AGENDA

PUBLIC WORKS COMMITTEE

FEBRUARY 26, 2019

PREVIOUS BUSINESS:

APPROVING PREVIOUS MEETING MINUTES

1. LOCAL LAW NO. "U" FOR 2018: A LOCAL LAW OF THE COUNTY OF ALBANY AUTHORIZING THE COUNTY EXECUTIVE TO ENTER INTO A LEASE AGREEMENT OF PROPERTY OWNED BY ALBANY COUNTY WITH HUDSON VALLEY WIRELESS, SUBJECT TO THE APPROVAL OF THE ALBANY COUNTY LEGISLATURE

CURRENT BUSINESS:

2. AMENDING RESOLUTION NO. 327 FOR 2016 REGARDING EMPIRE STATE DEVELOPMENT GRANT FUNDING AND REIMBURSEMENT

3. AUTHORIZING AN AGREEMENT WITH THE VILLAGE OF VOORHEESVILLE REGARDING MAINTENANCE OF A TRAIN VIEWING STATION

4. AUTHORIZING THE PLANNING DEPARTMENT TO TAKE INITIAL REVIEW ACTIONS TO DETERMINE SEQR LEAD AGENCY STATUS REGARDING THE ALBANY COUNTY RAIL TRAIL BRIDGE OVER NEW SCOTLAND ROAD (SR85)
5. AMENDING RESOLUTION NO. 455 FOR 2018 WITH MJ ENGINEERING REGARDING ADDITIONAL DESIGN AND INSPECTION SERVICES

6. AUTHORIZING AN AGREEMENT WITH THE NEW YORK STATE DEPARTMENT OF TRANSPORTATION FOR THE CONVEYANCE OF RIGHT-OF-WAY PROPERTIES TO ALBANY COUNTY REGARDING COMPLETED ROAD CONSTRUCTION PROJECTS

7. SUBMISSION OF A GRANT APPLICATION WITH THE CAPITAL DISTRICT TRANSPORTATION COMMITTEE REGARDING THE PURCHASE OF REFLECTIVE WRISTBANDS
Honorable Andrew Joyce and Members of the Albany County Legislature:

LADIES AND GENTLEMEN:

The Public Works Committee of the Albany County Legislature met on February 5, 2019. Chairperson Burgdorf, Messrs. Simpson, Miller, O'Brien, Cahill, Franier, Tunny, and Mauriello. Mr. Smith was excused. The following items were discussed and/or acted upon:

1. **Local Law No. "U" for 2018**: A Local Law of the County of Albany Authorizing the County Executive to Enter Into a Lease Agreement of Property Owned by Albany County with Hudson Valley Wireless, Subject to the Approval of the Albany County Legislature: Tabled at the Request of the Sponsor.

2. Authorizing an Agreement with the Town of Bethlehem Regarding the Albany County shared services Property Tax Savings Plan: The Commissioner of the Department of Public Works requested authorization to enter into a two-year agreement with the Town of Bethlehem regarding the sharing of specialty equipment that will allow both municipalities to realize savings by avoiding costly equipment purchases and/or rentals while continuing to provide a high level of service for the term commencing February 15, 2019 and ending February 14, 2021. After a brief discussion, the Committee voted unanimously to move the proposal forward for legislative action with a favorable recommendation.

3. Authorizing the Submission of a Grant Application to the Capital District Transportation Committee Regarding the (SR155/CR157) Watervliet Shaker Road Phase III Project: The Commissioner of the Department of Public Works requested authorization to submit an application to the Capital District Transportation Committee regarding federal 2019-2024 Transportation Improvement Program (TIP) funding for an amount of up to $4,971,732 regarding the (SR155/CR157) Watervliet Shaker Road Phase III Project. After a brief discussion, the Committee voted unanimously to move the proposal forward for legislative action with a favorable recommendation.

4. Authorizing the Submission of a Grant Application to the Capital District Transportation Committee Regarding the (SR1550/CR157) New Karner Road Corridor Rehabilitation Project: The Commissioner of the Department of Public Works requested authorization to submit an application to the Capital District Transportation Committee regarding federal 2019-2024 Transportation Improvement Program (TIP) funding for an amount of up to $5,101,291 regarding the (SR155/CR157) New Karner Road Corridor Rehabilitation Project. After a brief discussion, the Committee voted unanimously to move the proposal forward for legislative action with a favorable recommendation.
5. Amending Resolution No. 465 for 2016 with New York State Department of Transportation Regarding Snow and Ice Removal: Since the final net due was higher than the initial estimated expenditure for the 2017/2018 season, the Commissioner of the Department of Public Works requested authorization and approval to execute Amendment B to the aforementioned agreement in the amount of $479,401 for a total amount of $1,128,640 rather than $649,238. After a brief discussion, the Committee voted unanimously to move the proposal forward for legislative action with a favorable recommendation.

6. Authorizing an Agreement with American Rock Salt Co., LLC Regarding the Purchase of Road Salt for the Control of Snow and Ice on State and County Roads: The Commissioner of the Department of Public Works requested authorization to enter into an agreement with American Rock Salt Co., LLC in an amount not to exceed $1,305,990 for the term commencing September 1, 2018 and ending August 31, 2019 regarding the purchase of road salt for the control of snow and ice on County and State roads. After a brief discussion, the Committee voted unanimously to move the proposal forward for legislative action with a favorable recommendation.

7. Authorizing a Lease Agreement with SEFCU Regarding Suite #7 at the Times Union Center: The General Manager of the Times Union Center indicated that SEFCU had an interest to renew an agreement to lease Corporate Suite No. 7 at the Times Union Center in an annual amount of $48,500 for the term commencing January 1, 2019 and ending December 31, 2021. After a brief discussion, the Committee voted unanimously to move the proposal forward for legislative action with a favorable recommendation.

8. Authorizing a Lease Agreement with Tech Forward, Inc. at the Times Union Center: The General Manager of the Times Union Center has indicated that Tech Forward, Inc. has an interest in leasing 1,450 square feet of office space at the Times Union Center in an annual amount of $19,575 for the term commencing February 1, 2019 and ending January 31, 2022. After a brief discussion, the Committee voted unanimously to move the proposal forward for legislative action with a favorable recommendation.

Respectfully submitted,
THE PUBLIC WORKS COMMITTEE

PAUL J. BURGDORF, Chairperson
PAUL MILLER
JOSEPH E. O'BRIEN
CHRISTOPHER SMITH
MERTON SIMPSON

PETER TUNNY
FRANK MAURIELLO
JOHN FRAINIER
CHARLES CAHILL, JR.
## Times Union Center

### Statement of Income

**Period ended January 2019**

<table>
<thead>
<tr>
<th></th>
<th>Current</th>
<th></th>
<th>Year To Date</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Actual</td>
<td>Budget</td>
<td>Actual</td>
<td>Budget</td>
</tr>
<tr>
<td>Total Event Income</td>
<td>347,108</td>
<td>257,066</td>
<td>200,222</td>
<td>347,108</td>
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<tr>
<td>Indirect Expenses</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Executive</td>
<td>23,900</td>
<td>20,857</td>
<td>20,996</td>
<td>23,900</td>
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<tr>
<td>Finance</td>
<td>24,974</td>
<td>25,118</td>
<td>28,188</td>
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<tr>
<td>Marketing</td>
<td>18,909</td>
<td>21,486</td>
<td>24,180</td>
<td>18,909</td>
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<tr>
<td>Group Sales</td>
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<td>Operations</td>
<td>154,239</td>
<td>154,398</td>
<td>160,294</td>
<td>154,239</td>
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<tr>
<td>Box Office</td>
<td>29,665</td>
<td>28,980</td>
<td>25,229</td>
<td>29,665</td>
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<td>Overhead</td>
<td>81,123</td>
<td>105,113</td>
<td>156,540</td>
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<td>Net Operating Income</td>
<td>212,565</td>
<td>231,138</td>
<td>264,845</td>
<td>212,565</td>
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<td>Other Income</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Net Operating Income</td>
<td>226,833</td>
<td>192,252</td>
<td>41,605</td>
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<td>Fixed Management Fee</td>
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<td>19,184</td>
<td>18,512</td>
<td>19,127</td>
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<td>Performance Incentive</td>
<td>10,000</td>
<td>10,726</td>
<td>10,532</td>
<td>10,000</td>
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<tr>
<td>Net Income (Loss)</td>
<td>197,706</td>
<td>102,342</td>
<td>12,561</td>
<td>197,706</td>
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<table>
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<th></th>
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<th></th>
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<td></td>
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<td>Budget</td>
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<td>Number of events</td>
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<td>8</td>
<td>10</td>
<td>9</td>
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<td>Attendance</td>
<td>52,998</td>
<td>47,900</td>
<td>50,160</td>
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# Department Income Statement: OVERHEAD

For the One Month Statement Ending January 31, 2019

<table>
<thead>
<tr>
<th>OPERATING EXPENSES</th>
<th>Current Month Actual</th>
<th>Current Month Budget</th>
<th>Current Month Prior Year</th>
<th>Year to Date Actual</th>
<th>Year to Date Budget</th>
<th>Year to Date Prior Year</th>
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<tbody>
<tr>
<td>Net Salaries and Benefits</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<tr>
<td>Professional Fees - Other</td>
<td>$2,171</td>
<td>$2,050</td>
<td>$2,000</td>
<td>$2,171</td>
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<td>79</td>
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<td>0</td>
<td>79</td>
<td>470</td>
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<td>Dues &amp; Subscriptions</td>
<td>477</td>
<td>500</td>
<td>477</td>
<td>477</td>
<td>500</td>
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<td>Postage</td>
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<td>2,171</td>
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<td>1,638</td>
<td>2,171</td>
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<td>Office Supplies</td>
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<td>2,167</td>
<td>4,661</td>
<td>3,062</td>
<td>2,167</td>
<td>4,661</td>
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<tr>
<td>Licenses &amp; Fees</td>
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<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<td>Equipment Rental</td>
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<td>400</td>
<td>614</td>
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<td>400</td>
<td>614</td>
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<td>Maintenance Agreements</td>
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<td>851</td>
<td>1,122</td>
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<td>851</td>
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<td>General Liability Insurance</td>
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<td>7,913</td>
<td>10,619</td>
<td>9,925</td>
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<td>Insurance Expense</td>
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<td>7,000</td>
<td>6,715</td>
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<td>7,000</td>
<td>6,715</td>
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<td>Electricity</td>
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<td>53,341</td>
<td>101,121</td>
<td>35,518</td>
<td>53,341</td>
<td>101,121</td>
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<td>Telephone</td>
<td>2,556</td>
<td>2,050</td>
<td>1,726</td>
<td>2,556</td>
<td>2,050</td>
<td>1,726</td>
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<tr>
<td>Water &amp; Sewage</td>
<td>3,112</td>
<td>5,927</td>
<td>5,816</td>
<td>3,112</td>
<td>5,927</td>
<td>5,816</td>
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<td>Miscellaneous Expense</td>
<td>235</td>
<td>667</td>
<td>1,903</td>
<td>235</td>
<td>667</td>
<td>1,903</td>
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<td>Depreciation</td>
<td>15,552</td>
<td>18,400</td>
<td>17,840</td>
<td>15,552</td>
<td>18,400</td>
<td>17,840</td>
</tr>
<tr>
<td><strong>Total Operating Expenses</strong></td>
<td><strong>81,123</strong></td>
<td><strong>105,113</strong></td>
<td><strong>156,540</strong></td>
<td><strong>81,123</strong></td>
<td><strong>105,113</strong></td>
<td><strong>156,540</strong></td>
</tr>
</tbody>
</table>

An SMG Managed Facility
Times Union Center Garage  
Statement of Income  
For The Period Ended January 31, 2019

<table>
<thead>
<tr>
<th></th>
<th>Actual</th>
<th>Budget</th>
<th>Last Year</th>
<th>Actual</th>
<th>Budget</th>
<th>Last Year</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total Event Income</strong></td>
<td>29,128</td>
<td>28,533</td>
<td>23,513</td>
<td>29,128</td>
<td>28,533</td>
<td>23,513</td>
</tr>
<tr>
<td><strong>Indirect Expenses</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Operations</td>
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<td>36,266</td>
<td>37,949</td>
<td>35,548</td>
<td>36,266</td>
</tr>
<tr>
<td>Overhead</td>
<td>1,390</td>
<td>1,840</td>
<td>1,781</td>
<td>1,390</td>
<td>1,840</td>
<td>1,781</td>
</tr>
<tr>
<td>Washington Ave</td>
<td>4,897</td>
<td>4,860</td>
<td>4,058</td>
<td>4,897</td>
<td>4,860</td>
<td>4,058</td>
</tr>
<tr>
<td><strong>Total Indirect Expenses</strong></td>
<td>44,236</td>
<td>42,248</td>
<td>42,105</td>
<td>44,236</td>
<td>42,248</td>
<td>42,105</td>
</tr>
<tr>
<td><strong>Net Operating Income</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Investments</td>
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<td>39,725</td>
<td>42,720</td>
<td>39,901</td>
<td>39,725</td>
<td>42,720</td>
</tr>
<tr>
<td>Other Income</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Net Operating Income</strong></td>
<td>24,793</td>
<td>26,010</td>
<td>24,128</td>
<td>24,793</td>
<td>26,010</td>
<td>24,128</td>
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<tr>
<td>Fixed Management Fee</td>
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<td>5,379</td>
<td>5,248</td>
<td>5,379</td>
<td>5,379</td>
<td>5,248</td>
</tr>
<tr>
<td>Performance Incentive</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Net Income (Loss)</strong></td>
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<td>18,880</td>
<td>19,414</td>
<td>20,631</td>
<td>18,880</td>
</tr>
</tbody>
</table>
## Times Union Center Parking Garage

### Department Income Statement: OVERHEAD

For the One Month Ending January 31, 2019

<table>
<thead>
<tr>
<th>OPERATING EXPENSES</th>
<th>Current Month Actual</th>
<th>Current Month Budget</th>
<th>Current Month Prior Year</th>
<th>Year to Date Actual</th>
<th>Year to Date Budget</th>
<th>Year to Date Prior Year</th>
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</thead>
<tbody>
<tr>
<td>Net Salaries and Benefits</td>
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<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<tr>
<td>Credit Card Discounts</td>
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<td>$859</td>
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<tr>
<td>Telephone</td>
<td>588</td>
<td>700</td>
<td>688</td>
<td>588</td>
<td>700</td>
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<td>Depreciation</td>
<td>174</td>
<td>240</td>
<td>234</td>
<td>174</td>
<td>240</td>
<td>234</td>
</tr>
<tr>
<td><strong>Total Operating Expenses</strong></td>
<td><strong>1,390</strong></td>
<td><strong>1,840</strong></td>
<td><strong>1,781</strong></td>
<td><strong>1,390</strong></td>
<td><strong>1,840</strong></td>
<td><strong>1,781</strong></td>
</tr>
</tbody>
</table>

An SMG Managed Facility
LOCAL LAW NO. “U” FOR 2018

A LOCAL LAW OF THE COUNTY OF ALBANY AUTHORIZING THE COUNTY EXECUTIVE TO ENTER INTO A LEASE AGREEMENT OF PROPERTY OWNED BY ALBANY COUNTY WITH HUDSON VALLEY WIRELESS, SUBJECT TO THE APPROVAL OF THE ALBANY COUNTY LEGISLATURE

Introduced: 11/13/2018
By Mr. Smith

BE IT ENACTED by the County Legislature of the County of Albany, pursuant to Section 33 of the Municipal Home Rule Law, as follows:

SECTION 1. Sub-Lease Agreement

Notwithstanding Section 215 of the New York State County Law, the County Executive of Albany County is hereby authorized to enter into a sub-lease agreement with the Hudson Valley Wireless allowing for the placement of high-speed Broadband Internet equipment on real and personal property owned by Albany County, for an original term not to exceed twenty-five (25) years, with three (3) successive five (5) year options to renew that will each be subject to the approval by the Albany County Legislature.

SECTION 2. Severability

If any article, section, subsection, paragraph, phrase or sentence of this local law is for any reason held invalid or unconstitutional by any court of competent jurisdiction, that portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portions hereof.

SECTION 3. Effective Date

This Local Law is adopted subject to permissive referendum pursuant to Section 24 of the New York State Municipal Home Rule Law.

Referred to Law and Public Works Committees – 11/13/18
2
February 12, 2019

Hon. Andrew Joyce, Chairman
Albany County Legislature
112 State St., Rm. 710
Albany, NY 12207

Re: TU Egress Reimbursement

Dear Chairman Joyce:

The County of Albany was awarded $162,000 through the 2016 Consolidated Funding Application. Resolution 327 for 2017 authorized the Department of General Services to accept the grant funding and the project has since been completed. In order to receive reimbursement and close out the grant the County must pay Empire State Development (ESD) a commitment fee of one percent of the capital grant ($1,620) and reimburse ESD for all of their out-of-pocket expenses associated with the project ($648.50). We request that the abovementioned Resolution be amended to include language allowing DGS to submit this payment to ESD in order to receive reimbursement.

If you should have any questions on this matter, please do not hesitate to contact me.

Sincerely,

David M. Latina
Commissioner
Department of General Services

DML:pl
Enclosures

cc: Honorable Dennis Feeney, Majority Leader
    Honorable Frank Mauriello, Minority Leader
    Kevin Cannizzaro, Esq., Majority Counsel
    Arnis Zilge, Esq., Minority Counsel
REQUEST FOR LEGISLATIVE ACTION

Description (e.g., Contract Authorization for Information Services):
Request to Amend Resolution 327 of 2017 to Include the Authorization of a Commitment Fee and Reimbursement to Empire State Development

Date: 2/12/2019
Submitted By: Thomas Stover
Department: General Services
Title: Click or tap here to enter text.
Phone: 518-447-7210
Department Rep.
Attending Meeting: David Latina

Purpose of Request:

☐ Adopting of Local Law
☒ Amendment of Prior Legislation
☐ Approval/Adoption of Plan/Procedure
☐ Bond Approval
☐ Budget Amendment
☐ Contract Authorization
☐ Countywide Services
☐ Environmental Impact/SEQR
☐ Home Rule Request
☐ Property Conveyance
☐ Other: (state if not listed) Click or tap here to enter text.

CONCERNING BUDGET AMENDMENTS

Increase/decrease category (choose all that apply):

☐ Contractual
☐ Equipment
☐ Fringe
☐ Personnel
CONCERNING CONTRACT AUTHORIZATIONS

Type of Contract:
☐ Change Order/Contract Amendment
☐ Purchase (Equipment/Supplies)
☐ Lease (Equipment/Supplies)
☐ Requirements
☐ Professional Services
☐ Education/Training
☐ Grant
    Choose an item.
    Submission Date Deadline Click or tap to enter a date.
☐ Settlement of a Claim
☐ Release of Liability
☐ Other: (state if not listed) Click or tap here to enter text.

Contract Terms/Conditions:

Party (Name/address):
    Click or tap here to enter text.

Additional Parties (Names-addresses):
    Click or tap here to enter text.

Amount/Raise Schedule/Fee:
Scope of Services:
    Click or tap here to enter text.

Bond Res. No.:
Date of Adoption:
    Click or tap here to enter text.

CONCERNING ALL REQUESTS

Mandated Program/Service:
If Mandated Cite Authority:
    Yes ☐ No ☒
    Click or tap here to enter text.

Is there a Fiscal Impact:
Anticipated in Current Budget:
    Yes ☒ No ☐
    Yes ☒ No ☐
County Budget Accounts:
Revenue Account and Line: Click or tap here to enter text.
Revenue Amount: Click or tap here to enter text.
Appropriation Account and Line: A1610 - 4046
Appropriation Amount: $2,268.50

Source of Funding - (Percentages)
Federal: Click or tap here to enter text.
State: Click or tap here to enter text.
County: 100%
Local: Click or tap here to enter text.

Term
Term: (Start and end date) Click or tap here to enter text.
Length of Contract: Click or tap here to enter text.

Impact on Pending Litigation
Yes ☐ No ☒
If yes, explain: Click or tap here to enter text.

Previous requests for Identical or Similar Action:
Resolution/Law Number: Res No. 327 of 2017
Date of Adoption: 8/14/2017

Justification: (state briefly why legislative action is requested)
The County of Albany was awarded $162,000 through the 2016 Consolidated Funding Application. Resolution 327 for 2017 authorized the Department of General Services to accept the grant funding and the project has since been completed. In order to receive reimbursement and close out the grant the County must pay Empire State Development (ESD) a commitment fee of one percent of the capital grant ($1,620) and reimburse ESD for all of their out-of-pocket expenses associated with the project ($648.50). We request that the abovementioned Resolution be amended to include language allowing DGS to submit this payment to ESD in order to receive reimbursement.
RESOLUTION NO. 327

AUTHORIZING THE DEPARTMENT OF GENERAL SERVICES TO ACCEPT A GRANT FROM EMPIRE STATE DEVELOPMENT FOR THE TIMES UNION CENTER PARKING GARAGE INGRESS/EGRESS PROJECT

Introduced: 8/14/17
By Audit and Finance Committee:

WHEREAS, The Department for General Services has been notified that grant funds are available from Empire State Development regarding the Times Union Center Ingress/Egress Project, and

WHEREAS, The Commissioner of the Department of General Services has requested authorization to accept grant funding in order to address ongoing traffic issues at the Times Union Center in an amount not to exceed $200,000 for the period January 1, 2016 to December 31, 2018, now, therefore be it

RESOLVED, By the Albany County Legislature that the County Executive is authorized to enter into an agreement with Empire State Development regarding the Times Union Center Ingress/Egress Project in an amount not to exceed $200,000 for the period January 1, 2016 to December 31, 2018, and, be it further

RESOLVED, That the County Attorney is authorized to approve said agreement as to form and content, and, be it further

RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of this resolution to the appropriate County Officials.
DRAFT

CAPITAL GRANT

This GRANT DISBURSEMENT AGREEMENT ("Agreement") includes all exhibits and attachments hereto and is made on the terms and by the parties listed below and relates to the Project described below:

NEW YORK STATE URBAN DEVELOPMENT CORPORATION d/b/a EMPIRE STATE DEVELOPMENT ("ESD" or "GRANTOR"): Hedley Park Place, 433 River Street, Suite 1003 Troy, New York 12180 Contact: Chelsey Watroba Phone: 518-270-1130 E-mail: chelsey.watroba@esd.ny.gov

THE GRANTEE:
The County of Albany 112 State Street, Room 825 Albany, NY 12207 Contact: David Latina, Commissioner Albany County Department of General Services Phone: 518-447-7210 E-mail: David.latina@albanycounty.com Federal Taxpayer ID#: 14-6002563

PROJECT NAME: Times Union Garage Egress Capital

PROJECT LOCATION: Market Street, Albany 100 Beaver Street, Albany

PROJECT NUMBER: AB729

GRANT AMOUNT: $162,000

FUNDING SOURCE: Regional Council Capital Fund - RC6

ESD APPROVAL DATE: January 17, 2019

PACB APPROVAL DATE: PACB approval to be obtained prior to the execution of the Grant Disbursement Agreement

EXPIRATION DATE: December 31, 2020
February 7, 2019

Hon. Andrew Joyce, Chairman
Albany County Legislature
112 State Street, Rm. 710
Albany, NY 12207

Dear Chairman Joyce:

The Albany County Department of Public Works is requesting the Legislature’s approval to enter into an agreement with the Village of Voorheesville, requiring the Village to maintain a train viewing station, to be constructed by a 3rd party. The train viewing station will be located on South Main Street, Voorheesville, NY 12186.

If you have any questions or require additional information, please contact my office.

Sincerely,

Lisa M. Ramundo
Commissioner

cc: Dennis Feeney, Majority Leader
    Frank Mauriello, Minority Leader
    Kevin Cannizzaro, Majority Counsel
    Arnis Zilgme, Minority Counsel
REQUEST FOR LEGISLATIVE ACTION

Description (e.g., Contract Authorization for Information Services):
MOU with Voorheesville for Maintenance of Train Viewing Station

Date: February 7, 2019
Submitted By: Lisa Ramundo
Department: Department of Public Works
Title: MOU with Voorheesville for Maintenance of Train Viewing Station
Phone: 518-655-7902
Department Rep.:
Attending Meeting: Lisa Ramundo

Purpose of Request:

☐ Adopting of Local Law
☐ Amendment of Prior Legislation
☐ Approval/Adoption of Plan/Procedure
☐ Bond Approval
☐ Budget Amendment
☒ Contract Authorization
☐ Countywide Services
☐ Environmental Impact/SEQR
☐ Home Rule Request
☐ Property Conveyance
☐ Other: (state if not listed) Click or tap here to enter text.

CONCERNING BUDGET AMENDMENTS

Increase/decrease category (choose all that apply):
☐ Contractual
☐ Equipment
☐ Fringe
☐ Personnel
☐ Personnel Non-Individual
CONCERNING CONTRACT AUTHORIZATIONS

Type of Contract:
☐ Change Order/Contract Amendment
☐ Purchase (Equipment/Supplies)
☐ Lease (Equipment/Supplies)
☐ Requirements
☐ Professional Services
☐ Education/Training
☐ Grant
  Choose an item.
  Submission Date Deadline Click or tap to enter a date.
☐ Settlement of a Claim
☐ Release of Liability
☒ Other: (state if not listed) MOU intergovernmental contract

Contract Terms/Conditions:

Party (Name/address):
  Village of Voorheesville
  29 Voorheesville Avenue
  Voorheesville, NY 12186

Additional Parties (Names/addresses):
  Click or tap here to enter text.

Amount/Raise Schedule/Fee: Click or tap here to enter text.
Scope of Services: Enter into an MOU with the Village of Voorheesville for maintenance of Train Viewing Station at South Main Street, Voorheesville, NY 12186

Bond Res. No.: Click or tap here to enter text.
Date of Adoption: Click or tap here to enter text.

CONCERNING ALL REQUESTS

Mandated Program/Service: Yes ☐ No ☒
If Mandated Cite Authority: Click or tap here to enter text.
Is there a Fiscal Impact: Yes ☐ No ☒
Anticipated in Current Budget: Yes ☐ No ☒

County Budget Accounts:
Revenue Account and Line: Click or tap here to enter text.
Revenue Amount: Click or tap here to enter text.

Appropriation Account and Line: Click or tap here to enter text.
Appropriation Amount: Click or tap here to enter text.

Source of Funding - (Percentages)
Federal: Click or tap here to enter text.
State: Click or tap here to enter text.
County: Click or tap here to enter text.
Local: Click or tap here to enter text.

Term
Term: (Start and end date) Click or tap here to enter text.
Length of Contract: Click or tap here to enter text.

Impact on Pending Litigation
If yes, explain: Yes ☐ No ☒
Click or tap here to enter text.

Previous requests for Identical or Similar Action:
Resolution/Law Number: Click or tap here to enter text.
Date of Adoption: Click or tap here to enter text.

Justification: (state briefly why legislative action is requested)
The County of Albany is entering into an agreement with the Village of Voorheesville requiring the Village to maintain a Train Viewing Station that is to be constructed by a 3rd party, on County Property located at South Main Street, Voorheesville, NY 12186.
February 5, 2019

Hon. Andrew Joyce, Chairman
Albany County Legislature
112 State Street, Rm. 710
Albany, NY 12207

Dear Chairman Joyce:

The Department of Public Works (DPW) is requesting the Legislature’s authorization to adopt the County Department of Economic Development, Conservation and Planning’s, State Environmental Quality Review (SEQR) determination for the Albany County Rail Trail Bridge over SR 85 (New Scotland Road) Bridge Replacement project. The findings made on February 8, 2019, show that this project should be listed as SEQR Type 1. Therefore, DPW is requesting authorization for the County to seek lead agency for this project. This project is part of DPW’s 2018-2022 Capital Plan. The County has completed part 1 of the Environmental Assessment form.

I have attached Laura DeGaetano’s determination and I am available for any questions at 765-2055.

Sincerely,

Lisa M. Ramundo
Commissioner

cc: Dennis Feeney, Majority Leader
    Frank Mauriello, Minority Leader
    Kevin Cannizzaro, Majority Counsel
    Arnis Zilgne, Minority Counsel
REQUEST FOR LEGISLATIVE ACTION

Description (e.g., Contract Authorization for Information Services):
Request authorization for the Albany County DPW to seek SEQR lead agency designation

Date: February 8, 2019
Submitted By: Lisa Ramundo
Department: DPW
Title: Commissioner
Phone: 518-765-2055
Department Rep.: Lisa Ramundo
Attending Meeting: Lisa Ramundo

Purpose of Request:

☐ Adopting of Local Law
☐ Amendment of Prior Legislation
☐ Approval/Adoption of Plan/Procedure
☐ Bond Approval
☐ Budget Amendment
☐ Contract Authorization
☐ Countywide Services
☒ Environmental Impact/SEQR
☐ Home Rule Request
☐ Property Conveyance
☐ Other: (state if not listed) [Click or tap here to enter text.]

CONCERNING BUDGET AMENDMENTS

Increase/decrease category (choose all that apply):
☐ Contractual
☐ Equipment
☐ Fringe
☐ Personnel
☐ Personnel Non-Individual
CONCERNING CONTRACT AUTHORIZATIONS

Type of Contract:
☐ Change Order/Contract Amendment
☐ Purchase (Equipment/Supplies)
☐ Lease (Equipment/Supplies)
☐ Requirements
☐ Professional Services
☐ Education/Training
☐ Grant
  Choose an item.
  Submission Date Deadline Click or tap to enter a date.
☐ Settlement of a Claim
☐ Release of Liability
☐ Other: (state if not listed) Click or tap here to enter text.

Contract Terms/Conditions:

Party (Name/address): Click or tap here to enter text.

Additional Parties (Names/addresses): Click or tap here to enter text.

Amount/Raise Schedule/Fee: Click or tap here to enter text.
Scope of Services: Click or tap here to enter text.

Bond Res. No.: Click or tap here to enter text.
Date of Adoption: Click or tap here to enter text.

CONCERNING ALL REQUESTS

Mandated Program/Service: Yes ☐ No ☒
If Mandated Cite Authority: Click or tap here to enter text.

Is there a Fiscal Impact: Yes ☐ No ☒
Anticipated in Current Budget: Yes ☐ No ☐

County Budget Accounts:
Justification: (state briefly why legislative action is requested)
The Department of Public Works (DPW) is requesting the Legislature’s authorization to adopt the County Department of Economic Development, Conservation and Planning’s, State Environmental Quality Review (SEQR) determination for the Albany County Rail Trail Bridge over SR 85 (New Scotland Road) Bridge Replacement project. The findings made on February 8, 2019, show that this project should be listed as SEQR Type 1. Therefore, DPW is requesting authorization for the County to seek lead agency for this project. The County has completed part 1 of the Environmental Assessment form.
MEMORANDUM

TO: Lisa Ramundo, Commissioner DPW
CC: 
FROM: Laura DeGaetano, Sr. Natural Resource Planner
DATE: February 8, 2019
RE: SEQR Compliance
SUBJECT: Design and Construction for replacement or rehab of Albany County Rail Trail bridge over New Scotland Rd. (NYS Route 85)

The existing structure carrying the Albany County Rail Trail is an old railroad bridge (BIN 7032650), constructed in 1912. The bridge has experienced numerous impacts, causing damage and providing an insufficient vertical clearance over New Scotland Road (NYS Route 85). Additionally, the column supports are in an advanced state of deterioration.

This project includes the design and construction of a potential replacement or rehabilitation of the pedestrian bridge carrying the Albany County Rail Trail over New Scotland Road (NYS Route 85) in the Town of Bethlehem in Albany County. Should a bridge replacement be proposed, the proposed bridge replacement project would include designing a demolition plan for removal of the existing structure, designing a replacement pedestrian structure, and resurfacing or replacing the existing wingwalls.

As described above, replacement of the bridge has been determined to be a Type I Action under SEQRA 617.4 (b)(9). Accordingly, Part I of the Full Environmental Assessment Form has been completed (see attached.) The county must take steps to establish lead agency status, coordinate a review with involved agencies, prepare a determination of significance, and comply with all necessary notifications consistent with review as a Type I action.

Should you have any questions or require additional information, please feel free to call me at your convenience.
February 5, 2019

Hon. Andrew Joyce, Chairman
Albany County Legislature
112 State Street, Rm. 710
Albany, NY 12207

Dear Chairman Joyce:

The Department of Public Works is requesting the Legislature’s approval of Supplemental Agreements with MJ Engineering and Land Surveying, P.C. regarding additional design and construction inspection services for the Albany County Rail Trail Bridge over New Scotland Road (SR85).

The Legislature authorized the original agreement with MJ Engineering in the amount of $95,500.00 for design and construction inspection services as per Resolution No. 455 of 2018, dated 10/9/2018 (attached).

The additional Supplemental #1 funding is required to pay for design and construction inspection services for emergency repairs to the existing structure required to strengthen it until it is either rehabilitated or replaced. Supplemental #1 adds $24,000.00 to the Original Agreement of $95,500.00.

The additional Supplemental #2 funding is required to progress the SEQRA Type I process. The project was originally scoped as a SEQRA Type II. Supplemental #2 adds $9,000.00 to the Original Agreement. This combined with Supplemental #1 gives a new contract total of $128,500.00.

This project is 100% County funded. If you have any questions or require additional information, please contact my office.

Sincerely,

Lisa M. Ramundo
Commissioner

cc: Dennis Feeney, Majority Leader
Frank Maurorello, Minority Leader
Kevin Cannizzaro, Majority Counsel
Arnis Zilgme, Minority Counsel
REQUEST FOR LEGISLATIVE ACTION

Description (e.g., Contract Authorization for Information Services):
Contract Amendment for Supplemental Agreements with MJ Engineering

Date: February 5, 2019
Submitted By: Lisa M. Ramundo
Department: Public Works
Title: Commissioner
Phone: 518-765-2055
Department Rep.: Lisa M. Ramundo
Attending Meeting:

Purpose of Request:

☐ Adopting of Local Law
☒ Amendment of Prior Legislation
☐ Approval/Adoption of Plan/Procedure
☐ Bond Approval
☐ Budget Amendment
☒ Contract Authorization
☐ Countywide Services
☐ Environmental Impact/SEQR
☐ Home Rule Request
☐ Property Conveyance
☐ Other: (state if not listed) Click or tap here to enter text.

CONCERNING BUDGET AMENDMENTS

Increase/decrease category (choose all that apply):
☐ Contractual
☐ Equipment
☐ Fringe
☐ Personnel
☐ Personnel Non-Individual
CONCERNING CONTRACT AUTHORIZATIONS

Type of Contract:
☒ Change Order/Contract Amendment
☐ Purchase (Equipment/Supplies)
☐ Lease (Equipment/Supplies)
☐ Requirements
☐ Professional Services
☐ Education/Training
☐ Grant

Choose an item.
Submission Date Deadline Click or tap to enter a date.
☐ Settlement of a Claim
☐ Release of Liability
☐ Other: (state if not listed) 

Contract Terms/Conditions:

Party (Name/address):
MJ Engineering and Land Surveying, P.C.
1533 Crescent Rd.
Clifton Park, NY 12065

Additional Parties (Names/addresses):

Click or tap here to enter text.

Amount/Raise Schedule/Fee: $33,000.00
Scope of Services: Additional Design and Construction Inspection Services along with
SEQRA Type I Process

Bond Res. No.: 
Date of Adoption: 

Click or tap here to enter text.

CONCERNING ALL REQUESTS

Mandated Program/Service: Yes ☐ No ☒
If Mandated Cite Authority: 

Click or tap here to enter text.

Is there a Fiscal Impact: Yes ☒ No ☐
Anticipated in Current Budget: Yes ☒ No ☐

County Budget Accounts:
Revenue Account and Line: [Click or tap here to enter text.]
Revenue Amount: [Click or tap here to enter text.]
Appropriation Account and Line: HHT45197.22000B
Appropriation Amount: $33,000.00

Source of Funding - (Percentages)
Federal: [Click or tap here to enter text.]
State: [Click or tap here to enter text.]
County: 100%
Local: [Click or tap here to enter text.]

Term
Term: (Start and end date) 4/1/2019-4/1/2020
Length of Contract: One Year

Impact on Pending Litigation
Yes ☐ No ☒
If yes, explain: [Click or tap here to enter text.]

Previous requests for Identical or Similar Action:
Resolution/Law Number: [Click or tap here to enter text.]
Date of Adoption: [Click or tap here to enter text.]

Justification: (state briefly why legislative action is requested)
The Department of Public Works is requesting the Legislature's approval of Supplemental Agreements with MJ Engineering and Land Surveying, P.C. regarding additional design and construction inspection services for the Albany County Rail Trail Bridge over New Scotland Road (SR85).

The Legislature authorized the original agreement with MJ Engineering in the amount of $95,500.00 for design and construction inspection services as per Resolution No. 455 of 2018, dated 10/9/2018 (attached).

The additional Supplemental #1 funding is required to pay for design and construction inspection services for emergency repairs to the existing structure required to strengthen it until it is either rehabilitated or replaced. Supplemental #1 adds $24,000.00 to the Original Agreement of $95,500.00.

The additional Supplemental #2 funding is required to progress the SEQRA Type I process. The project was originally scoped as a SEQRA Type II. Supplemental #2 adds $9,000.00 to the Original Agreement. This combined with Supplemental #1 gives a new contract total of $128,500.00.

The project is 100% County funded. If you have any questions or require additional information, please contact my office.
RESOLUTION NO. 455

AUTHORIZING AN AGREEMENT WITH MJ ENGINEERING AND LAND SURVEYING REGARDING DESIGN AND CONSTRUCTION INSPECTION SERVICES FOR THE ALBANY COUNTY RAIL TRAIL OVER NEW SCOTLAND ROAD (NYS 85) BRIDGE REPLACEMENT PROJECT

Introduced: 10/9/18
By Public Works Committee:

WHEREAS, The Commissioner of the Department of Public Works has requested authorization to enter into an agreement with MJ Engineering and Land Surveying regarding design and construction inspection services for the Albany County Rail Trail over New Scotland Road (NYS 85) Bridge Replacement Project, and

WHEREAS, The Department of Public Works, through the County Purchasing Agent, issued a request for bids and nine (9) bids were received pertaining to the project, and

WHEREAS, The County Purchasing Agent and the Department of Public Works Engineering reviewed said bids and recommended awarding the contract to MJ Engineering and Land Surveying as the lowest responsible bidder, now, therefore be it

RESOLVED, By the Albany County Legislature that the County Executive is authorized to enter into an agreement with MJ Engineering and Land Surveying, Clifton Park, NY 12067 in an amount not to exceed $95,500 regarding design and construction inspection services for the Albany County Rail Trail over New Scotland Road (NYS 85) Bridge Replacement Project, and, be it further

RESOLVED, That the County Attorney is authorized to approve said agreement as to form and content, and, be it further

RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of this resolution to the appropriate County Officials.

Adopted by unanimous vote – 10/9/18
December 11, 2018

Ms. Lisa M. Ramundo
Commissioner
Albany County Department of Public Works
449 New Salem Road
Voorheesville, NY 12186

RE: Design and Construction Inspection for the Albany County Rail Trail over
New Scotland Road (NY Route 85) Bridge Replacement Project
Albany County Resolution No. 455 for 2018
Supplemental Agreement No. 1 - Emergency Bridge Repairs

Ms. Ramundo,

M. J. Engineering and Land Surveying, P.C. (MJ) is submitting this Supplemental Agreement per your request at our November 30, 2018 meeting at the Albany County office.

BACKGROUND

MJ performed a design inspection of the existing structure and found the bridge to be vulnerable to potential failure based on potential impact forces based on the current condition of critical bridge members. As noted in the letter to your office dated November 26, 2018, the structural configuration of the bridge is a non-redundant, 2-girder, thru girder system. MJ met with representatives from Albany County, the NYSDOT and the Town of Bethlehem on November 30, 2018 to discuss the letter and critical nature and condition of the existing bridge.

As a result of the November 30, 2018 meeting, MJ was directed to perform field data collection to obtain enough information on the existing structure members in order to provide design retrofit sketches to reduce the immediate vulnerability related to the potential impact forces. The repairs will be performed by an emergency contract / contractor facilitated by Albany County.

The associated Scope of Services for the requested work is included below.

SCOPE OF WORK

Task 1 – Meetings / Field Data Collection and Coordination

1. Attend meetings with the County, NYSDOT and Town of Bethlehem to discuss the 11/26/18 letter and document path forward. Prepare and coordinate meeting minutes.

2. Perform a site visit to document existing conditions, take measurements and discuss emergency repair options, details and preferences with the County.

3. Prepare a letter to the County identifying the repair details and how the repairs address the items noted in the 11/26/18 letter to the County.
Task 2 — Design Sketch Detail and Plan Preparation

1. Prepare design plans and details required to implement the emergency repairs required to retrofit the existing bridge elements.

2. Coordinate with the County for assistance with their emergency contract and provide assistance / answer questions from the emergency bid contractor.

Task 3 — Highway Work Permit

1. Prepare portions of the NYSDOT Highway Work Permit PERM 33 to obtain access for the work on the NY Route 85. The County shall submit the permit and prepare their portion of the permit information as required.

2. Coordinate with the NYSDOT Residency for any requirements and/or restrictions that they may require.

3. It is assumed that pedestrian access along NY Route 85 will be temporarily closed during the construction of the emergency repairs. The closure signage and intent will be shown on the detour plan.

Task 4 — Construction Inspection of Emergency Repairs

1. Provide Construction inspection services during construction to document emergency repairs made for the County’s records

2. Hourly rate for Construction Inspection Services is $87.00 per hour to be billed to the County upon completion of the emergency repair work and close out of the inspection process.

3. Provide as-built documentation to the County. MJ will mark-up the design details and plans (if changes from the design occurred) to document the as-built condition.

ASSUMPTIONS AND TASKS NOT INCLUDED IN THIS PROPOSAL

This Agreement has been prepared assuming the following:

A. MJ will be granted access to the site.

B. Albany County will advertise and award an emergency contract to facilitate the emergency repairs. The County and the selected contractor will provide assistance and information needed to obtain the NYSDOT Perm 33 Highway Permit. All required permit fees will be paid by others.

C. Geotechnical engineering and/or sampling, testing will not be required based on the intended type of emergency repairs proposed.

D. Design parameters are based on the following:
a. For C1 at Pier 1, that the new column will be required to carry the existing load the
damaged column was designed to carry.

b. For C6 at Pier 2, the proposed steel plate will be sized and bolted to ensure proper load
transfer as well as properly being stitched and sealed.

for Bridge Evaluation, 3rd Edition will be utilized in evaluating any existing elements to
remain.

d. AASHTO LRFD Bridge Design Specifications, 8th Edition and AISC Steel Construction
Manual, 14th Edition will be utilized in designing the new elements to be installed.

SCHEDULE

MJ has coordinated the field visit and met the County on-site on 12/3/18. Design Sketches, details and
plans are expected to be delivered on 12/11/18 to the County for review. Emergency Construction
contract schedule to be facilitated by Albany County.

The Highway work permit will be prepared concurrently with Task 2. MJ will coordinate with the NYSDOT
Residency for requirements and schedule for their approval.

FEE

MJ proposes to complete the above-listed work and services, including the Scope of Work, for the
following lump sum fee. Additional work, if requested that is not specified in or arising out of this
proposal will be completed under a separate agreement.

<table>
<thead>
<tr>
<th>Task</th>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Meetings / Field Data Collection and Coordination</td>
<td>$3,800.00</td>
</tr>
<tr>
<td>2</td>
<td>Design Sketch Detail and Plan Preparation</td>
<td>$14,800.00</td>
</tr>
<tr>
<td>3</td>
<td>Highway Work Permit</td>
<td>$5,400.00</td>
</tr>
<tr>
<td>4</td>
<td>Construction Inspection *</td>
<td>$87.00 per hour *</td>
</tr>
</tbody>
</table>

Total Lump Sum Cost: $24,000.00

* Construction Inspection costs are not included in the Total Lump Sum Cost. Total hours to be billed
to the County upon completion of the emergency repair work and close out of the inspection
process.
Task 2 – Preparation of Full Environmental Assessment Form (FEAF) & Determination of Significance

It is assumed that the SEQRA process will be satisfied through the completion of a Full Environmental Assessment Form (FEAF) with supplemental studies as needed. The subsequent tasks correlate to this assumption to support the compliance with SEQRA.

MJ will complete Parts 1, 2 and 3 of the FEAF for the project. Part 1 (project information) will be completed and be dependent on information available through NYSDEC’s Environmental Mapper, other databases as well as through studies, research or investigation previously completed and made available for use.

MJ will complete Part 2, which examines the proposed project and determines the magnitude of impacts. Under the assumption that the Part 2 analysis supports a Negative Declaration, MJ will complete Part 3, which outlines the Lead Agency’s findings and facts supporting this decision.

ASSUMPTIONS

This Agreement has been prepared assuming the following:

- Albany County will be the SEQRA Lead Agency and coordinated review of this Type 1 Action will occur.
- No public hearings or meetings will be required beyond the two (2) previously scoped public information meetings.

TASKS NOT INCLUDED IN THIS PROPOSAL

The following efforts are excluded from this scope of services:

- Additional Public and/or on-site meetings
- Wetland permitting;
- Phase 1 or 2 Cultural Resources Survey;
- Habitat Assessments, and;
- Preparation of an Environmental Impact Statement.

SCHEDULE

MJ will provide a draft of FEAF Parts 1 through 3 as part of the Design Manual submission.

FEE

MJ proposes to complete the above-listed work and services, including the Scope of Work, for the following lump sum fee. The fee, though it is not required by the SEQRA process, also includes an additional meeting with the town Historian. Additional work, if requested that is not specified in or arising out of this proposal will be completed under a separate agreement.
<table>
<thead>
<tr>
<th>Task</th>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Lead Agency Coordination</td>
<td>$2,000.00</td>
</tr>
<tr>
<td>2</td>
<td>Full EAF Preparation / Determination of Significance</td>
<td>$7,000.00</td>
</tr>
<tr>
<td></td>
<td><strong>Total Lump Sum Cost:</strong></td>
<td><strong>$9,000.00</strong></td>
</tr>
</tbody>
</table>

These estimated fees assume there are no significant changes resulting from decisions, conditions and/or events beyond MJ’s control.

If you have any questions regarding this proposal, please contact me at (518) 371-0799.

Sincerely,

Michael D. Panichelli, P.E.
President
AUTHORIZATION TO PROCEED

I hereby authorize M.J. Engineering and Land Surveying, P.C. to proceed with the scope of services as described in this supplemental proposal.

Printed Name

Title

Signature

Date
These estimated fees assume there are no significant changes resulting from decisions, conditions and/or events beyond MJ's control.

If you have any questions regarding this proposal, please contact me at (518) 371-0799.

Sincerely,

[Signature]

Michael D. Panichelli, P.E.
President

Enclosures: Authorization to Proceed

AUTHORIZATION TO PROCEED

I hereby authorize M.J. Engineering and Land Surveying, P.C. to proceed with the scope of services as described in this supplemental proposal.

[Signature]
Printed Name

[Signature]
Signature

[Title]

Date

12-12-18
January 11, 2019

Ms. Lisa M. Ramundo
Commissioner
Albany County Department of Public Works
449 New Salem Road
Voorheesville, NY 12186

RE: Design and Construction Inspection for the Albany County Rail Trail over New Scotland Road (NY Route 85) Bridge Replacement Project
Albany County Resolution No. 455 for 2018
Supplemental Agreement No. 2 – SEQRA Type I

Ms. Ramundo,

M. J. Engineering and Land Surveying, P.C. (MJ) is submitting this Supplemental Agreement per your request per your phone conversation on January 3, 2019 with MJ.

BACKGROUND

Based upon our involvement in the project to date, MJ has the following project understanding:

- The project was originally scoped as a SEQRA Type II.
- Albany County has determined that the project shall be progressed as a Type 1 action under SEQRA requiring coordinated review.
- Albany County has requested that MJ provide additional SEQRA support for the project to satisfy the SEQRA Type I determination.

The associated Scope of Services for the requested work is included below.

SCOPE OF WORK

Task 1 – Lead Agency Coordination

Based upon the project program, the project appears to be Type 1 action pursuant to Section 617 of Environmental Conservation Law (ECL). A Type 1 action requires coordinated review with potential involved agencies. MJ will work with Albany County to develop a list of potential involved agencies.

MJ will prepare a coordination letter which will include the Full Environmental Assessment Form (FEAF) Part 1 for distribution to involved agencies. MJ will be responsible for distribution of these materials to identified involved agencies.

Establishment of Lead Agency must occur with 30 days of the date the EAF is transmitted to involved agencies.
Hon. Andrew Joyce, Chairman
Albany County Legislature
112 State St., Rm. 710
Albany, NY 12207

Dear Chairman Joyce:

We request the Legislature’s approval to accept conveyance of right-of-way acquired by NYSDOT for the following Federal-Aid Project: PIN 1753.09 CR155 (Everett Rd.) from CR151 (Albany Shaker Rd. to Exchange St.) located in the Town of Colonie. The various parcels are to be transferred from NYSDOT to Albany County.

The NYSDOT administered this Federal-Aid Project for Albany County, so they were responsible for negotiating and closing on all of the property acquisition. Now that the project is complete, the right-of-way property must be transferred to Albany County.

We have attached a written summary of the right-of-way acquisitions for the project, the request form and a sample resolution. If any further information is required or if you have any questions regarding this request, please feel free to contact my office.

Sincerely,

Lisa M. Ramundo
Commissioner

cc: Dennis Feeney, Majority Leader
     Frank Mauriello, Minority Leader
     Kevin Cannizzaro, Majority Counsel
     Minority Counsel
REQUEST FOR LEGISLATIVE ACTION

Description (e.g., Contract Authorization for Information Services):
Approval to Accept Conveyance of Right-Of-Way Property from NYSDOT

Date: February 5, 2019
Submitted By: Lisa M. Ramundo
Department: Public Works
Title: Commissioner
Phone: 518-765-2055
Department Rep.: Lisa M. Ramundo
Attending Meeting:

Purpose of Request:

☐ Adopting of Local Law
☐ Amendment of Prior Legislation
☐ Approval/Adoption of Plan/Procedure
☐ Bond Approval
☐ Budget Amendment
☐ Contract Authorization
☐ Countywide Services
☐ Environmental Impact/SEQR
☐ Home Rule Request
☒ Property Conveyance
☐ Other: (state if not listed) Click or tap here to enter text.

CONCERNING BUDGET AMENDMENTS

Increase/decrease category (choose all that apply):
☐ Contractual
☐ Equipment
☐ Fringe
☐ Personnel
☐ Personnel Non-Individual
CONCERNING CONTRACT AUTHORIZATIONS

Type of Contract:
☐ Change Order/Contract Amendment
☐ Purchase (Equipment/Supplies)
☐ Lease (Equipment/Supplies)
☐ Requirements
☐ Professional Services
☐ Education/Training
☐ Grant
  Choose an item.
  Submission Date Deadline Click or tap to enter a date.
☐ Settlement of a Claim
☐ Release of Liability
☒ Other: (state if not listed) Property Conveyance

Contract Terms/Conditions:

Party (Name/address):
  New York State Dept. of Transportation
  Region I
  50 Wolf Rd.
  Albany, NY 12232

Additional Parties (Names/addresses):
  Click or tap here to enter text.

Amount/Raise Schedule/Fee: 0
Scope of Services: Property Conveyance

Bond Res. No.: Click or tap here to enter text.
Date of Adoption: Click or tap here to enter text.

CONCERNING ALL REQUESTS

Mandated Program/Service: Yes ☐ No ☒
If Mandated Cite Authority:
  Click or tap here to enter text.

Is there a Fiscal Impact: Yes ☐ No ☒
Justification: (state briefly why legislative action is requested)
We request the Legislature’s approval to accept conveyance of right-of-way acquired by NYSDOT for the following Federal-Aid Project: PIN 1753.09 CR155 (Everett Rd.) from CR151 (Albany Shaker Rd. to Exchange St.) located in the Town of Colonie. The various parcels are to be transferred from NYSDOT to Albany County.

The NYSDOT administered this Federal-Aid Project for Albany County, so they were responsible for negotiating and closing on all the property acquisition. Now that the project is complete, the right-of-way property must be transferred to Albany County.

We have attached a written summary of the right-of-way acquisitions for the project, the request form and a sample resolution. If any further information is required or if you have any questions regarding this request, please feel free to contact my office.
PIN 1753.09

CR 155 Everett Road (Exchange St. to Albany Shaker Rd.)

Town of Colonie

County of Albany

ROW Acquired by State of New York to be conveyed to the County of Albany:

<table>
<thead>
<tr>
<th>MAP</th>
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<th>OWNER</th>
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<td>James J. Giuliano &amp; Frances A. Giuliano</td>
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<td>12/24/03</td>
<td>John F. Krug &amp; Alice M. Krug</td>
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<td>Virgilio C. Victoriano</td>
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ROW Acquired by State of New York to be conveyed to the County of Albany (cont):

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Maps & Parcels acquired as a permanent easement for drainage ditch:

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<td>10/07/03</td>
<td>Vilko F. Green</td>
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<td>Joseph &amp; Rosemarie Crisafulli</td>
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<tr>
<td>82</td>
<td>84</td>
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<td>Everett Plaza Partners</td>
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</table>

Parcels excluded from acquisition by Albany County & to be acquired by Town of Colonie directly from State of New York:

<table>
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<td>Edward T. Espenlaub</td>
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<td>Alexander Audi</td>
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<tr>
<td>107</td>
<td>114</td>
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<td>Everett Plaza Partners</td>
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</tbody>
</table>
February 6, 2019

Hon. Andrew Joyce, Chairman
Albany County Legislature
112 State Street, Rm. 710
Albany, NY 12207

Dear Chairman Joyce:

The Department of Public Works is requesting the Legislature’s permission to apply for a $5,000 mini-grant through the Capital District Transportation Committee (CDTC), to purchase reflective wristbands for pedestrians for the purpose of improving pedestrian safety throughout the County. The grant requires a 25% match of labor or materials.

We have attached the notification letter. If you have any questions or require additional information, please contact my office.

Sincerely,

Lisa M. Ramundo
Commissioner

cc: Dennis Feeney, Majority Leader
    Frank Mauriello, Minority Leader
    Kevin Cannizzaro, Majority Counsel
    Arnis Zilgme, Minority Counsel
REQUEST FOR LEGISLATIVE ACTION

Description (e.g., Contract Authorization for Information Services):
Approval to apply for a Capital Coexist Mini-grant through CDTC and enter into an MOU for grant application purposes

Date: February 6, 2019
Submitted By: Lisa Ramundo
Department: Department of Public Works
Title: Commissioner
Phone: 518-655-7902
Department Rep.: Lisa Ramundo
Attending Meeting:

Purpose of Request:

☐ Adopting of Local Law
☐ Amendment of Prior Legislation
☐ Approval/Adoption of Plan/Procedure
☐ Bond Approval
☐ Budget Amendment
☒ Contract Authorization
☐ Countywide Services
☐ Environmental Impact/SEQR
☐ Home Rule Request
☐ Property Conveyance
☐ Other: (state if not listed) Click or tap here to enter text.

CONCERNING BUDGET AMENDMENTS

Increase/decrease category (choose all that apply):
☐ Contractual
☐ Equipment
☐ Fringe
☐ Personnel
CONCERNING CONTRACT AUTHORIZATIONS

Type of Contract:
☐ Change Order/Contract Amendment
☐ Purchase (Equipment/Supplies)
☐ Lease (Equipment/Supplies)
☐ Requirements
☐ Professional Services
☐ Education/Training
☒ Grant

New Submission Date Deadline: Rolling
☐ Settlement of a Claim
☐ Release of Liability
☒ Other: (state if not listed) Memorandum of Understanding with CDTC

Contract Terms/Conditions:

Party (Name/address):
Capital District Transportation Committee
1 Park Pl #100, Albany, NY 12205

Additional Parties (Names/addresses):
Click or tap here to enter text.

Amount/Raise Schedule/Fee: $5,000
Scope of Services:
Click or tap here to enter text.

Bond Res. No.: Click or tap here to enter text.
Date of Adoption: Click or tap here to enter text.

CONCERNING ALL REQUESTS

Mandated Program/Service: Yes ☐ No ☒
If Mandated Cite Authority: Click or tap here to enter text.

Is there a Fiscal Impact: Yes ☐ No ☒
Anticipated in Current Budget: Yes ☐ No ☐
County Budget Accounts:
Revenue Account and Line: Click or tap here to enter text.
Revenue Amount: Click or tap here to enter text.
Appropriation Account and Line: Click or tap here to enter text.
Appropriation Amount: Click or tap here to enter text.

Source of Funding - (Percentages)
Federal: Grant is Federally funded
State: Click or tap here to enter text.
County: Click or tap here to enter text.
Local: Click or tap here to enter text.

Term
Term: (Start and end date) April 1, 2019 through December 31, 2019
Length of Contract: 8 months

Impact on Pending Litigation
Yes ☐ No ☒
If yes, explain: Click or tap here to enter text.

Previous requests for Identical or Similar Action:
Resolution/Law Number: Click or tap here to enter text.
Date of Adoption: Click or tap here to enter text.

Justification: (state briefly why legislative action is requested)
The Department of Public Works is requesting the Legislature's permission to apply for a $5,000 mini-grant through the Capital District Transportation Committee (CDTC), to purchase reflective wristbands for pedestrians for the purpose of improving pedestrian safety throughout the County. The grant requires a 25% match of labor or materials. An MOU with CDTC is required in order to be awarded grant funding.
REQUEST FOR APPLICATIONS

CAPITAL COEXIST TRAFFIC SAFETY AMBASSADOR PROGRAM

ISSUED BY

CAPITAL DISTRICT TRANSPORTATION COMMITTEE

ALBANY, NY

November 2018

Introduction

The Capital District Transportation Committee (CDTC) is the designated Metropolitan Planning Organization (MPO) carrying out federal requirements for cooperative transportation planning and programming within the metropolitan area surrounding the Albany-Schenectady and Saratoga Springs urbanized area. CDTC launched Capital Coexist, a bicycle and pedestrian safety campaign, in 2010 in response to overwhelming public feedback that traffic safety education is needed for all road users—bicyclists, motorists, and pedestrians—in the Capital Region.

The CDTC maintains a long range regional transportation plan called New Visions 2040. One of the goals of New Visions is to reduce the number of vehicle crashes involving bicyclists and pedestrians. Bicycling and walking are viable alternative modes of transportation and mobility that are vital to the region’s public health, transportation, and the economy. To continue to increase the number of people walking and bicycling, it must be safe both in perception and reality. Bicycle and pedestrian safety are accomplished through what is commonly referred to as the 4 E’s: encouragement, engineering, enforcement and education, and Capital Coexist initiatives have aimed to focus on improving bicycle and pedestrian safety through these.

In addition, the Federal Highway Administration has identified New York State as a focus state for pedestrian safety, due to a high number of pedestrian crashes. This designation has brought additional attention and resources to the state to reduce pedestrian crashes. Beginning in 2016, New York State has been actively engaged in the See! Be Seen! pedestrian safety education campaign. This campaign was a recommended action in the 2016 New York State Pedestrian Safety Action Plan (PSAP) and has included the development of a website, videos, print media, and other educational tools for use in pedestrian safety educational efforts.

Some CDTC initiatives that promote safe walking and bicycling include the annual Bike to Work Day event, support for both Walk and Bike to School Days, distributing trail maps and various educational
resources at community events throughout the region, enforcement training for local police departments, developing walking and bicycling guides, providing traffic skills training, and much more.

Programs such as these support the state and CDTC in meeting a target for a new federally required safety performance measure that reduces the number of non-motorized fatalities and non-motorized serious injuries. States and MPOs like CDTC are required to set a target for this performance measure, which is specific to bicyclist and pedestrian safety, and to develop projects and programs to support meeting those targets. CDTC is announcing its Traffic Safety Ambassador Program to not only support meeting its non-motorized safety performance target but to also continue to promote bicycling and walking while improving safety for all road users in the Capital Region.

The Traffic Safety Ambassador Program will make $25,000 in Federal funding available for capacity building projects designed to assist public, private, and non-profit organizations in the Capital District in providing bicycle and pedestrian safety education and training.

This program works to achieve the following New Visions 2040 and Pedestrian Safety Action Plan goals:

1. Improve bicycle and pedestrian safety by reducing the number of vehicle crashes involving bicyclists and pedestrians, and
2. Increase the number of bicycle and pedestrian trips (especially commuting trips) in the Capital Region

Applications must be submitted by 5:00 PM EST on January 31, 2019.

Eligibility

The Traffic Safety Ambassador Program is open to local government agencies, certified first responders, 501(c)3 non-profit corporations, and private for-profit organizations. Proposed projects and/or events shall be focused on the Capital District and be located in the CDTC area that includes Albany, Rensselaer, Saratoga, and Schenectady Counties (with the exception of the Town of Moreau). Lobbying activities are prohibited. Repeating projects is encouraged, but such projects may not be prioritized for repeated funding.

Ineligible project expenses include costs for permanent infrastructure, including but not limited to, Fix-It stands, bike racks, and signage. CDTC will also not reimburse for food costs. These expenses may be considered for use as match.

Examples of eligible projects, programs & events

Previously funded Capital Coexist Traffic Safety Ambassador Program projects can be found on the CDTC website. CDTC has also developed a companion guide to this solicitation to provide ideas and resources
to guide the project/program development process. These should serve only as inspiration and examples of what has been funded in previous rounds. CDTC will prioritize creativity and innovation.

1. Walking School Bus

A walking school bus is a group of children walking to school with one or more adults. An eligible walking school bus project should be structured as a route with meeting points, a timetable, and a regularly rotates schedule of trained volunteers. The project should include education and instruction on safe walking and crossing roadways. A variation on the walking school bus could include a bicycle train which includes trained volunteers that supervise children riding their bikes to school.

2. Safe Routes to School

A Safe Routes to School (SRTS) project should teach pedestrians, bicyclists, and drivers about traffic safety while creating awareness of the benefits of walking to school. SRTS projects could be related to engineering, or the physical environment adjacent to a school, enforcement of traffic laws, encouragement, and/or education. The appropriate audience for SRTS education can include children, parents, drivers, and neighbors. All proposed SRTS projects must have agreement from a school or district to participate in the project.

3. Slow Down Campaign

CDTC recognizes that much of the threat to pedestrians comes from drivers’ speed. The faster the vehicle speed, the more likely it will be involved in a crash and the more likely injuries to a pedestrian will be serious, if not fatal. A proposed Slow Down Campaign would focus on driver behavior and encouraging drivers to be more aware of pedestrians and drive more cautiously. This could include enforcement activities, development of educational materials, a social media campaign, etc.

4. Bike Ride

Group bike rides, sometimes referred to as “critical mass rides,” have the purpose of educating participants about safe cycling, promoting existing bicycle infrastructure, and/or encouraging target populations to bike more. These can also include bike ride events like New York’s Five Boro Bike Tour or Montreal’s Tour la Nuit. All proposed rides funded through the Traffic Safety Ambassador Program must:

- Be insured to conduct group rides or events and name CDTC as additional insured,
- Require participants to wear helmets,
- Be coordinated with local police departments, and
- Secure any necessary permits from the Town/City
5. Helmet Reward Program

A helmet reward program would provide a reward to children who are seen wearing their helmet and obeying applicable traffic laws while bicycling. An example of this is the ongoing Stewart’s partnership with local police departments. Police officers who see children wearing helmets while bicycling can reward the child with a free ice cream cone coupon for Stewart’s Shops.

6. Bicycle Skills Training

The League of American Bicyclists offers the only nationwide cycle instructor certification program. The CDTC has offered reduced cost Bike Skills training classes taught by League Certified Instructors. The more cyclists in the Capital Region that receive this training, the more “smart cyclists” are on the road and setting an example for others. Project sponsors interested in providing a Traffic Skills 101 Course taught by a League Certified Instructor, at no cost to the public, can apply for up $40/per person + the cost of lunch.

Additionally, project sponsors can apply for up to $1,000 to train interested persons to be League Certified Instructors that teaches Traffic Skills 101 courses to the public for free, or at a reduced cost. The maximum amount per potential instructor is $300.

7. Bicycle or Pedestrian “Pop-Up” events

A “Pop-Up” is an event that temporarily transforms a space such as an empty shop, a public space, a street, or a park. Pop-Ups are about connecting people and bringing life to an underutilized area. Project sponsors can apply for funding to host a bicycle and/or pedestrian safety-or encouragement themed Pop-Up event, such as:

- Temporary bicycle, pedestrian, and/or traffic calming infrastructure or demonstrations
- Bike Maintenance and repair
- Free bicycle lending
- Helmet fittings
- Bicycle gear giveaways
- Bike Rodeos
- Bicycle or pedestrian infrastructure demonstrations
- Ciclovias or open street event
- Pedestrian and/or bicycle safety instruction or featured speaker

8. Development of educational materials or tools

Any proposal to develop educational materials must incorporate the logo, graphics, and messages used in the Capital Coexist and See! Be Seen! bicycle and pedestrian safety campaigns.

- Activity, coloring, or comic books related to bicycle and/or pedestrian safety
• Photos and/or videos to be used in a social media campaign about bicycle and/or pedestrian safety
• Podcasts
• Smartphone app(s)

The above list of examples is just a diverse sample of potential projects, programs, and events not an exhaustive list of eligibility.

Match Requirement

The Capital Coexist Traffic Safety Ambassador will cover up to 75% of the proposed project cost. For example, if the proposed project cost is $1,000, the applicant must provide $250 in labor or materials to match the $750 mini-grant. Furthermore, the applicant must be able to pay for the cost of the project in full ($1,000). Project sponsors will be required to submit invoices for reimbursement, submitted no frequently than monthly. Project sponsors will also be required to show proof of 25% match, including receipts for materials purchased or hours of labor performed on a task.

Cost Estimates

Applicants are asked to submit a cost estimate for the proposed project or event. There is no set minimum for requests but each project type has a $5,000 maximum request. Applicants can coordinate with partners and combine projects/events or complement another project/event, but no funding request will exceed $5,000 per applicant. Funding received must be spent by January 31, 2018.

Evaluation Criteria

Primary Evaluation Criteria:

• Project is consistent with CDTC’s New Visions 2040 goals and objectives. Most importantly, (1) reducing the number of vehicle crashes involving bicyclists and pedestrians, and (2) increasing the number of bicycle and pedestrian trips (especially commuting trips) in the Capital Region.
• The applicant can demonstrate the capacity and commitment to completing the event within the stated period.
• If a project is proposed to take place in the public right-of-way or on municipal-owned property, the applicant demonstrates they have cooperation from the city/town/village and will follow any necessary permit process.
• Applicant must demonstrate that they have liability insurance and can list the Capital District Transportation Committee as additional insured.
• Project or event increases the visibility of Capital Coexist and CDTC’s bicycle and pedestrian safety initiatives.
• The project targets community awareness and involvement through branding, social media, and/or the creation of a continuous identifiable campaign.
• Project demonstrates or tests innovative bicycle and/or pedestrian safety design, outreach, and/or enforcement strategies.
- Project is consistent with Capital Coexist and See! Be Seen! safety initiatives.
- Project incorporates the CDTC, Capital Coexist and See! Be Seen! safety messages, graphics, & logos.
- The applicant provides an executed Memorandum of Understanding.

Secondary Evaluation Criteria:

- Proposed project demonstrates creativity.
- Proposed project has not previously received funding through this program.
- Match is greater than required.
- Project leverages other opportunities, partnerships, and funding sources.
- Organization demonstrates experience a high level of competence and accountability.
- Proposed event/project targets minority and/or low-income populations, children, seniors, women, and/or families.
- Proposed project coordinates with other planned or ongoing events (ex: Bike Month in May, Walk to School Day, farmers markets, etc.).

Timeline

The CDTC will assemble an evaluation committee consisting of staff and impartial members of the CDTC Bicycle & Pedestrian Advisory Committee. All applicants will be notified in writing as to the status of their submission by April 1, 2018. Successful applicants will be asked to sign a Memorandum of Understanding (MOU). The MOU must be signed before any proposed project, program, or event can begin, and before any costs are incurred.

How to Apply

Eligible organizations must complete an application form and submit it by 5:00 PM EST on January 31, 2019 via email to iceponis@cdtcmpo.org or delivered to Capital District Transportation Committee, Attn: Jennifer Ceponis, One Park Place, Albany, NY 12205.

CDTC reserves the right to modify the program without prior notice.

For questions regarding the Capital Coexist Traffic Safety Ambassador Program, contact Jennifer Ceponis of the CDTC staff at (518) 458-2161 or email iceponis@cdtcmpo.org.