



BOARD OF ESTIMATE AND CONTRACT

Jacqueline M. Izzo
Mayor
Stephanie Viscelli
Common Council President
Frederick Schmidt
Public Works Commissioner

Louise S. Glasso
City Clerk
Gerard F. Feeney
Corporation Counsel
David C. Nolan
City Treasurer

Rome City Hall
198 N. Washington St.
Rome, NY 13440
www.romenewyork.com

BOARD OF ESTIMATE AND CONTRACT MEETING REGULAR SESSION

**FEBRUARY 25, 2016
3:00 PM**

- 1. CALLING THE ROLL OF MEMBERS BY THE CLERK**
- 2. READING OF THE MINUTES OF THE PRECEDING SESSION**
(Motion in order that the reading of the minutes of the proceeding sessions be dispensed with and that they be approved.)
- 3. COMMUNICATIONS**
- 4. PUBLIC SPEAKERS**
- 5. REPORT OF DEPARTMENT HEADS**
- 6. RESOLUTIONS**

RES. NO. 43

A

AUTHORIZING THE MAYOR OF THE CITY OF ROME TO APPROVE THE SALE OF CITY OWNED PROPERTY LOCATED ON 318 MYRTLE STREET FOR \$500.00. Domenico

RES. NO. 44

B

AUTHORIZING THE MAYOR OF THE CITY OF ROME TO APPROVE THE SALE OF CITY OWNED PROPERTY LOCATED ON 127 E. BLOOMFIELD STREET FOR \$520.00. Domenico

RES. NO. 45

C

AUTHORIZING THE MAYOR OF THE CITY OF ROME TO APPROVE THE SALE OF CITY OWNED PROPERTY LOCATED ON 620 PARRY STREET FOR \$500.00. Domenico

RES. NO. 46

D

AUTHORIZING THE MAYOR OF THE CITY OF ROME TO ENTER INTO REHABILITATION AGREEMENT WITH BUYER AND APPROVING THE SALE OF CITY OWNED PARCEL LOCATED AT 640 PARRY STREET FOR \$10,000.00. Domenico

RES. NO. 47

E

AUTHORIZING BUDGETARY TRANSFERS. Nolan

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AUTHORIZING BUDGETARY AMENDMENT. Beach – Retrosi

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AUTHORIZING THE MAYOR OF THE CITY OF ROME TO ENTER INTO AN AGREEMENT WITH MADISON-ONEIDA BOCES FOR UNPAID INTERNSHIP. Schmidt

RES. NO. 51

I

AUTHORIZING THE MAYOR OF THE CITY OF ROME TO ENTER INTO AN AGREEMENT WITH BROWN & BROWN CONSULTING FOR AN AMOUNT NOT TO EXCEED \$6,750.00. Nolan

RES. NO. 52

J

AUTHORIZING THE CITY CLERK TO ADVERTISE FOR BIDS FOR SUPPLY AND DELIVERY OF CASTINGS FOR MANHOLES AND CATCH BASINS. Gotti

RES. NO. 53

K

AUTHORIZING THE CITY CLERK TO ADVERTISE FOR BIDS FOR SUPPLY AND DELIVERY OF PRE-CAST CONCRETE MANHOLES, CATCH BASINS AND GRADE RINGS. Gotti

7. TABLED RESOLUTIONS

RES. NO. 297

A

AUTHORIZING THE DELETION OF ONE POSITION OF MAINTENANCE MAN AND THE CREATION OF ONE POSITION OF WATER & SEWER MAINTENANCE FOREMAN IN WATER SHOP DEPARTMENT AND AMENDING THE 2016 BUDGET TO REFLECT SAME. Tallarino

RES. NO. 37A

G

AUTHORIZING THE MAYOR OF THE CITY OF ROME TO PURCHASE TURIN ROAD PROPERTY. Schmidt

8. ADJOURNMENT

RESOLUTION NO. 43

AUTHORIZING THE MAYOR OF THE CITY OF ROME TO APPROVE
THE SALE OF CITY OWNED PROPERTY LOCATED
ON 318 MYRTLE STREET FOR \$500.00

By _____:

WHEREAS, Rome City Charter Section 33(3) states that a sale of real estate shall not be valid or take effect unless approved by the Board of Estimate and Contract of the City of Rome, and;

WHEREAS, as a result of tax sales, certain city owned parcels of land are in the City's possession and the City desires to sell and convey said real property to a responsible buyer, and;

WHEREAS, the property is currently in compliance with the Rome Code of Ordinances and therefore there is no need for a rehabilitation agreement, now, therefore;

BE IT RESOLVED, that the Mayor of the City of Rome is authorized to convey 318 Myrtle Street to the buyer listed in Exhibit A, and;

BE IT FURTHER RESOLVED, by the Board of Estimate and Contract of the City of Rome that it approves and confirms the sale and conveyance of 318 Myrtle Street to the buyer listed in Exhibit A for the monetary consideration of \$500.00, said conveyance to take place following the contingencies hereinafter set forth, and;

BE IT FURTHER RESOLVED, that this authorization is contingent upon the buyer having completed this transaction by rendering any payment in full to the City of Rome within forty-five (45) days following receipt and review of copies of the proposed transfer documents pursuant to this sale, and;

BE IT FURTHER RESOLVED, that the real property shall at no point in time be sold, transferred, titled or conveyed to any person who was a record owner and/or mortgagor of the property within the five (5) year period immediately preceding the date on which the property was taken by the City of Rome for non-payment of taxes. If such prohibited conveyance shall be made by any party in the succeeding chain of title, then immediately thereon (a) this conveyance shall become null and void to the buyer, his successors and/or assigns, and (b) the title to the above premises shall revert back to the City of Rome.

Seconded by _____.

AYES & NAYS: Mayor Izzo _____ Viscelli _____ Feeney _____
Schmidt _____ Nolan _____

ADOPTED: DEFEATED:

EXHIBIT "A"

TAX MAP NO. 242.043-0002-024
PROPERTY ADDRESS: 318 Myrtle Street
CONSIDERATION: \$500.00
BUYER: Amedeo & Heidi Libertella

RESOLUTION NO. 44

AUTHORIZING THE MAYOR OF THE CITY OF ROME TO APPROVE
THE SALE OF CITY OWNED PROPERTY LOCATED
ON 127 E. BLOOMFIELD STREET FOR \$520.00

By _____:

WHEREAS, Rome City Charter Section 33(3) states that a sale of real estate shall not be valid or take effect unless approved by the Board of Estimate and Contract of the City of Rome, and;

WHEREAS, as a result of tax sales, certain city owned parcels of land are in the City's possession and the City desires to sell and convey said real property to a responsible buyer, and;

WHEREAS, the property is currently in compliance with the Rome Code of Ordinances and therefore there is no need for a rehabilitation agreement, now, therefore;

BE IT RESOLVED, that the Mayor of the City of Rome is authorized to convey 127 E. Bloomfield Street to the buyer listed in Exhibit A, and;

BE IT FURTHER RESOLVED, by the Board of Estimate and Contract of the City of Rome that it approves and confirms the sale and conveyance of 127 E. Bloomfield Street to the buyer listed in Exhibit A for the monetary consideration of \$520.00, said conveyance to take place following the contingencies hereinafter set forth, and;

BE IT FURTHER RESOLVED, that this authorization is contingent upon the buyer having completed this transaction by rendering any payment in full to the City of Rome within forty-five (45) days following receipt and review of copies of the proposed transfer documents pursuant to this sale, and;

BE IT FURTHER RESOLVED, that the real property shall at no point in time be sold, transferred, titled or conveyed to any person who was a record owner and/or mortgagor of the property within the five (5) year period immediately preceding the date on which the property was taken by the City of Rome for non-payment of taxes. If such prohibited conveyance shall be made by any party in the succeeding chain of title, then immediately thereon (a) this conveyance shall become null and void to the buyer, his successors and/or assigns, and (b) the title to the above premises shall revert back to the City of Rome.

Seconded by _____.

AYES & NAYS: Mayor Izzo _____ Viscelli _____ Feeney _____
Schmidt _____ Nolan _____

ADOPTED:

DEFEATED:

EXHIBIT "A"

TAX MAP NO. 242.043-0001-026
PROPERTY ADDRESS: 127 E. Bloomfield Street
CONSIDERATION: \$520.00
BUYER: Lisa Prichard

RESOLUTION NO. 45

AUTHORIZING THE MAYOR OF THE CITY OF ROME TO APPROVE
THE SALE OF CITY OWNED PROPERTY LOCATED
ON 620 PARRY STREET FOR \$500.00

By _____:

WHEREAS, Rome City Charter Section 33(3) states that a sale of real estate shall not be valid or take effect unless approved by the Board of Estimate and Contract of the City of Rome, and;

WHEREAS, as a result of tax sales, certain city owned parcels of land are in the City's possession and the City desires to sell and convey said real property to a responsible buyer, and;

WHEREAS, the property is currently in compliance with the Rome Code of Ordinances and therefore there is no need for a rehabilitation agreement, now, therefore;

BE IT RESOLVED, that the Mayor of the City of Rome is authorized to convey 620 Parry Street to the buyer listed in Exhibit A, and;

BE IT FURTHER RESOLVED, by the Board of Estimate and Contract of the City of Rome that it approves and confirms the sale and conveyance of 620 Parry Street to the buyer listed in Exhibit A for the monetary consideration of \$500.00, said conveyance to take place following the contingencies hereinafter set forth, and;

BE IT FURTHER RESOLVED, that this authorization is contingent upon the buyer having completed this transaction by rendering any payment in full to the City of Rome within forty-five (45) days following receipt and review of copies of the proposed transfer documents pursuant to this sale, and;

BE IT FURTHER RESOLVED, that the real property shall at no point in time be sold, transferred, titled or conveyed to any person who was a record owner and/or mortgagor of the property within the five (5) year period immediately preceding the date on which the property was taken by the City of Rome for non-payment of taxes. If such prohibited conveyance shall be made by any party in the succeeding chain of title, then immediately thereon (a) this conveyance shall become null and void to the buyer, his successors and/or assigns, and (b) the title to the above premises shall revert back to the City of Rome.

Seconded by _____.

AYES & NAYS: Mayor Izzo _____ Viscelli _____ Feeney _____
Schmidt _____ Nolan _____

ADOPTED: DEFEATED:

EXHIBIT "A"

TAX MAP NO. 242.035-0003-028
PROPERTY ADDRESS: 620 Parry Street
CONSIDERATION: \$500.00
BUYER: Ben Salloum

RESOLUTION NO. 46

AUTHORIZING THE MAYOR OF THE CITY OF ROME TO ENTER INTO
REHABILITATION AGREEMENT WITH BUYER AND APPROVING
THE SALE OF CITY OWNED PARCEL LOCATED AT
640 PARRY STREET FOR \$10,000.00

By _____ :

WHEREAS, Rome City Charter Title A, Section 33 states that a sale of real estate shall not be valid or take effect unless approved by the Board of Estimate and Contract of the City of Rome; and

WHEREAS, a certain city owned parcel of land is in need of rehabilitation and the City desires to sell and convey said real property to buyer, and obtain a written guarantee from the buyer that he will perform and accomplish the necessary rehabilitation within the agreed upon time frame of six (6) months from the date said rehabilitation agreement is executed; now, therefore,

BE IT RESOLVED, that the Mayor of the City of Rome is authorized to enter into a Rehabilitation Agreement, prepared and approved by the City of Rome Corporation Counsel and the City of Rome Codes Enforcement Officer, for property located at 640 Parry Street with Andrea Gutierrez for the rehabilitation of said property located at 640 Parry Street, Rome, New York, known as Tax Map No. 242.035-0003-018; and

BE IT FURTHER RESOLVED, by the Board of Estimate and Contract of the City of Rome that it approves and confirms the sale and conveyance of the property located at 640 Parry Street, Rome, New York, known as Tax Map No. 242.035-0003-018, in consideration of the performance of a Rehabilitation Agreement for said property, and for the sum of Ten Thousand and 00/100 Dollars (\$10,000.00), said conveyance to take place following the contingencies hereinafter set forth; and

BE IT FURTHER RESOLVED, that this authorization is contingent upon the execution by the buyer of the Rehabilitation Agreement within thirty days of the adoption of this Resolution; and

BE IT FURTHER RESOLVED, that subsequent to the execution of the Rehabilitation Agreement, this authorization is further contingent upon the granting of a written certification by the City of Rome Codes Enforcement Officer, stating that he has inspected the property and that the buyer has completed all necessary rehabilitation in the time period required by the agreement; and

BE IT FURTHER RESOLVED, that upon receipt of the written certification from the Codes Enforcement Officer, the Mayor is hereby authorized to execute any and all deeds or other documents necessary to complete the transfer of title of said parcel of land; and

BE IT FURTHER RESOLVED, that this authorization is contingent upon the buyer having completed this transaction by rendering payment in full to the City of Rome within forty-five (45) days following receipt and review of copies of the proposed transfer documents pursuant to this sale; and

BE IT FURTHER RESOLVED, that the real property shall at no point in time be sold, transferred, titled or conveyed to any person who was a record owner and/or mortgagor of the property within the five (5) year period immediately preceding the date on which the property was taken by the City of Rome for non-payment of taxes. If such prohibited conveyance shall be made by any party in the succeeding chain of title, then immediately thereon (a) this conveyance shall become null and void to the buyer, his successors and/or assigns, and (b) the title to the above premises shall revert back to the City of Rome.

Seconded by _____.

AYES & NAYS: Mayor Izzo _____ Viscelli _____ Feeney _____
Schmidt _____ Nolan _____

ADOPTED: DEFEATED:

RESOLUTION NO. 47

AUTHORIZING BUDGETARY TRANSFERS

By _____:

BE IT RESOLVED, that pursuant to Rome Charter Laws, Title A, Article VII, Section 91, the City Treasurer of the City of Rome is hereby authorized and directed to make the following budgetary transfers:

<u>FROM CODE NO.</u>		<u>AMOUNT</u>
AG1010.409	Common Council: Travel	\$50.00

<u>TO CODE NO.</u>		<u>AMOUNT</u>
AG1010.416	Common Council: Advertising	\$50.00

REASON: Cover higher than expected charges for legal advertising.

<u>FROM CODE NO.</u>		<u>AMOUNT</u>
AG1620.419	Municipal Buildings: Gasoline	\$290.00

<u>TO CODE NO.</u>		<u>AMOUNT</u>
AG1620.412	Municipal Buildings: Service Contracts	\$290.00

REASON: Cover inspection of alarm system at Rome Art & Community Center.

Seconded by _____.

AYES & NAYS: Mayor Izzo _____ Viscelli _____ Feeney _____
 Schmidt _____ Nolan _____

ADOPTED:

DEFEATED:

RESOLUTION NO. 48

AUTHORIZING BUDGETARY AMENDMENT

By _____:

WHEREAS, Public Safety Commissioner Frank Retrosi and Police Chief Kevin Beach have identified certain equipment that would facilitate and improve the law enforcement operations of the Rome Police Department and help said Department better serve the citizens of Rome; and

WHEREAS, David C. Nolan, Treasurer for the City of Rome, has requested to amend the 2016 Inside District Budget and same was approved by the Common Council of the City of Rome, New York at a regularly scheduled meeting held on _____ in order to purchase equipment for the Rome Police Department, as more specifically defined below; now, therefore

BE IT RESOLVED, that pursuant to Rome Charter Laws, Title A, Article VII, Section 91, the City Treasurer of the City of Rome is hereby authorized and directed to make the following budgetary amendment by which AI3120.208 shall be increased in an amount of \$32,250.00, said sum shall come from an appropriation of unassigned fund balance:

<u>PURCHASE</u>	<u>INCREASE TO AI3120.208</u>
Two (2) pole mounted RADAR signs	\$8,500.0
Four (4) Night Vision Monoculars	\$10,250.00
One (1) Crime Cam Examiner	\$2,500.00
One (1) Nomad 360 Remote Area Lighting	\$2,500.00
One (1) Ballistic & Fragmentation Blanket	\$4,000.00
One (1) Rescue Phone	\$7,500.00
Total	\$32,250.00

Seconded by _____.

AYES & NAYS: Mayor Izzo _____ Viscelli _____ Feeney _____
Schmidt _____ Nolan _____

ADOPTED:

DEFEATED:

RESOLUTION NO. 49

AUTHORIZING BUDGETARY TRANSFER

By _____:

BE IT RESOLVED, that pursuant to Rome Charter Laws, Title A, Article VII, Section 91, the City Treasurer of the City of Rome is hereby authorized and directed to make the following budgetary transfer:

<u>FROM CODE NO.</u>		<u>AMOUNT</u>
AG7020.151	Parks & Recreation: Salaries	\$9,500.00

<u>TO CODE NO.</u>		<u>AMOUNT</u>
AG1210.205	Mayor: Furniture & Fixtures	\$9,500.00

REASON: Allowing for renovations to the Mayor's suite of offices.

Seconded by _____.

AYES & NAYS: Mayor Izzo _____ Viscelli _____ Feeney _____
 Schmidt _____ Nolan _____

ADOPTED:

DEFEATED:

RESOLUTION NO. 50

AUTHORIZING THE MAYOR OF THE CITY OF ROME TO ENTER INTO AN AGREEMENT WITH MADISON-ONEIDA BOCES FOR UNPAID INTERNSHIP

By _____:

WHEREAS, the City of Rome, New York, has been offered the opportunity to participate in the Madison-Oneida BOCES Career and Technical Education Program through an agreement whereby an unpaid internship is provided for a student to connect his or her school-based learning with authentic work-based experience; and

WHEREAS, Frederick Schmidt, Commissioner of Public Works for the City of Rome is supportive of providing this experience; now, therefore,

BE IT RESOLVED, by the Board of Estimate and Contract of the City of Rome, New York, that the Mayor of the City of Rome be and is hereby authorized to enter into an agreement with Madison-Oneida BOCES, Verona, New York, with regard to the Career and Technical Education Program; and

BE IT FURTHER RESOLVED, through the aforesaid agreement, the City of Rome will provide a work site to one Madison-Oneida BOCES student on Tuesdays, Wednesdays and Thursdays from 8:00 a.m. to 11:00 a.m., beginning Tuesday, April 5, 2016 and ending on Thursday, April 21, 2016, pursuant to the attached "Career and Technical Education Internship Agreement", which is made part of this Resolution; and

BE IT FURTHER RESOLVED, that for the duration of the aforesaid agreement, Madison-Oneida BOCES will provide general liability insurance to cover said student naming the City of Rome as an additional insured.

Seconded by _____.

AYES & NAYS: Mayor Izzo _____ Viscelli _____ Feeney _____
Schmidt _____ Nolan _____

ADOPTED: DEFEATED:

Madison-Oneida BOCES
 4937 Spring Road, Verona, New York
Career and Technical Education Internship Agreement

A. STIPULATIONS OF THE PROGRAM

This agreement defines the responsibilities that the BOCES, the internship Site, the student intern and his or her parent/ guardian accepts and agrees to as shown by their signature.

1. The internship is an educational experience and is intended to help students make important connections between what they are learning in their CTE programs and authentic work experiences.
2. This agreement will not be terminated without the knowledge of all parties.
3. The student intern is covered under the Madison-Oneida BOCES general liability insurance policy.
4. All parties agree that the student intern will be accepted and treated without regard to race, color, religion, gender, handicapped conditions, or national origin, including limited English proficiency.

B. STUDENT & SCHOOL DISTRICT INFORMATION

Student Intern:	Neil Edinger
Home Address:	143 Pinehaven Circle, Blossvale, NY 13308
Student Contact #:	Home: (315) 533-6319 Parent/Guard: Rhoda Edinger
School District:	Rome

PLACEMENT INFORMATION

Internship Site:	City of Rome Public Works
Contact:	Fred Schmidt, Tom Jones
Site Phone #:	339-7774
Worksite Address:	Rome, NY 13440

INTERNSHIP SCHEDULE

Internship Dates:	April 5-21, 2016
Days/Week:	Tues/Wed/Thur
Start/end time:	8:00-11:00 AM

INTERNSHIP COORDINATOR INFORMATION

CTE Teacher	Heavy Equipment Operation, Tom Parlato - 315-361-5725
Coordinator	Christine Regner, 315-361-5715

C. TERMS AND CONDITIONS

I. INTERNSHIP COORDINATOR AGREES TO:

1. Screen student-learner applications. Place or withdraw student interns as appropriate.
2. Insure that the internship is overseen or coordinated by a Certified WBL Internship Coordinator.
3. Administer the program, providing necessary forms and maintaining records on file.
4. Act as liaison between all parties, ensuring that policies and procedures are adhered to.
5. Develop the training plan in collaboration with the work site, CTE teacher and mentor.
6. Ensure that the internship experience supports CTE curriculum objectives.
7. Provide related instructional support and mentor evaluation tool(s).
8. Ensure grades are reflected in CTE program.
9. Notify the training site in advance if the status of the student-learner changes (when possible).
10. Discuss the student-learner's progress with the mentor and observe the student at the training site.
11. Coach the student about his or her progress during the internship.

II. MENTOR AGREES TO:

1. Provide a safe working environment in accordance with Federal and State labor laws.
2. Inform student of company rules and/or regulations as appropriate.
3. Provide general instruction for all duties, tasks and responsibilities to be performed by the student.
4. Give the student progressive work activities consistent with the internship objectives, where possible.
5. Notify the Coordinator if the assignment or schedule is to be altered, and/or regarding concerns.
6. Provide direct supervision of the intern's work, sharing feedback on strengths/areas to improve.
7. Complete and return an evaluation of the student intern's overall progress on the form provided.
8. Verify the student's attendance on the internship site by signing the time sheet.
9. Honor school attendance policy, that students are not required to report during school vacation days, and that students absent from school may not participate in their internship that day.
10. Assure that the student intern's presence cannot result in the displacement of an employee.
11. Understand that the student is not entitled to wages or other compensation during the internship.
12. Verify/ensure that the student intern is covered under their Worker's Compensation Insurance policy.
13. Comply with applicable laws and regulations to safeguard, maintain confidentiality, and prohibit the re-disclosure without proper authorization of all protected student information received.

III. STUDENT INTERN RESPONSIBILITIES:

1. Provide own transportation to/from the internship, and commit to the schedule agreed upon without absence. Also to be in regular attendance at all BOCES and home school classes during internship.
2. Demonstrate a conscientious attitude, honesty, punctuality, cooperation, courtesy, and willing to learn.
3. Demonstrate appropriate dress or behavior in compliance with all policies and procedures required by the organization, school district or BOCES (i.e. "Student code of conduct").
4. Follow all instructions and perform the necessary tasks as given by the internship site supervisor.
5. Report to the Coordinator immediately when problems arise affecting his/her internship status.
6. Complete and submit all class work and assignments in a timely manner during the internship.
7. Maintain all obligations to his/her home school and the BOCES during the internship.
8. DO NOT report to the training site on days absent from school.
9. Notify the CTE teacher and internship supervisor on days absent or late (1-2 hours before start time).
10. Complete the self-evaluation and review mentor evaluation with CTE teacher or Coordinator.

IV. PARENT OR GUARDIAN RESPONSIBILITIES:

1. Support the student in carrying out his/her commitment, schedule and transportation to/from the site.
2. Contact the Coordinator or teacher, when problems or questions arise concerning the internship.
3. Allow for the student intern's assigned school counselor to share relevant school records that would be helpful in assisting the student at the internship site, according to the "Family Educational Rights and Privacy Act (FERPA)".
4. Agree to hold the BOCES, home school district, and/or internship site harmless for accidents or injuries sustained as a result of driving to the internship or as a result of training on the site.
5. Provide health, accident, and automobile insurance for the student (if the student is driving).

We, the undersigned, state that we have reviewed the terms and conditions of this agreement as set forth herein, and agree to them as indicated by our signatures below.

Neil Edinger
Student Intern Signature

2/2/16
Date

Tom Parlato
Tom Parlato, CTE Teacher

2/2/2016
Date

X
Christine Regner
Mentor/Supervisor Signature

2/2/2016
Date

Christine Regner
Christine Regner, Internship Coordinator

RESOLUTION NO. 51

AUTHORIZING THE MAYOR OF THE CITY OF ROME TO
ENTER INTO AN AGREEMENT WITH BROWN & BROWN CONSULTING
FOR AN AMOUNT NOT TO EXCEED \$6,750.00

By _____:

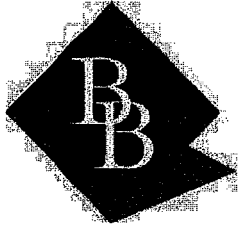
WHEREAS, David Nolan, Treasurer for the City of Rome, has recommended that the City of Rome, New York, retain the professional services of Brown & Brown Consulting, to provide GASB 45 Actuarial Services for 2016 as the required financial disclosures for the City's financial statements for the year ended December 31, 2015; now, therefore,

BE IT RESOLVED, by the Board of Estimate and Contract of the City of Rome, that the Mayor of the City of Rome is hereby authorized to enter into an agreement with Brown & Brown Consulting, to provide GASB 45 Actuarial Services for 2016 as the required financial disclosures for the City's financial statements for the year ended December 31, 2015, at a total cost not to exceed \$6,750.00, pursuant to their attached proposal which by this reference is made a part of this Resolution.

Seconded by _____.

AYES & NAYS: Mayor Izzo _____ Viscelli _____ Feeney _____
Schmidt _____ Nolan _____

ADOPTED: DEFEATED:



Brown & Brown Consulting

February 2, 2016

Mr. David C. Nolan
Treasurer
City of Rome
198 North Washington Street
Rome, NY 13440

Re: Proposal for GASB 45 Actuarial Services

Dear Dave:

This letter details the services and fees to perform GASB 45 actuarial services for 2016 for the retiree welfare plan sponsored by the City of Rome (the "City").

UNDERSTANDING OF SERVICES

The City sponsors a retiree welfare plan that provides postretirement medical, hospitalization, dental, vision, and life insurance benefits to eligible retirees. The City has multiple divisions, with different eligibility requirements and different benefits. The City requires costs to be broken out by each division. The Plan covers approximately 300 full-time active employees and 350 retirees.

The City needs an actuarial valuation of the retiree welfare plan in accordance with GASB 45.

SCOPE OF SERVICES

We will perform an actuarial valuation of the City's postemployment benefits based on participant data and premiums and claims information provided by the City and the City's benefits broker or TPA. We will review the assumptions used in the previous valuation and make recommendations if any of the assumptions should be considered for change.

Our report will detail the actuarial liabilities and costs, source data, plan provisions, actuarial methods and assumptions, the pay-as-you-go cost and the Annual Required Contribution for 2016, and will contain all the 2015 disclosure information required under GASB 45 as well as a 25-year projection of employer cash (pay-as-you-go) costs. Additionally, the valuation will contain the 2016 financial statement items and, other than adjustment by the City for actual 2016 payroll and postretirement welfare cash payments, will contain all the information the City will need for 2016 GASB 45 compliance.



FEES AND TIMING

Our charge to complete the actuarial valuation report, to review the report with the City, and consult with the City's auditor's to provide the necessary information to complete the City's financial statement audit will be based on our time charges using the hourly rates below, and is guaranteed not to exceed \$6,750.

Our fees quoted are contingent on the work remaining in the normal scope of the assignment, as it exists at the present time. If there is a significant expansion of the services required of us, such as analyzing the cost impact of changing the eligibility requirements, changing the level of benefits provided, changing the retiree contributions, etc., we reserve the right to adjust the fee cap, but the adjustment would be mutually agreed upon in advance. Projects outside of the scope of services stated above will be billed based on time and expense using the hourly rates below or a fixed-fee can be quoted if project parameters are clearly defined.

Senior Actuary - \$335
Consulting Actuary - \$295
Actuary - \$250
Senior Analyst - \$200
Analyst - \$185
Junior Analyst - \$165

We expect to complete our analysis within five (5) weeks of receipt of the information required for the valuation. The fee and timing quoted above assume that we will receive complete and usable data, upon being retained for the project.

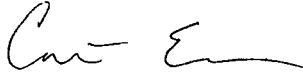
SERVICE TEAM

The primary consultants will be William J. Patti, EA, MAAA and Curt R. Evans, FSA, EA, and they will be assisted by Corey Deck, EA.

If you have any questions or need further clarification of anything in this letter, please feel free to contact me to discuss.

We look forward to hearing from you. If you agree with the terms of the services and fees, please sign and return.

Respectfully,



Curt Evans
Senior Consulting Actuary

APPROVED:

City of Rome

By: _____

Title: _____

Date: _____

RESOLUTION NO. 52

AUTHORIZING THE CITY CLERK TO ADVERTISE FOR BIDS
FOR SUPPLY AND DELIVERY OF CASTINGS FOR MANHOLES AND CATCH BASINS

By _____:

BE IT RESOLVED, by the Board of Estimate and Contract of the City of Rome, New York, that the City Clerk is hereby authorized and directed to advertise for bids for the supply and delivery of castings for manholes and catch basins; and

BE IT FURTHER RESOLVED, that such bids shall be returned to the Office of the City Clerk, 1st floor, Rome City Hall, no later than 3:00 p.m. on March 10, 2016, said bids to be opened in the Common Council Chambers, 2nd floor, Rome City Hall, at 3:00 p.m. on the same date; and

BE IT FURTHER RESOLVED, that the City of Rome reserves the right to reject any and all bids deemed not to be in the best interests of the City of Rome.

Seconded by _____.

AYES & NAYS: Mayor Izzo _____ Viscelli _____ Feeney _____
Schmidt _____ Nolan _____

ADOPTED: DEFEATED:

RESOLUTION NO. 53

AUTHORIZING THE CITY CLERK TO ADVERTISE FOR BIDS FOR SUPPLY
AND DELIVERY OF PRE-CAST CONCRETE MANHOLES,
CATCH BASINS AND GRADE RINGS

By _____:

BE IT RESOLVED, by the Board of Estimate and Contract of the City of Rome, New York, that the City Clerk is hereby authorized and directed to advertise for bids for the supply and delivery of pre-cast concrete manholes, catch basins and grade rings; and

BE IT FURTHER RESOLVED, that such bids shall be returned to the Office of the City Clerk, 1st floor, Rome City Hall, no later than 3:00 p.m. on March 10, 2016, said bids to be opened in the Common Council Chambers, 2nd floor, Rome City Hall, at 3:00 p.m. on the same date; and

BE IT FURTHER RESOLVED, that the City of Rome reserves the right to reject any and all bids deemed not to be in the best interests of the City of Rome.

Seconded by _____.

AYES & NAYS: Mayor Izzo _____ Viscelli _____ Feeney _____
Schmidt _____ Nolan _____

ADOPTED:

DEFEATED: