



Plattsburgh, New York

Scott Lawliss
Fire Chief

Plattsburgh Fire Department
65 Cornelia Street
Plattsburgh, NY 12901
Tel: 518-536-7542
Fax: 518-561-8236
lawliss@cityofplattsburgh-ny.gov

MEMO

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

FROM: Fire Chief, Scott Lawliss

DATE: October 15, 2019

RE: Fire and Ambulance Responses

For this week's period: Tuesday, October 8, 2019 to Monday, October 14, 2019
our Department has responded to the following:

Fire Calls

11

- 5 alarm activation with investigation of cause
- 1 MVA with patient care and hazardous mitigation
- 3 EMS initiated patient care prior to transport ambulance
- 1 chemical spill with hazardous mitigation
- 1 smoke scare/ electrical problem

Ambulance Calls **56**

Mutual Aid by CVPH **14**

10/16/2019 11:04
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CITY OF PLATTSBURGH
COMPLAINTS/VIOLATIONS REPORT

P
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DEPARTMENT: Building Inspector

REPORTING PERIOD: 10/09/19 TO 10/15/19



COMPLAINT/VIOLATION TYPE	TOTAL REPORTED
GARBAGE	2
PARKING	1
PROPERTY MAINTENANCE	3
DEPARTMENT TOTALS	6
REPORT TOTALS	6

** END OF REPORT - Generated by Lisa Beebie **

10/16/2019 11:04
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CITY OF PLATTSBURGH
COMPLAINTS/VIOLATIONS REPORT

P 3
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DEPARTMENT: Building Inspector

REPORTING PERIOD: 10/09/19 TO 10/15/19

REFERENCE CASE	LOCATION	AREA SOURCE	RESPONSIBLE PARTY SEVERITY	CREATED COMPLETED
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COMPLAINT/VIOLATION	COMMENT	OTHER	NEW	REQUESTED	SCHEDULED	RESULTS	FEE AMOUNT
APPEARANCE TICKET				10/11/19	10/11/19		.00
INSPECTION COMPLAINT	INSPECTOR KYLE BURDO						.00
COMPLAINT	KYLE BURDO						.00
COMPLAINT/VIOLATION TOTALS							

1824	65 MILLER ST	SEVERITY	0	AFZAL RANA	0	COMPLY BY COMPLETED	10/09/2019
VIOLATION							
GARBAGE PILING HIGH ON BACK PORCH AND YARD AT 65 MILLER ST.							
GARBAGE							
STEPS	INITIAL INSPECT	ACTION TYPE	STATUS	NOTICE	SCHEDULED	STARTED	COMPLETED
INITIAL INSPECT		INSPECTION	NEW		10/10/19		
NOTICE		NOTICE	NEW				
REINSPECT		INSPECTION	NEW				
ORDER PICK UP		OTHER	NEW				
INSPECTION COMPLAINT	INSPECTOR NICK WALKER	REQUESTED	10/10/19	SCHEDULED	10/10/19	RESULTS	FEE AMOUNT
COMPLAINT	NICK WALKER						.00
COMPLAINT/VIOLATION TOTALS							

1826	88 BROAD ST	SEVERITY	0	PAULMAR ENTERPRISES INC	0	COMPLY BY COMPLETED	10/15/2019
VIOLATION							
PROPERTY MAINTENANCE							
PARENT OF STUDENT RESIDING AT 88 BROAD ST (FIRST FLOOR APT) CALLS WITH COMPLAINT THAT LARGE PARTIES ARE OCCURRING UPSTAIRS CRE							
ATING CRACKS IN CEILING AND BROKEN WINDOW TO FIRST FLOOR APT. OCCUPANTS FEEL UNSAFE IN APARTMENT.							
STEPS	INITIAL INSPECT	ACTION TYPE	STATUS	NOTICE	SCHEDULED	STARTED	COMPLETED
INITIAL INSPECT		INSPECTION	NEW		10/17/19		
NOTICE		NOTICE	NEW				
FOLLOW UP		INSPECTION	NEW				
ORDER REMEDY		NOTICE	NEW				
APPEARANCE TICKET		OTHER	NEW				
INSPECTION COMPLAINT	INSPECTOR JIM WELCH	REQUESTED	10/17/19	SCHEDULED	10/17/19	RESULTS	FEE AMOUNT
COMPLAINT	JIM WELCH						.00
COMPLAINT/VIOLATION TOTALS							

DEPARTMENT TOTALS
COMPLAINT/VIOLATION ACTIVITY 10/09/19-10/15/19: 5 COMPLAINTS/VIOLATIONS 0 COMPLETED .00



10/16/2019 11:04
1427lbee

CITY OF PLATTSBURGH
COMPLAINTS/VIOLETIONS REPORT

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plcvlrpt

DEPARTMENT: Building Inspector

REPORTING PERIOD: 10/09/19 TO 10/15/19

REFERENCE LOCATION
CASE

AREA SOURCE

RESPONSIBLE PARTY SEVERITY

CREATED
COMPLIED

COMPLAINT/VIOLETION

COMMENT

5 COMPLAINTS/VIOLETIONS
5 CREATED 0 COMPLIED

.00

** END OF REPORT - Generated by Lisa Beebie **



LARCENY	0	0	1	0	0	3	1	3	4	3	2	0	0	17
LOST AND FOUND	0	0	2	0	0	2	3	2	1	4	0	0	1	15
M/V ACCIDENT	0	0	0	0	3	1	4	8	7	2	4	2	0	31
M/V OFFENSE	0	0	1	0	0	0	1	0	0	0	0	1	0	3
MARIHUANA INVST	0	0	0	0	0	0	0	0	0	0	0	0	1	1
MEDIATION-NO OFFENSE	0	0	0	0	0	0	0	0	0	1	0	1	0	2
MISC CALLS	0	0	1	2	0	1	2	3	2	1	3	0	5	20
MISC OFFENSES	0	0	0	0	0	0	1	1	2	1	1	0	0	6
MISSING PERSON	0	0	0	0	1	0	0	0	0	0	0	0	1	2
NOISE VIOLATION	0	4	2	0	0	0	1	0	3	0	0	5	4	19
OUTSIDE AGENCY ASSIST	0	1	0	0	0	0	0	0	0	0	0	1	1	3
PARKING VIOLATIONS	0	0	0	0	0	1	1	2	0	0	0	0	0	4
PAROLE NOTIFICATION	0	0	0	0	0	3	1	3	0	0	0	0	0	7
PRISONER TRANSPORT	0	0	0	0	4	7	3	1	1	2	3	1	0	22
PROPERTY RETRIEVAL	0	1	0	0	0	0	1	0	2	2	2	1	0	9
SAFE SCRIPTS PROGRAM	0	0	0	0	0	2	0	2	1	0	0	0	0	5
SERVICES	0	0	0	0	0	4	8	1	0	1	1	1	0	16
SEX CRIMES	0	0	1	0	0	0	0	0	0	0	0	0	0	1
SEX OFFNDR REGISTRATION	0	0	0	0	0	1	0	1	0	0	0	0	0	2
SICK LEAVE	0	0	0	5	1	0	0	1	3	1	0	0	0	11
SUSPICIOUS ACTIVITY RPT	0	1	1	0	0	0	0	0	1	1	1	4	2	11
TRAFFIC STOP	0	13	5	0	0	0	2	3	1	0	2	40	18	84
TRESPASSING	0	1	1	0	1	0	1	1	1	0	0	0	0	6
WARRANT	0	0	0	0	0	0	2	0	0	0	0	0	0	2
WELFARE CHECK	0	1	1	0	1	0	1	2	2	1	2	4	0	15
Totals:	0	47	32	9	16	54	60	56	50	35	42	70	44	515

BLOTTER ACTIVITY REPORT
By Time of Day

FOR DATE RANGE OF 01/01/2019 00:00 TO 10/13/2019 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	15	14	7	5	9	12	6	9	13	13	11	12	126
ABC VIOLATIONS	0	54	0	0	0	0	2	2	0	2	0	2	17	79
ABSCONDED	0	2	5	4	1	0	0	2	1	3	2	2	1	23
ADMINISTRATIVE	0	4	3	4	5	9	5	3	4	2	8	11	2	60
AIDED MEDICAL	0	36	32	12	9	9	13	19	24	25	24	38	33	274
ALARM	0	19	14	19	28	20	14	20	14	37	32	13	12	242
ANIMAL DOMESTIC	0	5	5	4	1	6	18	24	25	25	19	17	8	157
ANIMAL WILD	0	4	0	0	0	7	3	2	5	2	1	3	2	29
ASSAULT	0	8	10	0	3	4	1	3	2	6	4	4	1	46
BAD CHECK	0	0	0	0	0	2	1	3	2	1	0	0	0	9
BEAT MONITORING	0	74	34	0	0	0	0	0	0	0	0	0	0	108
BKGRND INVST CIVILIAN	0	0	0	0	0	15	20	1	7	0	0	0	0	43
BKGRND INVST SWORN	0	0	0	0	0	2	1	0	0	0	0	0	0	3
BURGLARY	0	1	4	1	1	5	3	5	5	8	8	4	2	47
CHILD SEAT INSTALL	0	0	0	0	0	1	0	0	0	0	8	7	0	16
CITY CODE VIOLATION	0	9	7	0	0	1	7	3	3	5	6	7	16	64
CRIMINAL MISCHIEF	0	8	6	1	1	15	7	11	10	13	10	11	7	100
CROSSING GUARD	0	0	0	0	6	8	1	3	9	2	0	2	1	32
DEATH INVEST	0	0	1	1	0	2	0	2	5	1	1	2	0	15
DISORDERLY PERSONS	0	48	38	5	1	6	16	20	33	28	26	35	43	299
DOG SEIZURE	0	0	0	0	1	0	4	0	2	1	1	0	0	9
DOMESTIC	0	27	21	9	16	10	26	24	28	23	39	59	44	326
DOOR UNLOCKING	0	3	2	1	14	25	33	41	36	37	36	27	12	267
DRUG INVESTIGATION	0	6	3	2	1	13	25	29	25	26	25	15	6	176
DWI / IMPRD / DRUGS	0	10	14	0	1	0	0	1	0	0	0	1	7	34
EMOTIONALLY DISTRBD PERSN	0	6	5	3	5	7	5	8	16	13	12	9	14	103
ENDANGERING WELFARE	0	0	0	0	0	0	0	0	1	0	0	0	0	1
FINGERPRINTING	0	0	0	0	10	23	40	102	29	9	4	1	0	218

FIRE	0	0	3	0	1	2	2	4	3	6	3	5	4	33
FOOT PATROL	0	61	75	32	0	3	9	15	12	9	10	38	55	319
FORGERY	0	0	0	0	0	0	0	0	1	0	0	0	0	1
FRAUD	0	0	0	0	2	6	7	6	4	2	2	0	0	29
HARASSMENT	0	4	6	2	0	15	27	27	32	26	24	31	20	214
INSECURE PROPERTY	0	19	27	15	3	1	0	0	1	1	4	10	22	103
JUVENILE	0	0	1	0	2	18	8	14	16	15	16	10	3	103
KIDNAPPING	0	0	0	0	0	1	0	0	0	0	0	0	0	1
LARCENY	0	8	4	3	7	24	46	43	32	35	27	30	7	266
LOST AND FOUND	0	9	17	3	14	25	42	36	36	40	27	16	12	277
M/V ACCIDENT	0	10	5	2	17	63	88	135	140	102	55	40	8	665
M/V OFFENSE	0	7	2	0	0	5	4	4	3	7	8	9	7	56
M/V THEFT	0	0	0	0	0	0	3	1	0	2	0	1	1	8
MARIJUANA INVST	0	0	0	0	0	3	1	3	5	4	2	1	1	20
MEDIATION-NO OFFENSE	0	3	1	5	1	2	3	2	6	5	8	7	6	49
MISC CALLS	0	40	31	9	16	41	54	65	66	55	69	58	47	551
MISC OFFENSES	0	3	2	0	1	14	17	6	10	15	8	5	2	83
MISSING PERSON	0	0	0	0	1	1	0	6	1	8	4	4	3	28
NARCO INTEL	0	0	0	3	1	0	0	0	1	1	0	2	0	8
NEIGHBOR CRISIS	0	1	1	1	1	1	2	13	7	15	15	6	7	70
NOISE VIOLATION	0	91	39	7	4	8	11	7	13	17	23	63	103	386
OPEN CONTAINER	0	4	2	0	0	0	0	0	1	0	0	2	4	13
OUTSIDE AGENCY ASSIST	0	10	4	5	3	6	7	12	13	9	9	8	8	94
PARKING VIOLATIONS	0	4	3	1	13	10	21	15	13	3	8	7	11	109
PAROLE NOTIFICATION	0	0	0	0	4	28	27	11	14	2	0	0	0	86
PRISONER TRANSPORT	0	2	0	0	20	77	15	11	18	15	11	13	3	185
PROPERTY RETRIEVAL	0	1	1	1	1	12	11	11	17	15	9	9	4	92
REPOSSESSION	0	1	1	0	1	0	1	2	4	2	0	2	2	16
ROBBERY	0	0	0	0	0	0	0	0	0	0	1	0	1	2
SAFE SCRIPTS PROGRAM	0	0	0	0	0	24	8	14	16	0	0	0	0	62
SERVICES	0	42	40	38	38	209	239	80	12	10	10	65	57	840
SEX CRIMES	0	3	2	2	1	6	6	4	7	6	1	2	2	42
SEX OFFENDR REGISTRATION	0	0	0	0	1	10	18	4	3	1	0	0	0	37

SICK LEAVE	0	2	11	23	15	4	13	14	10	20	4	7	3	126
SIDEWALK ORDINANCE	0	0	0	0	0	0	0	0	1	0	0	0	0	1
SUSPICIOUS ACTIVITY RPT	0	27	18	7	4	7	12	18	11	17	16	56	54	247
TRAFFIC DETAIL	0	0	0	0	7	9	1	7	1	1	9	10	2	47
TRAFFIC STOP	0	218	158	38	13	90	113	95	120	71	65	501	440	1922
TRESPASSING	0	24	12	5	7	5	16	11	15	12	20	15	20	162
WARRANT	0	7	1	0	1	3	4	4	11	5	2	7	5	50
WELFARE CHECK	0	46	46	16	26	49	58	55	65	41	63	104	55	624
Totals:	0	986	731	291	335	981	1151	1089	1036	877	812	1425	1219	10933

RIGHT OF ENTRY PROPERTY LICENSE AGREEMENT

THIS AGREEMENT made and entered into this ___th day of October, 2019 by and between Lake Forest Senior Living Community, Inc., having an address of 8 Lake Forest Drive, Plattsburgh, New York, 12901 (“Lake Forest”), and the City of Plattsburgh, having an address of 41 City Hall Place, Plattsburgh, New York 12901 (the “City”) are collectively referred to as the “Parties.”

WHEREAS, the City is the owner of certain real property located adjacent to Ohio Avenue, Lake Champlain and a railroad right-of-way in the City of Plattsburgh and state of New York, which is adjacent to the real property owned by Lake Forest (“License Area”).

WHEREAS, Lake Forest desires to enter the License Area to remove scrub brush, intermittently clear young trees, shrubs, and vegetation to maintain the viewshed and beautification of the property located within the License Area (hereafter “Vegetation Maintenance Work”). The intent is to maintain window views of the lake while avoiding clear cutting and also avoiding removing any trees which may cause erosion of the lake shore area, banks, or impact the structural integrity of the rail lines.

WHEREAS, Lake Forest and the City desire to enter into this Agreement so that they can enter the License Area and perform the Vegetation Maintenance Work.

WHEREAS, Lake Forest will be responsible for paying and compensating employees, agents or subcontractors for the requested Vegetation Maintenance Work and the City will have no responsibility to make any payment or compensation to any employee, agent or subcontractor of Lake Forest for the Vegetation Maintenance Work.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties intending to be legally bound hereby agree as follows:

1. Rights Granted

Subject to compliance by Lake Forest (“Contractor”) of its obligations under this Agreement, as well as compliance with the laws, rules and regulations of the State of New York and Federal government, including any license agreement with CP-Rail, the City hereby grants to Lake Forest a revocable, non-exclusive license (“License”) to enter the License Area for the sole purpose of performing the Vegetation Maintenance Work. Lake Forest will be exclusively responsible for paying and compensating any employee, agent or subcontractor for the Vegetation Maintenance Work. The City will not pay any fee, invoice, or other consideration to Lake Forest, its agents, employees or subcontractors for the Vegetation Maintenance Work.

Lake Forest shall not use or apply any herbicide or pesticide on or near the License Area.

With the written permission of the City, during the Term of this agreement, Lake Forest may plant and maintain certain species of plants that will not require regular pruning or removal, or that will enhance the beautification of the License Area.

2. Nonexclusive of License

The License granted hereunder is nonexclusive. The City continues to own, maintain and control the License Area.

The License granted hereunder is made subject and subordinate to the prior and continuing rights and obligations of the City, its successors and assigns to use the License Area.

3. Term of License

Term. The License granted herein (“License”) shall commence on October 10, 2019 and shall end on October 9, 2020, unless the Parties agree in writing to extend the term of the License. The City may terminate and revoke this License upon three (3) days’ written notice in the sole discretion of the City.

4. Entry

Lake Forest shall (1) provide the City with no less than two (2) days’ prior written notice of Licensee’s entry on the License Area, (2) perform the Vegetation Maintenance Work in a good and workmanlike manner in compliance with all applicable laws and professional standards which govern the Vegetation Maintenance Work, (3) return the site to a natural and non-hazardous condition, (4) prior to entering the License Area, deliver to the City evidence that Contractor has no less than \$1,000,000 per occurrence and \$2,000,000 in the aggregate for bodily injury, including death, and property damage, and naming the City as an additional insured, (4) indemnify and hold the city harmless for any claim, injury, or action which accrues as a result of the Vegetation Maintenance Work performed under this License and (5) not use or apply any herbicide, pesticide or other similar chemical on any City property, including that property within the License Area.

5. Compliance With Laws

Lake Forest shall comply, at its expense, with all applicable laws, regulations, rules and orders with respect to the use of the License Area, regardless of when they become or became effective. Lake Forest shall obtain, at its own expense, any and all

permits required for licenses or other governmental authorization required for the lawful use of the License Area.

6. Governing Law

The rights and liability of the parties under this license shall be interpreted in accordance with the laws of the State of New York.

7. Entire Agreement

This Agreement constitutes the complete agreement between the parties and supersedes any prior agreements, whether written or oral, concerning the subject of this Agreement.

8. License Not A Lease

This Agreement does not constitute a lease, but constitutes a mere revocable license and Licensee is limited to the use of the License Area expressly and specifically described above.

9. Relationship

The parties intend by this Agreement to establish the relationship of licensee and licensor only, and do not intend to create a partnership, joint venture, joint enterprise, or any business relationship other than that of licensee and licensor. In the event there is a dispute between Lake Forest and any of its agents, subcontractors or employees regarding the payment or compensation for any work performed in the License Area, then Lake Forest agrees to not place any lien on the License Area or make any claim against the City of Plattsburgh for payment or compensation.

10. Invalidity of Provisions

If any term or provision of this Agreement or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, the remainder of this Agreement, or the application of such term or provision to persons whose circumstances other than those as to which it is held invalid or unenforceable, shall not be affected thereby.

11. Service of Notice

Notices hereunder shall be in writing signed by the party serving the same and shall be sent by Registered or Certified United States Mail, Return Receipt Requested, restricted delivery, postage prepaid, and (a) and (b) if intended for the City, shall be addressed to:

**The City of Plattsburgh
41 City Hall Place
Plattsburgh, NY 12901**

And (b) if intended for Lake Forest, shall be addressed to:

**Lake Forest Senior Living Community, Inc.,
8 Lake Forest Drive,
Plattsburgh, NY 12901**

Or to such other address as either party may have furnished to the other as a place for the service of notice. Any notice so mailed shall be deemed to have been given as of the time said notice is deposited in the United States mail.

12. No Assignment Permitted

The rights hereby granted are granted to Lake Forest, only and Lake Forest shall have no right to assign any of its rights under this Agreement.

13. Amendments

No waivers, alterations or modifications of this Agreement shall be valid unless in writing, duly executed by both Lake Forest and the City.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals this day and year first above written.

OWNER:
The City of Plattsburgh

By: _____

Colin L. Read, Mayor


Lake Forest Senior Living Community, Inc.

By: _____
Kevin Defayette, Executive Director



Richard A. Marks
City Chamberlain

Department of Finance
6 Miller Street
Plattsburgh, NY 12901
518-563-7704 TEL
518-563-1714 FAX

DATE: October 11, 2019
MEMO TO: Mayor Read
FROM: Richard Marks 
RE: Budget Adjustments – General and Sewer Funds

It is being requested to adjust the 2019 General and Sewer Fund budgets, as follows:

Increase: General Fund – CD Contract Services	16330000-4430	\$40,000.00
Decrease: General Fund – Unassigned Unappropriated Fund Balance	1-0599	\$40,000.00

To increase the appropriation to provide for unbudgeted costs for real property litigation issues, surveying and engineering planning requirements and grant services related to the downtown changes to accommodate the DRI developments. The budget adjustment will increase the General Fund budgeted appropriations by \$40,000.00 in 2019.

Increase: Sewer Fund – Sanitary Sewer Capital Outlay	58120000-3000	\$42,000.00
Decrease: Sewer Fund Assigned Appropriated Fund Balance	5-0599	\$42,000.00

To increase the appropriation for the upgrade costs for the collapsed sanitary sewer line running under New York Road behind the Plattsburgh City Court estimated to cost \$50,000.00. The budget adjustment will increase the Sewer Fund budgeted appropriation by \$42,000.00 in 2019.

Thank you for your attention to this request.

Cc: Jon Ruff
Mike Brodi
Matt Miller
Barbara Phillips
Lynda Mulcahy

Bidder	Asbestos Abatement Base Bid	Demolition Abatement Base Bid	Demolition Alternate Bid	Asbestos Abatement and Demolition Base Bid	Asbestos Abatement and Demolition Alternate Bid
Mara Contractors & Environmental Services Inc.	\$280,983.00	\$236,875.00	\$308,134.00	\$517,858.00	\$589,117.00
MP Environmental Services Inc.	\$129,400.00	-	-	-	-
J.T. Abatement	-	\$196,000.00	\$205,000.00	-	-
Dan's Hauling & Demo, Inc.	\$68,400.00	\$149,000.00	\$162,600.00	\$218,110.00	\$234,710.00
Gorick Construction Co., Inc.	\$78,480.00	\$278,000.00	\$264,000.00	\$356,000.00	\$342,000.00
United Safety, LLC	\$134,300.00	-	-	-	-
Ritter & Paratore Contracting, Inc.	-	\$142,700.00	\$153,800.00	-	-
AAC Contracting, Inc.	\$129,179.00	-	-	-	-
Bronze Contracting, LLC	\$110,000.00	\$232,900.00	\$252,900.00	\$342,900.00	\$362,900.00
Burke Excavation Demolition, Inc. ABN JEDA Environmental	\$207,350.00	\$156,450.00	\$170,460.00	\$363,000.00	\$377,000.00
NRC NY Environmental Services, Inc.	\$132,800.00	\$202,200.00	\$293,100.00	\$318,250.00	\$404,600.00
Aktor Corporation	\$155,000.00	\$176,800.00	\$221,400.00	\$331,000.00	\$376,000.00

Lowest Bid



11 British American Blvd, Suite 200
Latham, New York 12110
tel: 518-782-4500
fax: 518-786-3810

September 18, 2019

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

Subject: CSO Phase II Long Term Control Plan
Cumberland Avenue Pump Station CSO Upgrades Project
Amendment 1 – Construction Services

Dear Mr. Ruff:

As requested, Camp Dresser McKee & Smith (CDM Smith) is pleased to present the City of Plattsburgh (City) with this proposed Amendment 1 for construction administration phase services associated with the Cumberland Avenue Pump Station (CAPS) regulator modifications.

Background

CDM Smith is presently under contract for design and bidding phase services associated with the CAPS regulator replacement. The project was bid and construction contracts awarded in September 2019. This Amendment 1 is for construction administration services.

Scope of Work

Construction Administration Services

CDM Smith will provide construction services including:

- Arrange for the pre-construction kick-off meeting and attend by conference call.
- Review and process construction shop drawings and submittals for compliance with the design documents.
- Respond to up to 5 construction-related Requests for Information from the Contractor.
- Receive, review and prepare change orders as they develop (up to 5% of the construction costs).
- Review and certify the contractor's monthly and final payment applications.





Mr. Jonathan Ruff, P.E.
September 18, 2019
Page 2

- Conduct up to two site visits, as needed, during construction including the substantial completion inspection.
- CDM Smith assumes the City will provide daily construction inspection services. CDM Smith assumes up to one site visit per week will visit could be required during the active construction period. Full days at the site are not anticipated. CDM Smith will provide SWPPP inspection services as part of these visits.
- Prepare a final inspection punch list as required.
- Verify completion of punch list items and recommend issuance of final completion notice.

Assumptions

- Active construction will occur over a 4-month construction period.
- The City will provide daily oversight of construction and coordinate the contractor's activities with City operations.
- The City has all necessary easements required for construction.

Project Schedule

CDM Smith understands construction must be substantially complete by December 1, 2019 per the Long- Term Control Plan with final completion by May 1, 2020 to allow for site restoration work in the spring. We will provide the above services during that time period.

Project Costs

We propose to complete the construction administration services for the CAPS CSO Upgrades project on a time and expense basis for a not-to-exceed fee of \$13,500 increasing our upper limit from \$66,700 to \$80,200. CDM Smith will invoice the City monthly in accordance with the schedule of hourly billing rates included in our agreement for the labor hours, out of pocket expenses and subcontractors utilized in performing the work.

We trust this proposal outlines services consistent with your intended course of action and look forward to assisting the City on this project. If the above scope of work and additional fee is acceptable, please have the Mayor sign where indicated below and this executed letter will serve as Amendment 1 to our agreement.

We appreciate the opportunity to work with you on this important project. Should you have any questions, please do not hesitate to call me.





Mr. Jonathan Ruff, P.E.
September 18, 2019
Page 3

Sincerely,

A handwritten signature in black ink, appearing to read "D.D. Durfee".

Daniel D. Durfee, P.E., BCEE
Vice President
CDM Smith

cc: D. Rosenthal, CDM Smith

Approved:

Colin Read
Mayor

Date



Richard A. Marks
City Chamberlain

Department of Finance
6 Miller Street
Plattsburgh, NY 12901
518-563-7704 TEL
518-563-1714 FAX

At a regular meeting of the Common Council of the City of Plattsburgh, New York, held October 17th, 2019, the following resolution was adopted:

By Councilor _____ ; Seconded by Councilor _____

WHEREAS, the following resolution was adopted on October 17th, 2019, and

WHEREAS, the Capital Expenditure Plan adopted January 10th, 2019, includes a Downtown Improvements category, and

WHEREAS, the Infrastructure Division is establishing a 2019 Court Street Parking Lot project for items not included in the Downtown Improvements category of the Capital Expenditure Plan adopted January 10th, 2019, and

WHEREAS, the cost of the 2019 Court Street Parking Lot project has been estimated by the Infrastructure Division for the costs to implement the unplanned improvements through revising the Downtown Improvements section of the Capital Expenditure Plan during 2019, as follows:

	2019 Capital Plan	2019 Estimated Cost
Court Street lot improvements	\$ <u> -</u>	\$ <u> 64,000</u>
Total	\$ <u> -</u>	\$ <u> 64,000</u>
Project Funding:		
NYS FRB Grant	\$ <u> -</u>	\$ <u> 64,000</u>
Total	\$ <u> -</u>	\$ <u> 64,000</u>

Now therefore,

BE IT RESOLVED, by the Common Council of the City of Plattsburgh, New York, this 17th day of October 2019, as follows:

- 1) That, the amount of Sixty-four Thousand and 00/100 (\$64,000.00) Dollars is hereby appropriated for the capital project **2019 Court Street Parking Lot (H5110.71)** for the cost of the project items listed above and is hereby authorized to be expended for such purpose.
- 2) That, the amount of Sixty-four Thousand and 00/100 (\$64,000.00) Dollars of such appropriation will be provided by an advances from the General Fund, but that such advance is to be repaid to the General Fund from funding under the parking improvements segment of the FRB Grant sponsored by the New York State Department of Budget.
- 3) That, this resolution takes effect immediately.

On Roll Call,

CERTIFIED A TRUE COPY

CITY CLERK

Richard A. Marks
City Chamberlain

Department of Finance
6 Miller Street
Plattsburgh, NY 12901
518-563-7704 TEL
518-563-1714 FAX

At a regular meeting of the Common Council of the City of Plattsburgh, New York, held October 17th, 2019, the following resolution was adopted:

By Councilor _____ ; Seconded by Councilor _____

WHEREAS, the following resolution was adopted on October 17th, 2019, and

WHEREAS, the Capital Expenditure Plan adopted January 10th, 2019, includes a Downtown Improvements category, and

WHEREAS, the Infrastructure Division is establishing a 2019 Green Street Demolition project for items not included in the Downtown Improvements category of the Capital Expenditure Plan adopted January 10th, 2019, and

WHEREAS, the cost of the 2019 Green Street Demolition project has been estimated by the Infrastructure Division for the costs to implement the unplanned improvements through revising the Downtown Improvements section of the Capital Expenditure Plan during 2019, as follows:

	2019 Capital Plan	2019 Estimated Cost
Green Street Demolition	\$ <u> -</u>	\$ <u> 400,000</u>
Total	\$ <u> -</u>	\$ <u> 400,000</u>
Project Funding:		
NYS Restore NY Grant	\$ <u> -</u>	\$ <u> 400,000</u>
Total	\$ <u> -</u>	\$ <u> 400,000</u>

Now therefore,

BE IT RESOLVED, by the Common Council of the City of Plattsburgh, New York, this 17th day of October 2019, as follows:

- 1) That, the amount of Four Hundred Thousand and 00/100 (\$400,000.00) Dollars is hereby appropriated for the capital project **2019 Green Street Demolition (H5110.72)** for the cost of the project items listed above and is hereby authorized to be expended for such purpose.
- 2) That, the amount of Four Hundred Thousand and 00/100 (\$400,000.00) Dollars of such appropriation will be provided by an advances from the General Fund, but that such advance is to be repaid to the General Fund from funding under the parking improvements segment of the Restore New York Grant sponsored by the New York State Department of Budget.
- 3) That, this resolution takes effect immediately.

On Roll Call,

CERTIFIED A TRUE COPY

CITY CLERK