

# TOWN OF CLIFTON PARK TOWN BOARD MEETING

October 17, 2022

The Town Board meeting can be viewed live by visiting [www.cliftonpark.org](http://www.cliftonpark.org) Scroll down to click



**I. Call to Order/7:00 P. M. – Wood Room, Town Hall**

**II. Pledge to Flag**

**III. Roll Call**

**IV. Approval of Town Board Minutes**

**V. Communications/Announcements**

**VI. Business**

- **6:30 PM – [Public Open House in Entry Foyer - Rt 146 Sidewalks Project](#)**
- **Presentation on Rt 146 Sidewalks Project – MJ Engineering and Land Surveying**
- **Red Ribbon Week Presentation – Clifton Park Elks Lodge #2466**
- **Resolutions for Consideration**
- **Executive Session -**
- **Other Business**

**VII. Open Public Privilege**

NOTE:

Please check [www.cliftonpark.org](http://www.cliftonpark.org) for final agenda and updates. Each speaker shall state name and address prior to addressing the Board and shall be granted the floor for a single time frame of up to five minutes. The Board asks that members of the public respect the opportunity of the speaker at the podium to be heard, and asks that the public refrain from conducting side meetings within the meeting room. In an effort to ensure that the widest number of community viewpoints are heard, the Board asks members of groups or the public to withhold comment, if their viewpoints have already been presented. The Board thanks everyone in attendance for their understanding and also for their desire to actively participate in the Town decision making process.

**VIII. Adjournment**

Resolutions for Consideration  
Clifton Park Town Board Meeting  
**October 17, 2022**

<u>SOURCE</u>	<u>RESOLUTION</u>	<u>CONTACT</u>
1. Proclamation– Town Board	Proclaim October 23 – 31, 2022 as Red Ribbon Week	P. Barrett
2. Professional Services Agreement – Historic Preservation	Authorize the Supervisor to sign an agreement for Engineering Services for the Blacksmith Shop Roof Replacement Project at Grooms Tavern	A. Flood
3. Personnel – Highway	Authorize the hiring of Steven Raffan as a Motor Equipment Operator at Grade 5 Step 1 in the Highway Department	D. Bull
4. Budget – Town Board	Schedule a public hearing for the 2023 Preliminary Budget for November 10, 2022	P. Barrett
5. Declaration – Town Board	Declare surplus items and authorize the Director of Buildings, Parks, and Recreation to sell surplus items at an upcoming online auction	P. Barrett
6. Procurement – Buildings & Grounds	Accept a quote from AJ Sign Company to replace three entry signs in the Sherwood Forest Park District	P. Barrett

## Meg Springli

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**From:** noreply  
**Sent:** Monday, September 12, 2022 10:22 AM  
**To:** Meg Springli  
**Cc:** Jean, Spiegel; Mark Heggen  
**Subject:** Resolution Request for TB Meeting: 10-17-2022 Planning  
**Attachments:** 631f408e6b526-Clifton Park Rt 146 Sidewalks Extension\_Project Location Map and Views\_1-18-2022.pdf

An item has been submitted to the Resolution Request form for review.

Department: **Planning**  
Your email: **jviggiani@cliftonpark.org**

Sponsor/Contact as shown on the agenda (i.e. P. Barrett, A. Standaert, D. Bull, etc.): **P. Barrett / A. Morelli**

Requested Meeting Date: **10-17-2022**

**Brief Description:** The Town's engineering consultants will provide a public presentation and project status update about the proposed design and schedule for new ADA compliant sidewalks / pedestrian improvements for along the north side of NY 146 from Northcrest Drive to Maxwell Drive. This project includes \$220,000 in funding from the NYS Department of Environmental Conservation through a Climate Smart Communities grant program, intended to help reduce vehicle trips / miles and improve air quality through a reduction in the greenhouse gas emissions. This project was initiated in response to strong public support for the project from neighborhood residents who keenly desire to be able to stay on the north side of 146 to walk to Town Center destinations away from the intensity and volume of vehicle traffic on 146.

Budget #: **not applicable**  
Budget Description: **not applicable**  
\$ Amount: **0**

**Additional Comments/Details:** The consultants will also be in person and provide a display of the project to be available for viewing and comments 30 minutes before the meeting starts.

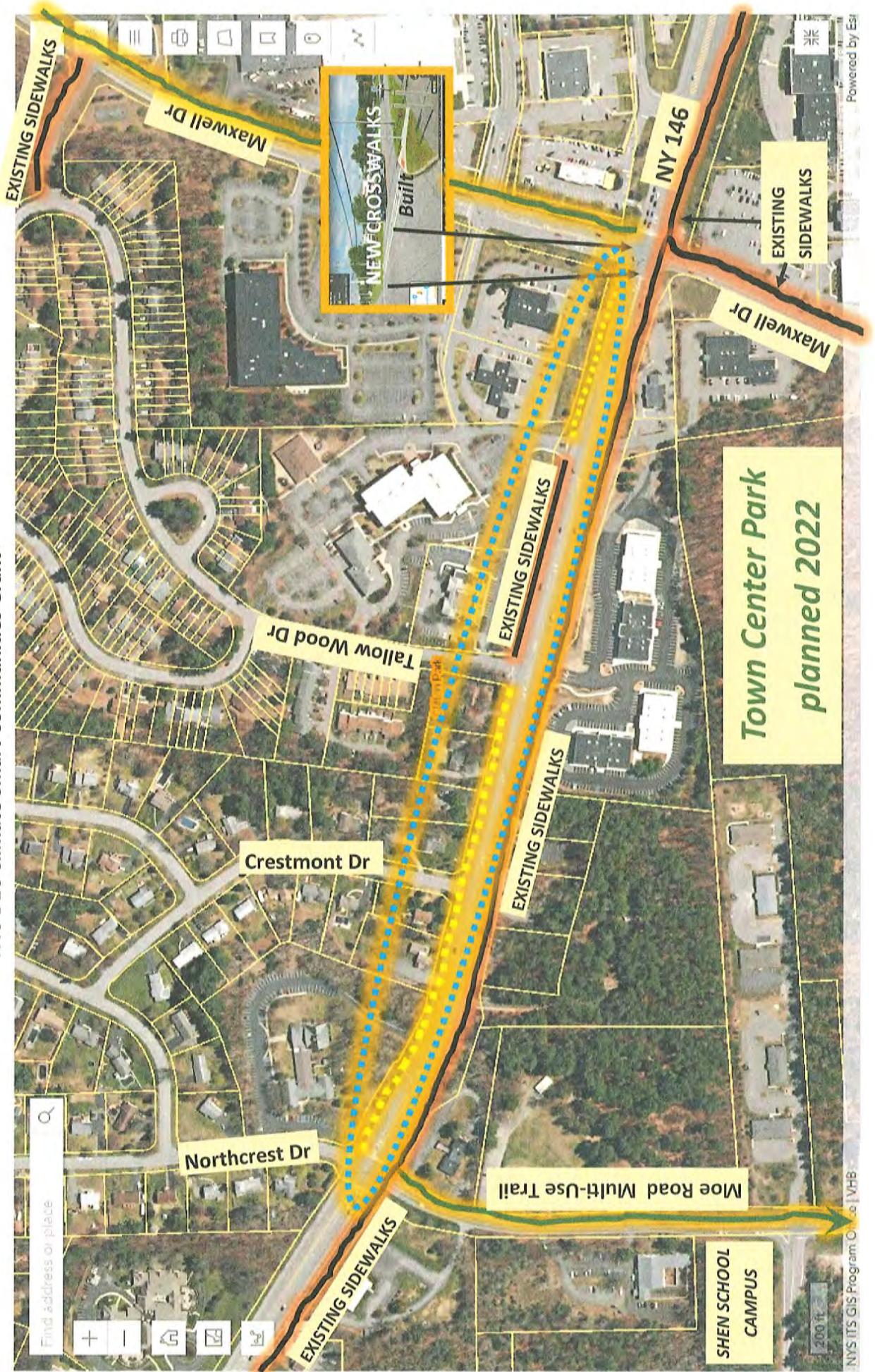
***COMPTROLLER APPROVAL or Comments:***

***ATTORNEY APPROVAL or Comments:***

# Clifton Park's Route 146 Sidewalks Extension Project to Town Center

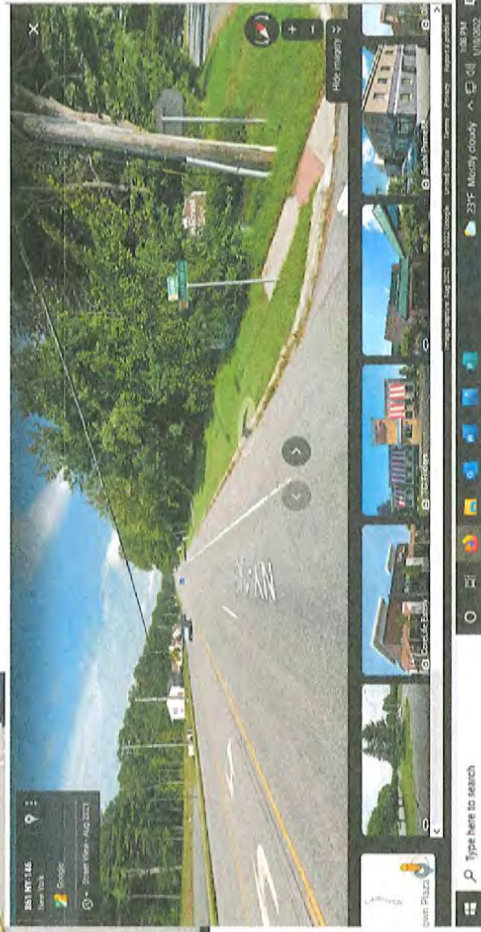
Connecting neighborhoods along north side NY Rt 146: Northcrest Dr to Maxwell Dr. (approx. 1/3 mile)

NYS DEC Climate Smart Communities Grant



# Close Sidewalks Gap on North Side of Rt 146

From Northcrest Drive to NorthCrest Village and Tallow Wood Drive / St. Peter's Medical Campus



# Close Sidewalks Gap between 855 Executive Woods and Maxwell Drive (gap in front of CVS)



# Connect Proposed Sidewalks to New Crosswalks and Pedestrian Signals (Installed by NYS DOT) at Rt 146 & Maxwell Drive Intersection:

- across Maxwell Drive (North side of NY Route 146); and
- across west side of NY 146 & Maxwell Drive.



# RESOLUTION

# 1

Resolution No. \_\_\_\_\_ of 2021, a resolution proclaiming the week of October 23-31, 2022 as Red Ribbon Week in Clifton Park.

Introduced by Supervisor Barrett, who moved its adoption, seconded by the entire Town Board.

WHEREAS, alcohol and drug abuse in this nation have reached epidemic stages, and

WHEREAS, it is imperative that visible, unified prevention education efforts, by community members, be launched to eliminate the demand for drugs, and

WHEREAS, the National Red Ribbon Campaign offers citizens the opportunity to demonstrate their commitment to drug-free lifestyles, which means no use of illegal drugs, no illegal use of legal drugs, and

WHEREAS, the National Red Ribbon Campaign will be celebrated in every community in America during Red Ribbon Week, October 23-31, and

WHEREAS, business, government, parents, law enforcement, media, medical institutions, religious institutions, schools, senior citizens, service organizations, and youth will demonstrate their commitment to healthy, drug-free lifestyles by wearing and displaying red ribbons during this week-long campaign, and

WHEREAS, the community of Clifton Park further commits its resources to ensure the success of the Red Ribbon Campaign; now, therefore, be it

RESOLVED, that the Town Board does hereby proclaim October 23-31, as RED RIBBON WEEK, and encourages its citizens to participate in drug prevention education activities, not only during Red Ribbon Week, but all year long, making a visible statement that we are strongly committed to a drug-free town.

## Meg Springli

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**From:** Phil Barrett  
**Sent:** Tuesday, October 11, 2022 10:13 AM  
**To:** Meg Springli  
**Cc:** Jean, Spiegel; Mark Heggen; Tom McCarthy  
**Subject:** Re: Resolution Request for TB Meeting: 10-17-2022 Supervisor

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

Ok

Sent from my iPhone

On Oct 11, 2022, at 10:04 AM, Meg Springli <mspringli@cliftonpark.org> wrote:

Bill Tierney called this morning to request this be added to the agenda. His # is ~~518-578-3694~~, if we need to call him to confirm.

Meg

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**From:** noreply <noreply@cliftonpark.org>  
**Sent:** Tuesday, October 11, 2022 10:03 AM  
**To:** Meg Springli <mspringli@cliftonpark.org>  
**Cc:** Jean, Spiegel <JSpiegel@cliftonpark.org>; Mark Heggen <mheggen@cliftonpark.org>; Tom McCarthy <TMcCarthy@cliftonpark.org>  
**Subject:** Resolution Request for TB Meeting: 10-17-2022 Supervisor

An item has been submitted to the Resolution Request form for review.

**Department:** **Supervisor**  
**Your email:** [pbarrett@cliftonpark.org](mailto:pbarrett@cliftonpark.org)

**Sponsor/Contact as shown on the agenda (i.e. P. Barrett, A. Standaert, D. Bull, etc.):** **P. Barrett**

**Requested Meeting Date:** **10-17-2022**

**Brief Description:** **The Clifton Park Elks would like to do a presentation at the beginning of the TB Meeting for Red Ribbon Week**

**Budget #:**  
**Budget Description:**  
**\$ Amount:**

**Additional Comments/Details:** **Attached is resolution from 2021**

***COMPTROLLER APPROVAL or Comments:***

***ATTORNEY APPROVAL or Comments:***

RESOLUTION

# 2

Resolution No. \_\_\_\_\_ of 2022, a resolution to approve an engineering agreement for design, bid assistance and construction phases of the roofing project on the Historic Barn and Blacksmith Shop at Grooms Tavern.

Introduced by \_\_\_\_\_, who moved its adoption, seconded by \_\_\_\_\_.

WHEREAS, Dan Clemens, Director of Buildings, Parks, and Recreation prepared a request for quotes for engineering services for the roof replacement project of the Historic Barn and Blacksmith Shop at Grooms Tavern, and

WHEREAS, MJ Engineering and Land Surveying submitted the sole responding bid, offering to provide comprehensive engineering design and construction management services in an amount of \$18,100.00, and

WHEREAS, MJ Engineering has provided similar engineering services on numerous projects that have been successfully completed within the Town; now, therefore, be it

RESOLVED, that the proposal of MJ Engineering comprising of design and inspection services in response to the RFQ of May 13, 2022, is accepted; and be it further

RESOLVED, that the Director of Buildings, Parks, and Recreation is authorized to accept the quote of MJ Engineering in an amount not to exceed \$18,100.00; and be it further

RESOLVED, that the Comptroller is authorized to transfer \$18,100.00 from A-914 (Unassigned Fund Balance) to A-01627-00135 (General Fund – Groom Tavern – Engineering).

## Meg Springli

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**From:** noreply  
**Sent:** Wednesday, September 21, 2022 8:19 AM  
**To:** Meg Springli  
**Cc:** Jean, Spiegel; Mark Heggen  
**Subject:** Resolution Request for TB Meeting: 10-17-2022 Buildings & Grounds  
**Attachments:** 632b010de4d7c-blacksmith roof engineering packet 5.16.22.pdf; 632b010de594e-blacksmith current quote email 9.20.22.pdf; 632b010de5a9c-attic 1.JPG; 632b010de6abb-attic 4.JPG; 632b010de7bf9-attic 6.JPG; 632b010de8c6a-attic 9.JPG; 632b010de9e17-exterior shot.jpg

An item has been submitted to the Resolution Request form for review.

Department: **Buildings & Grounds**  
Your email: **dclemens@cliftonpark.org**

Sponsor/Contact as shown on the agenda (i.e. P. Barrett, A. Standaert, D. Bull, etc.): **A.Flood**

Requested Meeting Date: **10-17-2022**

Brief Description: **Hire MJ Engineering for the Grooms Tavern, blacksmith shop roof replacement project**

Budget #: **A-1627-135**  
Budget Description: **Community Historical Center/Grooms Road Emporium - Engineering**  
\$ Amount: **\$18,100.00**

Additional Comments/Details: **There is zero money in the budget for this. Please contact Amy Flood for funding request**

***COMPTROLLER APPROVAL or Comments:***

***ATTORNEY APPROVAL or Comments:***

## Meg Springli

---

**From:** noreply  
**Sent:** Wednesday, September 21, 2022 8:19 AM  
**To:** Meg Springli  
**Cc:** Jean, Spiegel; Mark Heggen  
**Subject:** Resolution Request for TB Meeting: 10-17-2022 Buildings & Grounds  
**Attachments:** 632b010de4d7c-blacksmith roof engineering packet 5.16.22.pdf; 632b010de594e-blacksmith current quote email 9.20.22.pdf; 632b010de5a9c-attic 1.JPG; 632b010de6abb-attic 4.JPG; 632b010de7bf9-attic 6.JPG; 632b010de8c6a-attic 9.JPG; 632b010de9e17-exterior shot.jpg

An item has been submitted to the Resolution Request form for review.

Department: **Buildings & Grounds**  
Your email: **dclemens@cliftonpark.org**

Sponsor/Contact as shown on the agenda (i.e. P. Barrett, A. Standaert, D. Bull, etc.): **A.Flood**

Requested Meeting Date: **10-17-2022**

Brief Description: **Hire MJ Engineering for the Grooms Tavern, blacksmith shop roof replacement project**

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Budget Description: **Community Historical Center/Grooms Road Emporium - Engineering**

\$ Amount: **\$18,100.00**

Additional Comments/Details: **There is zero money in the budget for this. Please contact Amy Flood for funding request**

***COMPTROLLER APPROVAL or Comments:***

***ATTORNEY APPROVAL or Comments:***



10.28.2021



10.28.2021



10.27.2021

10.27.2021





Town of Clifton Park  
Buildings & Grounds

**Quote Cover Sheet**

**Date: May 16, 2022**

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**Description: Engineering services for roof replacement at the blacksmith shop next to Grooms Tavern.**

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**Vendor #1: MJ Engineering and Land Surveying, P.C. - \$18,100.00**

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**Vendor #2: Barton & Loguidice - Declined to submit a proposal**

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**Vendor #3: Prime AE Group - per phone conversation, declined to submit a proposal**

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**Vendor #4: EDP - No quote**

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**Vendor #5:**

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**Vendor #6:**

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**Comments:**

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**Decision: MJ Engineering - \$18,100.00**



# Town of Clifton Park

## Buildings & Grounds

One Town Hall Plaza • Clifton Park, New York 12065 • (518) 371-6651 Ext. 251 • Fax: (518) 371-1136

Town of Clifton Park, New York is accepting written proposals from all qualified and interested Engineering and Consulting Firms for Engineering Services associated with the evaluation, design, and preparation of bid documents for the replacement of the roof on the blacksmith shop, Historic Grooms Tavern, as detailed below. The successful party will provide the professional services described herein in support of the Town, as commissioners of the Town facility, and will work directly with the Town's Department of Buildings and Grounds, and in consultation with Town facility representatives. All work will be contracted within the terms, conditions, scope of work and other applicable requirements set forth in subsequent work orders related to this document. The successful party will demonstrate qualifications, experience, and abilities to successfully accomplish and support all aspects of the prescribed type of work.

The Town of Clifton Park welcomes your response. The Town reserves the right to reject any proposal found to be non-responsive, vague, or non-conforming. The Town also reserves the right at any time to withdraw all or part of this proposal request to protect its best interests. The Town is not liable for any costs incurred by the party in preparing its response, nor is a response an offer to contract with your firm.

### **Facility Location:**

Historic Grooms Tavern, Barn/Blacksmith shop

290 Sugar Hill Road, Rexford NY 12148

### **Scope of work is as follows but not limited to:**

**Construction Documents:** Prepare construction documents for the project including drawings and specification such that the project can be competitively bid. The site plans will generally include the following:

- Existing conditions plan
- Removals and demolition plan
- Site/layout plan

SENT TO  
4 COMPANIES  
4/19/2022

- Demolition plan
- Construction plan: and
- Details

Prepare the project manual and the technical specifications for the project.

Draft plans and project manual shall be provided to the Town of Clifton Park for review and comment. Once comments have been received and incorporated, final construction documents will be provided.

**Bid Assistance:**

Provide bidding assistance to the Town of Clifton Park for the project. Bidding assistance to include the following services:

- Answer questions from prospective bidders related to the site/civil elements of the project
- Prepare addenda as necessary for the site/civil elements of the project; and,
- Evaluate bids and recommend selection

**Construction Administration:**

Provide construction administration services for the project. The following are construction administrative services:

- Response to contractor requests-for-information (RFIs) for site/civil elements of the project
- Assist in the review of change orders for site/civil elements of the project
- Assist in the interpretation of contract documents for site/civil elements of the project; and,
- Review of contractor shop drawings and submittals for site/civil elements of the project.
- Site inspections as needed. The Town Building Department will be conducting all required inspections.

Please contact Regan Cardona [rcardona@cliftonpark.org](mailto:rcardona@cliftonpark.org) 518-371-6651 extension 251 for an appointment if you want a guided site visit.

Please provide a cost for services and provide a price sheet with hourly charge out rates for services as well.

Quotes are due by Friday May 13, 2022 at 2:00pm



May 13, 2022

Mr. Daniel J. Clemens  
Director of Buildings, Parks and Recreation  
Town of Clifton Park Buildings and Grounds  
One Town Hall Plaza  
Clifton Park, NY 12065

RE: ROOF REPLACEMENT  
HISTORIC GROOMS TAVERN, BARN/BLACKSMITH SHOP  
PROPOSAL FOR ARCHITECTURAL AND ENGINEERING SERVICES

Dear Mr. Clemens:

M.J. Engineering and Land Surveying, P.C. (MJ) is pleased to provide the Town of Clifton Park (Town) this proposal for architectural and engineering services associated with the above referenced project. This proposal is based the Town of Clifton Park's Request for Proposal (RFP) and MJ's pre-proposal site visit on May 5, 2022.

### PROJECT UNDERSTANDING

Town of Clifton Park is interested in contracting with an engineering consultant to design the replacement of the Barn/Blacksmith roof located at the Historic Grooms Tavern. The project will include removal and replacement of the roof framing, metal roofing system, roof fascia and soffits. This project will be the first of multiple projects to restore the Barn/Blacksmith Shop building.

### SCOPE OF SERVICES

Based upon the Town's RFP and above project understanding, MJ offers the following Scope of Services relative to the project:

#### **Task 1 – Design Phase**

1. Attend a kickoff meeting with the Town to review scope, schedule, and deliverables.
2. Review available information including the record drawings (if available), photos and previous engineering reports.
3. Conduct a site visit to document existing conditions and dimensions of the building and roof system.
4. Develop an architectural code review based on the current Building Code of New York State.
5. Design new structural roof framing to be supported by the existing exterior wood stud bearing walls.
6. Design architectural components for the roof including a standing seam metal roof system, insulation, vapor barrier, fascia, and soffits.
7. Develop submissions at the 65% Design Development, and Final Bid Document stages of the project. Each submission will include drawings, technical specifications, and front-end specifications.
8. Conduct a review meeting at 65% submission stage of the project to walk-through the drawings, obtain initial comments from the Town, and discuss open items that the MJ design team needs from the Town to progress the project.
9. Incorporate comments from the Town at 65% submission stage of the project.
10. Develop final stamped and signed Bid Documents for the project.

### Task 3 – Bid Phase Services

1. Respond to bidder questions and issue addenda, as required.
2. Attend and conduct a pre-bid meeting at the project site with prospective bidders.
3. Review bids and provide a recommendation of award letter to The Town.

### Task 4 – Construction Phase Services

1. Provide construction phase services including responding to contractor questions (RFIs), review of shop drawings and develop design clarifications, as needed.
2. Provide three (3) construction phase site visits and prepare a field visit report after each site visit.
3. Review contractor payment application and provide comments to the Town.
4. Review the contractor's change orders.
5. Conduct a punchlist site visit and develop complete punchlist for the contractor to complete prior to final payment.

### ASSUMPTION AND TASKS NOT INCLUDED IN THIS PROPOSAL

The following assumptions are included as part of this scope of services:

- Access to the project site and surrounding areas will be provided by The Town.
- Drawings will be completed in AutoCAD format.
- The project will be progressed as one (1) bid package.
- Attendance at the bid opening is not included.
- MJ will adhere to applicable Town COVID-19 protocols for field work and meetings that take place on the site.

The following efforts are excluded from this scope of services:

- Topographic, utility and property boundary survey
- Hazardous material testing and abatement design. If it is determined that the ceiling structures below the roof framing need to be removed, MJ will provide a supplemental proposal for hazardous material testing.
- Design of modifications and repairs to the existing exterior wood stud bearing walls
- Design of replacement and/or rehabilitation to the exterior façade
- Design of site modifications
- Development of a Revit model
- Development of multiple bid packages
- Attendance at the bid opening
- Full-time construction inspection services
- Special inspection services

SCHEDULE

MJ will complete the 65% Design Development submission within four (4) weeks of written authorization to proceed and provide the Final Bid Documents within three (3) weeks of receipt of the Town's comments on the 65% Design Development Documents.

FEE

MJ proposes to complete the above-listed services for the following Lump Sum Fees:

Task 1 Design Phase Services:	\$12,200
Task 2 Bid Phase Services:	\$1,500
Task 3 Construction Phase Services:	\$4,400
<hr/>	
Total Lump Sum Fee:	\$18,100

MJ will invoice the Town on a monthly basis based upon the percentage of work completed in that period. The fee assumes there are no significant changes resulting from decisions, conditions and/or events beyond MJ's control.

SUMMARY

We appreciate the continued opportunity to propose on the work for the Town. In the event there are any questions concerning our suggested approach and scope of services, please do not hesitate to contact Chris Dooley directly at (518) 371-0799 or cdooley@mjels.com.

Sincerely,



Michael D. Panichelli, P.E.  
President

## Dan Clemens

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**From:** Zachary D. Comstock <zcomstock@bartonandloguidice.com>  
**Sent:** Friday, May 13, 2022 7:45 AM  
**To:** Dan Clemens  
**Subject:** RE: quote please

Dan,

Dean and I have gone through this Project and based on our current work load and the complexity of the Historic Nature of the Project (which will most likely require going through SHPO's process for any restoration work on the property) we have decided to not submit a proposal for the Project. Thank you for the opportunity we appreciate you sending us the RFP and look forward to submitting proposals and working with you on future Projects.

Zach

**Zachary D. Comstock, R.A, R.L.A**  
Project Architect  
Facilities

### **Barton&Loguidice**

Office: 315.701.9800  
Email: [zcomstock@bartonandloguidice.com](mailto:zcomstock@bartonandloguidice.com)  
[Website](#) | [LinkedIn](#) | [Twitter](#) | [Facebook](#) | [Vimeo](#)

The information in this message is confidential and is intended for the identified recipient(s). If you are not an intended recipient, please delete the message and notify the sender immediately. Any unauthorized use, disclosure or copying of this message is strictly forbidden and may be subject to legal action.

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**From:** Dan Clemens <DClemens@cliftonpark.org>  
**Sent:** Wednesday, April 20, 2022 3:05 PM  
**To:** Zachary D. Comstock <zcomstock@bartonandloguidice.com>  
**Subject:** quote please

*ATTENTION --> This email came from an external source. Do not open attachments or click on links from unknown senders or unexpected emails.*

Zach,

Please see RFP attached, send on to someone in your firm if needed.

Thanks, Dan

**Daniel J. Clemens**  
Town of Clifton Park, NY  
Director of Buildings, Parks and Recreation  
Cell: 518-281-5065  
Office: 518-371-6651 ext. 248  
[dclemens@cliftonpark.org](mailto:dclemens@cliftonpark.org)

## Dan Clemens

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**From:** Christopher M. Dooley <cdooley@mjels.com>  
**Sent:** Tuesday, September 20, 2022 10:45 AM  
**To:** Dan Clemens  
**Cc:** Regan, Cardona; Rebecca Cahill  
**Subject:** RE: quote please - Clifton Park Roof Replacement

Good Morning Dan,

MJ's fee for the design of the Blacksmith Shop Roof Replacement design is still valid. We will however need to re-assess the design schedule but I don't anticipate that being an issue since I am assuming that you would be bidding it in the late winter/early spring.

Thanks,

Chris Dooley, P.E.  
Principal, Director of Building Systems  
M.J. Engineering and Land Surveying, P.C.  
1533 Crescent Road  
Clifton Park, NY 12065  
Phone: (518) 371-0799 Ext 411

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**From:** Dan Clemens <DClemens@cliftonpark.org>  
**Sent:** Tuesday, September 20, 2022 8:37 AM  
**To:** Rebecca Cahill <rcahill@mjels.com>  
**Cc:** Christopher M. Dooley <cdooley@mjels.com>; Regan, Cardona <rcardona@cliftonpark.org>  
**Subject:** RE: quote please - Clifton Park Roof Replacement

Good morning,  
Will this price still be good today?

Thanks, Dan

**Daniel J. Clemens**  
Director of Buildings, Parks and Recreation  
Town of Clifton Park, NY  
Cell: 518-281-5065  
Office: 518-371-6651 ext. 248  
[dclemens@cliftonpark.org](mailto:dclemens@cliftonpark.org)

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**From:** Rebecca Cahill <rcahill@mjels.com>  
**Sent:** Friday, May 13, 2022 11:04 AM  
**To:** Dan Clemens <DClemens@cliftonpark.org>  
**Cc:** Christopher M. Dooley <cdooley@mjels.com>; Regan, Cardona <rcardona@cliftonpark.org>  
**Subject:** RE: quote please - Clifton Park Roof Replacement

Ok great!

Please find attached our proposal for the roof replacement of the Blacksmith Shop at the Historic Grooms Tavern.

If you could confirm receipt, that would be much appreciated.

Thank you,

**Becky Cahill**

Director of Marketing



Engineering and  
Land Surveying, P.C.

**T:** 518.371.0799, ext. 449

**E:** [rcahill@mjels.com](mailto:rcahill@mjels.com)

**W:** [mjels.com](http://mjels.com)

1533 Crescent Road | Clifton Park, NY | 12065, USA

---

**From:** Dan Clemens

**Sent:** Friday, May 13, 2022 6:59 AM

**To:** Rebecca Cahill <[rcahill@mjels.com](mailto:rcahill@mjels.com)>

**Cc:** Christopher M. Dooley <[cdooley@mjels.com](mailto:cdooley@mjels.com)>; Regan, Cardona <[rcardona@cliftonpark.org](mailto:rcardona@cliftonpark.org)>

**Subject:** RE: quote please - Clifton Park Roof Replacement

Email is fine, but delivery works also.

**Daniel J. Clemens**

Town of Clifton Park, NY

Director of Buildings, Parks and Recreation

Cell: 518-281-5065

Office: 518-371-6651 ext. 248

[dclemens@cliftonpark.org](mailto:dclemens@cliftonpark.org)

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**From:** Rebecca Cahill <[rcahill@mjels.com](mailto:rcahill@mjels.com)>

**Sent:** Thursday, May 12, 2022 5:14 PM

**To:** Dan Clemens <[DClemens@cliftonpark.org](mailto:DClemens@cliftonpark.org)>

**Cc:** Christopher M. Dooley <[cdooley@mjels.com](mailto:cdooley@mjels.com)>; Regan, Cardona <[rcardona@cliftonpark.org](mailto:rcardona@cliftonpark.org)>

**Subject:** RE: quote please - Clifton Park Roof Replacement

Hi Dan,

Would you rather our proposal be emailed to you or a hard copy delivered?

**Becky Cahill**

Director of Marketing



Engineering and  
Land Surveying, P.C.

**T:** 518.371.0799, ext. 449

**E:** [rcahill@mjels.com](mailto:rcahill@mjels.com)

**W:** [mjels.com](http://mjels.com)

1533 Crescent Road | Clifton Park, NY | 12065, USA

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**From:** Dan Clemens <[DClemens@cliftonpark.org](mailto:DClemens@cliftonpark.org)>  
**Sent:** Tuesday, April 19, 2022 9:21 AM  
**To:** Jenny M. Lippmann <[jlippmann@mjels.com](mailto:jlippmann@mjels.com)>  
**Cc:** Regan, Cardona <[rcardona@cliftonpark.org](mailto:rcardona@cliftonpark.org)>  
**Subject:** quote please

Please see attached Request For Proposal  
Please advise if you would like to provide a quote

Thanks, Dan

**Daniel J. Clemens**  
Town of Clifton Park, NY  
Director of Buildings, Parks and Recreation  
Cell: 518-281-5065  
Office: 518-371-6651 ext. 248  
[dclemens@cliftonpark.org](mailto:dclemens@cliftonpark.org)

## Meg Springli

---

**From:** Mark Heggen  
**Sent:** Tuesday, October 11, 2022 11:14 AM  
**To:** Amy, Flood; Meg Springli  
**Subject:** RE: Resolution Request for TB Meeting: 10-17-2022 Buildings & Grounds

Meg,

I would take from Unreserved Fund Balance, A-00914 with a transfer to A-01627-00135 – (General Fund – Grooms Tavern – Engineering)

Mark

**Mark E. Heggen, CPA**  
Town Comptroller  
Town of Clifton Park  
One Town Hall Plaza  
Clifton Park, NY 12065

Telephone – 518-371-6651  
Fax – 518-371-1136

[mheggen@cliftonpark.org](mailto:mheggen@cliftonpark.org)

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**From:** Amy, Flood <[aflood@cliftonpark.org](mailto:aflood@cliftonpark.org)>  
**Sent:** Tuesday, October 11, 2022 11:08 AM  
**To:** Meg Springli <[mspringli@cliftonpark.org](mailto:mspringli@cliftonpark.org)>  
**Cc:** Mark Heggen <[mheggen@cliftonpark.org](mailto:mheggen@cliftonpark.org)>  
**Subject:** Re: Resolution Request for TB Meeting: 10-17-2022 Buildings & Grounds

Mark..can you check Dan C for me? Thanks!

Amy Flood  
Clifton Park Councilwoman  
Town of Clifton Park  
One Town Hall Plaza  
Clifton Park, NY 12065  
(518)371-7310

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**From:** Meg Springli <[mspringli@cliftonpark.org](mailto:mspringli@cliftonpark.org)>  
**Sent:** Tuesday, October 11, 2022 11:05:30 AM  
**To:** Amy, Flood <[aflood@cliftonpark.org](mailto:aflood@cliftonpark.org)>  
**Cc:** Mark Heggen <[mheggen@cliftonpark.org](mailto:mheggen@cliftonpark.org)>  
**Subject:** FW: Resolution Request for TB Meeting: 10-17-2022 Buildings & Grounds

Good morning Amy,  
This was submitted for the October 17<sup>th</sup> Town Board meeting. Have you or someone else affiliated with this project contacted the comptroller about the funding? Please let me know what account this uses.

Thank you,

**Meg Springli**

Administrative Assistant  
Town of Clifton Park  
518-371-6651 x210

To submit Resolution or Presentation Requests please go to:

[https://cliftonpark.org/index.php?option=com\\_rsform&view=rsform&formId=73](https://cliftonpark.org/index.php?option=com_rsform&view=rsform&formId=73)

*Resolutions and all backup information are typically due by close of business the Tuesday before a meeting, unless otherwise noted.*

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**From:** noreply <noreply@cliftonpark.org>  
**Sent:** Wednesday, September 21, 2022 8:19 AM  
**To:** Meg Springli <mspringli@cliftonpark.org>  
**Cc:** Jean, Spiegel <JSpiegel@cliftonpark.org>; Mark Heggen <mheggen@cliftonpark.org>  
**Subject:** Resolution Request for TB Meeting: 10-17-2022 Buildings & Grounds

An item has been submitted to the Resolution Request form for review.

Department: **Buildings & Grounds**  
Your email: [dclemens@cliftonpark.org](mailto:dclemens@cliftonpark.org)

Sponsor/Contact as shown on the agenda (i.e. P. Barrett, A. Standaert, D. Bull, etc.): **A.Flood**

Requested Meeting Date: **10-17-2022**

Brief Description: **Hire MJ Engineering for the Grooms Tavern, blacksmith shop roof replacement project**

Budget #: **A-1627-135**  
Budget Description: **Community Historical Center/Grooms Road Emporium - Engineering**  
\$ Amount: **\$18,100.00**

Additional Comments/Details: **There is zero money in the budget for this. Please contact Amy Flood for funding request**

**COMPTROLLER APPROVAL or Comments:**

**ATTORNEY APPROVAL or Comments:**

Town of Clifton Park  
Buildings & Grounds

Quote Cover Sheet

Date: May 16, 2022

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Description: Engineering services for roof replacement at the blacksmith shop next to Grooms Tavern.

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Vendor #1: MJ Engineering and Land Surveying, P.C. - \$18,100.00

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Vendor #2: Barton & Loguidice - Declined to submit a proposal

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Vendor #3: Prime AE Group - per phone conversation, declined to submit a proposal

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Vendor #4: EDP - No quote

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Vendor #5:

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Vendor #6:

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Comments:

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Decision: MJ Engineering - \$18,100.00



## Town of Clifton Park Buildings & Grounds

One Town Hall Plaza • Clifton Park, New York 12065 • (518) 371-6651 Ext. 251 • Fax: (518) 371-1136

Town of Clifton Park, New York is accepting written proposals from all qualified and interested Engineering and Consulting Firms for Engineering Services associated with the evaluation, design, and preparation of bid documents for the replacement of the roof on the blacksmith shop, Historic Grooms Tavern, as detailed below. The successful party will provide the professional services described herein in support of the Town, as commissioners of the Town facility, and will work directly with the Town's Department of Buildings and Grounds, and in consultation with Town facility representatives. All work will be contracted within the terms, conditions, scope of work and other applicable requirements set forth in subsequent work orders related to this document. The successful party will demonstrate qualifications, experience, and abilities to successfully accomplish and support all aspects of the prescribed type of work.

The Town of Clifton Park welcomes your response. The Town reserves the right to reject any proposal found to be non-responsive, vague, or non-conforming. The Town also reserves the right at any time to withdraw all or part of this proposal request to protect its best interests. The Town is not liable for any costs incurred by the party in preparing its response, nor is a response an offer to contract with your firm.

### **Facility Location:**

Historic Grooms Tavern, Barn/Blacksmith shop

290 Sugar Hill Road, Rexford NY 12148

### **Scope of work is as follows but not limited to:**

**Construction Documents:** Prepare construction documents for the project including drawings and specification such that the project can be competitively bid. The site plans will generally include the following:

- Existing conditions plan
- Removals and demolition plan
- Site/layout plan

SENT TO  
4 B COMPANIES  
4/19/2022

- Demolition plan
- Construction plan: and
- Details

Prepare the project manual and the technical specifications for the project.

Draft plans and project manual shall be provided to the Town of Clifton Park for review and comment. Once comments have been received and incorporated, final construction documents will be provided.

**Bid Assistance:**

Provide bidding assistance to the Town of Clifton Park for the project. Bidding assistance to include the following services:

- Answer questions from prospective bidders related to the site/civil elements of the project
- Prepare addenda as necessary for the site/civil elements of the project; and,
- Evaluate bids and recommend selection

**Construction Administration:**

Provide construction administration services for the project. The following are construction administrative services:

- Response to contractor requests-for-information (RFIs) for site/civil elements of the project
- Assist in the review of change orders for site/civil elements of the project
- Assist in the interpretation of contract documents for site/civil elements of the project; and,
- Review of contractor shop drawings and submittals for site/civil elements of the project.
- Site inspections as needed. The Town Building Department will be conducting all required inspections.

Please contact Regan Cardona [rcardona@cliftonpark.org](mailto:rcardona@cliftonpark.org) 518-371-6651 extension 251 for an appointment if you want a guided site visit.

Please provide a cost for services and provide a price sheet with hourly charge out rates for services as well.

Quotes are due by Friday May 13, 2022 at 2:00pm

RESOLUTION  
# 3

Resolution No. \_\_\_\_\_ of 2022, a resolution authorizing the Superintendent of Highways to hire Steven Raffan as a Motor Equipment Operator in the Highway Department.

Introduced by \_\_\_\_\_, who moved its adoption, seconded by \_\_\_\_\_.

WHEREAS, after the resignation of Shawn Gilbert, an opening exists in the Highway Department for Motor Equipment Operator, and

WHEREAS, Superintendent of Highways Dahn Bull, has recommended the hiring of Steven Raffan, License Type Class A, and

WHEREAS, Mr. Raffan brings over five years of experience in the field of heavy equipment operation and operation of large commercial trucks, has a Class A Driver's License; now therefore, be it,

RESOLVED, that the Town Board authorizes the hiring of Steven Raffan as Motor Equipment Operator, at Grade 5, Step 1, at a rate of \$ 24.83/hr., effective Tuesday, October 18, 2022; and be it further

RESOLVED, that the Comptroller is authorized to transfer funds of \$3,775 from DA-05110-E6041 (Highway Construction – S. Gilbert) to DA-5110-Exxxx (Highway General Repairs-Employee) and \$6,952 from DA-05142-E6041 (Highway Snow Removal – S. Gilbert) to DA-05142-Exxxx (Highway-Snow Removal-Employee).

Town of Clifton Park  
Salary Allocation

		Grade	Step	Year	Hourly Rate	2022 Weeks to End of Year	Hours	Projected to End of Year
MEO Steven	Raffan	5	1	1	24.83	10.8	40	\$ 10,726.56

Rounded to: \$ 10,727.00

Transfer funds from:

Highway Fund - General Construction 3.8 weeks DA-05110-E6041 \$ 3,775.00

Highway Fund - Snow Removal 7 weeks DA-05142-E6041 \$ 6,952.00

Transfer to:

DA-05110-Exxxx \$ 3,775.00

DA-05142-Exxxx \$ 6,283.00



# Town of Clifton Park Highway Department

639 Clifton Park Center Road | Clifton Park, New York 12065 | (518) 371-7310 | Fax:

## CLIFTON PARK HIGHWAY DEPARTMENT

### JOB DESCRIPTION

### MOTOR EQUIPMENT OPERATOR

Grade 5, Step 1 Salary - \$51,646, \$24.83/hr.

ACCEPTING APPLICATIONS TO HIGHWAY DEPARTMENT

The Town of Clifton Park Highway Department is searching for a Motor Equipment Operator. This position is a full-time position and is responsible for many of the daily tasks performed by the employees of the Highway Department. A Motor Equipment Operator is required to have a Class A or Class B Commercial Drivers License to operate the vehicles necessary for this position. This includes, but is not limited to Snow Plows, the Vac Truck, Water Truck, six and ten wheeled vehicles with Air Brake Certification, and more. An ideal candidate has experience in fields such as construction, excavation, heavy equipment operation and license endorsements such as air brakes, tanker, etc.

GENERAL STATEMENT OF DUTIES: Operates one or more types of automotive equipment and performs a variety of manual tasks in connection with such operation; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: Work involves responsibility for the safe and efficient operation and care of moderately complex motor equipment in the performance of assigned tasks. An employee in this class is also required to perform recurring manual duties related to the operation of the equipment. Work is usually performed under close supervision.

EXAMPLES OF WORK: (Illustrative only)

- Operates a truck in connection with the hauling of material for road construction and Repair;
- Operates a truck to transport workmen, tools and other equipment;
- Operates a snowplow or related snow removal equipment;
- Performs minor mechanical repairs on automotive equipment;
- On assignment, operates bulldozer, grader, power shovel or other heavy automotive Equipment;
- Services assigned vehicle and maintains it in clean condition;
- Loads and unloads trucks;
- Performs a variety of simple manual tasks, such as cleaning culverts, shoveling snow, Painting and road maintenance work.

REQUIRED KNOWLEDGES, SKILLS AND ABILITIES: Good knowledge of the operation of trucks, tractors, and other types of automotive equipment; ability to understand and carry out simple oral and written instructions; mechanical aptitude; industry and dependability; good physical condition.

ACCEPTABLE EXPERIENCE AND TRAINING: One year of experience in the operation of some type of construction or automotive equipment.

SPECIAL REQUIREMENTS FOR ACCEPTANCE OF APPLICATIONS: Candidate must possess a New York State Driver's License appropriate for the type of vehicle to be operated.

Revised 9/12/2022

## Meg Springli

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**From:** noreply  
**Sent:** Tuesday, October 11, 2022 11:41 AM  
**To:** Meg Springli  
**Cc:** Jean, Spiegel; Mark Heggen; Tom McCarthy  
**Subject:** Resolution Request for TB Meeting: 10-17-2022 Highway Department  
**Attachments:** 63458e82193ed-20221011115442498.pdf

An item has been submitted to the Resolution Request form for review.

Department: **Highway Department**  
Your email: **dbull@cliftonpark.org**

Sponsor/Contact as shown on the agenda (i.e. P. Barrett, A. Standaert, D. Bull, etc.): **D. Bull**

Requested Meeting Date: **10-17-2022**

Brief Description: **A resolution hiring Steven Raffan as a motor equipment operator.**

Budget #: **DA-5110-EXXXX, Item 1 (Spring, Summer, Fall), DA-5142-EXXXX Item 4 (Winter)**

Budget Description: **Motor Equipment Operators**

\$ Amount: **\$24.83/hour, \$2,785 - Item 1, \$7,650.00 - Item 4**

Additional Comments/Details:

***COMPTROLLER APPROVAL or Comments:***

***ATTORNEY APPROVAL or Comments:***

RESOLUTION  
# 4

Resolution No. \_\_\_\_\_ of 2022, a resolution scheduling a public hearing to consider the 2023 Preliminary Budget.

Introduced by \_\_\_\_\_, who moved its adoption, seconded by \_\_\_\_\_.

WHEREAS, the Town Board wishes to obtain comment regarding the 2023 Preliminary Budget, and

WHEREAS, salaries of the town's elected officials as proposed are attached; now, therefore, be it

RESOLVED, that a public hearing is hereby scheduled for Thursday, November 10, 2022 at 7:01 p.m. in the Wood Memorial Room, One Town Hall Plaza, Clifton Park, New York, to consider the 2023 Preliminary Budget; and be it further

RESOLVED, that the Town Clerk publish appropriate notice of same.

SCHEDULE A

2023 Proposed Salaries

Town Supervisor	\$109,677
Town Council Member (4)	\$ 17,685
Town Justice (2)	\$ 44,174
Town Clerk	\$ 85,522
Highway Superintendent	\$ 95,641

## Meg Springli

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**From:** noreply  
**Sent:** Tuesday, October 11, 2022 1:39 PM  
**To:** Meg Springli  
**Cc:** Jean, Spiegel; Mark Heggen; Tom McCarthy  
**Subject:** Resolution Request for TB Meeting: 10-17-2022 Supervisor

An item has been submitted to the Resolution Request form for review.

Department: **Supervisor**  
Your email: **mheggen@cliftonpark.org**

Sponsor/Contact as shown on the agenda (i.e. P. Barrett, A. Standaert, D. Bull, etc.): **P. Barrett**

Requested Meeting Date: **10-17-2022**

Brief Description: **Set public hearing for 2023 Preliminary Budget, to be done on November 10, 2022 at 7:01 pm**

Budget #: **None**  
Budget Description:  
\$ Amount:

Additional Comments/Details:

***COMPTROLLER APPROVAL or Comments:***

***ATTORNEY APPROVAL or Comments:***

RESOLUTION

# 5

Resolution No. \_\_\_\_\_ of 2022, a resolution authorizing the sale of equipment declared surplus by the Town Board and authorizing Departments to sell the surplus equipment at public auction.

Introduced by \_\_\_\_\_, who moved its adoption, seconded by \_\_\_\_\_.

WHEREAS, Daniel Clemens, Director of Buildings, Parks, & Recreation, has identified the items in the attached Schedule A as surplus property, and

WHEREAS, based upon the recommendation of Mr. Clemens, the Town Board declares the items as surplus; now, therefore, be it

RESOLVED, that the Town Board authorizes the Buildings & Grounds Department to sell the surplus equipment, as is, through an upcoming online public auction.

## **Buildings & Grounds Surplus Equipment**

### **Trucks**

1999 Dodge 2500 VIN: 3B7KF26Z8XM586964  
2007 Chevrolet 2500 VIN: 1GCHK24U07E115507

### **Tractors**

(1981-85) Kubota L235 VIN: L235DT50582  
(1973-81) John Deere 301A VIN: 301AD384546T  
1985 Ford 1210 VIN: UCD4537  
(1961-67) International 2404 VIN: 9098J

### **Trailers**

Locke Landscape 1990 VIN: L9TS2025L988088  
Master Tow 2014 VIN: 4DFRG1629EN114857

### **Mowers**

2001 TORO Groundsmaster 580D VIN: 210000128  
1988 TORO Reelmaster 3000 VIN: 0435081882

## Meg Springli

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**From:** noreply  
**Sent:** Monday, September 26, 2022 11:25 AM  
**To:** Meg Springli  
**Cc:** Jean, Spiegel; Mark Heggen  
**Subject:** Resolution Request for TB Meeting: 10-17-2022 Buildings & Grounds  
**Attachments:** 6331c45540502-Surplus Items 9.22.docx

An item has been submitted to the Resolution Request form for review.

**Department:** Buildings & Grounds  
**Your email:** dclemens@cliftonpark.org

**Sponsor/Contact as shown on the agenda (i.e. P. Barrett, A. Standaert, D. Bull, etc.):** P. Barrett

**Requested Meeting Date:** 10-17-2022

**Brief Description:** Declare 2 trucks, 4 tractors, 2 trailers and 2 mowers as surplus equipment and sell on Auctions International, list attached.

**Budget #:**  
**Budget Description:**  
**\$ Amount:**

**Additional Comments/Details:**

***COMPTROLLER APPROVAL or Comments:***

***ATTORNEY APPROVAL or Comments:***

RESOLUTION

# 6

Resolution No. \_\_\_\_\_ of 2022, a resolution accepting a quote from AJ Sign for the purchase and installation of (3) new entrance signs for entrances in the Sherwood Forest Park District.

Introduced by \_\_\_\_\_, who moved its adoption, seconded by \_\_\_\_\_.

WHEREAS, quotes were received for the purchase and installation of (3) entrance signs in the Sherwood Forest Park District, and

WHEREAS, AJ Sign Co., submitted the sole response to a request for quotes in the amount of \$5,100 for the entrance signs for Sherwood Forest, and

WHEREAS, Daniel Clemens, Director of Buildings, Parks, and Recreation, has reviewed the quotes and recommends accepting the lowest quote which was submitted by AJ Sign Co., 842 Saratoga Road, Burnt Hills, New York; now, therefore, be it

RESOLVED, that the Town Board, as Commissioners of the Sherwood Forest Park District, accepts the quote of AJ Sign Co. for the purchase and installation of (3) Sherwood Forest entrance signs, in an amount not to exceed \$5,100, to be paid from SP8-7125-024 (Sherwood Forest Park District – General Maintenance).

**Meg Springli**

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**From:** noreply  
**Sent:** Wednesday, October 12, 2022 11:08 AM  
**To:** Meg Springli  
**Cc:** Jean, Spiegel; Mark Heggen; Tom McCarthy  
**Subject:** Resolution Request for TB Meeting: 10-17-2022 Buildings & Grounds  
**Attachments:** 6346d869c1189-3 sign replacement packet 9.30.22.pdf

An item has been submitted to the Resolution Request form for review.

Department: **Buildings & Grounds**  
Your email: **dclemens@cliftonpark.org**

Sponsor/Contact as shown on the agenda (i.e. P. Barrett, A. Standaert, D. Bull, etc.): **P.Barrett**

Requested Meeting Date: **10-17-2022**

Brief Description: **Hire AJ Sign Compant to replace 3 Sherwood Forest entry signs for \$5,100.00**

Budget #: **SP8-7125-24**  
Budget Description: **Sherwood Forest Park District - general maintenance**  
\$ Amount: **\$5,100.00**

Additional Comments/Details:

***COMPTROLLER APPROVAL or Comments:***

***ATTORNEY APPROVAL or Comments:***

Town of Clifton Park  
Buildings & Grounds

**Quote Cover Sheet**

**Date: September 30, 2022**

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**Description: Replace 3 signs for Sherwood Forest**

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**Vendor #1: AJ sign Company - \$5,100.00**

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**Vendor #2: Vital Sign & Graphics - no reply**

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**Vendor #3: Pendleton Sign - no reply**

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**Vendor #4: Dave the Sign Guy - no reply**

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**Vendor #5:**

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**Vendor #6:**

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**Comments:**

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**Decision: AJ Sign Company - \$5,100.00**

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## Town of Clifton Park Buildings & Grounds

One Town Hall Plaza • Clifton Park, New York 12065 • (518) 371-6651 Ext. 251 • Fax: (518) 371-1136

The Town of Clifton Park, through the Buildings & Grounds Department seeks price quotes from qualified entities for replacement of 3 Sherwood Forest entrance signs located in Clifton Park NY 12065.

Scope of work is as follows but not limited to:

Remove and dispose off site existing signs, locations as follows:

Sign #1: Marlboro Drive & NY Route 146

Sign#2: Stratford Drive & NY Route 146

Sign#3: Nottingham Way North & Kinns Road

Supply and install 3 new signs, approximately 40 inches wide x 28 inches high, made of a layer of carved sign foam with internal aluminum frame and backer panel. Top moldings to be made of PVC with fypon finial ball

All colors and lettering to match existing.

Dispose of all waste properly

The Town requires proof of Liability Insurance with One Million Dollars naming the Town as an additional insured, as well as appropriate Workers Compensation Insurance and automobile insurance.

Prevailing wage rate as described by New York State must be paid. The Town of Clifton Park reserves the right to reject any and all quotes.

The Town of Clifton Park reserves the right to require a performance bond.

Please contact Regan Cardona at [rcardona@cliftonpark.org](mailto:rcardona@cliftonpark.org) 518-371-6651 extension 251 with any questions.

Quotes are due by Friday September 30, 2022 at 2:00pm

SENT TO  
4 COMPANIES  
9/12/22



**Top Line Ltd. Inc DBA AJ Signs**  
 842 Saratoga Rd.  
 Burnt Hills, NY 12027 US  
 (518)399-9291

**ADDRESS**

Mrs. Margy Kasky  
 Town of Clifton Park Building  
 and Grounds  
 One Town Hall Plaza,  
 Clifton Park, NY 12065

Estimate 39984

DATE 09/14/2022

**P.O. NUMBER**

sherwood forest

ACTIVITY	QTY	COST	TOTAL
<b>Commercial Sign</b> Signs to match existing as close as possible, made from 1.5" high density urethane with an aluminum backer epoxied on, these will be held to the existing walls using threaded rod that is epoxied on and silicone adhesive. Lettering is v carved into the surface, the border and black drop shade are vinyl. The top finial is fypon, the trimwork on top is pvc rake trim and sheet.	3	1,700.00	5,100.00

A 3.99% customer service charge is applied to all credit card sales.

**TOTAL \$5,100.00**

Accepted By

Accepted Date

All Quotes good for 10 Days. Electric to be brought to sign location by others. Estimate pending technical site survey where applicable. Assumes normal digging conditions. AJ Signs must have full access to site with their equipment unless specified otherwise. All overdue accounts will be subject to finance charges in the amount of 1.5% per month.

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**Dan Clemens**

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**From:** David Dittmer <david.b.dittmer@gmail.com>  
**Sent:** Monday, October 3, 2022 9:10 AM  
**To:** Dan Clemens  
**Cc:** Regan, Cardona; Robert Voelker; Linda Shartzter  
**Subject:** Re: 3 signs

Dan, Not a surprise. Thanks for moving this forward. I would appreciate Town Board approval for this expense. It is in our FY23 budget. Dave

On Fri, 30 Sept 2022 at 14:37, Dan Clemens <[DClemens@cliftonpark.org](mailto:DClemens@cliftonpark.org)> wrote:

Dave,

Attached please find the results from the RFP for the 3 entrance signs to be replaced as requested. There will need to be a town board resolution. Please advise how you would like to proceed.

Thanks, Dan

**Daniel J. Clemens**

Director of Buildings, Parks and Recreation

Town of Clifton Park, NY

Cell: 518-281-5065

Office: 518-371-6651 ext. 248

[dclemens@cliftonpark.org](mailto:dclemens@cliftonpark.org)