



## 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

**AUGUST 25, 2016  
8:30 AM**

- 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 preceding session be dispensed with and that they be approved.)

**3. COMMUNICATIONS**

**4. PUBLIC SPEAKERS**

**5. REPORT OF DEPARTMENT HEADS**

**6. RESOLUTIONS**

**RES. NO. 163**

**A**

**AUTHORIZING BUDGETARY TRANSFER. Nolan**

**RES. NO. 164**

**B**

**AUTHORIZING THE MAYOR OF THE CITY OF ROME TO ENTER INTO AN AGREEMENT WITH HARVEY MATERIALS FOR AN AMOUNT NOT TO EXCEED \$19,000.00. Schmidt**

**RES. NO. 165**

**C**

**AUTHORIZING AN EXTENSION OF THE AGREEMENT WITH JCI JONES CHEMICAL INC. FOR AN AMOUNT NOT TO EXCEED \$37,500.00. Emmanuele**

**RES. NO. 166**

**D**

**AUTHORIZING AN AMENDMENT TO A ONE MONTH RENTAL AGREEMENT WITH FIVE STAR EQUIPMENT FOR BULLDOZER (ADDITIONAL \$2,970.00). Schmidt**

**RES. NO. 167**

**E**

**AUTHORIZING THE MAYOR OF THE CITY OF ROME TO APPROVE THE SALE OF CITY OWNED PROPERTY LOCATED ON 105 THIRD STREET FOR \$501.00. Domenico**

**RES. NO. 168**

**F**

**AUTHORIZING THE MAYOR OF THE CITY OF ROME TO APPROVE THE SALE OF CITY OWNED PROPERTY LOCATED ON 200 KOSSUTH STREET FOR \$501.00. Domenico**

**RES. NO 169**

**H**

**AUTHORIZING THE MAYOR OF THE CITY OF ROME TO ENTER INTO AN AGREEMENT WITH CT MALE ASSOCIATES FOR AN AMOUNT NOT TO EXCEED \$26,975.00. Seelig**

**RES. NO. 170**

**K**

**AUTHORIZING REIMBURSEMENT TO MARK & DEBRA PUFFER FOR PAYMENT OF A CLAIM FOR AN AMOUNT OF \$1,066.08. Feeney**

**7. TABLED RESOLUTIONS**

**RES. NO. 49**

**G**

**AUTHORIZING BUDGETARY TRANSFER. Nolan**

**8. ADJOURNMENT**

RESOLUTION NO. 163

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 transfers:

**REASON: To send three operators to IA training in October.**

<u>FROM CODE NO.</u>		<u>AMOUNT</u>
EW8320.412	Water Filtration: Service Contracts and Repairs	\$2,000.00
EW8320.414	Water Filtration: Supplies & Materials	\$2,000.00
EW8320.418	Water Filtration: Contract Services	\$2,000.00
<u>TO CODE NO.</u>		<u>AMOUNT</u>
EW8320.409	Water Filtration: Training	\$6,000.00

Seconded by \_\_\_\_\_.

AYES & NAYS: Mayor Izzo \_\_\_\_\_ Viscelli \_\_\_\_\_ Feeney \_\_\_\_\_  
 Schmidt \_\_\_\_\_ Nolan \_\_\_\_\_

ADOPTED:

DEFEATED:

RESOLUTION NO. 164

AUTHORIZING THE MAYOR OF THE CITY OF ROME TO ENTER INTO AN  
AGREEMENT WITH HARVEY MATERIALS FOR AN AMOUNT  
NOT TO EXCEED \$19,000.00

By \_\_\_\_\_:

WHEREAS, Frederick Schmidt, Commissioner of the Department of Public Works for the City of Rome, New York has recommended that the City of Rome, New York, retain the services of Harvey Materials, for green waste disposal, at an amount not to exceed \$19,000.00, retroactive to July 1, 2016 with a termination date of December 31, 2016; 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 Harvey Materials, for green waste disposal, at an amount not to exceed \$19,000.00, retroactive to July 1, 2016 with a termination date of December 31, 2016.

Seconded by \_\_\_\_\_.

AYES & NAYS: Mayor Izzo \_\_\_\_\_ Viscelli \_\_\_\_\_ Feeney \_\_\_\_\_  
Schmidt \_\_\_\_\_ Nolan \_\_\_\_\_

ADOPTED: DEFEATED:

RESOLUTION NO. 165

AUTHORIZING AN EXTENSION OF THE AGREEMENT WITH JCI JONES CHEMICAL  
INC. FOR AN AMOUNT NOT TO EXCEED \$37,500.00

By \_\_\_\_\_:

WHEREAS, the Board of Estimate and Contract of the City of Rome, pursuant to Resolution No. 181 adopted August 13, 2015, authorized the Mayor to enter into an agreement with JCI Jones Chemical for supply and delivery of approximately 50 tons of Liquid Chlorine, for an amount not to exceed \$37,500.00, for a contract term of one year, effective upon execution, with two (2) one year extensions upon mutual agreement of the parties; and

WHEREAS, an agreement was entered into between JCI Jones and the City of Rome, New York on November 17, 2015 for the supply and delivery of approximately 50 tons of Liquid Chlorine for an amount not to exceed \$37,500.00 and;

WHEREAS, Santino Emmanuele, Purchasing Agent for the City of Rome, New York, has opined that the above referenced contract should be extended for a period of one year for a total amount not to exceed \$37,500.00, (at a price of \$300 per 150lb cylinder); now, therefore

BE IT RESOLVED, the Mayor of the City of Rome, New York be and is hereby authorized to execute an extension of the agreement with JCI Jones Chemical, for the supply and delivery of approximately 50 tons of Liquid Chlorine (at a price of \$300.00 per 150lb cylinder), for a total amount not to exceed \$37,500.00, for a period of one year from the date of execution.

Seconded by \_\_\_\_\_.

AYES & NAYS: Mayor Izzo \_\_\_\_\_ Viscelli \_\_\_\_\_ Feeney \_\_\_\_\_  
Schmidt \_\_\_\_\_ Nolan \_\_\_\_\_

ADOPTED: DEFEATED:



RESOLUTION NO. 167

AUTHORIZING THE MAYOR OF THE CITY OF ROME TO APPROVE THE SALE OF CITY OWNED PROPERTY LOCATED ON 105 THIRD STREET FOR \$501.00

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 105 Third Street to the Rome Rescue Mission (Matt Miller), 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 105 Third Street to the Rome Rescue Mission (Matt Miller) for the monetary consideration listed in Exhibit A, 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. 242.068-0001-028

PROPERTY ADDRESS: 105 Third Street

CONSIDERATION: \$501.00

BUYER: Rome Rescue Mission (Matt Miller)

RESOLUTION NO. 168

AUTHORIZING THE MAYOR OF THE CITY OF ROME TO APPROVE THE SALE OF CITY OWNED PROPERTY LOCATED ON 200 KOSSUTH STREET FOR \$501.00

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 200 Kossuth Street to Gerald Bright, 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 200 Kossuth Street to Gerald Bright for the monetary consideration listed in Exhibit A, 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. 242.006-003-068

PROPERTY ADDRESS: 200 Kossuth Street

CONSIDERATION: \$501.00

BUYER: Gerald Bright

RESOLUTION NO. 169

AUTHORIZING THE MAYOR OF THE CITY OF ROME TO ENTER INTO AN  
AGREEMENT WITH CT MALE ASSOCIATES FOR AN AMOUNT  
NOT TO EXCEED \$26,975.00

By \_\_\_\_\_:

WHEREAS, Edward R. Seelig, Deputy Director of the Department of Community and Economic Development for the City of Rome, New York has recommended that the City of Rome, New York, retain the services of CT Male Associates, for the design of demolition documents relative to the former Park Drive Estates, at an amount not to exceed \$26,975.00; 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 CT Male Associates, for the design of demolition documents relative to the former Park Drive Estates, at an amount not to exceed \$26,975.00, pursuant to the attached Proposal, which is made part of this Resolution.

Seconded by \_\_\_\_\_.

AYES & NAYS: Mayor Izzo \_\_\_\_\_ Viscelli \_\_\_\_\_ Feeney \_\_\_\_\_  
Schmidt \_\_\_\_\_ Nolan \_\_\_\_\_

ADOPTED: DEFEATED:

**Demolition Consultant  
 Demolition of Structures at Former Woodhaven  
 Housing Development (Park Drive)  
 City of Rome, New York**



*Prepared for:*

**MOHAWK VALLEY EDGE**  
 Attn: Fred Arcuri  
 584 Phoenix Drive  
 Rome, New York 13441

**CITY OF ROME**  
 198 N. Washington Street  
 Rome, New York 13440



*Prepared by:*

**C.T. Male Associates**  
 Engineering, Surveying, Architecture & Landscape Architecture, D.P.C.  
 50 Century Hill Drive, Latham, New York 12110  
 Charles Kortz Email: [c.kortz@ctmale.com](mailto:c.kortz@ctmale.com)  
 518.786.7400 [www.ctmale.com](http://www.ctmale.com)



# C.T. MALE ASSOCIATES

Engineering, Surveying, Architecture & Landscape Architecture, D.P.C.



50 Century Hill Drive, Latham, NY 12110  
518.786.7400 FAX 518.786.7299 www.ctmale.com

August 17, 2016

Mr. Fred Arcuri  
Senior Vice-President - Economic Development  
Mohawk Valley EDGE  
584 Phoenix Drive  
Rome, NY 13441

RE: Proposal for Professional Services  
Demolition of Structures at the former Woodhaven Housing Development  
City of Rome, NY

Dear Mr. Arcuri:

C.T. Male Associates Engineering, Surveying, Architecture & Landscape Architecture, D.P.C. (C.T. Male) is pleased to present this proposal to the City of Rome (City) and Mohawk Valley EDGE (MV EDGE) for Professional Services associated with the proposed demolition of structures at the former Woodhaven housing development located off of Park Drive in the City of Rome, NY. This proposal is based on information provided in the project RFP; a phone call with Christian Mercurio of the MV EDGE on August 12, 2016; subsequent discussions; our project experience; and our knowledge of existing regulatory requirements. It is our understanding that the goal of this project is to demolish and remove approximately 140 structures from 69 acres of land for the purposes of attracting new development.

As you know, C.T. Male is a multidisciplinary team of professionals possessing a strong background in civil and environmental engineering, and construction administration and observation services. Our project team is very well versed in municipal infrastructure and demolition project planning, study, design, and construction. We have a large portfolio of similar projects that involve site work, utilities, and demolition.

Mr. Charles (Chad) R. Kortz, P.E., will be the Project Manager, providing overall direction and leading a highly qualified project team on this project. He has over 18 years of experience in the planning, project development, design and construction of municipal public works facilities and infrastructure. Mr. Kortz will provide complete administrative oversight of the project and ensure the project receives the required technical resources for its successful completion.

We will be assigning a project team that brings many years of diverse experience and knowledge. Selection of C.T. Male as your consultant for this project brings a firm with all of the disciplines required. Moreover, C.T. Male's philosophy of cross utilizing staff across disciplines provides the opportunity for our staff to gain experience in more than one area and expands their knowledge base; which in turn provides our clients with a

# C.T. MALE ASSOCIATES

*August 17, 2016  
Mr. Fred Arcuri  
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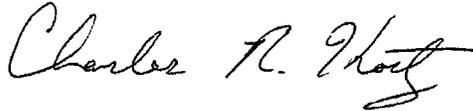
well rounded team. The result is a consultant who sees the bigger picture and can provide practical solutions that are cost effective.

In closing, I wish to thank you again for the opportunity to offer our services and I am confident that C.T. Male is well positioned to assist you with this project and thus serving you with excellent reliability.

Should you have any questions regarding any portions of our proposal please feel free to contact me at 518-848-3533 or [c.kortz@ctmale.com](mailto:c.kortz@ctmale.com).

Sincerely,

C.T. MALE ASSOCIATES  
Engineering, Surveying, Architecture & Landscape Architecture, D.P.C.

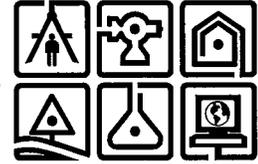
A handwritten signature in cursive script that reads "Charles R. Kortz".

Charles (Chad) R. Kortz, P.E.  
Managing Engineer

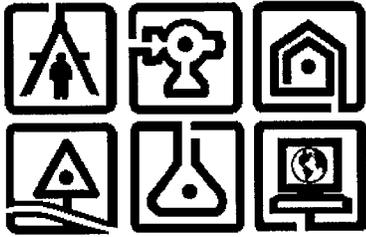
- C: Edwin L. Vopelak, Jr., P.E., Vice President, Technical Services, C.T. Male
- Michael Sawyer, Managing Industrial Hygienist, C.T. Male
- Ryan Berry, Landscape Architect II, C.T. Male

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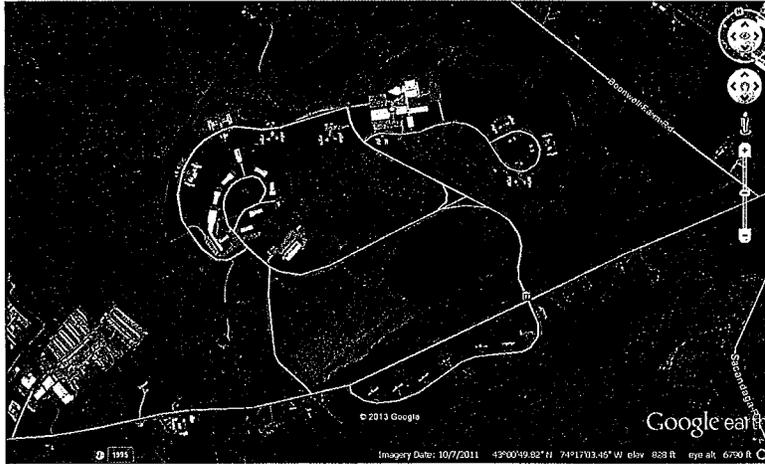
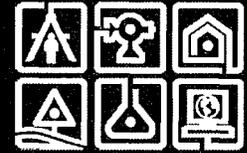


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## Project Experience

# Tryon Technology Park and Incubator Center Johnstown, New York



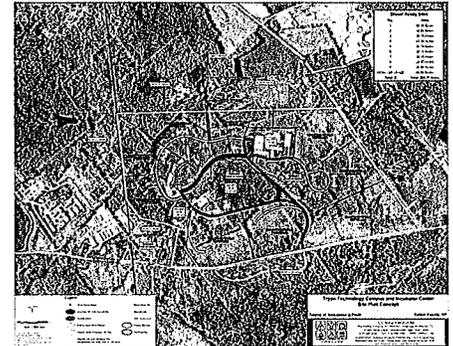
**CLIENT:**  
Fulton County, NY

**CLIENT CONTACT:**  
James E. Mraz,  
Planning Director  
518-736-5660

**STATUS:**  
Completed

**PROJECT COST:**  
\$2,500,000.00

In the summer of 2011, New York State ceased day-to-day operations and closed the Tryon Youth Detention Facility located in the Town of Perth. Fulton County submitted a plan to New York State to convert the former Tryon Campus into the Tryon Technology Park and Incubator Center. The short term plan for the former Tryon campus is to lease the existing buildings on site as incubator space for start-up businesses, offices, warehouses, storage and/or other uses. The long term plan is to create shovel ready sites on approximately 300 acres of the former Tryon campus. To prepare the campus for shovel ready sites, Fulton County will need to undertake a construction project to upgrade the road network by construction of a new internal loop road and upgrading the water and sanitary sewer infrastructure.

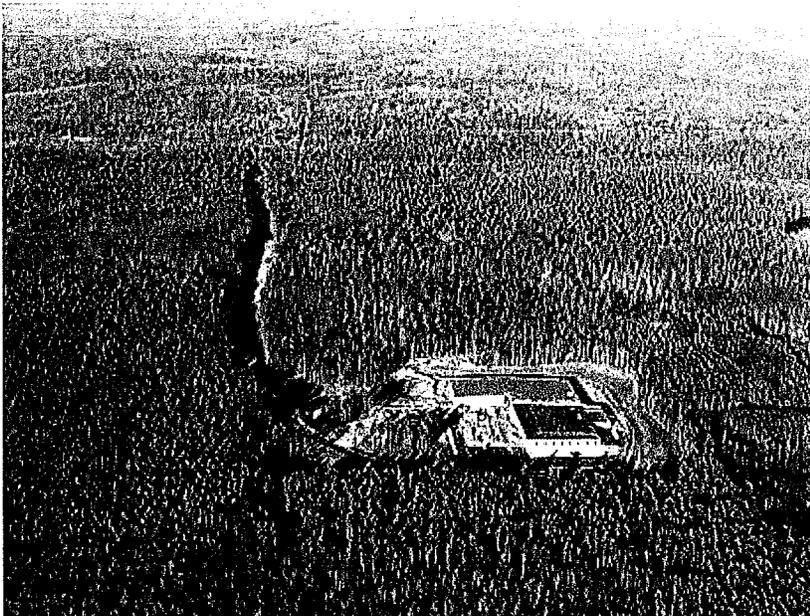
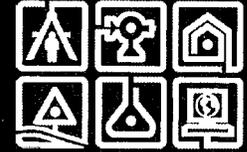


C.T. Male assisted the County with assessing the condition of the former Tryon Campus and progressing improvement projects for both the short and long term plans. From the project's start, C.T. Male performed field investigations, asbestos containing material surveys for the buildings, a Phase 1 Environmental Site Assessment, and an assessment of the existing infrastructure.

C.T. Male provided professional design services for the condition assessment of existing infrastructure including recommendations for replacement or repair, and installation of new infrastructure. Coordination with public utility companies (water, sanitary sewer, electric, natural gas, communications) by C.T. Male staff is a big part of understanding the existing infrastructure capabilities and the future capacities of utility networks. Water supply and distribution, wastewater collection, stormwater management facilities, and road network are all currently being evaluated and improvements designed.

# Old Sweet Road

Town of Johnstown, New York



**CLIENT:**  
Town of Johnstown/CG Roxane, LLC

**CLIENT CONTACT:**  
Gilles Romet/C.G. Roxane, LLC  
(518) 725-1715

**STATUS:**  
Completed



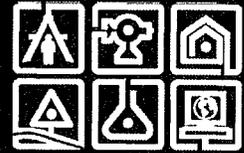
CG Roxane, LLC constructed a spring water bottling facility in the Town of Johnstown, NY. To provide adequate truck access to their facility, CG Roxane purchased approximately 23 acres of property for the purpose of constructing a Town road. The newly constructed road (Old Sweet Road) is 4,900 feet long and connects Watershed Road with New York State Route 29. The intersection of with Watershed Road is immediately across the street and in line with the spring water bottling facility's truck entrance.



This project included property and topographic survey of the 23 acres; environmental permitting; Johnstown Town Board and Highway Department approvals; SEQRA compliance; Town of Johnstown Planning Board approval; subsurface investigation; preparation of a Stormwater Pollution Prevention Plan and stormwater management features; roadway design; traffic impact analysis; New York State Department of Transportation (NYS DOT) intersection design, approval and highway work permit; NYS DOT Special Dimension Vehicles Grant Permit; pavement and sub-base design; and guiderail and signage design.

The permanent stormwater management features included infiltration trenches. No stormwater will be discharged from the site via surface courses upon the completion of construction. All stormwater will be collected via road side swales and transmitted to the groundwater via infiltration trenches.

Old Sweet Road was constructed by CG Roxane and was dedicated to the Town of Johnstown as a Town road upon the conclusion of the construction and acceptance by the Town of Johnstown. Old Sweet Road is a public town road.



**CLIENT:**

City of Amsterdam  
61 Church Street  
Amsterdam, NY 12010

**CLIENT CONTACT:**

Ann Thane  
Mayor  
(518) 841-4331

**STATUS:**

2008 – 2013

**COST:**

\$128,500

C.T. Male provided the City of Amsterdam with asbestos containing material consultation services including survey and sample analysis, abatement design, and project monitoring during abatement activity. The initial contract was for 40+ structures (mostly residential) that were slated for demolition. C.T. Male performed the initial surveys and provided the City with reports. C.T. Male also assisted the City with abatement planning as there are limited funds available for work. A variety of abatement options included abatement of asbestos prior to demolition, during demolition and leaving the structure intact for the time being are typically considered.

During this multi-year project, the City expanded the scope to include the abatement of asbestos containing materials of a bridge scheduled for replacement, and at City Hall when it was discovered that damaged asbestos containing materials were present in the basement. C.T. Male provided asbestos design and project monitoring during these projects.

The City extended the initial contract to include 30+ more structures which was separated in two bid packages for abatement and demolition. C.T. Male provided the City with asbestos consultation and other architectural and engineering services.

**Chalmers Building, Amsterdam, New York**  
**Clean Water/Clean Air Bond Act**  
**Environmental Restoration Project**



**CLIENT:**

Saratoga Associates  
443 Broadway  
Saratoga Springs, NY 12866

**CLIENT CONTACT:**

Dan Shearer  
(518) 587-2550

**STATUS:**

Completed

**COST:**

\$398,000

C.T. Male was retained by Saratoga Associates to assist on the Former Chalmers Building in Amsterdam, NY. This project is being completed under the New York State Clean Water/Clean Air Bond Act, Environmental Restoration Program. The building is a former large complex of manufacturing buildings located at the gateway to the south side of Amsterdam immediately adjacent to Bridge Street. Bridge Street was recently reconstructed and the City plans to install a pedestrian bridge in this area to cross the river.

C.T. Male was involved in the remediation of this site providing on-site observation of contractors activities for conformance with remediation and demolition contract documents.

Services provided included additional sampling to identify areas of contamination, coordination with design engineer, city engineer and NYSDEC, conducting weekly project meetings and responding to contractors' questions.

C.T. Male also assisted the City with submission of payment applications to NYSDEC and closeout of this project.

## Asbestos Survey & Abatement Design City of Cohoes, New York



**CLIENT:**

City of Cohoes  
City Hall  
97 Mohawk Street  
Cohoes, NY 12047

**CLIENT CONTACT:**

Ken Radliff  
Public Works Commissioner  
(518) 233-2139

**COST:**

\$65,000

C.T. Male completed pre-demolition structural evaluations and asbestos material surveys of 25+ buildings owned by the City of Cohoes. The City was looking to demolish these buildings in order to make the properties attractive for sale and/or redevelopment and to improve the overall neighborhood quality.

C.T. Male provided engineering services and condemnation documentation, abatement and demolition specifications, NYSDOL variances for the abatement of the asbestos containing materials, performed project monitoring and air sampling during the abatement activities and overall project management during this project.

Additionally, C.T. Male provided similar services for renovation of a property into a City Firehouse. Various systems had asbestos containing materials that needed to be abated before the renovation activity could continue.

# Asbestos Survey & Abatement Design

## City of Gloversville, New York

**CLIENT:**

City of Gloversville  
City Hall  
3 Frontage Road  
Gloversville, NY 12078

**CLIENT CONTACT:**

Laura Nealon  
(518) 773-4558

**STATUS:**

2001 - Present

**COST:**

\$85,000 (fee)

C.T. Male completed asbestos material surveys of 30+ buildings owned by the City of Gloversville. The City was looking to demolish these buildings in order to make the properties attractive for sale and/or redevelopment and to improve the overall neighborhood quality.

C.T. Male provided specifications and NYSDOL variances for the abatement of the asbestos containing materials, performed project monitoring and air sampling during the abatement activities and overall project management during this project.

Additionally, C.T. Male assisted the same services at the City Highway Maintenance Garage. An old boiler and the associated piping were removed from the building. These systems had asbestos containing thermal system insulation that needed to be abated before the boiler and piping could be taken out.

C.T. Male is currently working with the City on an asbestos abatement and demolition project of a large historic church. C.T. Male previously performed asbestos containing materials survey and structural assessment of the structure. This information was used by the City to apply for a grant to demolish the building. C.T. Male is currently preparing plans and specifications for the asbestos abatement and building demolition and will oversee that process.

# Pan American Tannery, Gloversville, New York Environmental Restoration Program



**CLIENT:**

City of Gloversville  
3 Frontage Road  
Gloversville, NY 12078

**CLIENT CONTACT:**

Ron Ellis  
(518) 773-4557

**STATUS:**

Completed

**COST:**

\$125,000  
\$972,000

C.T. Male worked with the City of Gloversville to investigate the Pan American Tannery. Because of the dilapidated nature of the existing structures, the main tannery building needed to be demolished prior to conducting the remedial investigation. Prior to building demolition, interim remedial measures including asbestos abatement, petroleum/chemical tank cleaning and closure, and disposal of abandoned waste materials needed to be performed.

C.T. Male and the City of Gloversville prepared and submitted a State Assistance Contract (SAC) Amendment for the demolition of the main tannery building and associated IRM activities. The SAC Amendment was approved and executed.

Plans and specifications for completing Tank Closure and Waste Removal activities were prepared and publicly bid. Plans and specifications for completing Building Demolition and Asbestos Abatement activities were prepared and publicly bid.

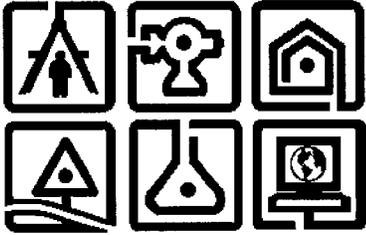
An RI/AAR Work Plan was prepared and submitted to NYSDEC and subsequently approved. The work anticipated in the Work Plan was completed before and after the interim remedial measures were complete. The RI activities included a site boundary survey, inventory of waste materials/containers, ground penetrating radar survey, surface soil sampling, evaluation of building materials (except asbestos), asbestos containing material survey and IRM sampling.

NYSDEC held a peer review of the preliminary RI field findings and required additional TCLP testing for certain metals which was implemented and the results provided to NYSDEC.

**C.T. Male Associates**

**Engineering, Surveying, Architecture & Landscape Architecture, D.P.C.**

50 Century Hill Drive, Latham, NY 12110 [www.ctmale.com](http://www.ctmale.com) T:518.786.7400



**Key Personnel**

## C. T. Male Associates

**Edwin L. Vopelak, P.E.**

*Vice President – Technical Services*



### **Professional Background:**

Professional Engineer in the States of New York, Connecticut, Delaware, Florida, Illinois, Indiana, Maine, Maryland, Massachusetts, New Hampshire, New Jersey, North Carolina, Pennsylvania, Rhode Island, Vermont, Virginia, West Virginia and the District of Columbia

### **Education:**

Masters of Engineering;  
Cornell University, 1978

Bachelor of Science;  
Environmental Engineering  
Cornell University, 1977

### **Professional Affiliations:**

American Water Works Association,  
Life Member

Adirondack Water Works  
Conference

American Society of Civil Engineers

American Council of Engineering  
Companies

Past President – Capital District  
Chapter of New York Association  
of Consulting Engineers

### **Community Affiliations:**

Saratoga County Planning Board,  
Member

As Vice President of Technical Services at C.T. Male, Mr. Vopelak is responsible for Quality Control throughout the firm. Mr. Vopelak also is the Division Manager of the Architectural and Building Systems Group at C.T. Male. In that role, his duties include preparation of department budgets, staff assignments, personnel, proposal review and marketing.

Mr. Vopelak also functions as Project Manager on many large complex building and infrastructure projects and performs quality control reviews on building and site projects.

He brings with him over 38 years of experience in engineering to the project team and has been with the firm since 1978.

He is a shareholder of the firm and a member of the Board of Directors.

### **Notable Project Experience:**

- US Postal Service; New York District – Quality Control.
- New York State Office of General Services; New York, Term Contract – Project Manager.
- General Electric Building 262 - Research Laboratory Expansion; Schenectady, New York.
- Albany Airport Sand Storage and Maintenance Facility; Albany, NY – Project Manager.
- Clifton Park Water Authority, Administration Offices; Clifton Park, NY – Project Manager.
- BASF Rensselaer Education Center; Rensselaer, NY – Project Principal.
- New York State Facilities Development Corporation; Term Contract – Project Manager.
- Plattsburgh Air Force Base; Plattsburgh, NY, Facilities Term Contract – Project Manager.
- YMCA; East Greenbush, NY – Project Manager.
- Kirkland Town Hall; Kirkland, NY – Quality Control.

## C. T. Male Associates

**Charles (Chad) R. Kortz, P.E.**

*Managing Engineer/Regional Manager – Civil Engineering Division*



### **Professional Licenses:**

Professional Engineer in:  
New York  
New Hampshire  
Vermont

### **Education:**

B.S. Civil Engineering  
State University of New York at  
Buffalo, Buffalo, NY - 1998

### **Technical Leadership:**

Drinking Water Supply, Treatment,  
and Distribution Team Leader

Water Distribution System Modeling

### **Professional Affiliations:**

American Society of Civil Engineers

American Public Works Association

American Water Works Association

New York Rural Water

NYS Association of Solid Waste  
Managers

### **Specialized Experience:**

City Engineer/Director of Public  
Works/Water Superintendent  
City of Johnstown, NY  
2006 - 2011

As Managing Engineer and Regional Office Manager, Mr. Kortz is responsible for the overall management and operations of our Johnstown, New York office and manages multi-discipline projects for the Civil Engineering Division. He supervises a staff of 4 employees consisting of civil engineers and designers. His duties include developing and maintaining a branch office budget, staff assignments, personnel, proposal preparation and review, project management, and business development. He also prepares and reviews contract documents, and performs quality reviews of project deliverables.

As a Project Manager, Mr. Kortz has been involved in many complex projects both small and large such as major WWTP upgrades for the Villages of Groton and Dolgeville, NY; Tryon Technology Park in Perth, NY; CG Roxane spring water bottling plant in Johnstown, NY; GLOBALFOUNDRIES Fab 8 Campus in Malta, NY; and numerous public projects for municipalities and New York State Agencies. He has successfully managed multi-disciplined projects from the planning and conceptual stages right through to startup and operation.

He has the proven skills to consistently manage challenging multi-disciplined project teams. He also possesses the operations skills and understanding of the Owner's responsibilities having managed a public works operation for almost 6 years. He relies heavily on this ability to immediately see a project from the Owner's perspective and then advance the project to successful completion.

He brings over 18 years of career experience in civil and environmental engineering, public works operations and administration, and construction to the project team. He serves as Team Leader for drinking water supply, treatment, and distribution projects performing project management and quality reviews and is a shareholder of the firm.

### **Notable Project Experience:**

- City of Johnstown Demolitions and Property Re-Use; Johnstown, NY
- City of Johnstown RESTORENY Grant Project; Johnstown, NY
- Tryon Technology Park; Perth, NY
- NYS OGS:
  - Clinton Correctional Facility Water System Replacement
  - Elmira Correctional Facility Water System Replacement
  - Green Haven Correctional Facility WWTP Improvements
  - Otisville Correctional Facility WWTP Improvements
- Village of Groton WWTP Upgrade; Groton, NY
- Village of Dolgeville WWTP Improvements; Dolgeville, NY
- Gloversville-Johnstown Joint Wastewater Treatment Facility Trunk Sewer Study and Rehabilitations; Johnstown, NY

# C. T. Male Associates

**Chester P. Szymanski III, P.E.**  
Project Engineer – Civil Engineering Group

**Professional License:**

Professional Engineer in New York

**Education:**

B.S. Civil Engineering  
Clarkson University  
Potsdam, New York  
2001

M.E. Geotechnical Engineering  
Clarkson University  
Potsdam, New York  
2002

Mr. Szymanski is a Project Engineer providing advanced technical leadership in projects involving surface water hydrology and hydraulics, with a wide ranging background in stormwater management and site design. Aside from stormwater, his expertise in the field of water and wastewater system design is far reaching, and he brings fresh project leadership in many other aspects of engineering design as well.

The focus of Mr. Szymanski's career has included projects for municipalities and State Agencies across the Mohawk Valley and Lake George Basin, including projects in the Town of Kirkland, Village of Dolgeville, Town of Bolton, City of Johnstown, City of Gloversville, Village of Groton, Village of Corinth, Village of Boonville, Village of Clinton, and Village of Cobleskill to name only a few. He is very familiar with engineering methods and procedures needed to develop successful capital plans and projects and has developed a good rapport and level of trust with all of his previous clients.

Mr. Szymanski has over 14 years of career experience in civil and consulting engineering.

Mr. Szymanski is proficient in the use of many computer-aided engineering design applications, including HEC-RAS, SewerCad, WaterCAD, H2OMap, HydroCAD, MathCAD, and ArcView GIS.

**Notable Project Experience:**

- City of Utica, Green Innovation Grant Program, Genesee Street
- City of Rome, Rome Cable Site Remediation
- City of Rome, Rod Mill Reuse Strategy Green Infrastructure Project
- City of Rome, Waterfront Infrastructure, Boat Launch, and Boat Dock
- Village of Corinth Water System Improvements Project; Corinth, NY
- Village of Greenwich Water System Improvements Project; Greenwich, NY
- Grieme Avenue Waterline Replacement; Amsterdam, NY
- System-Wide Water Study; Cities of Johnstown and Gloversville, NY
- Village of Dolgeville Wastewater Treatment Plant and Collection System Improvements Project; Dolgeville, NY
- Trunk Sewer Study and Capital Planning; Village of Groton, NY.
- CG Roxane Spring Water Bottling Plant Water Line Project; Johnstown, NY
- Construction of Old Sweet Road Project: roadway and site design in support of the CG Roxane Spring Water Bottling Plant; Johnstown, NY
- Tryon Technology Park and Incubator Center: Site design and layout of new access roadway; Johnstown, NY.
- New Office Building: Site and building design for new municipal office building; Manheim, NY.
- Oneida County Sewer District Trunk Sewer Investigation; Oneida County, NY

## C. T. Male Associates

**Michael F. Sawyer**  
Managing Industrial Hygienist



### **Professional Background:**

NYS DOL Licensed Asbestos Project Designer

NYS DOL Licensed Asbestos Building Inspector/Management Planner

NYS DOL Licensed Asbestos Worker/Supervisor

USEPA Lead Risk Assessor

### **Education:**

Bachelor of Arts, Economics, Minor in Environmental Studies, St. Michael's College, Winooski, VT

### **Specialized Training:**

OSHA 40-Hour Health & Safety Training  
OSHA Confined Space Training

Mr. Michael Sawyer joined the firm in 1998 and specializes in industrial hygiene projects. He has over 37 years experience in the industrial hygiene field. Mr. Sawyer is responsible for project management, proposal preparations, and client interaction. He provides asbestos inspection services, abatement design and O&M program design and audit. He is responsible for overall management, from start to finish, of all asbestos, lead, indoor air quality and industrial hygiene projects. Mr. Sawyer's background in industrial hygiene includes worker safety issues, IAQ investigations, Phase I investigations, lead remediation issues, microbial investigation and remediation and expert testimony.

Mr. Sawyer has been working on asbestos related projects since 1979. During the past 37 years he has directed and performed site visits and asbestos inspections at numerous educational, industrial and commercial facilities across the country and in Canada. He has inspected hundreds of school facilities for compliance with the AHERA regulatory requirements. His responsibilities have included planning, schedules, and budgets, training and directing field technicians, preparing specifications, contract documents, management plans, operations and maintenance programs, and reports for asbestos and lead survey and assessment projects. He has been involved in all aspects of asbestos abatement activities including planning, design, project monitoring, sample collection and project management. He has been very successful helping clients get abatements completed on time and within budget.

### **Notable Project Experience:**

#### **Asbestos Containing Materials Survey, Sampling, Design and/or Project Monitoring Services**

- Land Reutilization Corporation of the Capital Region, Schenectady & Amsterdam, NY - 15 Buildings
- City of Amsterdam, NY - 70+ Buildings
- City of Gloversville, NY - 30+ Buildings
- The Community Builders, Hamilton Hill, Schenectady, NY - 12 Buildings
- City of Cohoes, NY - 25+ Buildings

#### **Lead**

- CYC Realty Management, 25 Apartment Buildings
- Lowe's of Herkimer, NY
- South Colonie Central School District, NY

#### **Industrial Hygiene & Indoor Air Quality**

- Dominican College IAQ & Mold
- Golub Corporation, Schenectady, NY
- Ravena Coeymans Selkirk CSD, Ravena, NY

## C. T. Male Associates

**Nicole Castagnier**  
Abatement Coordinator



### **Specialized Training:**

OSHA 40-Hour Health & Safety Training

OSHA 8-Hour Annual Refresher

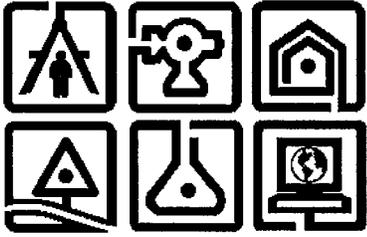
NYS DOL Licensed Asbestos Project Monitor

Ms. Castagnier joined C.T. Male in 2009. Her duties include asbestos abatement coordination including scheduling, asbestos project and air monitoring, and asbestos project closeout report preparation.

### **Notable Project Experience:**

#### **Asbestos Containing Materials (ACM) Monitoring Services & Coordination:**

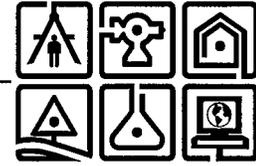
- Land Reutilization Corporation of the Capital Region
- City of Amsterdam
- City of Cohoes
- City of Gloversville
- The Community Builders
- City School District of the City of Schenectady
- South Colonie Central School District
- North Colonie Central School District
- Ravena-Coeymans-Selkirk Central School District
- City School District of Saratoga Springs
- Hadley Luzerne Central School District
- City School District of Albany
- Enlarged City School District of Troy
- Burnt Hills Ballston Lake Central School District
- Bethlehem Central School District
- Pine Plains Central School District
- Guilderland Central School District
- Ichabod Crane Central School District
- Voorheesville Central School District
- Siena College
- The Sage Colleges
- The College of St. Rose
- Skidmore College
- Union College



## Technical Approach

## TECHNICAL APPROACH

C.T. Male Associates



### **Project Understanding**

The City of Rome (City) would like to remove approximately 140 structures on the approximately 69 acre site. This will set the stage for a potential future mixed use development at this location. Asbestos surveys were completed on 2 representative structures from the existing development. These representative structures have been demolished as a test with asbestos variances from the Department of Labor for demolition and disposal of construction debris as ACM. The City Code Enforcement Office has deemed all 140 structures as unsafe and unfit in preparation for this project.

It is anticipated that base mapping and topography of the site will be obtained through the City and available County Lidar information. The project bid documents and SWPPP are anticipated to be provided without Topographic and Boundary survey provided by a Licensed, New York State Land Surveyor.

It is assumed that the disturbance will be limited to the approximately 140 structures planned for demolition and the work area required for the demolition activities. The scope of the project will focus on permits/approvals, a project SWPPP and the bid documents necessary for the demolition of the site sutures as stated in the project RFP and stated herein.

### **Technical Approach**

The purpose of the project is to provide the City of Rome with a potential development site that is free of any of the above ground structures and services. The existing structures will be removed to their slab. Note: A bid alternate will be included to remove the slabs as part of post asbestos-based demolition activities, and a determination can be made as to funding availability for this activity. Building services including electric, gas, water, and sewer will be disconnected at the structures (some of this activity has been performed previously, but confirmation of the utility disconnections will be the responsibility of the Contractor). C.T. Male will provide the following scope of work to achieve the above stated project goals:

#### **Preparation of SWPPP and Required SWPPP Inspections**

1. Stormwater Management Plan
  - Per the New York State Department of Environmental Conservation State Pollution Discharge Elimination System (SPDES) General Permit for Stormwater Discharges from Construction Activity, GP-0-15-002, soil disturbance of one or more acres of land (as is anticipated during this project) during the course of a demolition project where vegetation will be established and no redevelopment is currently planned does not require the preparation of a Stormwater Management and Pollution Prevention Plan (SWPPP) which includes permanent stormwater control measures, only temporary erosion and sediment control measures during construction.
2. Mapping Required as part of the SWPPP
  - Mapping will be created utilizing information from the Herkimer-Oneida Counties Comprehensive Planning Program (HOCCPP).
  - Locations of off-site material, waste, borrow or equipment storage areas will be identified.



- Locations of construction material and equipment lay-down areas will be identified.
  - Points of stormwater discharge, flow patterns, and discharges to a surface water will be identified.
  - Prepare Erosion and Sediment Control Plans
    - Using the information from HOCCPP, Erosion and Sediment Control Plans will be prepared for the site and will include erosion and sediment control practices and details designed in accordance with the New York State Standards for Erosion and Sediment Control.
    - A construction sequence schedule will be prepared as part of the development of the Erosion and Sediment Control Plans.
3. Narrative Report
- Contains applicant information such as name, legal address and phone number on the cover sheet.
  - Provide address and complete description of the site along with background information about the scope of the project.
  - Provide a statement of stormwater management objectives.
  - Provide a brief description of pre-development conditions.
  - Identify the natural drainage areas and drainage points using the survey information gathered for the site.
  - Name the bodies of waters and wetlands and describe the drainage structures on the site or impacted by the site.
  - Identify critical and environmentally sensitive areas such as highly erodible areas, steep slopes, natural resource conservation areas, and wildlife habitats.
  - Identify known utility lines, easements, water supply wells, and sewage treatment systems based on the information provided by HOCCPP.
  - Identify soil type:
    - General description (texture, permeability, drainage capacity).
    - Hydrologic Soil Group (HSG) for hydrologic calculations.
  - Describe the future site:
    - Provide a brief description of planned post-development conditions.
    - The proposed development and the scope of the SWPPP.
    - Disturbed area in acres.
    - Duration of activity.
    - Acreage, location and boundaries of proposed impervious area.
    - Define environmentally sensitive areas that will be protected from disturbance.
    - Define the divide lines of drainage areas in the future site according to proposed changes.
  - Identify the plan for preventing litter, construction chemicals, and construction debris exposed to stormwater from becoming a pollutant source in storm water discharges.
  - Describe how construction and waste materials will be stored on-site and the controls planned to reduce pollutants from these materials, including storage practices to minimize exposure of the materials to stormwater, and spill prevention and response.



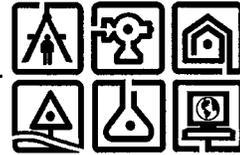
- Determine if the site discharges to a TMDL or 303d segment. If so, the SWPPP would identify the requirements for this case and accommodate them in the SWPPP.
  - Include information identifying the responsible person(s) for implementation of the SWPPP and inspection. The SWPPP will identify the contractor(s) and subcontractor(s) responsible for each measure and include a signed contractor certification statement.
4. Prepare and Submit the Notice of Intent (NOI) to the NYSDEC prior to commencement of the project.
5. SWPPP Inspections
- SWPPP inspections are assumed to occur weekly for the duration of the Construction/demolition process. It
  - The DEC requires that inspections be performed on the project site from initial disturbance through the establishment of permanent stabilization. SWPPP inspections must be performed by a DEC Qualified Inspector or a Professional Engineer. We plan to conduct SWPPP Inspections once construction begins as follows:
    - For a site of this size and construction of this type, SWPPP inspections will be required once every seven (7) calendar days while areas of the site are disturbed.
    - The focus of the weekly visits will be to note the status of the temporary and permanent erosion and sediment control measures. During the site visit we will prepare a field report noting the status of the controls installed and noting any discrepancies/concerns that may exist. Any changes to the erosion and sediment control measures will be outlined in these inspection reports. The inspection reports will be transmitted via e-mail to the owner and the contractor within 24 hours of the inspection. The weekly reports shall be kept in a binder at the construction site.
    - During periods of shut down, if any, the site shall be temporarily stabilized and the inspections shall continue at a frequency of once per month.
    - The purpose of the visits will be to document adherence to the requirements set forth in GP-0-15-002, the New York Standards and Specifications for Erosion and Sediment Control, and the SWPPP prepared for this project.
6. Upon all disturbed areas achieving final stabilization, C.T. Male's Qualified Inspector or Professional Engineer will certify and submit Section VII of the Notice of Termination (NOT) to DEC as required by the General Permit.

#### **Coordination of State and Local Permits and Approvals**

C.T. Male will facilitate the submission of the bid documents and applications for the following approvals and/or permits:

1. NYS DOL Variance(s) for the demolition and asbestos abatement.
2. NYS DEC SWPPP, Notice of Intent, and Notice of Termination.

In addition to the above, it is anticipated that the contractor awarded the demolition work will be required to make the necessary notifications to the NYS DOL, maintain the SWPPP and inspections log on site, and obtain demolition permit(s) from the local Code Enforcement Officer.



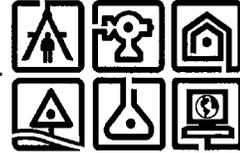
### **Demolition and Asbestos Abatement Planning and Design**

1. Examination of project drawings, surveys and other related documents, as available. We are aware that asbestos containing material (ACM) surveys have not been, and are not intended to be performed on the vast majority of the structures. The structures have been condemned by the City as unsafe, and as such, NYSDOL ICR-56 specifically does not allow an ACM survey to be performed.
2. Site-visit to the project area to confirm demolition parameters such as tree removal or protection, asphalt removal, sidewalk removal, service disconnects, etc.
3. Preparation of asbestos abatement /demolition specifications for the structures, to be included in the final design and bid documents referenced below. The intent is to remove the structures under NYSDOL ICR-56 Special Projects Section 11.5 – "Controlled Demolition with Asbestos in Place". Due to the condemnations of the structures, pre-demolition abatement activity is not allowed, and all generated waste (above the slab) will be disposed of as asbestos containing.
4. Prepare NYSDOL Site-Specific Variance petition(s), as needed, to be attached with the project specifications that outline asbestos abatement requirements. The NYSDOL Asbestos Control Bureau generally requires a Site-Specific Variance Petition per building address, along with a \$350.00 petition fee. C.T. Male intends to submit a single Site-Specific Variance Petition for all the structures, as this is essentially a single project at a single address. The Site-Specific Variance Petition fee may be negotiated to a greatly reduced flat fee.
5. Provide Construction Administration Services for the duration of the project. This will include documentation of Contractor provided EPA and NYSDOL notifications and postings, utility disconnects, schedules, waste manifests, etc. Upon completion, the City of Rome will be provided with an Asbestos Abatement Closeout Report with pertinent documentation of successful asbestos abatement information, including air sample results, along with a Contractor provided closeout package including abatement worker documentation, waste manifests, etc.

### **Final Design and Bid Documents**

Based upon the final selections for project inclusion and the components of the SWPPP and demolition plans, final design will be completed and construction contract bid documents will be prepared. The bid documents will consist of the following:

- General Drawing(s) depicting the site and the demolition activities to be conducted by the contractor.
- Erosion and sediment control plan and details.
- Description of the utilities on-site, their disposition, and written instructions to coordinate with utility owners and abandon existing utilities as necessary.
- Project Manual including bidding and contract documents in EJCDC format and technical specifications in CSI format. Project Manual will also include the SWPPP report.
- Asbestos abatement/demolition technical specifications and the approved NYS DOL Site-Specific Variance.

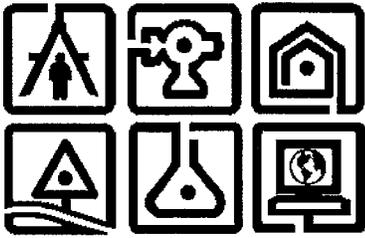


### **Bidding and Construction Administration Support**

1. Provide Bidding Services for Project including:
  - Provide Bid sets in electronic format on CD for contractors to bid.
  - Attend Pre-Bid Conference.
  - Respond to Contractor Questions as requested by the City.
  - Attend Bid Opening and record bids.
  - Provide a bid analysis and check the references of the low bidders as required.
  - Present a letter recommending the appropriate contract award action depending on bid analysis and reference checks.
  
2. Provide Construction Administration Services for Project including:
  - Issue Notice to Proceed.
  - Conduct Pre-Construction Meeting.
  - Attend Construction Progress Meetings.
  - Review and approve contractor's submittals.
  - Respond to Requests for Information from the Contractor.
  - Coordinate with Project Air Monitoring firm for record keeping and documentation (C.T. Male can also provide these services).
  - Review payment applications.
  - Closeout Documentation.

### **Exceptions and Clarifications**

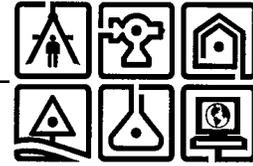
1. Client will provide access to the site for the purposes of existing conditions reconnaissance, planning, photographic documentation, and for gaining general familiarity with project site.
2. The project will require preparation of a SWPPP with temporary erosion and sediment controls only. Design and construction of post-construction stormwater management facilities are not envisioned for this project and are not included in our scope of work.
3. The project drawings will use existing survey information (if available), available aerial photography, and LIDAR data from the HOCCPP.
4. Removal of existing utilities and roadways will not be designed or required to be completed during construction.
5. Client will provide City Code Enforcement Officer's written determination that the structures to be demolished are structurally unsound per the requirements of NESHAPS and NYS DOL ICR-56.
6. Wetland delineation and other environmental due diligence is not a part of this scope of work.
7. C.T. Male understands that correspondence with OPRHP has already determined this project will have No Impact on cultural resources. Cultural resource studies or further correspondence with OPRHP is not included in this scope of work.
8. C.T. Male will assist MV EDGE with completion of Part 1 of the short form EAF for compliance with SEQRA. Further work, if any, required for compliance with SEQRA is not included in this scope of work.
9. C.T. Male Construction and administration services are based on a 16 week construction/demolition period.



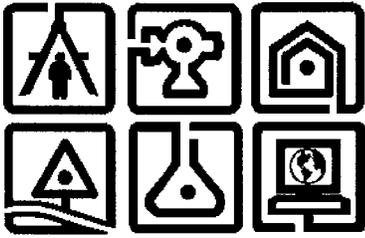
## Technical/Management Narrative

## TECHNICAL/MANAGEMENT NARRATIVE

*C.T. Male Associates*



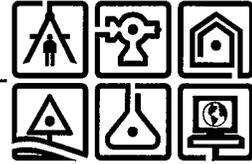
The team of professionals assigned to this project is currently working on several projects in various stages of completion. In response to this RFP, we have reviewed the workload of the project team during the proposed project timeline. The staff selected to be a part of this project team will have the availability to manage and perform the work necessary to complete this project according to the proposed project timeline. As some of their current projects near completion, this project will be starting up. Additionally, it should be noted that this project, if awarded, will not have an adverse impact on the schedules of other current or pending projects.



**M/WBE Utilization**

## M/WBE UTILIZATION

C.T. Male Associates

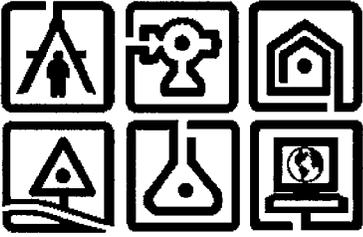


### **Subconsultants and Commitment to Comply with Applicable Regulations**

C.T. Male is committed to complying with applicable federal, state, and local regulations, including M/WBE obligations and hiring requirements under Section 3 of the Housing and Community Development Act.

C.T. Male anticipates subcontracting with an M/WBE firm to develop the SWPPP and provide SWPPP inspections to meet the 30% M/WBE goal. Should we be awarded the work, we will solicit proposals from qualified firms and select the M/WBE firm that provides the most cost effective and responsive proposal for this project, should the proposals fit within the overall project budget.

We have teamed with M/WBE firms on several projects in the past and we are confident in their knowledge, professionalism and ability to deliver quality work on time and on budget. We will make every effort comply with the project's utilization goals.



## Rate Schedule

FIGURE 2: CONTRACT RATE SCHEDULE BY PERSONNEL LEVEL

NAME OF FIRM:

Provide an all-in hourly rate (\$ per hour; no cents please) below for all personnel included in each of the levels listed. Please refer to the sheet below for a description of each of the personnel types. Your proposal may be considered unresponsive if you leave blanks.

PERSONNEL	RATES
Principal: Edwin L. Vopelak, Jr., P.E.	\$ 235.00
Project Manager: Charles (Chad) Kortz, P.E.	\$ 145.00
Managing Industrial Hygienist Senior Engineer: Michael Sawyer	\$ 158.00
Junior Engineer: Chester Szymanski, P.E.	\$ 125.00
Technician: Nicole Castagnier	\$ 60.00
Administrative: Joshua Miller	\$ 70.00
AVERAGE RATE (ALL LEVELS)	\$ 132.00

The form shall provide all-inclusive, all-in rates for the various personnel levels that may be required during the term of the contract. These rates must include all costs required for each personnel level including all anticipated costs for travel, overhead, administrative costs, insurance, reproduction and printing, mail and messenger services, office equipment and phone costs, meals and lodging, professional fees and profit.

Attached to the "Contract Rate Schedule by Personnel Level" form is a guide that describes the seven personnel levels for which hourly rates are to be submitted (see figure 2B). This guide, "Personnel Levels with Examples" notes potential job duties, qualifications that may apply titles.

Following the completion of rate schedules, the Consultant shall enter the "average rate" for each contract period at the bottom of the form. These average rates shall be derived by calculating the mathematical average of the rates for all personnel levels for the contract period.

RESOLUTION NO. 170

AUTHORIZING REIMBURSEMENT TO MARK & DEBRA PUFFER  
FOR PAYMENT OF A CLAIM FOR AN AMOUNT OF \$1,066.08

By \_\_\_\_\_:

WHEREAS, Mark & Debra Puffer, residing in Rome, New York filed a notice of claim with the City of Rome, New York on December 11, 2015, for property damage allegedly incurred beginning on October 8, 2015; and

WHEREAS, Mark & Debra Puffer have accepted the settlement offer by the City of Rome in the amount of One Thousand Sixty Six and 08/100 Dollars (\$1,066.08) in full settlement of the claim against the City of Rome; now, therefore,

BE IT RESOLVED, by the Board of Estimate and Contract of the City of Rome, New York, that it does hereby authorize the Corporation Counsel of the City of Rome to settle the claim of Mark & Debra Puffer against the City of Rome for the total amount of One Thousand Sixty Six and 08/100 Dollars (\$1,066.08); and

BE IT FURTHER RESOLVED, that the Corporation Counsel is hereby authorized to affect such settlement upon receipt of an executed general release and stipulation discontinuing action from the aforesaid claimant; and

BE IT FURTHER RESOLVED, that the Corporation Counsel is further authorized to draft and execute such other and further documentation as may be necessary to affect such settlement.

Seconded by \_\_\_\_\_.

AYES & NAYS: Mayor Izzo \_\_\_\_\_ Viscelli \_\_\_\_\_ Feeney \_\_\_\_\_  
Schmidt \_\_\_\_\_ Nolan \_\_\_\_\_

ADOPTED: DEFEATED: