

SCHENECTADY CITY COUNCIL COMMITTEE AGENDA

for
Monday, May 06, 2019
5:30 p.m.
Room 110

The Council President reserves the right to add or delete any agenda item prior to Committee Meeting.

Administrative Efficiency

- | | |
|---|-----------|
| 1 Rotary - Clock Installation | Ed Kosiur |
| 2 Appointment - City Clerk | Ed Kosiur |
| 3 Youth Advisory Board - Process Discussion | Ed Kosiur |
| 4 CR - Orlando School of Dance | Ed Kosiur |

Public Service & Utilities

- | | |
|--------------------------------------|--------------|
| 1 ABAC Paving | Chris Wallin |
| 2 ABAC City Hall Electrical Upgrades | Chris Wallin |

City Development & Planning

- | | |
|--|------------------------------|
| 1 ABAC - #1 Demolition and Debris Removal of Select Vacant Properties in the City of Schenectady | Kristin Diotte |
| 2 ABAC #2 Demolition and Debris Removal of Select Vacant Properties in the City of Schenectady | Kristin Diotte |
| 3 CDTA MOU - Bike Sharing Program | Chris Wallin |
| 4 Energize NY Open C-PACE | Kristin Diotte |
| 5 Miracle on Craig Street | Ed Kosiur/Marion Porterfield |
| 6 CR-Motorcycle Safety & Awareness Month | Vince Riggi |
| 7 Sale of 1046 Delamont Avenue | Andrew Koldin |
| 8 Bethesda House Purchase Agreement | Andrew Koldin |
| 9 Sale of 2060 Eastern Parkway | Andrew Koldin |
| 10 Sale of 530 Paige Street | Andrew Koldin |
| 11 Sale of 5 Myrtle Avenue | Andrew Koldin |
| 12 Sale of 833 Cleveland Avenue | Andrew Koldin |

Finance

- | | |
|---------------------------------------|--------------|
| 1 FT Code Clerical Aide Position | Chris Lunn |
| 2 Authorize Acceptance of CHIPS Money | Chris Wallin |

Government Operations

- | | |
|------------------------------------|--------------------------|
| 1 Newspaper Plastic Bag Drops | Ed Kosiur |
| 2 CPH - Plastic Straw Ban | Karen Zalewski-Wildzunas |
| 3 CR - Kiwanis - 100th Anniversary | Leesa Perazzo |
| 4 CR - SEAT Center | Marion Porterfield |

Claims

- | | |
|-----------------|---------------------|
| 1 Wreford Claim | Meaghan Fitzpatrick |
| 2 Millman Claim | Meaghan Fitzpatrick |

Friday, May 03, 2019



SCHENECTADY CITY COUNCIL

Legislative Request Form

Committee: Administrative Efficiency

Committee Date:

Monday, May 06, 2019

From: Ed Kosiur

Subject Rotary - Clock Installation

Background Info:

Evaluation/Analysis

Recommendation



**CITY OF SCHENECTADY
LEGISLATION REQUEST FORM**

COMMITTEE ASSIGNMENT:

DATE: 5/06/2019

TO: COUNCIL MEMBERS

SUBJECT: Appointment of City Clerk

Background Information:

City Clerk Chuck Thorne will be retiring on June 14, 2019, leaving an open term through December 31, 2019.

Recommendation:

Appoint Samanta Mykoo, Schenectady City Clerk, effective June 15, 2019, term ending December 31, 2019.

LEGISLATION WILL BE PREPARED BY Law



SCHENECTADY CITY COUNCIL

Legislative Request Form

Committee: Administrative Efficiency

Committee Date:

Monday, May 06, 2019

From: Ed Kosiur

Subject Youth Advisory Board - Process Discussion

Background Info:

Evaluation/Analysis

Recommendation



SCHENECTADY CITY COUNCIL

Legislative Request Form

Committee: Administrative Efficiency

Committee Date:

Monday, May 06, 2019

From: Ed Kosiur

Subject CR - Orlando School of Dance

Background Info:

Evaluation/Analysis

Recommendation

Legislative Request Form

DEPARTMENT OF ENGINEERING

CHRISTOPHER WALLIN, P.E., CITY ENGINEER



COMMITTEE ASSIGNMENT:

DATE: May 6, 2019

TO: City Council

FROM: Christopher R. Wallin, P.E., City Engineer *(w)*

SUBJECT: Award the Bid and Contract for the "The City of Schenectady Annual Street Improvement Program - 2019" to Empire Paving of Schenectady, Inc. in the amount of \$3,241,117.50

TO BE PLACED ON COUNCIL AGENDA OF: May 13, 2019

Background Information:

The Annual Street Improvement Program is part of the City's continued effort to preserve and rehabilitate select streets within the City. The Department of Engineering will be focusing our efforts on Central State Street and Union Street areas, noted problem area thoroughfares, and the Stockade, once National Grid has finished their gas main replacement in that area.

Evaluation/Analysis:

The Engineering Department solicited and received bids for "The City of Schenectady Annual Street Improvement Program - 2019". A low bid was received on May 1, 2019 from Empire Paving of Schenectady, Inc., of Duanesburg, NY in the Amount of \$3,241,117.50. Financing for this project will be provided through respective codes set up from existing CBDG funds already in place, New York State CHIPS funding, and Bonded funds to be appropriated in May.

Recommendation:

Authorize the Mayor to enter into a contract with Empire Paving of Schenectady, Inc., for the "The City of Schenectady Annual Street Improvement Program - 2019" in the amount of \$3,241,117.50.

LEGISLATION WILL BE PREPARED BY: Engineering
CRW: cd

BID SUMMARY TABULATION SHEET

DEPARTMENT OF ENGINEERING

BUREAU OF CONSTRUCTION AND DESIGN

Received by the **COMMITTEE ON BIDS** of The City of Schenectady, NY at **10:30 A.M.** Eastern Standard Time on the **1st** day of **May, 2019.**

Bids for: **"The City of Schenectady Annual Street Improvement Program - 2019"**

PAY ITEM No.	PAY ITEM DESCRIPTION	QUANTITY	UNIT	Unit Price	BIDDER No. 1	Unit Price	BIDDER No. 2	Unit Price	BIDDER No. 3
					EXTENSION		EXTENSION		EXTENSION
001	MOBILIZATION	1	EA	\$131,000.00	\$131,000.00	\$64,800.00	\$64,800.00	\$100,000.00	\$100,000.00
161	UNCLASSIFIED EXCAVATION	1500	CY	\$75.00	\$112,500.00	\$34.00	\$51,000.00	\$18.00	\$27,000.00
200.11	4' I.D., PRECAST CONCRETE MANHOLE 1-10' DEEP	1	VLF	\$3,000.00	\$3,000.00	\$3,500.00	\$3,500.00	\$2,200.00	\$2,200.00
230.12	PRECAST REINFORCED CATCH BASIN TYPE I.D.	2	VLF	\$3,200.00	\$6,400.00	\$3,000.00	\$6,000.00	\$1,300.00	\$2,600.00
240.31	ADJUSTMENT OF MANHOLES	230	EA	\$300.00	\$69,000.00	\$100.00	\$23,000.00	\$100.00	\$23,000.00
240.32	ADJUSTMENT OF CATCH BASINS	175	EA	\$300.00	\$52,500.00	\$250.00	\$43,750.00	\$100.00	\$17,500.00
240.33	ADJUSTMENT OF VALVE BOXES	150	EA	\$140.00	\$21,000.00	\$40.00	\$6,000.00	\$25.00	\$3,750.00
300.3	ASPHALT MILLING 0-2"	150000	SY	\$2.00	\$300,000.00	\$1.70	\$255,000.00	\$2.65	\$397,500.00
320.1	NYS DOT 9.5MM TRUEING AND LEVEL COURSE	10000	TON	\$67.00	\$670,000.00	\$64.25	\$642,500.00	\$32.00	\$320,000.00
320.4	NYS DOT 9.50MM TOP COURSE	20000	TON	\$67.00	\$1,340,000.00	\$71.00	\$1,420,000.00	\$76.00	\$1,520,000.00
320.5	NYS DOT 407 TACK COAT	7300	GAL	\$4.50	\$32,850.00	\$4.00	\$29,200.00	\$4.50	\$32,850.00
350.11	CONSTRUCTION OF 6" SIDEWALK AND DRIVEWAY	4500	SY	\$74.00	\$333,000.00	\$105.75	\$475,875.00	\$85.00	\$382,500.00
357	REMOVE PAVERS	2000	SF	\$1.00	\$2,000.00	\$2.50	\$5,000.00	\$3.00	\$6,000.00
360.11	GRANITE CURBING - STRAIGHT	450	LF	\$55.00	\$24,750.00	\$64.18	\$28,881.00	\$58.50	\$26,325.00
360.12	GRANITE CURBING - STRAIGHT (MATERIAL ONLY)	750	LF	\$22.00	\$16,500.00	\$20.75	\$15,562.50	\$21.79	\$16,342.50
360.21	GRANITE CURBING - RADIUS	4500	LF	\$70.00	\$315,000.00	\$75.28	\$338,760.00	\$50.00	\$225,000.00
360.22	GRANITE CURBING - RADIUS (MATERIAL ONLY)	100	LF	\$35.00	\$3,500.00	\$32.75	\$3,275.00	\$32.75	\$3,275.00
365.1	TRUNCATED DOME TILES	1500	SF	\$37.00	\$55,500.00	\$34.50	\$51,750.00	\$34.50	\$51,750.00
399	Golf Cart Path	300	LF	\$65.00	\$19,500.00	\$97.00	\$29,100.00	\$44.00	\$13,200.00
460.5	12" SDR 35 POLYMERIZED VINYL CHLORIDE PIPE	150	LF	\$67.00	\$10,050.00	\$65.00	\$9,750.00	\$72.00	\$10,800.00
716.01	WHITE EPOXY REFLECTORIZED PAVEMENT STRIPE -15MIL	2000	LF	\$2.10	\$4,200.00	\$2.00	\$4,000.00	\$2.10	\$4,200.00
716.02	YELLOW EPOXY REFLECTORIZED PAVEMENT STRIPE -15MIL	17000	LF	\$2.10	\$35,700.00	\$2.00	\$34,000.00	\$2.10	\$35,700.00
740.07	TYPE A SIGN POSTS	12	EA	\$135.00	\$1,620.00	\$250.00	\$3,000.00	\$150.00	\$1,800.00
851	TOPSOIL	1550	SY	\$8.50	\$13,175.00	\$10.00	\$15,500.00	\$10.50	\$16,275.00
852	SEED	1550	SY	\$1.10	\$1,705.00	\$1.08	\$1,674.00	\$1.00	\$1,550.00
Total Bid - The City of Schenectady Annual Street Improvement Program - 2019:					\$3,574,450.00	\$3,560,877.50	\$3,241,117.50		
BIDDER No.	COMPANY NAME	ADDRESS			C.A.P	SECURITY DEPOSIT			
1	Peter Luizzi & Brothers Contracting, Inc.	49 Railroad Avenue, Albany, NY 12205			Yes	Bid Bond			
2	New Castle Paving, LLC	1 Madison Street, Ste 100, Troy, Ny 12180			Yes	Bid Bond			
3	Empire Paving of Schenectady, Inc.	1900 Duanesburg Road, Duanesburg, NY 12056			Yes	Bid Bond			

BID SUMMARY TABULATION SHEET

DEPARTMENT OF ENGINEERING

BUREAU OF CONSTRUCTION AND DESIGN

Received by the **COMMITTEE ON BIDS** of The City of Schenectady, NY at **10:30 A.M.** Eastern Standard Time on the **1st** day of **May, 2019.**

Bids for: **"The City of Schenectady Annual Street Improvement Program - 2019"**

PAY ITEM No.	PAY ITEM DESCRIPTION	QUANTITY	UNIT	Unit Price	BIDDER No. 4 EXTENSION				
001	MOBILIZATION	1	EA	\$125,000.00	\$125,000.00				
161	UNCLASSIFIED EXCAVATION	1500	CY	\$30.00	\$45,000.00				
200.11	4' I.D., PRECAST CONCRETE MANHOLE 1-10' DEEP	1	VLF	\$2,500.00	\$2,500.00				
230.12	PRECAST REINFORCED CATCH BASIN TYPE I.D.	2	VLF	\$2,500.00	\$5,000.00				
240.31	ADJUSTMENT OF MANHOLES	230	EA	\$185.00	\$42,550.00				
240.32	ADJUSTMENT OF CATCH BASINS	175	EA	\$245.00	\$42,875.00				
240.33	ADJUSTMENT OF VALVE BOXES	150	EA	\$65.00	\$9,750.00				
300.3	ASPHALT MILLING 0-2"	150000	SY	\$1.75	\$262,500.00				
320.1	NYSDOT 9.5MM TRUEING AND LEVEL COURSE	10000	TON	\$65.50	\$655,000.00				
320.4	NYSDOT 9.50MM TOP COURSE	20000	TON	\$68.00	\$1,360,000.00				
320.5	NYSDOT 407 TACK COAT	7300	GAL	\$8.00	\$58,400.00				
350.11	CONSTRUCTION OF 6" SIDEWALK AND DRIVEWAY	4500	SY	\$100.00	\$450,000.00				
357	REMOVE PAVERS	2000	SF	\$5.00	\$10,000.00				
360.11	GRANITE CURBING - STRAIGHT	450	LF	\$60.00	\$27,000.00				
360.12	GRANITE CURBING - STRAIGHT (MATERIAL ONLY)	750	LF	\$20.75	\$15,562.50				
360.21	GRANITE CURBING - RADIUS	4500	LF	\$71.00	\$319,500.00				
360.22	GRANITE CURBING - RADIUS (MATERIAL ONLY)	100	LF	\$33.00	\$3,300.00				
365.1	TRUNCATED DOME TILES	1500	SF	\$20.00	\$30,000.00				
399	Golf Cart Path	300	LF	\$75.00	\$22,500.00				
460.5	12" SDR 35 POLYMERIZED VINYL CHLORIDE PIPE	150	LF	\$75.00	\$11,250.00				
716.01	WHITE EPOXY REFLECTORIZED PAVEMENT STRIPE -15MIL	2000	LF	\$2.00	\$4,000.00				
716.02	YELLOW EPOXY REFLECTORIZED PAVEMENT STRIPE -15MIL	17000	LF	\$2.00	\$34,000.00				
740.07	TYPE A SIGN POSTS	12	EA	\$150.00	\$1,800.00				
851	TOPSOIL	1550	SY	\$25.00	\$38,750.00				
852	SEED	1550	SY	2	\$3,100.00				

Total Bid - The City of Schenectady Annual Street Improvement Program - 2019: \$3,579,337.50

BIDDER No.	COMPANY NAME	ADDRESS	C.A.P	SECURITY DEPOSIT
4	Callanan Industries, Inc.	PO Box 15097, Albany, NY 12212	Yes	Bid Bond

Plan Holders List

Plan Holders List

Organization Name	Main Contact	Download Date	City	Province/State
Construction Journal	Construction Journal	04/12/2019 04:55 PM EDT	Stuart	Florida
HAROLD R. CLUNE, INC.	BRIAN CLUNE	04/09/2019 09:53 AM EDT	BALLSTON SPA	New York
Graybar	Ray Andrews	04/02/2019 03:25 PM EDT	Albany	New York
LaCorte Companies, Inc	Sean Picinich	04/02/2019 07:53 AM EDT	Troy	New York
Stilsing Electric Inc.	Kathleen Stilsing	03/29/2019 03:18 PM EDT	Rensselaer	New York
Eastern Contractors Association	Judy Ploof	03/29/2019 10:08 AM EDT	Albany	New York
Stilsing Electric Inc	Michael Stilsing	03/29/2019 09:31 AM EDT	Rensselaer	New York
MJM Electric & Power Systems LLC	Mike Montelone	03/28/2019 02:12 PM EDT	East Berne	New York
Dunn Electric Supply Company	Thomas Dunn	03/28/2019 01:47 PM EDT	Binghamton	New York
Kasselman Electric Co., Inc.	Kevin Heelan	03/28/2019 12:02 PM EDT	Menands	New York
eCLIPSE Network Solutions, LLC	Michael Sipperly	03/28/2019 07:10 AM EDT	Albany	New York
Visual Infomedia	Siva Kumar	03/28/2019 04:50 AM EDT	Coimbatore	
Brunswick Electric, Inc.	Richard Livsey	03/27/2019 05:03 PM EDT	Troy	New York
MNJ Remodeling Corp	Stephen Van Ostrand	03/27/2019 04:50 PM EDT	Poughkeepsie	New York

Legislative Request Form

DEPARTMENT OF ENGINEERING
CHRISTOPHER WALLIN, P.E., CITY ENGINEER



COMMITTEE ASSIGNMENT:

DATE: May 6, 2019

TO: City Council

FROM: Christopher R. Wallin, P.E., City Engineer *iw*

SUBJECT: Award the Bid and Contract for the "Electrical Improvements at City Hall" to LaCorte Companies, Inc. in the Amount of \$177,000.00

TO BE PLACED ON COUNCIL AGENDA OF: May 13, 2019

Background Information:

A study of City Hall's existing electrical infrastructure found several deficiencies with regards to overall electrical capacity, panels and emergency lighting as it relates to today's standards and power demands. To address these deficiencies the City will be replacing all existing conductors and electrical panels as well as installing battery backups to select existing lights as required by code.

Evaluation/Analysis:

The Engineering Department solicited and received bids for "Electrical Improvements at City Hall. A low bid was received on April 17, 2019 from LaCorte Companies, Inc., of Troy, NY in the amount of \$177,000.00 to be charged to Capital Budget codes HY717080-201 and I4517080-201.

Recommendation:

Authorize the Mayor, or his designee, to enter into a Contract with LaCorte Companies, Inc. for the "Electrical Improvements at City Hall" in the amount of \$177,000.00 to be charged to Capital Budget codes HY717080-201 and I4517080-201.

LEGISLATION WILL BE PREPARED BY: Engineering

CRW: cd

BID SUMMARY TABULATION SHEET

DEPARTMENT OF ENGINEERING

BUREAU OF CONSTRUCTION AND DESIGN

Received by the **COMMITTEE ON BIDS** of The City of Schenectady, NY at 10:30 A.M. Eastern Daylight Saving Time on the 17th day of April, 2019.

Bids for: **"Electrical Improvements at City Hall"**

PAY ITEM No.	PAY ITEM DESCRIPTION	QUANTITY	UNIT	BIDDER No. 1 EXTENSION	BIDDER No. 2 EXTENSION	BIDDER No. 3 EXTENSION
	Base Bid					
1	Electrical Improvements at City Hall	1	LS	\$177,000.00	\$274,500.00	\$196,000.00
BIDDER No.	COMPANY NAME	ADDRESS			SECURITY DEPOSIT	
1	LaCorte Companies, Inc.	630 Seventh Avenue, Troy, NY 12182-6110			Bid Bond	
2	Harold R. Clune, Inc.	30 Prosepect Street, Ballston Spa, NY 12020			Bid Bond	
3	Stilsing Electric, Inc.	500 South Street, Rensselaer, NY 12144			Bid Bond	

Plan Holders List

Plan Holders List

Organization Name	Main Contact	Download Date	City	Province/State
All States Asphalt, Inc.	Mark Edsall	04/29/2019 03:08 PM EDT	Sunderland	Massachusetts
power&construction group	william planert	04/29/2019 03:01 PM EDT	scottsville	New York
Donegal Construction Corporation	Todd Hartman	04/29/2019 02:56 PM EDT	New Stanton	Pennsylvania
The Chazen Companies	Sylvia Gersbach	04/29/2019 02:17 PM EDT	Poughkeepsie	New York
The LiRo Group	Karen Houck	04/29/2019 02:15 PM EDT	Rochester	New York
CHA Consulting	Rene Lipatas	04/24/2019 10:14 AM EDT	Albany	New York
Rifenburg Construction	Kegan Klinker	04/18/2019 11:58 AM EDT	Troy	New York
Peckham Industries, Inc.	Jeri Camputaro	04/16/2019 09:44 AM EDT	Athens	New York
OGGI Concrete Forms & Accessories, Inc.	Carolyn Mancini	04/15/2019 03:38 PM EDT	Endicott	New York
Syracuse Signal Systems, Inc	Scott Strachan	04/15/2019 09:53 AM EDT	Syracuse	New York
Highway Rehab. Corp.	Kenneth Carr	04/14/2019 10:33 PM EDT	Brewster	New York
New Castle Paving	Adrienne McMullen	04/12/2019 03:18 PM EDT	Troy	New York
Delsignore Blacktop Paving, Inc.	Debra Newman	04/12/2019 01:16 PM EDT	Troy	New York
Core & Main LP	Steven Law	04/12/2019 12:19 PM EDT	Watervliet	New York
Syrstone, Inc.	Dale Shults	04/12/2019 11:34 AM EDT	East Syracuse	New York
H2M architects + engineers	Nicole Kurek	04/12/2019 10:37 AM EDT	Melville	New York
Evolution construction services	Jeffrey Russo	04/12/2019 10:19 AM EDT	Mechanicville	New York
Peter Luizzi Bros Contracting Inc	Peter Luizzi	04/12/2019 10:11 AM EDT	Albany	New York
Secure Solutions	Stormi Vasta	04/12/2019 09:30 AM EDT	Delmar	New York
GPI/Greenman-Pedersen, Inc.	Heather Pace	04/12/2019 08:22 AM EDT	Albany	New York
Kal-Harbour, Inc.	Scott Sacci	04/12/2019 07:14 AM EDT	Albany	New York
Empire Paving of Schenectady, Inc.	Richard Longo	04/12/2019 06:13 AM EDT	Duanesburg	New York
Callanan Industries	Robert Moreau	04/12/2019 06:01 AM EDT	Albany	New York
IDMC	Bill Philips	04/12/2019 02:06 AM EDT	Grand Junction	Colorado
Gorman Bros., Inc.	Michael Ryan	04/11/2019 07:58 PM EDT	Albany	New York

**CITY OF SCHENECTADY
LEGISLATIVE REQUEST FORM**

COMMITTEE ASSIGNMENT:

DATE: **May 2, 2019**

TO: **City Council**

FROM: **Kristin Diotte Director of Development**

SUBJECT: **Award the Bid and Contract for the "Demolition and Debris Removal of Select Vacant Properties in the City of Schenectady" to Jackson Demolition Inc. in the Amount of \$203,505.00**

Background Information:

Included in the City of Schenectady's Consolidated Plan and Neighborhood Revitalization Strategy Area is the use of CDBG funds for demolition of vacant city owned properties. On March 25, 2019, the City Council approved of the entering of contracts to allow for the sale of vacant lots contingent on the demolition of structures on them, of the below mentioned properties.

Evaluation/Analysis:

Two bids were submitted and bids were opened on April, 24, 2019. This bid included the following properties:

1706 Carrie Street

955 Strong Street

9 Backus Street

A bid evaluation team reviewed the received bids. The lowest qualified bidder was Jackson Demolition of Schenectady, NY, at \$203,505.00.

Recommendation:

The City Council authorizes the Mayor to enter into an agreement with Jackson Demolition for the demolition and removal of debris of select vacant buildings in the amount of \$203,505.00.

LEGISLATION WILL BE PREPARED BY **Law Department**

**CITY OF SCHENECTADY
LEGISLATIVE REQUEST FORM**

COMMITTEE ASSIGNMENT:

DATE: **May 2, 2019**

TO: **City Council**

FROM: **Kristin Diotte Director of Development**

SUBJECT: **Award the Bid and Contract for the "Demolition and Debris Removal of Select Vacant Properties in the City of Schenectady" to Jackson Demolition Inc. in the Amount of \$283,683.00**

Background Information:

Included in the City of Schenectady's Consolidated Plan and Neighborhood Revitalization Strategy Area is the use of CDBG funds for demolition of vacant city owned properties. On March 25, 2019, the City Council approved of the entering of contracts to allow for the sale of vacant lots, contingent on the demolition of structures on them, for the below mentioned properties.

Evaluation/Analysis:

Two bids were submitted and bids were opened on April, 24, 2019. This bid included the following properties:

410 Schenectady Street
412 Schenectady Street
410 Summit Avenue

A bid evaluation team reviewed the received bids. The lowest qualified bidder was Jackson Demolition of Schenectady, NY, at \$283,683.00

Recommendation:

The City Council authorizes the Mayor to enter into an agreement with Jackson Demolition for the demolition and removal of debris of select vacant buildings in the amount of \$283,683.00.

LEGISLATION WILL BE PREPARED BY **Law Department**

Legislative Request Form

DEPARTMENT OF ENGINEERING

CHRISTOPHER WALLIN, P.E., CITY ENGINEER



COMMITTEE ASSIGNMENT:

DATE: May 6, 2019

TO: City Council

FROM: Christopher R. Wallin, P.E., City Engineer *(W)*

SUBJECT: Memorandum of Understanding with the Capital District
Transportation Authority for the Bike-Share Program, *Cycle!*

TO BE PLACED ON COUNCIL AGENDA OF: May 13, 2019

Background Information:

The Capital District Transportation Authority (CDTA) applied and was approved for a federally funded Congestion Mitigation and Air Quality Improvement Program (CMAQ) through the New York State Department of Transportation (NYSDOT) to operate the Capital District bike-share program, *Cycle!*

Evaluation/Analysis:

This bike-sharing program serves Albany, Troy, Saratoga Springs and Schenectady. In Schenectady, there are thirteen (13) hubs, almost 50 bicycles, and has produced over 2,000 rides over the last fifteen months. Ridership will soon increase through an agreement with Union College, so that their students will be able to ride for free.

The City's portion of this program costs approximately, \$90,000 annually and is based on the operational agreement with JUMP bicycles (which includes a fee of \$150 per bicycle, per month). The City's share of this expense is \$25,000, which is to be charged to operating code A1440-465.

Recommendation:

The City enter into a Memorandum of Understanding with Capital District Transportation Authority for the Bike-Share program, *Cycle!*

LEGISLATION WILL BE PREPARED BY: Engineering

CRW: cd



Memorandum

April 11, 2019

To: City of Schenectady

From: Jonathan Scherzer, Director of Marketing; Lauren Bailey, Mobility Manager

Subject: Bikeshare System Funding

Background:

The Capital District Transportation Authority (CDTA) procured a federally funded Congestion Mitigation and Air Quality Improvement Program grant from the New York State Department of Transportation to operate the Capital Region bike-share program, CDPHP *Cycle!* in 2017. The Cities of Albany, Troy, Saratoga Springs, and Schenectady contributed matching funds of \$25,000 annually for the first two seasons, which assisted development of the program along with support for launch and subsequent operation.

CDPHP *Cycle!* Benefits

CDPHP *Cycle!* has benefitted the city and the Capital Region with the addition of an environmentally-responsible travel choice accompanied by widespread popularity. The program, which has nearly 7,000 members, has more than doubled from 160 bicycles to 350 bicycles in just two seasons.

The program serves the City of Schenectady with 13 hubs and nearly 50 bicycles located in strategic neighborhoods and business districts, which have produced over 2,000 rides in just the past 15 months. We have conducted safe cycling classes and expanded in 2018 by strategically moving racks to safer roadways and pushing further towards City boundaries. The 2019 season will bring more ridership to the City through an agreement for Union College students to ride for free as well as inclusion of desired areas of Scotia and Niskayuna for Schenectady members to ride to.

The City of Schenectady's portion of the program requires roughly \$90,000 of subsidy annually. This is based on our operational agreement with JUMP bicycles, which brings a fee of \$150 per bicycle per month. CDTA is focused on making bike sharing affordable by defraying costs through corporate partnerships, member revenue and municipal agreements. As with most transit programs, there remains a funding gap to be filled, and CDTA is looking to continue partnering municipalities for this program to insure this new travel choice continues to thrive.

While the CMAQ grant allowed for capital investments-bicycles, racks, and system set up, CDPHP *Cycle!* requires ongoing operational management and expenses. CDTA provides daily management, coordination with city departments, marketing, station siting, planning, and legal costs associated for this quality of life amenity. CDTA's commitment to provide a first-class transportation network supports opportunities in potential funding to assist the city's long-term planning tied to complete streets, road diets and reinvigorating the built environment to better provide what constituents want.

Given the success of the program on a variety of levels, CDTA requests that the City continue its support with an annual investment of \$25,000 through the 2021 operating season. This will allow for continued operation in the City, continued innovation in transit, bicycle and pedestrian infrastructure

needs, including a potential electric-assist bicycle pilot. We are also happy to offer memberships to all City employees and designated personnel as an additional benefit for the funding support.



MEMORANDUM OF UNDERSTANDING

BETWEEN

**THE CAPITAL DISTRICT TRANSPORTATION AUTHORITY AND THE CITY OF
SCHENECTADY**

**REGARDING ROLES AND RESPONSIBILITIES FOR ONGOING FUNDING TO OPERATE
CDPHP *CYCLE!***

THIS AGREEMENT is made between CAPITAL DISTRICT TRANSPORTATION AUTHORITY (hereinafter "CDTA") and the CITY OF SCHENECTADY (hereinafter "SCHENECTADY"), (collectively, "Parties").

WHEREAS, CDTA has been operating CDPHP *Cycle!*, the Capital Region's bike-share program, for two seasons,

WHEREAS, CDTA and SCHENECTADY believe creating bicycle-friendly, transit-oriented environments will improve the health and quality of life within communities, while also improving their economic vitality. Both entities understand the connection between bicycle sharing (bikeshare) systems and reduced traffic congestion, easier access to local businesses, and increased appeal to new community members to avoid purchasing new cars and reducing wear and tear of city infrastructure.

WHEREAS, CDTA, in partnership with the City of Saratoga Springs, the City of Troy, the City of Albany, and the City of Schenectady, previously received funding from the Congestion Mitigation and Air Quality ("CMAQ") grant to begin operating CDPHP *Cycle!* which required matching funds from each municipality,

WHEREAS, CDTA has contracted with JUMP Bicycles ("JUMP") to operate the bike-share system and continues to work with them and SCHENECTADY to operate this new transportation option.

THEREFORE, both parties mutually agree to proceed as follows if the project is selected for funding:

- 1) **SCHENECTADY** will reimburse CDTA for a portion of total operating costs totaling the amount of \$25,000 per year for the years of 2019, 2020, and 2021 by March 1 of the following year or the beginning of the next operating year of the bikeshare program, whichever comes latest, subject to City Council appropriation.
- 2) **SCHENECTADY** agrees to partake in all siting, planning, and operations discussions with CDTA and its vendor, JUMP Bicycles, regarding the bikeshare program and its operation.

CAPITAL DISTRICT TRANSPORTATION AUTHORITY

By: _____

Carm Basile, CEO

Dated: _____

CITY OF _____

By: _____

_____, Mayor

Dated: _____

City Council Approval Date: _____



**CITY COUNCIL
SCHENECTADY, NEW YORK**

RESOLUTION NO. 2017-351

Councilmember Mr. Kosiur

offered the following:

A Resolution Adopting the City of Schenectady Bike Infrastructure Master Plan.

WHEREAS, the City of Schenectady, in conjunction with Alta Planning + Design and LAndArt Studios, received a grant from the Capital District Transportation Committee to develop the Bike Infrastructure Master Plan, designed to explore bicycle-oriented options fit for the City's existing transportation infrastructure; and


WHEREAS, the Bike Infrastructure Master Plan was finalized in August 2017 and formally approved by the City Planning Commission on October 18, 2017, and by Mayor Gary McCarthy on November 11, 2017; and

WHEREAS, on December 4, 2017, the City Development & Planning Committee approved the recommendation from the Engineering Department for the City Council to adopt the Bike Infrastructure Master Plan:

NOW, THEREFORE BE IT,

RESOLVED, that this Council formally adopts the August 2017 City of Schenectady Bike Infrastructure Master Plan, which can be found on the City's website and filed in the City Clerk's Office as of December 8, 2017.

Approved as to form this
11th day of December, 2017.



Carl Falotico, Esq.
Corporation Counsel

RESOLUTION adopted unanimously
DEC 11 2017 by Councilmembers
approved by Mayor DEC 14 2017
Mayor Gary McCarthy

**CITY OF SCHENECTADY
LEGISLATIVE REQUEST FORM**

COMMITTEE ASSIGNMENT:

DATE: 5/6/19

TO:

FROM: Kristin Diotte, Director of Development

SUBJECT: Energize NY Open C-PACE

Background Information:

Evaluation/Analysis:

Recommendation:

LEGISLATION WILL BE PREPARED BY LAW



SCHENECTADY CITY COUNCIL

Legislative Request Form

Committee: City Development & Planning

Committee Date:

Monday, May 06, 2019

From: Ed Kosiur/Marion Porterfield

Subject: Miracle on Craig Street

Background Info:

Evaluation/Analysis

Recommendation



SCHENECTADY CITY COUNCIL

Legislative Request Form

Committee: City Development & Planning

Committee Date:

Monday, May 06, 2019

From: Vince Riggi

Subject CR-Motorcycle Safety & Awareness Month

Background Info:

Evaluation/Analysis

Recommendation



SCHENECTADY CITY COUNCIL

Legislative Request Form

Committee: City Development & Planning

Committee Date:

Monday, May 06, 2019

From: Andrew Koldin

Subject: Sale of 1046 Delamont Avenue

Background Info:

Evaluation/Analysis

Recommendation



SCHENECTADY CITY COUNCIL

Legislative Request Form

Committee: City Development & Planning

Committee Date:

Monday, May 06, 2019

From: Andrew Koldin

Subject Bethesda House Purchase Agreement

Background Info:

Evaluation/Analysis

Recommendation



SCHENECTADY CITY COUNCIL

Legislative Request Form

Committee: City Development & Planning

Committee Date:

Monday, May 06, 2019

From: Andrew Koldin

Subject Sale of 2060 Eastern Parkway

Background Info:

Evaluation/Analysis

Recommendation



SCHENECTADY CITY COUNCIL

Legislative Request Form

Committee: City Development & Planning

Committee Date:

Monday, May 06, 2019

From: Andrew Koldin

Subject: Sale of 530 Paige Street

Background Info:

Evaluation/Analysis

Recommendation



SCHENECTADY CITY COUNCIL

Legislative Request Form

Committee: City Development & Planning

Committee Date:

Monday, May 06, 2019

From: Andrew Koldin

Subject: Sale of 5 Myrtle Avenue

Background Info:

Evaluation/Analysis

Recommendation



SCHENECTADY CITY COUNCIL

Legislative Request Form

Committee: City Development & Planning

Committee Date:

Monday, May 06, 2019

From: Andrew Koldin

Subject: Sale of 833 Cleveland Avenue

Background Info:

Two offers

Evaluation/Analysis

Recommendation

**CITY OF SCHENECTADY
LEGISLATION REQUEST FORM**

COMMITTEE ASSIGNMENT:

DATE: 4/29/2019

TO: COUNCILMEMBERS

FROM: Christopher Lunn, Chief Building Inspector

SUBJECT: ORIDINANCE- Full Time Code Clerical Aide Position

Background Information:

In our determination to provide outstanding customer service to all residents, The Bureau of Code Enforcement is in the need of additional administrative staffing to efficiently and professionally cover all of the tasks associated with the voluminous amount of business the department performs. With the introduction of our new software system (Municipality 5) comes the policy and procedure change that effects our ability to properly function. The System will give us the ability to increase the amount of field inspections. This time in the field will yield greater productivity which will directly correlate to an increase of calls, notices, and documentation that will all need to be addressed. There will be a reduced amount of staffing left in City Hall to handle the volume of calls. Re-evaluation of our department and proper use of funds in this year's budget cycle have been evaluated and the clear choice would be the creation of this position to better serve the constituents and contractors here in Schenectady.

Evaluation/Analysis:

Continuing our efforts to accommodate both contractors and the public and in accordance with our goal to offer superior customer service to our City residents it is advantageous for us to take in Building Permit Applications and Rental Certificate Applications to have a full time Clerical Aide available to answer the telephones, scan in property files, and assist other administrative staff as necessary.

Currently there is one (1) IPS III and (1) Code Enforcement Clerk in Room 17. With the recent addition of five (5) new Code Enforcement Officers, the amount of processing permits, complaints, answering phones, and dealing with the public has greatly increased. A Clerical Aide would help relieve the burden put on the administrative staff in Room 17 by performing lower level tasks.

Recommendation:

In order to effectively cover the Counter Office, answer the telephones, filing and scanning of files, and provide professional customer service between the hours of 9:00 AM – 5:00 PM, we recommend the position of a Clerical Aide be created to fill this need. Codes Department revenue codes and expense will be booked to A8664-100.

LEGISLATION WILL BE PREPARED BY: Chief Building Inspector Christopher Lunn

Legislative Request Form

DEPARTMENT OF ENGINEERING
CHRISTOPHER WALLIN, P.E., CITY ENGINEER



COMMITTEE ASSIGNMENT:

DATE: May 6, 2019

TO: City Council

FROM: Christopher R. Wallin, P.E., City Engineer *(w)*

SUBJECT: Authorize the Commissioner of Finance to deposit the Consolidated Local Street and Highway Improvement Program (CHIPS) funding in the amount of \$1,439,409.40 to HY417083-201-023 that is designated specifically for this.

TO BE PLACED ON COUNCIL AGENDA OF: May 13, 2019

Background Information:

Every year, New York State's budget has funding to the City for our street maintenance program through its Consolidated Highway Improvement Program (CHIPS). The City was notified of this funding on April 26, 2019. (See attached NYSDOT letter).

Evaluation/Analysis:

The Capital Budget Code, HY417083-201-023 is the designated code for the CHIPS Portion of the Paving Program.

Recommendation:

Authorize the Commissioner of Finance to deposit the Consolidated Local Street and Highway Improvement Program (CHIPS) funding in the amount of \$1,439,409.40 into the Capital Budget Code HY417083-201-023 that is designated specifically for this.

LEGISLATION WILL BE PREPARED BY: Engineering

CRW: cd



April 26, 2019

CHRIS WALLIN ENGINEER CITY OF SCHENECTADY 105 JAY ST ROOM 205 SCHENECTADY NY 12305

Dear Mr. Wallin:

The 2019 State Budget continues to provide record level funding to support the repair, rehabilitation, and modernization of local roads and bridges. The Budget specifically includes \$438.1 million in Consolidated Local Street and Highway Improvement Program (CHIPS) funding and \$100 million in PAVE NY funding; and reappropriations of rollover funds remaining from previous State fiscal year CHIPS, PAVE NY, and EWR appropriations. Please provide a copy of this letter to the chief financial officer (CFO) for your municipality.

The first of four quarterly SFY 2019-20 CHIPS, PAVE NY, and EWR reimbursements are scheduled to be made on June 18, 2019. Please refer to the Program Guidelines on the CHIPS website (www.dot.ny.gov/programs/chips) regarding eligible project activities and program requirements. Requests from the SFY 19-20 apportionments for the June payment must be for expenditures made on or after April 1, 2019 and through May 15, 2019.

The City of Schenectady has the following funding amounts available for the June payment:

Table with 4 columns: Program, Total Balance, 19-20 Apportionment, Cumulative Rollover Balance. Rows include CHIPS, PAVE NY, and EWR.

The submissions for the CHIPS, PAVE NY, and EWR reimbursements will require supporting documentation, including proof of payment and photos of ADA-compliant curb ramps. Failure to submit the required documentation may delay the processing of your reimbursement requests.

The rules for applying under the June CHIPS reimbursements are included on the back of this letter, while the rules for the PAVE NY and EWR reimbursements are available as links under Forms on the CHIPS website. In order to ensure June timely reimbursement, the NYSDOT Regional Office listed below must receive the original signed payment requests no later than May 23, 2019.

Please be sure to sign the certification on each page of the reimbursement request forms, photocopy the completed forms for your files, and mail the originals to:

Pete Rea NYSDOT Regional CHIPS Representative New York State Department of Transportation 50 Wolf Road, Suite 1S50 Albany, NY 12232

Your NYSDOT municipal code for entry on the forms is 162053. If you have any questions, please contact Pete Rea at 518-485-0991.

Respectfully yours,

Handwritten signature of Peter J. Ryan

Peter J. Ryan Director Local Programs Bureau

**APPLYING FOR CHIPS CAPITAL PAYMENT
FOR FUNDS REMAINING (ROLLOVER FUNDS) FROM
PREVIOUS STATE FISCAL YEARS AND/OR SFY 19-20 CAPITAL FUNDS**

WHAT ARE ROLLOVER FUNDS? "Rollover" funds are a municipality's unreimbursed CHIPS Capital funds from one or more previous State Fiscal Year (SFY) apportionments.

HOW DO YOU KNOW IF YOU HAVE ROLLOVER FUNDS AVAILABLE? For municipalities with rollover funds remaining, the total cumulative rollover amount available is stated in the CHIPS Capital letter on the reverse of these instructions.

RULES FOR REIMBURSEMENT OF ROLLOVER FUNDS:

- A. Expenditures incurred prior to December 18, 2017 would not be eligible for reimbursement even if a municipality has rollover balances from SFY 17-18 or earlier CHIPS apportionments.

Note: If a municipality did not have rollover balances after the March 2019 Capital reimbursement and the municipality made highway capital project expenditures between 02/02/19 and 03/31/19 it will not be eligible for CHIPS Capital reimbursement for those expenditures.

- B. Eligible expenditures made for CHIPS Capital projects between 04/01/19 and 05/15/19 will be eligible for JUNE 18, 2019 reimbursement from the CHIPS Capital rollover fund balances before any payment can be made from the SFY 19-20 CHIPS Capital apportionment.

SHOWING THE USE OF ROLLOVER FUNDS AND SFY 19-20 FUNDS ON THE REIMBURSEMENT REQUEST FORMS (CP73s) FOR THE JUNE 18, 2019 CHIPS CAPITAL PAYMENT

A. USING ROLLOVER FUNDS

1. If your municipality made expenditures on highway capital projects which are eligible for reimbursement from your rollover balance during more than one SFY, you need to submit CP73 forms for each SFY during which the rollover expenditures were made (e.g., expenditures made during SFY 17-18, 18-19, and 19-20 would require 3 sets of CP73s).
2. If your municipality made all its expenditures on highway capital projects during the same SFY from your rollover balance, you need to submit only one set of CP73 forms for that SFY.

B. USING SFY 19-20 FUNDS

1. If your municipality made expenditures on highway capital projects between 04/01/19 and 05/15/19 which are eligible for reimbursement from SFY 19-20 funds, you need to submit only one set of CP73 forms and select/enter the dates as 04/01/19 – 05/15/19.

NOTE: THE CERTIFICATION SIGNATURE DATE ENTERED ON THE CP73(s) MUST FALL WITHIN OR AFTER THE EXPENDITURE DATES WHICH WERE ENTERED ON THE CP73(s).



SCHENECTADY CITY COUNCIL

Legislative Request Form

Committee: Government Operations

Committee Date:

Monday, May 06, 2019

From: Ed Kosiur

Subject Newspaper Plastic Bag Drops

Background Info:

Evaluation/Analysis

Recommendation



SCHENECTADY CITY COUNCIL

Legislative Request Form

Committee: Government Operations

Committee Date:

Monday, May 06, 2019

From: Karen Zalewski-Wildzunas

Subject: Plastic Straw Ban

Background Info:

Evaluation/Analysis

Recommendation



SCHENECTADY CITY COUNCIL

Legislative Request Form

Committee: Government Operations

Committee Date:

Monday, May 06, 2019

From: Leesa Perazzo

Subject: Kiwanis - 100th Anniversary

Background Info:

Evaluation/Analysis

Recommendation



SCHENECTADY CITY COUNCIL

Legislative Request Form

Committee: Government Operations

Committee Date:

Monday, May 06, 2019

From: Marion Porterfield

Subject CR - SEAT Center

Background Info:

Evaluation/Analysis

Recommendation



**CITY OF SCHENECTADY
LEGISLATION REQUEST FORM**

COMMITTEE ASSIGNMENT: CLAIMS

DATE: 05/02/2019

TO: COUNCILMEMBERS

FROM: LAW DEPT.

SUBJECT: WREFORD CLAIM

Background Information:

Evaluation/Analysis:

Recommendation:

LEGISLATION WILL BE PREPARED BY _____ LAW DEPT



**CITY OF SCHENECTADY
LEGISLATION REQUEST FORM**

COMMITTEE ASSIGNMENT: CLAIMS

DATE: 05/02/2019

TO: COUNCILMEMBERS

FROM: LAW DEPT.

SUBJECT: MILLMAN CLAIM

Background Information:

Evaluation/Analysis:

Recommendation:

LEGISLATION WILL BE PREPARED BY _____ LAW DEPT