



**Public Works Committee**  
**Wednesday, December 7, 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 November 2, 2022 meeting.
- III. Accepting funding for the replacement of the CR 24 (Spier Falls Road) culvert over Hudson River Tributary project, LIN 251, PIN 1761.41, SAR130 for preliminary and detailed design for \$147,559 and amending the budget in relation thereto - Chad Cooke, Public Works
- IV. Authorizing a consultant agreement with Barton & Loguidice, D.P.C. for professional services required for the CR 24 (Spier Falls Road) Culvert over Hudson River Tributary project, LIN 251, PIN 1761.41, SAR130 for preliminary and detailed design for \$147,559 – Chad Cooke, Public Works
- V. Other Business
- VI. 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:** 11/28/22

**COMMITTEE:** Public Works

**RE:** Funding acceptance for culvert rehabilitation project

1. Is a Resolution Required:

Yes, Grant Acceptance

2. Proposed Resolution Title:

Funding acceptance for culvert rehabilitation project

3. Specific Details on what the resolution will authorize:

Resolution authorizing the implementation and funding in the first instance 100% of the federal-aid and State Marchiselli Program-aid eligible costs of a transportation federal aid project and appropriating funds therefore for the CR 24 (Spier Falls Road) over Hudson River Tributary culvert replacement in the Town of Moreau in the amount of \$147,559 for preliminary and final design.

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	App Fund Balance	\$7,378
D.50-3590	State Aid	\$22,134
D.50-4590	Federal Aid	\$118,047
D.50-5031	Transfer from Gen Fund	\$7,378

Expense

Account Number	Account Name	Amount
A.90.920-9900.D	Transfer to D Fund	\$7,378
D.50.510-8130	Architects/Engineers	\$147,559

Source of Revenue

Fund Balance	State Aid	Federal Aid	Other
\$7,378	\$22,134	\$118,047	

5. Identify Budget Impact:

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

- a. G/L line impacted **Noted 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

a. Source of grant funding:

Federal

b. Agency granting funds:

FHWA/NYS DOT

c. Amount of grant:

FHWA (\$118,047), NYSDOT (\$22,134)

d. Purpose grant will be used for:

Culvert rehabilitation

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

Professional design and inspection services

f. Time period grant covers:

5 years

g. Amount of county matching funds:

\$7,378

h. Administrative fee to County:

N/A

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 Sample resolution

10. Remarks:

The existing box culvert has experienced some deterioration which lowered its rating to a point that supports full replacement. The new structure will be a precast concrete structure with precast wingwalls and headwalls. The total project cost including professional services and construction is anticipated to total approximately \$1,197,000.

**SAMPLE** RESOLUTION BY MUNICIPALITY  
(Locally Administered Project)  
RESOLUTION NUMBER:

**A Resolution authorizing the implementation, and funding in the first instance 100% of the federal-aid and State "Marchiselli" Program-aid eligible costs, of a transportation federal-aid project, and appropriating funds therefore**

WHEREAS, a CR 24 (SPIER FALLS ROAD) OVER HUDSON RIVER TRIBUTARY (LN#251) REPLACE CULVERT, SARATOGA COUNTY PIN 1761.41, (the Project") is eligible for funding under Title 23 U.S. Code, as amended, that calls for the apportionment of the costs such program to be borne at the ratio of 80 % Federal funds and 20% non-federal funds.

WHEREAS, the County of Saratoga desires to advance the Project by making a commitment of 100% of the non-federal share of the costs of Preliminary Design and Detailed Design.

NOW, THEREFORE, the Saratoga County Board of Supervisors duly convened does hereby

RESOLVE, that the Saratoga County Board of Supervisors hereby approves the above-subject project; and it is hereby further

RESOLVED, that the Saratoga County Board of Supervisors hereby authorizes the to pay in the first instance 100% of the federal and non-federal share of the cost of Design work for the Project or portions thereof; and it is further

RESOLVED, that the sum of \$147,559.00 hereby appropriated from the \_\_\_\_\_ and made available to cover the cost of participation in the above phase of the Project; and it is further

RESOLVED, that in the event the full federal and non-federal share costs of the project exceeds the amount appropriated above, Saratoga County Board of Supervisors shall convene as soon as possible to appropriate said excess amount immediately upon the notification by the New York State Department of Transportation thereof, and it is further

RESOLVED, that the Chairman of the Board of Supervisors be and is hereby authorized to execute all necessary Agreements, certifications or reimbursement requests for Federal Aid and/or Marchiselli Aid on behalf of the County of Saratoga with the New York State Department of Transportation in connection with the advancement or approval of the Project and providing for the administration of the Project and the municipality's first instance funding of project costs and permanent funding of the local share of federal-aid and state-aid eligible Project costs and all Project costs within appropriations therefore that are not so eligible, and it is further

RESOLVED, that a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project and it is further

RESOLVED, this Resolution shall take effect immediately

STATE OF NEW YORK                    }  
  } ss.:  
COUNTY OF Saratoga            }

I, the undersigned,

DO HEREBY CERTIFY that I have compared the above copy of a resolution adopted \_\_\_\_\_, 20\_\_ with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the official seal of said \_\_\_\_\_  
This \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Clerk



# 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:** 11/28/22

**COMMITTEE:** Public Works

**RE:** Authorize contract with Barton and Loguidice, DPC in the amount of \$147,559 for preliminary and detailed design services associated with the CR 24 over Hudson River Tributary culvert rehabilitation.

1. Is a Resolution Required:

Yes, Contract Approval

2. Proposed Resolution Title:

Authorize contract with Barton and Loguidice, DPC

3. Specific Details on what the resolution will authorize:

Authorize contract with Barton and Loguidice, DPC in the amount of \$147,559 for preliminary and detailed design services associated with the CR 24 over Hudson River Tributary culvert rehabilitation.

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. Funds are included in the Department Budget**

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

Funds were added to the budget in the funding acceptance resolution presented in December 2022.



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: Barton and Loguidice, DPC  
10 Airline Drive, Suite 200  
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:

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:

11/19/19



## **SARATOGA COUNTY BOARD OF SUPERVISORS**

**RESOLUTION - 2022**

**Introduced by Supervisors Barrett, Butler, Lucia, Edwards, Ostrander, Richardson, K. Veitch and Winney**

**AUTHORIZING THE CHAIRMAN TO ENTER INTO AN AGREEMENT WITH BARTON AND LOGUIDICE, D.P.C. FOR PRELIMINARY AND DETAILED DESIGN SERVICES RELATED TO THE REPLACEMENT OF THE CR 24 (SPIER FALLS ROAD) CULVERT OVER A HUDSON RIVER TRIBUTARY IN THE TOWN OF MOREAU**

WHEREAS, pursuant to Resolution \_\_\_\_-2022, this Board of Supervisors approved the proposed project for the replacement of the CR 24 (Spier Falls Road) culvert over a Hudson River Tributary, LIN 251, PIN 1761.41 in the Town of Moreau; and

WHEREAS, the County is authorized to contract with any of the consultants designated by the New York State Department of Transportation (NYSDOT) to provide services for locally administered federal and/or state-aided municipal highway, bridge, and related projects that require architectural/engineering/surveying services in NYSDOT Region 1; and

WHEREAS, the Saratoga County Department of Public Works has evaluated and ranked all firms on NYSDOT's Region 1 Local Design Service Agreement List, and has selected Barton and Loguidice, D.P.C. to provide Preliminary and Detailed Design services related to the replacement of the CR 24 (Spier Falls Road) culvert over a Hudson River Tributary in the Town of Moreau; and

WHEREAS, our Public Works Committee and the Commissioner of the County Department of Public Works have recommended that a contract for preliminary and detailed design services related to the replacement of the CR 24 (Spier Falls Road) culvert over a Hudson River Tributary in the Town of Moreau be awarded to Barton and Loguidice, D.P.C. at a cost not to exceed \$147,559; now, therefore, be it

RESOLVED, that the Chair of the Board is authorized to execute an agreement with Barton and Loguidice, D.P.C. of Albany, New York for the provision of preliminary and detailed design services for the proposed replacement of the CR 24 (Spier Falls Road) culvert over a Hudson River Tributary in the Town of Moreau, at a cost not to exceed \$147,559; and be it further

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

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No budget impact.