineer	ASCE II/I	\$32.00	\$32.00	\$32.96	\$33.95	\$34.97	B
Senior Environmental Scientist	N/A	\$55.00	\$55.00	\$56.65	\$58.35	\$60.10	B
Environmental Scientist	N/A	\$26.00	\$26.00	\$26.78	\$27.58	\$28.41	B
Senior Landscape Architect	N/A	\$70.00	\$70.00	\$72.10	\$74.26	\$76.49	B
Landscape Architect	N/A	\$50.00	\$50.00	\$51.50	\$53.05	\$54.64	B
Senior Engineering Technician	NICET III	\$50.00	\$50.00	\$51.50	\$53.05	\$54.64	C
Engineering Technician	NICET II	\$25.00	\$25.00	\$25.75	\$26.52	\$27.32	C
CADD Operator	NICET II	\$32.00	\$32.00	\$32.96	\$33.95	\$34.97	C
Technician	NICET I	\$25.00	\$25.00	\$25.75	\$26.52	\$27.32	C
Senior Right-of-Way Specialist	N/A	\$60.00	\$60.00	\$61.80	\$63.65	\$65.56	B
Right-of-Way Specialist	N/A	\$45.00	\$45.00	\$46.35	\$47.74	\$49.17	B
Resident Engineer	NICET IV	\$60.00	\$60.00	\$61.80	\$63.65	\$65.56	C
Office Engineer/Sr. Inspector	NICET III	\$50.00	\$50.00	\$51.50	\$53.05	\$54.64	C
Construction Inspector	NICET III	\$45.00	\$45.00	\$46.35	\$47.74	\$49.17	C
Construction Inspector	NICET II	\$40.00	\$40.00	\$41.20	\$42.44	\$43.71	C
Construction Inspector	NICET I	\$30.00	\$30.00	\$30.90	\$31.83	\$32.78	C
Technical Typist	N/A	\$25.00	\$25.00	\$25.75	\$26.52	\$27.32	C

NOTE:

It shall be the Engineer's responsibility to pay prevailing wage rates and supplements as required by the NYS Department of Labor, for services requiring such rates and supplements.

ENGINEER'S OVERTIME COMPENSATION POLICY

The Engineer's overtime compensation policy controls what overtime category is assigned to each job title listed above.

Category A - No Overtime Compensation

Category B - Overtime Compensated at Straight Time Rate

Category C - Overtime Compensated at Straight Time Rate x 1.5 for all Hours Beyond 40 Hours Worked.

CR 33 (BALLARD ROAD) PAVEMENT PRESERVATION
TOWN OF WILTON, SARATOGA COUNTY

6/27/2022

EXHIBIT B

GREENMAN-PEDERSEN, INC.
----- ESTIMATE OF DIRECT NON-SALARY COSTS -----

1. REPRODUCTION

Item	# Sets	Units/Set	# Units	Cost/Unit	Cost
Draft DAD	0	0	0	\$0.10	\$0.00
Final DAD	0	0	0	\$0.10	\$0.00
Xerox-Working	0	0	0	\$0.10	\$0.00
Bid Documents	0	0	0	\$0.10	\$0.00
Prints/Plots-Half Size	0	0	0	\$0.10	\$0.00
Prints/Plots-Full Size	0	0	0	\$2.50	\$0.00
Color Copies (Info Meetings)	0	0	0	\$2.50	\$0.00
Exhibits	0	0	0	\$2.50	\$0.00

1. TOTAL \$0.00

2. MILEAGE, TOLLS & PARKING

Destination	# Trips	Miles/Trip	Miles	Cost/Mile	Cost
Proj Site	4	70	280	\$0.585	\$163.80
Municipality			0	\$0.585	\$0.00
NYSDOT Region 1			0	\$0.585	\$0.00

mileage rate shall not exceed the federal reimbursement rate.

2. TOTAL \$163.80

3. SHIPPING

	# Packages	Cost/Package	Cost
Postage		\$0.49	\$0.00
Overnight Delivery		\$10.00	\$0.00

3. TOTAL \$0.00

4. SUBSURFACE INVESTIGATIONS

	Number	Unit Cost	Cost
Soil Samples and Lab Tests	0	\$0.00	\$0.00

4. TOTAL \$0.00

5. PROPERTY ACQUISITIONS

	# Parcels	Unit Cost	Cost
Appraisal	0	\$0.00	\$0.00

5. TOTAL \$0.00

6. OWNER'S PROTECTIVE INSURANCE

6. TOTAL \$0.00

7. MISCELLANEOUS

Cost	
	\$0.00
	\$0.00

7. TOTAL \$0.00

GRAND TOTAL \$163.80

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CR 33 (BALLARD ROAD) PAVEMENT PRESERVATION
TOWN OF WILTON, SARATOGA
COUNTY

EXHIBIT C
GREENMAN-PEDERSEN, INC
----- STAFFING TABLE -----

JOB TITLE	GRADE	RATE	1.01	1.02	1.03	1.04	1.05	1.06	1.07	1.08	1.09	1.10	1.11	2.01	2.02	2.03	2.04	2.05	2.06	2.07	2.08	2.09												
Productive Principal	ASCE IX	\$120.00	NO DIRECT COMPENSATION - INCLUDED IN OVERHEAD	NO DIRECT COMPENSATION - INCLUDED IN OVERHEAD	NO DIRECT COMPENSATION - INCLUDED IN OVERHEAD	NO DIRECT COMPENSATION - INCLUDED IN OVERHEAD				NO DIRECT COMPENSATION - INCLUDED IN OVERHEAD	NO DIRECT COMPENSATION - INCLUDED IN OVERHEAD	NO WORK ANTICIPATED	NO WORK ANTICIPATED	NO WORK ANTICIPATED					NO WORK ANTICIPATED			NO WORK ANTICIPATED												
Project Director	ASCE VIII	\$100.00																																
Principal Engineer	ASCE VII	\$70.00																																
Project Manager	ASCE VII	\$65.00																																
Geotechnical Engineer	ASCE VI	\$60.00																								4								
Senior Engineer	ASCE VI	\$70.00																										16						
Construction Supervisor	ASCE VI	\$70.00																																
Project Engineer	ASCE V	\$50.00														8	8									8	4					2	10	
Engineer	ASCE IV	\$45.00																																
Environmental Engineer	ASCE IV	\$40.00																																
Design Engineer	ASCE III	\$38.00																																
Junior Engineer	ASCE III/I	\$32.00														8																	10	
Senior Environmental Scientist	N/A	\$55.00																								24	8	40	8					
Environmental Scientist	N/A	\$26.00																																
Senior Landscape Architect	N/A	\$70.00																																
Landscape Architect	N/A	\$50.00																																
Senior Engineering Technician	NICET III	\$50.00																																
Engineering Technician	NICET II	\$25.00																																
CADD Operator	NICET II	\$32.00																																
Technician	NICET I	\$25.00																																
Right-of-Way Specialist	N/A	\$45.00																																
Resident Engineer	NICET IV	\$60.00																																
Office Engineer/Sr. Inspector	NICET III	\$50.00																																
Construction Inspector	NICET III	\$45.00																																
Construction Inspector	NICET II	\$40.00																																
Construction Inspector	NICET I	\$30.00																																
Technical Typist	N/A	\$25.00																																
TOTAL HOURS			0	0	0	0	16	16	10	0	0	0	0	0	36	12	56	8	0	2	20	0												

CR 33 (BALLARD ROAD) PAVEMENT
TOWN OF WILTON, SARATOGA
COUNTY

EXHIBIT C
GREENMAN-PEDERSEN, INC
----- STAFFING TABLE -----

JOB TITLE	2.10	3.01	3.02	3.03	3.04	3.05	3.06	3.07	4.01	4.02	4.03	4.04	4.05	5.01	5.02	5.03	6.01	6.02	6.03	6.04	6.05	6.06	6.07											
Productive Principal	NO WORK ANTICIPATED						NO WORK ANTICIPATED				NO WORK ANTICIPATED		NO WORK ANTICIPATED	NO WORK ANTICIPATED	NO WORK ANTICIPATED	NO WORK ANTICIPATED	NO WORK ANTICIPATED				NO WORK ANTICIPATED	NO WORK ANTICIPATED	NO WORK ANTICIPATED											
Project Director																																		
Principal Engineer																																		
Project Manager				2	2					2																			4	2	1			
Geotechnical Engineer																																		
Senior Engineer																																		
Construction Supervisor																																		
Project Engineer			4	40	4	8		8		4		4								4									80	16	8			
Engineer																																		
Environmental Engineer																																		
Design Engineer																																		
Junior Engineer				80	24	24				8										8									80	24	12			
Senior Environmental Scientist												2						4																
Environmental Scientist																		8																
Senior Landscape Architect																																		
Landscape Architect																																		
Senior Engineering Technician																																		
Engineering Technician																																		
CADD Operator																													80					
Technician																																		
Right-of-Way Specialist																																		
Resident Engineer																																		
Office Engineer/Sr. Inspector																																		
Construction Inspector																																		
Construction Inspector																																		
Construction Inspector																																		
Technical Typist																																		
TOTAL HOURS	0	4	122	30	32	8	0	14	6	12	0	12	0	0	0	0	0	244	42	21	0	0	0											

CR 33 (BALLARD ROAD) PAVEMENT
TOWN OF WILTON, SARATOGA
COUNTY

6/27/22

EXHIBIT C
GREENMAN-PEDERSEN, INC
----- STAFFING TABLE -----

JOB TITLE	6.08	7.01	7.02	7.03	8.01	9.01	9.02	9.03	9.04	9.05	9.06	9.07	TOTAL HOURS	HOURLY RATE	DIRECT WAGES						
Productive Principal						NO WORK ANTICIPATED		NO WORK ANTICIPATED	NO WORK ANTICIPATED	NO WORK ANTICIPATED	NO WORK ANTICIPATED		0	\$120.00	\$0.00						
Project Director																		0	\$100.00	\$0.00	
Principal Engineer																			0	\$70.00	\$0.00
Project Manager					12													2	49	\$65.00	\$3,185.00
Geotechnical Engineer																			0	\$60.00	\$0.00
Senior Engineer																			16	\$70.00	\$1,120.00
Construction Supervisor																			0	\$70.00	\$0.00
Project Engineer	2	6	6	2	40													8	284	\$50.00	\$14,200.00
Engineer																			0	\$45.00	\$0.00
Environmental Engineer																			0	\$40.00	\$0.00
Design Engineer																			0	\$38.00	\$0.00
Junior Engineer				4															362	\$32.00	\$11,584.00
Senior Environmental Scientist																			6	\$55.00	\$330.00
Environmental Scientist																			8	\$26.00	\$208.00
Senior Landscape Architect																			0	\$70.00	\$0.00
Landscape Architect																			0	\$50.00	\$0.00
Senior Engineering Technician																			0	\$50.00	\$0.00
Engineering Technician																			0	\$25.00	\$0.00
CADD Operator																		16	96	\$32.00	\$3,072.00
Technician																			0	\$25.00	\$0.00
Right-of-Way Specialist																			0	\$45.00	\$0.00
Resident Engineer													340						340	\$60.00	\$20,400.00
Office Engineer/Sr. Inspector																			0	\$50.00	\$0.00
Construction Inspector							80						80	\$45.00	\$3,600.00						
Construction Inspector													0	\$40.00	\$0.00						
Construction Inspector													0	\$30.00	\$0.00						
Technical Typist													0	\$25.00	\$0.00						
TOTAL HOURS	2	6	6	6	52	0	420	0	0	0	0	26	1241								
TOTAL DTL														\$	57,699.00						
OVERHEAD AT 160%														\$	92,318.40						
FIXED FEE AT 10%														\$	15,001.74						
TOTAL DTL + OH & FEE														\$	165,019.14						

CR 33 (BALLARD ROAD) PAVEMENT PRESERVATION

TOWN OF WILTON, SARATOGA COUNTY

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EXHIBIT D

GREENMAN-PEDERSEN, INC.
----- SUMMARY -----

6/27/2022

Item IA, Direct Technical Salaries (estimated) subject to audit	\$	57,699
Item IB, Direct Technical Salaries Premium Portion of overtime subject to audit (estimate)	\$	5,220
Item II, Direct Non-Salary Cost (estimated) subject to audit	\$	164
Item II Direct Non-Salary Cost (estimated) subject to audit (Sub-Contractor Cost) XXXX	\$	-
Item III, Overhead (160%)	\$	92,318
Item IV Fixed Fee (10%)	\$	15,002
Item II, Direct Non-Salary Cost subject to audit (Sub-Consultant Cost) XXXX	\$	-
Total Estimated Cost	\$	170,403
MAXIMUM AMOUNT PAYABLE	\$	170,403