

Public Works Committee

Tuesday, February 7, 2023 3:30PM 40 McMaster Street, Ballston Spa, NY 12020

Chair: Philip Barrett

Members:

Diana Edwards
Jack Lawler
Jonathan Schopf
Mike Smith
Matthew Veitch
Tom Wood

- I. Welcome and Attendance
- II. Approval of the minutes of the December 7, 2022 meeting.
- III. Appointment of a Vice-Chair.
- IV. Accepting funding for the CR 109 (Kinns Road) Plank Road Intersection Improvements Project, PIN 1759.19, for preliminary design, detailed design and right-of-way incidentals for \$207,844, and amending the 2023 Budget in relation thereto Chad Cooke, Public Works
- V. Authorizing an agreement with CPL Architects for preliminary design, detailed design and right of way services related to the Plank Road Intersection Improvement Project on CR109 (Kinns Rd) in the Town of Clifton Park 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 Michelle Granger, County Attorney Therese Connolly, Clerk of the Board Stephanie Hodgson, Director of Budget

CC: John Warmt, Director of Purchasing
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: January 26, 2023 COMMITTEE: Public Works

RE: Funding acceptance for intersection improvement project

1. Is a Resolution Required:

Yes, Grant Acceptance

2. Proposed Resolution Title:

Funding acceptance for intersection improvement 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 109 (Kinns Road) intersection improvement project with Plank Road in the Town of Clifton in the amount of \$207,844 for preliminary design, detailed design and right-of-way.

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

County Attorney's Office Consulted

4.	If yes, budget lines and	s a Budget Amendment needed: YES or NO f 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	Amou	nt			
	A-0599.B		App Fu	ınd Balance	\$10	393			
	H2023.50-3590		State A	Aid	\$31	1,176			
	H2023.50-4590		Federa	al Aid	\$166,275				
	Expense								
	Account Number		Account Name Amount		unt				
	H2023.50.100-70	98	Pro Srv	for Cap Purposes	\$20	7,844			
	Source of Revenue								
	Fund Balance	State A	Aid	Federal Aid		Other			
	\$10,393	\$31,	176	\$166,275					
	Identify Budget Impa		ad to acce	ant those funds and	authori	ze the related expens	05		
	_				auti 1011	20 the related expense	C3		
	a. G/L line impa	acted	see abo	ove					

Budget year impacted 2023

b.

c.

Details

6.		ere Amendments to the Compensation Schedule? YES or NO (If yes, provide details)	Human Resources Consulted
	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	Purchasing Office Consulted
	b.	Type of Solicitation	
	c.	Is the vendor/contractor a sole source: Y V	
	d.	If a sole source, appropriate documentation has been submit Purchasing Department? Y N/A N/A	ted and approved by
	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	
	1.	Vendor/Contractor comment/remarks:	

8.	Is a gr	rant being accepted: YES or NO County Administrator's Office Consulted
	a.	Source of grant funding:
		Federal
	b.	Agency granting funds:
		FHWA/NYSDOT
	c.	Amount of grant:
		FHWA (\$166,275), NYSDOT (\$31,176)
	d.	Purpose grant will be used for:
		Intersection improvement
	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:
		\$10,393
	h.	Administrative fee to County:
9.	Suppor	ting Documentation:
J.	Биррог	
		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
	V	Other sample resolution
10.	Rem	arks:
	The	project includes the addition of a left turn lane for westbound traffic on CR 109 (Kinns

The project includes the addition of a left turn lane for westbound traffic on CR 109 (Kinns Road) heading southbound onto Plank Road as well as the replacement of Saratoga County Culvert No. 269.10 (west of the intersection) which is necessary to widen the roadwa.

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 109 (Kinns Road) Plank Road Intersection Improvement, Saratoga County <u>PIN 1759.19</u>, (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, Detailed Design and Right of Way.

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 <u>Saratoga County Board of Supervisors hereby</u> authorizes the to pay in the first instance 100% of the federal and non-federal share of the cost of <u>Design work</u> and Right of Way Incidentals for the Project or portions thereof; and it is further

RESOLVED, that the sum of \$ 207,844.00 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, <u>Saratoga County Board of Supervisors</u> 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		}		
COUNTY OF Saratoga	}	} ss.:		
I, the undersigned,				
		pared the above copy of a resolution adoptedect transcript thereof and of the whole of said original record.	_, 20_	_ with the original record
IN TESTIMONY WHEREOF This day of		eunto set my hand and affixed the official seal of said , 20		
Clerk				



SARATOGA COUNTY AGENDA ITEM REQUEST FORM

TO: Steve Bulger, County Administrator Ridge Harris, Deputy County Administrator Michelle Granger, County Attorney Therese Connolly, Clerk of the Board Stephanie Hodgson, Director of Budget

CC: John Warmt, Director of Purchasing
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: January 26, 2023 COMMITTEE: Public Works

RE: Authorize a contract with CPL Architects, Engineers, Landscape Architect and Surveyor, D.P.C. for professional services associated with the Plank Road intersection improvement project on Kinns Road in the Town of Clifton Park.

1. Is a Resolution Required:

Yes, Contract Approval

2. Proposed Resolution Title:

Authorize a contract with CPL Architects, Engineers, Landscape Architect and Surveyor, D.P.C.

3. Specific Details on what the resolution will authorize:

Authorize a contract with CPL Architects, Engineers, Landscape Architect and Surveyor, D.P.C. for professional services in the amount of \$207,844 associated with the Plank Road intersection improvement project on Kinns Road in the Town of Clifton Park.

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

County Attorney's Office Consulted

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. Please see attachments for impacted budget lines. (Use ONLY when more than four lines are impacted.)							
Account Number	Account 1	Name	Amount				
Expense							
Account Number	Account 1	Name	Amount				
Source of Revenue							
Fund Balance	State Aid	Federal Aid	Other				
Identify Budget Imp	act:						
a. G/L line imp	acted						
b. Budget year	impacted						
c. Details							

6.		ere Amendments to the Compensation Schedule? YES or NO (If yes, provide details) Human Resources Consulted
	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 Purchasing Office Consulted
, ·	a.	Were bids/proposals solicited: Y N Purchasing Office Consulted
	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/A
	e.	Commencement date of contract term: Upon contract execution
	f.	Termination of contract date: Upon project completion
	g.	Contract renewal and term: N/A
	h.	Contact information: CPL Architects, Engineers, Landscape Architect and Surveyor, D.P.C. 255 Woodcliff Drive, Suite 200 Fairport, NY 14450
	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
	1.	Vendor/Contractor comment/remarks:

8.	Is a g	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.	Suppo	orting 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 draft resolution	
10.	Rer	marks:	



SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION - 2023

Introduced by Supervisors Barrett, Edwards, Lawler, Schopf, Smith, Veitch and Wood

AUTHORIZING THE CHAIRMAN TO ENTER INTO AN AGREEMENT WITH CPL ARCHITECTS, ENGINEERS, LANDSCAPE ARCHITECT AND SURVEYOR, D.P.C. FOR PRELIMINARY DESIGN, DETAILED DESIGN AND RIGHT-OF-WAY SERVICES RELATED TO THE PLANK ROAD INTERSECTION IMPROVEMENT PROJECT ON CR 109 (KINNS ROAD) IN THE TOWN OF CLIFTON PARK

WHEREAS, pursuant to Resolution _____-2022, this Board of Supervisors approved the proposed project for Plank Road intersection improvements on CR 109 (Kinns Road), PIN 1759.19, in the Town of Clifton Park; 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 CPL Architects, Engineers, Landscape Architect and Surveyor, D.P.C. to provide preliminary design, detailed design and right-of-way services related to intersection improvements on CR 109 (Kinns Road) in the Town of Clifton Park; and

WHEREAS, our Public Works Committee and the Commissioner of the County Department of Public Works have recommended that a contract for preliminary design, detailed design and right-of-way services related to the Plank Road intersection improvements on CR 109 (Kinns Road) in the Town of Clifton Park be awarded to CPL Architects, Engineers, Landscape Architect and Surveyor, D.P.C. at a cost not to exceed \$207,844; now, therefore, be it

RESOLVED, that the Chair of the Board is authorized to execute an agreement with CPL Architects, Engineers, Landscape Architect and Surveyor, D.P.C. of Fairport, New York for the provision of preliminary design, detailed design and right-of-way services related to Plank Road intersection improvements on CR 109 (Kinns Road) in the Town of Clifton Park, at a cost not to exceed \$207,844; 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.