



Plattsburgh, New York

Scott Lawliss
Fire Chief

Plattsburgh Fire Department
65 Cornelia Street
Plattsburgh, NY 12901
Tel: 518-536-7542
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MEMO

TO: Mayor Colin L. Read
Members of the Common Council

FROM: Fire Chief, Scott Lawliss

DATE: May 12, 2020

RE: Fire and Ambulance Responses

For this three week period: Tuesday, April 28, 2019 to Monday, May 11, 2020
our Department has responded to the following:

Fire Calls	<u>30</u>
	1 front deck fire
	3 MVA with patient care and hazardous mitigation
	12 alarm activations with investigation of cause
	4 EMS assist with patient care prior to transport ambulance
	2 hazardous condition
	1 public service
	1 fire other
	1 wildland fire
	1 electrical wiring / equipment problem
	2 excessive heat / scorch burns
	1 cooking fire
	1 outside equipment fire
Ambulance Calls	102
Mutual Aid by CVPH	1

BLOTTER ACTIVITY REPORT

By Time of Day

FOR DATE RANGE OF 01/01/2020 00:00 TO 05/10/2020 0:00

Call Type	Invalid Time	0000-0159	0200-0359	0400-0559	0600-0759	0800-0959	1000-1159	1200-1359	1400-1559	1600-1759	1800-1959	2000-2159	2200-2359	TOTALS
ABANDONED 911	0	6	5	0	2	4	3	2	7	1	4	7	2	43
ABC VIOLATIONS	0	12	0	0	0	0	0	1	0	0	1	2	2	18
ABSCONDED	0	1	1	0	0	0	1	0	1	1	0	0	2	7
ADMINISTRATIVE	0	3	2	2	0	2	1	2	0	2	2	3	3	22
AIDED MEDICAL	0	10	6	4	3	2	9	8	10	11	14	12	6	95
ALARM	0	6	13	6	10	13	10	8	9	4	7	5	5	96
ANIMAL DOMESTIC	0	2	3	2	1	4	7	10	5	4	8	7	5	58
ANIMAL WILD	0	0	0	0	0	0	1	3	0	0	1	0	0	5
ARSON	0	0	0	0	0	0	1	0	0	0	0	0	0	1
ASSAULT	0	1	4	0	4	0	1	1	0	3	1	3	0	18
BEAT MONITORING	0	21	10	0	0	0	0	0	0	0	1	0	0	32
BKGRND INVST CIVILIAN	0	0	0	6	27	75	54	31	8	1	0	0	0	202
BKGRND INVST SWORN	0	0	0	0	0	0	2	0	0	0	0	0	0	2
BURGLARY	0	0	0	1	0	1	0	0	3	3	1	4	0	13
CHILD SEAT INSTALL	0	0	0	0	0	0	0	0	0	0	1	3	0	4
CITY CODE VIOLATION	0	1	0	1	0	2	1	1	7	4	6	0	0	23
CRIMINAL MISCHIEF	0	1	0	1	2	7	3	4	7	7	6	3	0	41
CROSSING GUARD	0	0	1	2	1	0	0	0	0	1	0	0	1	6
DEATH INVEST	0	0	0	1	2	2	2	1	1	0	0	1	1	11
DISORDERLY PERSONS	0	10	7	3	1	3	9	6	9	12	11	1	7	79
DOG SEIZURE	0	0	0	0	0	0	0	3	1	1	0	0	0	5
DOMESTIC	0	11	6	6	2	5	10	8	12	16	25	19	20	140
DOOR UNLOCKING	0	0	1	1	6	5	17	13	13	15	10	3	5	89
DRUG INVESTIGATION	0	1	1	2	2	10	6	12	18	7	6	6	4	75
DWI / IMPRD / DRUGS	0	0	2	0	1	0	0	0	0	0	0	2	4	9
EMOTIONALLY DISTRBD PERSON	0	4	4	3	2	7	6	8	6	12	11	6	14	83
ENDANGERING WELFARE	0	0	0	0	0	0	0	0	0	1	0	0	0	1
FINGERPRINTING	0	0	0	0	2	16	26	25	11	5	3	2	0	90

FIRE	0	0	0	1	1	1	0	0	0	0	0	1	0	2	0	0	2	0	1	8
FOOT PATROL	0	65	49	20	17	34	12	26	13	3	37	64	340							
FRAUD	0	0	0	0	0	1	3	1	1	2	2	0	11							
HARASSMENT	0	3	3	0	2	5	12	12	13	11	12	7	89							
INSECURE PROPERTY	0	14	14	1	0	3	11	10	3	2	5	10	76							
JUVENILE	0	1	1	0	1	8	7	9	5	3	2	3	49							
LARCENY	0	4	0	0	3	7	21	17	12	13	5	3	107							
LOST AND FOUND	0	3	7	2	4	12	12	15	14	5	1	3	87							
M/V ACCIDENT	0	1	2	0	7	18	41	59	34	19	8	5	218							
M/V OFFENSE	0	2	1	0	0	1	3	1	3	4	6	7	30							
M/V THEFT	0	0	1	0	0	0	0	0	0	0	0	0	1							
MARIHUANA INVST	0	0	0	0	0	1	0	0	1	0	1	0	3							
MEDIATION-NO OFFENSE	0	0	1	0	1	0	4	2	0	1	0	0	14							
MISC CALLS	0	8	11	3	3	19	26	22	22	24	24	19	197							
MISC OFFENSES	0	3	0	0	0	7	2	4	7	2	2	1	34							
MISSING PERSON	0	0	0	0	3	1	1	0	1	1	0	1	9							
NARCO INTEL	0	0	0	1	0	0	0	0	0	0	0	1	2							
NEIGHBOR CRISIS	0	0	0	0	1	3	9	2	2	8	3	1	32							
NOISE VIOLATION	0	38	16	4	4	5	10	17	19	16	33	36	209							
OPEN CONTAINER	0	0	0	0	0	0	0	0	0	0	0	1	1							
OUTSIDE AGENCY ASSIST	0	1	1	0	0	3	1	4	3	4	0	3	22							
PARKING VIOLATIONS	0	7	1	1	1	2	5	9	2	3	2	0	44							
PAROLE NOTIFICATION	0	0	0	0	0	10	13	6	0	0	0	0	39							
PRISONER TRANSPORT	0	0	1	0	3	25	4	4	5	5	4	0	56							
PROPERTY RETRIEVAL	0	0	0	0	0	1	4	9	7	5	9	1	40							
REPOSESSION	0	0	0	0	0	0	0	0	1	0	0	0	1							
SAFE SCRIPTS PROGRAM	0	0	0	0	0	5	7	9	0	0	0	0	23							
SERVICES	0	4	3	3	3	28	12	14	8	2	6	4	104							
SEX CRIMES	0	0	0	0	0	2	5	4	5	4	1	1	28							
SEX OFFNDR REGISTRATION	0	0	0	0	0	29	18	9	2	1	0	0	65							
SICK LEAVE	0	1	7	12	8	3	9	30	16	5	3	7	111							
SUSPICIOUS ACTIVITY RPT	0	8	14	4	4	3	9	6	6	5	15	11	92							
TRAFFIC DETAIL	0	0	0	0	0	0	0	1	1	1	4	0	7							

TRAFFIC STOP	0	53	36	9	0	8	27	15	25	21	27	117	112	450
TRESPASSING	0	4	8	1	3	1	8	5	7	4	9	1	9	60
WARRANT	0	3	1	1	0	2	1	3	3	5	1	5	0	25
WELFARE CHECK	0	15	5	1	3	15	33	33	24	22	31	30	17	229
Totals:	0	328	250	105	122	403	485	454	491	369	336	429	409	4181

ADDENDUM TO CONTRACT

This document is in reference to an agreement dated July 3rd, 2018 between the City of Plattsburgh and Saratoga Associates.

BE IT KNOWN that the undersigned parties, for good consideration, agree to make changes and/or additions outlined below. These additions shall be as valid as if part of the original contract.

Twenty thousand dollars (\$20,000.00) in budgeted fee will be reallocated from Task 14 - Construction Inspection to Task 5 - Preliminary Streetscape and Riverfront Access Design (\$5,000.00) and Task 11 - Final Streetscape and Riverfront Access Design (\$15,000.00) to address scope changes realized since the start of the project.

No other terms or conditions of the contract are negated or changed as a result of this addendum.

IN WITNESS WHEREOF., the parties have executed this Addendum at Plattsburgh New York, on the _____ day of _____, 2020.

Owner
Colin Read
Mayor
Plattsburgh

Consultant
Daniel Shearer
CEO
Saratoga Associates



11 British American Boulevard, Suite 200
Latham, New York 12180
tel: 518 782-4500

April 22, 2020

Mr. Jonathan Ruff, P.E.
Environmental Manager
Environmental Services Department
41 City Hall Place
Plattsburgh, NY 12901

Subject: Drinking Water Infrastructure Improvements Project
Amendment 1 – Basis of Design Engineering Services Proposal

Dear Mr. Ruff:

Camp Dresser McKee & Smith (CDM Smith) is pleased to present the City of Plattsburgh (City) with this proposal for developing Basis of Design documents associated with the Drinking Water Infrastructure Improvements Project.

Project Understanding

CDM Smith and the City developed a Drinking Water Infrastructure Improvements Engineering Report and Water Infrastructure Improvement Act (WIIA) Grant Application in September 2019. The Engineering Report presented a series of infrastructure improvements including:

- New groundwater wells as a supplemental source of supply
- Raw water transmission main rehabilitation and redundancy
- Water Treatment Plant improvements
- Distribution system pipe replacements

The total cost of the improvements detailed was \$19.8M and the City was successful in obtaining a \$3M WIIA grant. CDM Smith understands the City is now interested in breaking the work into phases in order to take a stepped approach to installing new groundwater production wells as a supplemental source of supply while continuing to evaluate the impact on the Mead Reservoir dam. This Amendment 1 will serve to accomplish two goals:

- Submit an updated Engineering Report detailing the phases
- Prepare Basis of Design level documents for the improvements to further refine the scope and cost of the work





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Scope of Work

CDM Smith's scope of work presented below is broken into two elements, Engineering Report preparation and Basis of Design Documentation.

DWSRF Engineering Report

CDM Smith will update the previously prepared Engineering Report to further refine the intended improvements and segregate them into phases. To accomplish this, we will first hold a kickoff conference call with the City to discuss:

- Intended approach to groundwater well development activities being performed by others under separate contract to the City including:
 - Intended number of existing test wells to be converted to production wells initially.
 - Schedule for performing additional investigations and installing test wells.
- The number of phases desired and timing between each.
- Prioritization of the proposed upgrades based on need.

Following the kickoff meeting, CDM Smith will update the opinion of probable cost of construction based on current market conditions and prepare an amended report to outline the phases and schedule. We envision this as an efficient method of conveying the updated information to the New York State Department of Health (NYSDOH) and New York State Environmental Facilities Corporation (NYSEFC) considering the alternative analysis and recommended alternatives aren't changing.

CDM Smith will then submit the amended report in PDF format to the City for review. We anticipate holding a follow up conference call to obtain the City's comments then finalize the report and submit it to NYSDOH.

If requested by NYSDOH, we will assist the City in preparing a new WIIA Grant application and Drinking Water State Revolving Fund (DWSRF) finance application.

Phase 1 Basis of Design

CDM Smith understands Phase 1 will include the following elements:

- One or two new groundwater production wells with piping to the Mead Reservoir raw water transmission main.



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- New raw water transmission main from the Mead Reservoir to the West Plattsburgh Cross Connection for redundancy

Project Quality Management Workshop

CDM Smith proposes to conduct a Project Quality Management (PQM) Workshop at the beginning of the design phase similar to the one recently held in support of the Water Resource Recovery Facility Mitigation Project. The Workshop will cover all proposed phases of work.

Groundwater Production Well Design

CDM Smith and the City will hold a conference call to discuss various elements of the proposed well field. It would be helpful if the City can arrange for HydroSource Associates, Inc. to participate as well. During this call we will discuss and agree on:

- The assumed number of new groundwater production wells at full build out.
- The desired combined maximum flow rate for pipeline design purposes.
- Which of the previously installed test wells will be converted to production wells in Phase 1.
- The well diameter, depth and assumed groundwater table elevation during operation.
- Redundancy requirements for piping between each well and the existing raw water transmission main system.

With this information, CDM Smith will complete the following activities:

- Calculate the size of the new piping between the wells and the existing raw water transmission main.
- Calculate pump characteristics including flow, discharge head and horsepower.
- Use cell phone grade GPS coordinate information provided by the City for each production well location to prepare a draft piping layout.
- Determine if the wellfield piping can be constructed entirely on City owned property or if easements are required.
- Calculate the electrical service and standby emergency generator system requirements and prepare a draft one-line diagram.

CDM Smith will prepare a basis of design technical memorandum summarizing the above including figures depicting the pipe layout and electrical diagrams. The pipe alignment figures will be based



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on commercially available satellite imagery and LIDAR data. The memorandum will include recommendations for pipe materials of construction and valves.

Redundant Mead Reservoir Raw Water Main Design

To determine the requirements for the redundant raw water main, CDM Smith will request the following documents from the City:

- Record drawings of the existing raw water transmission main.
- Cell phone grade GPS locations of valves on the existing main.
- Easements along the route of the existing main.

Based on the information previously received, we understand the existing main is run along the shoulder of Rand Hill Rd, crosses under Rt 374 and Rt 3 to the West Plattsburgh Cross Connection (WPCC). At the WPCC, the 20-inch main from the Mead Reservoir is cross-connected with the 12 and 14-inch mains from the Lower Westbrook Reservoir and Saranac River intake. According to the AutoCAD file previously provided by the City, the WPCC contains fifteen valves located in Rand Hill Rd or off the shoulder between the three mains. We will review this information with the City and discuss the alignment of the proposed main and cross connections to existing piping. Since the function and operability of the valves at the WPCC is unknown, CDM Smith's initial recommendation is to tie into the existing piping downstream of the WPCC to bypass all the existing valves.

Through our discussions we will determine if the new pipe can be installed within the public right-of-way or if private property easements are required. Since this main will be located within the Town of Plattsburgh, we assume the City will coordinate with the Town on permitting and easement requirements during this phase. CDM Smith can provide assistance with obtaining easements during final design if desired.

The existing main between the Mead Reservoir and WPCC varies in size between 16 and 24-inches depending on when it was installed. We will discuss the desired design capacity with the City in order to calculate the required size of the new main and make recommendations for the materials of construction.

CDM Smith will prepare a basis of design technical memorandum summarizing the above including figures depicting the pipe layout.

Assumptions

In preparing this Amendment, CDM Smith assumes the following:



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- Permitting for the new groundwater production wells including obtaining NYSDOH and NYSDEC approval will be completed by others.
- Design and installation of production wells including pump tests will be completed by others. CDM Smith will be responsible for the design of the pump discharge piping, and sanitary seal.
- SEQRA is complete as it was previously deemed a Type I action with a coordinated review.
- SHPO approval will be required for each phase of work. The Phase IA archeological investigation for the work completed as part of Phase 1 will be completed during the final design phase.
- Field surveys to prepare base maps and obtain easements if required will be completed during the final design phase.
- Geotechnical program to define soil conditions along the pipeline route will be completed during the final design phase. The test well logs did not indicate rock is present within the typical depth of pipe installation so we will assume traditional soil excavation for cost estimating purposes.
- Structures are not required at each well location and the wells will be capped with a traditional sanitary seal. Electrical equipment will be in a pad mounted, free standing, outdoor rated enclosure.

Project Schedule

CDM Smith is prepared to begin work on this assignment upon receipt of an executed amendment and we anticipate submitting a draft Engineering Report amendment by June 10, 2020. We will then begin preparing the various application support documents and provide them to the City within two weeks thereafter. CDM Smith will provide draft basis of design Technical Memorandum's for the groundwater production wells and redundant transmission main at the same time.

While NYSEFC has not announced a schedule for the next round of NYS Water Grants, CDM Smith previously understood they would be due in late June or early July. However, no announcement has been made as of this date and we anticipate the deadline will be extended due to COVID-19. We will work with the City to adjust our schedule once the deadline is known.

Project Cost

CDM Smith proposes to complete the scope of work on a time and expense basis for a not to exceed fee of \$55,000, thereby increasing our upper limit from \$26,100 to \$81,100. We will utilize the schedule of hourly billing rates included in the original agreement for this amendment. We will





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invoice the City monthly based on the actual labor hours and out-of-pocket expenses incurred and outside professionals utilized in the execution of the work.

If this is acceptable to the City, please sign and return one copy of this letter to my attention. The signed letter will serve as an Amendment 1 to our existing contract.

We appreciate the opportunity to continue working with you on this important project. Should you have any questions, please do not hesitate to call Greg Bold at (518) 782-4507

Sincerely,

Daniel D. Durfee, PE, BCEE
Vice President
Camp Dresser McKee & Smith

cc: Greg Bold – CDM Smith

Approved:

Mayor

Date

