


TOWN OF CLIFTON PARK TOWN BOARD MEETING

August 7, 2023

The Town Board meeting can be viewed live by visiting www.cliftonpark.org Scroll down to click

 ONLINE BOARD MEETINGS

- 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**
 - **Resolutions for Consideration**
 - **Other Business**
- VII. **Open Public Privilege**

NOTE:

Please check 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
August 7, 2023

<u>SOURCE</u>	<u>RESOLUTION</u>	<u>CONTACT</u>
1. Legal	Resolution to authorize payment to Quick Response for mitigation and restoration caused by sewer pipe failure	T.McCarthy
2. Town Board	Award a contract for construction of the Veterans Memorial walkway at the Clifton Common	P. Barrett
3. Town Board	Resolution proclaiming the Town of Clifton Park a Purple Heart Town	A. Morelli
4. Town Board	Awarding the contract for the installation of Pickleball Courts at Veterans Memorial Park to Del Signore Blacktop Paving, Inc.	A. Morelli
5. Senior Community Center	Authorize the provisional hiring of Stacie Agostino as the Senior Center Program Coordinator per civil service classification	P. Barrett
6. Buildings & Grounds	Accept a quote from Postler & Jaekle Corp. Mechanical Contractors for HVAC repairs at Town Hall	P. Barrett
7. Buildings & Grounds	Authorize Change Order #1 to the contract with Commercial Paving Company. LLC for the sports courts improvement project at Village Green, Stony Creek #1 Park District	P. Barrett
8. Building & Grounds	Authorize purchase of new V-Snow Plow for existing Town F-150 truck	P. Barrett
9. Buildings & Grounds	Awarding a contract for the replacement of a section of the roof of the Town Highway Garage building	P. Barrett
10. Parks & Recreation	Authorize two Art Specialists at the Town Summer Camps to switch locations and hours	A.Reid & L. Walowit

11. Parks &
Recreation

Authorize a 5k Road Race event on September 17th as part
of the 2023 Farm Fest Weekend

A.Reid

12. Planning

Resolution to improve traffic safety by reducing the speed
limit and posting new speed limit signs on Moe Road near
the Shenendehowa campus

P. Barrett &
A. Morelli

RESOLUTION

#1

Resolution No. _____ of 2023, a resolution authorizing payment to Quick Response for mitigation and restoration work at 7 Orchard Park.

Introduced by _____, who moved its adoption, seconded by _____.

WHEREAS, on June 30, 2022, the Town's Sewer Department was notified of a sewer system backup and resulting damages at 7 Orchard Park, in Clifton Park, and

WHEREAS, subsequent investigation determined that the backup resulted from storm sewer work performed by the Town's Highway Department immediately beneath a sewer main at the point of failure in 2019, and

WHEREAS, by Resolution No. 215 of 2022, the Town Board declared an Emergency under Section 103 (4) of the General Municipal Law, and authorized the Sewer Department to retain Quick Response Restoration Services for immediate cleanup and restoration services, and

WHEREAS, the final invoices for mitigation work, as well as restoration, totals \$67,489.52, and,

WHEREAS, the Town Board wishes to authorize final payment to Quick Response pending resolution of the Town's insurance claims with Selective Insurance, and to compensate Quick Response for their services to mitigate and restore the damages resulting from the sewer backup at Orchard Park Drive, now therefore, be it

RESOLVED, that the Comptroller is authorized to pay Quick response the amount of \$67,489.52, to be paid from Assigned Fund Balance G7-915, with a transfer to G7-8111-21 (Clifton Park Sewer #1-Sewer Contractual-Emergency Repairs).

Resolution No. 215 of 2022, a resolution declaring a public emergency pursuant to General Municipal Law Section 103(4), for a repair to a sewer main backup at 7 Orchard Park.

Introduced by Councilwoman Walowit, who moved its adoption, seconded by Councilwoman Flood.

WHEREAS, on June 30, 2022, the Clifton Park Sewer Department identified a major sewer main blockage within the Clifton Park Sewer District #1, that caused significant flooding at 7 Orchard Park due to settling of a 2019 stormwater repair, and

WHEREAS, the Collection Systems Manager Mike O'Brien, engaged Quick Response to perform immediate cleanup and sanitation services at the residence, pursuant to General Municipal Law 103(4), with invoiced charges of \$17,601.34, and

WHEREAS, Quick Response estimates that repair and replacement costs for damaged items, furniture, and structures may amount to an additional \$60,000, and

WHEREAS, Section 103(4) of the NYS General Municipal Law, provides that in cases of an emergency situation arising from unforeseen circumstances affecting public property or the health or safety of the public, the Town Board may authorize the purchase of service, material and equipment without competitive bids; now, therefore, be it

RESOLVED, that the Town Board determines that the resulting damage to 7 Orchard Park, due to the sewer main backup within the Clifton Park Sewer District #1, as determined on June 30, 2022, constitutes an emergency for procurement purposes under Section 103(4) of General Municipal Law, and be it further

RESOLVED, that the Comptroller is authorized to compensate Quick Response the amount of \$17,601.34 for initial cleanup and sanitization services, per the attached invoice, and be it further

RESOLVED, that the Sewer Department is directed to authorize Quick Response to proceed with remaining items of repair and replacement; and be it further

RESOLVED, that the Town Attorney is authorized to file a claim with the Town's insurance carriers for reimbursement of costs expended as a result of the sewer main failure.

ROLL CALL VOTE

Ayes: Councilwoman Flood, Councilwoman Standaert, Councilman Morelli,
Councilwoman Walowit, Supervisor Barrett

Noes: None

DECLARED ADOPTED

August 15, 2022

Teresa Brobston, Town Clerk

TOWN OF CLIFTON PARK
One Town Hall Plaza
Clifton Park, NY 12065
518-371-6651
518-371-1136 (Fax)

RECEIVED

SEP 02 2022

CLIFTON PARK
TOWN CLERK

NOTICE OF CLAIM

Please print:

Claimant's name: JIM & JULIE BENDICK Today's date: 8/28/22
Mailing address: FORCHARD PARK DR City/State CLIFTON PARK, NY Zip 12065
Telephone: Home 518-383-2248 Work 518-424-7441

Type of Claim: Automobile Accident Street Condition
 Personal Injury Other Reason

Date of Incident: 30 June 2022 Time: 7:30 AM

Location or Address of Incident: FORCHARD PARK DR, CLIFTON PARK

Description of Incident Giving Rise to Your Claim: TOWN SEWER PIPING CLOGGED-UP, RESULTING IN SEWAGE BACK-UP IN BASEMENT

Description of Damage or Loss: Town sewage backed up in our entire basement causing it to flood. Remediation was called immediately and clean up took place. A lot of our furnishings were lost and destroyed. All flooring needs to be replaced, 2' of sheetrock was removed and needs to be replaced & walls painted. Full bathroom was destroyed and needs to be redone.

Amount of Claim Damage: \$ 33,238.00 / This amount does not include the 25,000.00 estimates for the remediation & remodel services that the town of Clifton Park has agreed to pay Quick Response

Other Comments: * 108,238.00

- Add additional sheets if necessary see attached

Julie Bendick
Claimant's Signature



Quick Response Restoration Inc.

Mailing Address: P.O. Box 824 Clifton Park, NY 12065
Office: (518) 899-7090 Toll Free: 1-888-214-8057 Fax: (518) 899-7091

Invoice

Job Number: 22-1052

Town of Clifton Park
1 Town Hall Plaza
Clifton Park, NY 12065

Service Address
Julie Bendick
7 Orchard Park Drive
Clifton Park, NY 12065

<u>Date</u>	<u>Description</u>	<u>Amount</u>
11/16/2022	Quick Response Restoration Services for : Water damage	\$17,601.34
11/16/2022	Quick Response Restoration Services for : Repairs	\$50,528.91

Invoice Total: \$68,130.25

Please note our payment address is P.O. Box 824 Clifton Park, NY 12065 or call 518-899-7090 M-F 8:00-4:30 to pay with card by phone. Thank you.

**Calculation for Payment Due to Quick Response for Mitigation and Restoration
for Sewer Pipe Failure Damage at 7 Orchard Park Drive**

Original Quick Response Mitigation Bill:	\$17,601.34
Selective Insurance Authorized Mitigation Bill	
which Quick Response agreed to accept after	
original bill was paid:	\$16,960.61*
Original Quick Response Restoration Bill:	\$50,528.91*
Selective Insurance Authorized Restoration Bill	
which Quick Response has <u>not</u> agreed to:	\$27,407.17

*\$16,960.61

+\$50,528.91

\$67,489.52 Total Amount Due Now to Quick Response

RESOLUTION

2

Resolution No. _____ of 2023, a resolution awarding a contract for the construction of the Veterans Memorial Enhancement Project on the Clifton Common to Gallo Construction Corporation.

Introduced by _____, who moved its adoption, seconded by _____.

WHEREAS, the Town Board, authorized MJ engineering to solicit sealed bids for a project to construct a military service walkway at the Veterans Memorial on the Clifton Common, which bids were advertised in accordance with General Municipal law Section 103, and were opened publicly on June 29, 2023, and

WHEREAS, the project involves the construction of paver walkways, concrete and brick veneer seat walls and Landscaping enhancements, in conjunction with the Town Board's "Buy a Brick" program to honor all veterans of US Military services, past, present and future, and

WHEREAS, the Town of Clifton Park has budgeted \$75,000 in the 2022 and 2023 budgets for this project, and

WHEREAS, Gallo Construction Corporation, Watervliet NY submitted the low bid for the project in the amount of \$203,770.00, and

WHEREAS, MJ engineering has performed a bid analysis and recommends awarding the contract for the Military Services Memorial Walkway at the Clifton Common to Gallo Construction, Watervliet, NY, as lowest responsible bidder, now therefore, be it

RESOLVED, that the Town Board accepts the recommendation of MJ engineering and awards the bid to Gallo Construction, and be it further

RESOLVED, that MJ Engineering is authorized to prepare contract documents consistent with the project manual and bid documents, and be it further

RESOLVED that the Comptroller is authorized to transfer from Unassigned Fund Balance, A-00914 \$ 128,770 to A-07112-00015 (General Fund – Clifton Common – Other Contractual) to cover the cost of the project.

**TOWN OF CLIFTON PARK
COUNTY OF SARATOGA
STATE OF NEW YORK
VETERAN'S MEMORIAL ENHANCEMENTS PROJECT BID NOTICE**

The Town of Clifton Park (Owner) is requesting Bids for the construction of the Veteran's Memorial Enhancements Project. Sealed bids for the construction of the Project will be received at the Clifton Park Town Hall located at 1 Town Hall Plaza, NY 12065, until **Thursday, June 29, 2023 at 2:00 PM** local time at which time bids will be publicly opened and read. The project involves construction of paver walkways, concrete and brick veneer seat walls, and landscape enhancements. Lump Sum Bids are requested for the following Contract: General Construction

Work shall be substantially completed on or before November 11, 2023, and ready for final payment by December 15, 2023.

To become a Registered Plan Holder and to obtain electronic copies of the Contract Documents, please visit the M.J. Engineering and Land Surveying, P.C. Plan Room located at <http://www.mjels.com/bids>. Bids received from non-registered plan holders may be subject to disqualification.

Addenda, if any, will be issued only to Registered Plan Holders whose name and address are on record. Neither Owner nor Engineer will be responsible for Bidding Documents, including addenda, if any, obtained from sources other than the designated website.

Deadline for questions is 12:00 PM on Monday, June 26, 2023.

A pre-bid conference for the Project will be held on **Wednesday, June 21, 2023 at 10:00 AM** at the Project Site 1, Clifton Common Blvd., Clifton Park, NY 12065. Attendance at the pre-bid conference is encouraged but not required.

For all further requirements regarding bid submittal, qualifications, procedures, and contract award, refer to the Instructions to Bidders that are included in the Bidding Documents.

The Bidders must comply with New York State Department of Labor Prevailing Wage Rate Schedule.

Bid security in the amount of 5% of the Bid must accompany each Bid in accordance with the Instructions to Bidders.

The successful Bidders will be required to furnish a performance bond and a payment bond, each in an amount equal to 100% of the contract price.

Attention of Bidders is particularly called to the requirements for ensuring that employees and applicants for employment are not discriminated against because of their race, color, religion, sex or national origin.

The Owner, reserves the right to waive any informalities or irregularities in the Bid received, or to reject any or all Bids without explanation.

The Owner is an exempt organization under the Tax Law and is exempt from payment of Sales and Compensating Use Taxes on materials which are to be incorporated into the project and which are to be separately sold by the Contractor to the Owner prior to incorporation into the project, pursuant to the provisions of the Contract. These taxes are not to be included in the bid.

Teresa Brobston, Clifton Park Town Clerk

Clifton Park Veterans and Military Service Walk of Honor



The Town of Clifton Park, inspired by the service of its military men and women, is initiating a Buy a Brick program open to all who would like to support this Town initiative to honor all Veterans; past, present, and future.

Purchase an engraved brick in the Military Service Walkway, which will be constructed at the site of the Veteran's Monument on the Common pictured above with a goal of construction in 2023.

Send the form and payment to:
Buy-A-Brick Program
Town of Clifton Park Supervisor's Office
One Town Hall Plaza
Clifton Park, NY 12065

To pay in person with Cash, Check or Credit, visit Parks & Recreation at Town Hall

Mark Their Place in History

To place an order for one or more bricks
 Complete the order form inside this flyer.

Print inscription in UPPERCASE letters, exactly as it should appear on your brick.

Maximum of 3 lines with 15 characters per line, including spaces and punctuation.

Please consider honoring any past or present military member in one of the five branches of the U.S. Armed Forces with an engraved brick. They do not have to be or have been a Clifton Park resident.

Specific requests for placement of the bricks within the walkway cannot be taken, however, we will attempt to locate multiple bricks purchased at the same time near each other but cannot guarantee their position.



BUY - A - BRICK for the

Town of Clifton Park Veterans and Military Service Walkway

Sponsored by The Town of Clifton Park
Phil Barrett, Supervisor
Veterans Committee, and Town Board

Questions?

Please email: jspiegel@cliftonpark.org
 or Deputy Supervisor Tony Morelli
 email: amorelli@cliftonpark.org

or call 518-371-0083

One Town Hall Plaza Clifton Park, NY
 12065

Order Form on This Flyer



VETERAN'S MEMORIAL ENHANCEMENTS BID 6/29/23
@ 2PM

COMPANY NAME	TOTAL BID AMOUNT
Gallo Construction	\$203,770 *
James H. Maloy, Inc.	\$297,000
Ganem Contracting Corp.	\$415,000



Engineering and
Land Surveying, P.C.

1533 Crescent Road
Clifton Park, NY 12065
Phone: 518.371.0799
mjelspc@mjels.com
mjels.com

July 18, 2023

Mr. Phil Barrett, Supervisor
Town of Clifton Park
1 Town Hall Plaza
Clifton Park, NY 12065

RE: **Veteran's Memorial Enhancements
Town of Clifton Park
Post-Bid Analysis**

Dear Supervisor Barrett,

M.J. Engineering and Land Surveying, P.C. (MJ) has reviewed the bids received on June 29, 2023 for the above referenced project. MJ has performed an evaluation of the bid submitted by the apparent low bidder, Gallo Construction Corp. (Gallo) of Watervliet, NY. Gallo's bid is \$203,770.00 for the work of the contract which includes an elliptical brick walkway, cast-in-place seat wall with brick veneer, flagpoles, and landscaping.

The project received a total of three competitive bids. To evaluate the bid's acceptability, we compared the value to the construction budget stated at the kick-off meeting on July 13, 2022 to be \$150,000.00. Table 1 includes the final bid tabulation in comparison to the stated construction budget. The apparent low bidder is approximately 35.8% higher than the stated construction budget. The Town of Clifton Park will need to determine if this higher cost is acceptable. Additionally, Gallo has not expressed any concerns with regards to completing the work of the contract for the bid amount in which they provided by November 11, 2023 (Veteran's Day).

Bidder	Bid Total	Difference from MJ Estimate (%)
<i>Stated Construction Budget</i>	<i>\$150,000.00</i>	-
Gallo Construction Corp.	\$203,770.00	+35.8%
James H. Maloy, Inc.	\$297,000.00	+98.0%
Ganem Contracting Corporation	\$415,000.00	+276.6%

On July 18, 2023, we contacted the following references to verify their prior or current experience with Gallo Construction Corp. All references provided positive recommendations for Gallo.

1. Mr. Joseph Wasco of CS Architects stated that the low bidder was the prime contractor for the Watervliet CSD Capital Project, and they've been good to work with. The low bidder has been willing and able to take on client-issued change orders. Both the in-house work and subcontractor work have been good quality. No complaints.

The low bidder has a satisfactory history of overall performance, including quality of work and adherence to project schedule. Additionally, the low bidder has no history of default on any work.

Therefore, based on our review and investigation, we recommend awarding the construction contract for the Veteran's Memorial Enhancements to Gallo Construction Corp. of Watervliet, NY.



Mr. Phil Barrett
July 18, 2023
Page 2 of 2

Please do not hesitate to contact me if you have any questions.

Best Regards,

A handwritten signature in black ink, appearing to read 'Josiah Simpson'.

Josiah Simpson, RLA
Project Manager / Landscape Architect

Tom McCarthy

From: Dan Clemens
Sent: Wednesday, August 2, 2023 2:45 PM
To: Tom McCarthy
Subject: Veterans project resolution
Attachments: Veterans Memorial resolution packet 8.2.23.pdf; Veterans Memorial Enhancement buy a brick 8.2.23.pdf

Tom,

Attached are recommendation letter from MJ Engineering, bid results and flyer for the buy a brick program. From my understanding, they will be building a walkway around the existing eagle monument at the common and names will be engraved. Couple of new lights and flagpoles maybe too? I haven't been in the loop much, need to know basis. I have no idea what budget this is coming from. I think there may be some County veteran's money and funds from the buy a brick. Maybe Mark knows more than we do.

I did submit a few resolution requests last week on the website, hopefully they went through. One was for a section of the highway garage roof replacement, another was for snowplows and a third was a change order for Village Green court improvements.

If you need anything else, I will do what I can for you.

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

RESOLUTION
#3

Resolution No. _____ 2023, a resolution proclaiming the Town of Clifton Park a Purple Heart Town.

Introduced by _____, who moved its adoption, seconded by _____.

WHEREAS, the People of Clifton Park have great admiration for all the men and women who have selflessly served their country and this community in the Armed Forces, and.

WHEREAS, Veterans have paid the high price of freedom by leaving their families and communities and placing themselves in harm's way for the good of all, and

WHEREAS, the Military Order of the Purple Heart is building a network of Purple Heart Highways, Counties, Cities, Towns and Institutions in a web connecting all entities with the goal of forever honoring those men and women who made the sacrifice, and some the ultimate sacrifice, for our freedoms and have been awarded the Purple Heart, and

WHEREAS, the contributions and sacrifices of the men and women from the Town of Clifton Park who served in the Armed Forces have been vital in maintaining the freedoms and way of life enjoyed by our citizens, and

WHEREAS, many thousands of men and women in uniform have given their lives while serving in the Armed Forces throughout our national history, and

WHEREAS, many residents of our community have earned the Purple Heart Medal after being wounded or killed while engaged in combat with an enemy force, construed as a singularly meritorious act of essential service, and

WHEREAS, the Town Board wishes to designate August 7th as a day to honor and remember the sacrifices of all our Purple Heart recipients; now, therefore, be it

RESOLVED, that the Town Board hereby proclaims the Town of Clifton Park as a Purple Heart Town, honoring the service and sacrifice of our Nation's men and women in uniform wounded or killed by the enemy while serving to protect the freedoms enjoyed by all Americans.

RESOLVED, that August 7th is hereby designated as a day of recognition and remembrance for all of our Purple Heart recipients, of all service branches, within the Town of Clifton Park.

RESOLUTION
4

Resolution No. _____ of 2023, a resolution awarding the contract for the installation of Pickle Ball Courts at the Town's Veterans Memorial Park to Del Signore Blacktop Paving, Inc. of Troy, New York.

Introduced by _____, who moved its adoption, seconded by _____.

WHEREAS, the Town Board, authorized MJ engineering to solicit sealed bids for a potential project to construct Pickle Ball Courts at Veterans Memorial Park, which bids were advertised in accordance with General Municipal law Section 103, and were opened publicly on July 13, 2023, and

WHEREAS, Del Signore Blacktop Paving, Inc., of Troy, NY submitted its bid to replace the existing softball field at the Park with Pickle Ball courts in an amount not to exceed \$549,000, as well as a bid to include a pre-engineered shade structure under Alternate bid #1 in the amount of \$58,939, and

WHEREAS, MJ Engineering has prepared a bid analysis and recommends accepting the bid of Del Signore Blacktop Paving, Inc. as low bidder, and recommends awarding the contract for the court installation, and Alternate bid #1, to Del Signore per the bid; now, therefore be it

RESOLVED, that MJ Engineering is authorized to prepare contract documents consistent with the bid documents submitted for the Veterans Memorial Park Pickle Ball Courts installation, and be it further

RESOLVED, that the Supervisor is authorized to sign a contract with Del Signore Blacktop Paving, Inc., for the construction of Pickle Ball Courts at Veterans Memorial Park, at a cost not to exceed \$607,939; and be it further

RESOLVED, that the Comptroller is authorized to transfer from Unassigned Fund Balance A-0914, to A-07024-00200 (General Fund – Veterans Memorial Park – Equipment) \$607,939.

**PICKLEBALL COURTS AT VETERAN'S PARK BID 7/13/23
@ 2 PM**

Company Name	BASE BID	ALTERNATE 01	<u>TOTAL</u>
HMA Contracting	\$612,610	\$94,210	706,820
James H. Maloy, Inc.	\$603,000	\$87,500	690,500
Gallo Construction Corp.	\$538,200	\$70,000	608,200
Del Signore Blacktop Paving, Inc.	\$549,000	\$58,939	607,939



ADDENDUM No. 1

Project Name: Veterans Memorial Park Pickleball Courts

MJ Project No: 965.19

Addendum Date: June 26, 2023

To: All Plan Holders of Record

This addendum forms a part of the Contract Documents and modifies the original Drawings and Specifications dated June 15, 2023. All contract bidders must acknowledge receipt of this Addendum in the space provided on the Bid Form. Failure to do so may subject the bidder to disqualification.

Contract Drawings:

1. Not Applicable.

Specifications:

1. Not Applicable.

Contractor Questions:

1. **Question:** Detail 3&4 on sheet C-500 insinuates that there is existing clean stone beneath the topsoil of the existing ball field. Is this an accurate assessment?"
Response: *There is no existing clean stone beneath the topsoil of the existing ball field.*
2. **Question:** Is there an assumed thickness of existing topsoil on the ball field?
Response: *The engineer does not know or assume to know the thickness of the topsoil on the ball field. Bidders are encouraged to examine the existing conditions.*
3. **Question:** Is there a set of As-Builds or set of construction drawings from the construction of the ball field to be demoed that you can share?
Response: *There is no known set of as-built drawings for the ball field. The existing conditions plan (C-100) documents the up-to-date conditions of the project area.*

4. **Question:** Detail 4 on sheet C-501 shows “planting soil” being used in the storm water management basins. Is this to be a “Bio Soil?”

Response: *Please review specification section 329113 “Soil Preparation”. Section 2.1 “Stormwater Basin Soil By Composition”, which provides soil requirements for the stormwater retention basins.*

5. **Question:** Alternate #1 includes the shade structure, asphalt pad, perimeter fence and ornamental grass. What is to be installed in the area if the alternate is not taken?

Response: *Seeded turf lawn.*

6. **Question:** We respectfully submit for your consideration a request to approve products as an accepted substitute on Pickleball Courts at Veteran’s Park.

a. **Product 1:** Plexipave

Response: *Plexipave is not an equal substitute due to UV testing being half of the specified material. This is not an acceptable substitute.*

b. **Product 2:** Decocolor

Response: *Decocolor appears to be an acceptable substitute.*

END OF ADDENDUM



July 28, 2023

Mr. Phil Barrett, Supervisor
Town of Clifton Park
1 Town Hall Plaza
Clifton Park, NY 12065

RE: **Veterans Memorial Park Pickleball Courts
Town of Clifton Park
Post-Bid Analysis**

Dear Supervisor Barrett,

M.J. Engineering and Land Surveying, P.C. (MJ) has reviewed the bids received on July 13, 2023 for the above referenced project. MJ has performed an evaluation of the Bid submitted by the apparent low bidder, DelSignore Blacktop Paving, Inc (DelSignore) of Troy, NY. DelSignore's Base Bid is \$549,000.00 for the work of the contract which includes removal of existing softball field, paving, fencing, and pickleball striping at the Veterans Memorial Park. Additionally, DelSignore's Bid included an Add Alternate lump sum value of \$58,939.00 for a pre-engineered shade structure.

The next closest Bid was submitted by Gallo Construction Corp. (Gallo) of Watervliet, NY. Gallo's Base Bid is lower than DelSignore's at \$538,200.00, however Gallo's Add Alternate #1 Bid is higher at \$70,000. Altogether, Gallo's Base Bid and Add Alternate #1 Bid is \$261.00 greater than DelSignore's.

The Project Manual page 002113-10 Article 18.04 B *Evaluation of Bids* says, "... the award may be made to said Successful Bidder on its base Bid and any combination of its additive alternate Bids for which Owner determines funds will be available at the time of award". Thus, it appears that if the Town has available funds for Add Alternate 1 and wishes to include Add Alternate 1 in the contract documents then the apparent low bidder is DelSignore. In discussion with Town staff, Clifton Park would like to proceed with Add Alternate #1, making DelSignore the lowest bidder.

To evaluate the bid's acceptability, MJ compared the value to the Conceptual Construction Estimate, based off the 50% Construction Documents, estimated at \$498,528.00. The project received a total of four competitive bids. Table 1 includes the final bid tabulation and comparison to the final cost estimate. The apparent low bidder is approximately 7.9% above than the conceptual estimate. The Town of Clifton Park will need to determine if this higher cost is acceptable. Additionally, DelSignore has not expressed any concerns with regards to completing the work of the contract for the bid amount in which they provided.

Table 1 Bid Results				
Bidder	Base Bid Total	Difference from MJ Estimate (%)	Alternate 1	Base Bid & Alternate 1 Total
<i>Final Construction Estimate</i>	\$498,528.00	-	\$55,408.00	\$553,936.00
Gallo Construction Corp.	\$538,200.00	+7.9%	\$70,000.00	\$608,200.00
DelSignore Blacktop Paving, Inc.	\$549,000.00	+10.1%	\$58,939.00	\$607,939.00 *
James H. Maloy, Inc.	\$603,000.00	+20.9%	\$87,500.00	\$690,500.00
HMA Contracting Corp.	\$612,610.00	+22.8%	\$94,210.00	\$706,820.00

MJ has reviewed the list of projects provided by DelSignore. The list contains projects of similar size, type and complexity to this project and demonstrates that the low bidder meets the project specific experience requirements.

The low bidder has a satisfactory history of overall performance, including quality of work and adherence to project schedule. Additionally, the low bidder has no history of default on any work.

Therefore, based on our review and investigation, we recommend awarding the construction contract for the



Mr. Phil Barrett
July 28, 2023
Page 2 of 2

Veterans Memorial Park Pickleball Courts Project to DelSignore Blacktop Paving, Inc. of Troy, NY.



Please do not hesitate to contact me if you have any questions.

Best Regards,

Josiah Simpson, RLA
Project Manager / Landscape Architect

PROJECT MANUAL FOR

Veterans Memorial Park Pickleball Courts

Project No. 965.19

Contract Documents

PREPARED FOR:



TOWN OF CLIFTON PARK
SARATOGA COUNTY, NEW YORK



Engineering and
Land Surveying, P.C.

June 15, 2023

MI Project #965.19

ARTICLE 15—MODIFICATION AND WITHDRAWAL OF BID

- 15.01 An unopened Bid may be withdrawn by an appropriate document duly executed in the same manner that a Bid must be executed and delivered to the place where Bids are to be submitted prior to the date and time for the opening of Bids. Upon receipt of such notice, the unopened Bid will be returned to the Bidder.
- 15.02 If within 24 hours after Bids are opened any Bidder files a duly signed written notice with Owner and promptly thereafter demonstrates to the reasonable satisfaction of Owner that there was a material and substantial mistake in the preparation of its Bid, the Bidder may withdraw its Bid, and the Bid security will be returned. Thereafter, if the Work is rebid, the Bidder will be disqualified from further bidding on the Work.

ARTICLE 16—OPENING OF BIDS

- 16.01 Bids will be opened at the time and place indicated in Section 001113 Advertisement for Bids and, unless obviously non-responsive, read aloud publicly. An abstract of the amounts of the base Bids and major alternates, if any, will be made available to Bidders after the opening of Bids.

ARTICLE 17—BIDS TO REMAIN SUBJECT TO ACCEPTANCE

- 17.01 All Bids will remain subject to acceptance for the period of time stated in the Bid Form, but Owner may, in its sole discretion, release any Bid and return the Bid security prior to the end of this period.

ARTICLE 18—EVALUATION OF BIDS AND AWARD OF CONTRACT

- 18.01 Owner reserves the right to reject any or all Bids, including without limitation, nonconforming, nonresponsive, unbalanced, or conditional Bids. Owner also reserves the right to waive all minor Bid informalities not involving price, time, or changes in the Work.
- 18.02 Owner will reject the Bid of any Bidder that Owner finds, after reasonable inquiry and evaluation, to not be responsible.
- 18.03 If Bidder purports to add terms or conditions to its Bid, takes exception to any provision of the Bidding Documents, or attempts to alter the contents of the Contract Documents for purposes of the Bid, whether in the Bid itself or in a separate communication to Owner or Engineer, then Owner will reject the Bid as nonresponsive.
- 18.04 *Evaluation of Bids*
- A. In evaluating Bids, Owner will consider whether the Bids comply with the prescribed requirements, and such alternates, unit prices, and other data, as may be requested in the Bid Form or prior to the Notice of Award.
 - B. In the comparison of Bids, alternates will be applied in the same order of priority as listed in the Bid Form. After determination of the Successful Bidder based on this comparative process and on the responsiveness, responsibility, and other factors set forth in these Instructions, the award may be made to said Successful Bidder on its base Bid and any combination of its additive alternate Bids for which Owner determines funds will be available at the time of award.

- C. For the determination of the apparent low Bidder when unit price bids are submitted, Bids will be compared on the basis of the total of the products of the estimated quantity of each item and unit price Bid for that item, together with any lump sum items. Discrepancies between the multiplication of units of work and unit prices will be resolved in favor of the unit prices. Discrepancies between the indicated sum of any column of figures and the correct sum thereof will be resolved in favor of the correct sum. Discrepancies between words and figures will be resolved in favor of words

- 18.05 In evaluating whether a Bidder is responsible, Owner will consider the qualifications of the Bidder and may consider the qualifications and experience of Subcontractors and Suppliers proposed for those portions of the Work for which the identity of Subcontractors and Suppliers must be submitted as provided in the Bidding Documents.
- 18.06 Owner may conduct such investigations as Owner deems necessary to establish the responsibility, qualifications, and financial ability of Bidders and any proposed Subcontractors or Suppliers.

ARTICLE 19—BONDS AND INSURANCE

- 19.01 Article 6 of the General Conditions, as may be modified by the Supplementary Conditions, sets forth Owner's requirements as to performance and payment bonds, other required bonds (if any), and insurance. When the Successful Bidder delivers the executed Agreement to Owner, it must be accompanied by required bonds and insurance documentation.
- 19.02 Article 8, Bid Security, of these Instructions, addresses any requirements for providing bid bonds as part of the bidding process.

ARTICLE 20—SIGNING OF AGREEMENT

- 20.01 When Owner issues a Notice of Award to the Successful Bidder, it will be accompanied by the unexecuted counterparts of the Agreement along with the other Contract Documents as identified in the Agreement. Within 15 days thereafter, Successful Bidder must execute and deliver the required number of counterparts of the Agreement and any bonds and insurance documentation required to be delivered by the Contract Documents to Owner. Within 10 days thereafter, Owner will deliver one fully executed counterpart of the Agreement to Successful Bidder, together with printed and electronic copies of the Contract Documents as stated in Paragraph 2.02 of the General Conditions.

ARTICLE 21—SALES AND USE TAXES

- 21.01 Owner is exempt from New York State sales and use taxes on materials and equipment to be incorporated in the Work. (Exemption No. 14-60002129). Said taxes must not be included in the Bid. Refer to Paragraph SC-7.10 of the Supplementary Conditions for additional information.

END OF SECTION

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ARTICLE 7—INTERPRETATIONS AND ADDENDA

- 7.01 Owner on its own initiative may issue Addenda to clarify, correct, supplement, or change the Bidding Documents.
- 7.02 Bidder shall submit all questions about the meaning or intent of the Bidding Documents to Engineer in writing via email. Refer to Section 001113 Advertisement for Bids for the Project Contact and email address
- 7.03 Interpretations or clarifications considered necessary by Engineer in response to such questions will be issued by Addenda delivered to all registered plan holders. Questions received after the deadline for questions identified in Section 001113 Advertisement for Bids may not be answered.
- 7.04 Only responses set forth in an Addendum will be binding. Oral and other interpretations or clarifications will be without legal effect. Responses to questions are not part of the Contract Documents unless set forth in an Addendum that expressly modifies or supplements the Contract Documents.

ARTICLE 8—BID SECURITY

- 8.01 A Bid must be accompanied by Bid security made payable to Owner in an amount of 5% percent of Bidder's maximum Bid price (determined by adding the base bid and all alternates) and in the form of a Bid bond issued by a surety meeting the requirements of Paragraph 6.01 of the General Conditions or a certified bank check. Such Bid bond will be issued in the form included in the Bidding Documents.
- 8.02 The Bid security of the apparent Successful Bidder will be retained until Owner awards the contract to such Bidder, and such Bidder has executed the Contract, furnished the required Contract security, and met the other conditions of the Notice of Award, whereupon the Bid security will be released. If the Successful Bidder fails to execute and deliver the Contract and furnish the required Contract security within 15 days after the Notice of Award, Owner may consider Bidder to be in default, annul the Notice of Award, and the Bid security of that Bidder will be forfeited, in whole in the case of a penal sum bid bond, and to the extent of Owner's damages in the case of a damages-form bond. Such forfeiture will be Owner's exclusive remedy if Bidder defaults.
- 8.03 The Bid security of other Bidders that Owner believes to have a reasonable chance of receiving the award may be retained by Owner until the earlier of 7 days after the Effective Date of the Contract or 61 days after the Bid opening, whereupon Bid security furnished by such Bidders will be released.
- 8.04 Bid security of other Bidders that Owner believes do not have a reasonable chance of receiving the award will be released within 7 days after the Bid opening.

ARTICLE 9—CONTRACT TIMES

- 9.01 The number of days within which, or the dates by which, the Work is to be (a) substantially completed and (b) ready for final payment, and (c) Milestones (if any) are to be achieved, are set forth in the Agreement.
- 9.02 Provisions for liquidated damages, if any, for failure to timely attain a Milestone, Substantial Completion, or completion of the Work in readiness for final payment, are set forth in the Agreement.

RESOLUTION
#5

Resolution No. _____ 2023, a resolution approving the provisional appointment of Stacie Agostino as a Senior Center Program Coordinator, per civil service classification, in the Clifton Park Senior Community Center.

Introduced by _____, who moved its adoption, seconded by _____.

WHEREAS, an opening exists at the Senior Community Center for a Program Coordinator and the position was advertised since June 28, 2023, and

WHEREAS, after interviewing Ms. Agostino, of Glenville, NY, Supervisor Barrett has recommended that Ms. Agostino fill the position of Senior Center Program Coordinator, and

WHEREAS, the appointment is provisional pending the next sitting for the civil service testing for this position; now, therefore, be it

RESOLVED, that the Town Board, hereby authorizes the hiring of Stacie Agostino, to fill the position of Senior Center Program Coordinator Grade 4, Step 2, Year 1 (\$27.34 /hour - \$49,759/year), effective August 14, 2023, and be it further

RESOLVED, that the comptroller is authorized to transfer \$3,100 from A-06773-E4000 (General Fund – Senior Center – Part Time Employee) and \$16,000 from A-06773-E0889 (General Fund – Senior Center – D. Ryan), to A-06772-Exxxx (General Fund – Senior Center – Employee)

Town of Clifton Park
Salary Allocation

		Grade	Step	Year	2023 Hourly Rate	Weeks to End of Year	Hours	Projected to End of Year
Stacie	Agostino	4	2	1	27.34	20	35	\$ 19,138.00
						Rounded to:		<u>\$ 19,100.00</u>

From	A-06773-E4000	Senior Center - Part Time Emp'ee	\$ 3,100.00
	A-06773-E0889	Senior Ctr - D Ryan	<u>\$ 16,000.00</u>
			<u>\$ 3,100.00</u>

RESOLUTION

#6

Resolution No. of 2023, a resolution authorizing an agreement for the replacement of an HVAC fan coil at Town Hall by Postler & Jaekle Corp.

Introduced by _____, who moved its adoption, seconded by _____.

WHEREAS, the Director of Buildings, Parks, and Recreation, Daniel Clemens, requested quotes for the replacement of one fan coil unit for the HVAC system at One Town Hall Plaza, and

WHEREAS, Postler & Jaekle Corp Mechanical Contractors, 9 Krey Blvd. Rensselaer, NY, submitted the only conforming quote for the contract for a fan coil unit, in the amount of \$6,033; now, therefore be it

RESOLVED, that the quote of Postler and Jaekle Corp. Mechanical Contractors be accepted for an amount not to exceed \$6,033, and be it further

RESOLVED, that the Director of Buildings, Parks, and Recreation is authorized to engage Postler and Jaekle Corp. for the project in an amount not to exceed \$6,033, to be paid from A-1620-00200 (General Fund -Town Hall Operations – Equipment).

Town of Clifton Park
Buildings & Grounds

Quote Cover Sheet

Date: June 28, 2023

Description: Replace fan coil unit at town hall - assessor's office

Vendor #1: P&J Mechanical - \$6,033.00

Vendor #2: Borque Mechanical - declined

Vendor #3: RMB Mechanical - no reply

Vendor #4: Albany Mechanical - no reply

Vendor #5: Carrier - no reply

Vendor #6:

Comments: P&J is our contract HVAC company

Decision: P&J - \$6,033.00



Town of Clifton Park

Buildings & Grounds

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

The Town of Clifton Park, through the Buildings & Grounds Department seeks price quotes from qualified entities for the replacement of (1) fan coil unit located in the Clifton Park Town Hall, Clifton Park NY 12065.

Scope of work is as follows but not limited to:

- Isolate and drain down the piping for the Fan Coil Unit in the assessor's office.
- Disconnect, remove, and dispose of the old unit.
- Install a new Carrier unit – model # 42VBC04ARCY5AYGU Vertical Fan Coil Unit 115/1/60 Volts, 2 row CW/HW changeover coil, unit mounted thermostat & fan speed switch.
- Install new Honeywell ½-inch 3 way diverting valve part # 4044A1019.
- Re-install the Johnson Controls controller and devices.
- Fill and purge the system.
- Start and check the operation of the new unit.

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 Dom Fraser at domfraser@cliftonpark.org 518-469-0905 for an appointment to do a site visit.

Quotes are due by Tuesday June 27, 2023 at 2:00pm

SENT TO
5 COMPANIES
6/6/23



June 6, 2023

Building & Grounds Town of Clifton Park
One Town Hall Plaza
Clifton Park New York 12065

Subject: Replace FCU – Town Hall (Tax Assessor's Office)

Dear: Dan Clemens

Postler & Jaeckle Corp is pleased to submit our quote to replace a Fan Coil Unit for the Tax Assessor's Office.

Included:

- Isolate and drain down the piping.
- Disconnect, removal and disposal of the old fan coil unit.
- Install new Carrier M# 42VBC04ARCY5AYGU Vertical Fan Coil Unit 115/1/60 Volts, 2 Row CW/HW Changeover Coil, Unit Mounted Thermostat & Fan Speed Switch.
- Install new Honeywell ½" 3way Diverting Valve P# 4044A1019
- Re-Install the Johnson Controls Controller and Devices
- Fill and purge the system.
- Start and check operation of the new FCU.

Excluded:

1. Taxes.
2. Testing, handling, and disposal of all hazardous materials.
3. Cut & patch.
4. Starters/VFDs.
5. Concrete housekeeping pads.
6. Engineering
7. Payment and performance bonds.
8. MBE/WBE Participation.

9 KREY BLVD • RENSSELAER, N.Y. 12144 • (518) 459-0910 • FAX: (518) 459-2622
www.postlerandjaeckle.com



QUOTED PRICE: Six Thousand and Thirty Three Dollars -- \$6,033.00

We appreciate the opportunity to quote and should you have any questions or wish to discuss this further please contact me directly at 518-560-0062.

Postler & Jaeckle will not be held responsible for the delays of equipment, materials, or scheduling deficiencies/delays due to mandated labor shutdowns and/or COVID restrictions. Due to the rising costs of materials, this quote is good for 15 days.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs, will be executed only upon written orders, and will become an extra charge over and beyond the estimate.

Service Manager Signature: Bart Callahan

Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work specified.

Payment Due upon completion.

Signature: _____

Date: _____

Print: _____

Scheduled Work Date: _____ (Subject To Parts Availability)

Bart Callahan - Service Manager
Cell: 518-560-0062
Email: bart.callahan@postler.com

Cynthia, Zlogar

From: noreply
Sent: Wednesday, June 28, 2023 2:27 PM
To: Cynthia, Zlogar; Dan Clemens
Cc: Jean, Spiegel; Phil Barrett; Mark Heggen; Tom McCarthy; Lynda Walowit; Anthony Morelli; Agatha, Reid; Christopher, O'Hara
Subject: Resolution Request for TB Meeting: 08-07-2023 or 8/21 Buildings & Grounds
Attachments: 649c7b85b07d8-Assessors office FCU resolution packet 6.28.23.pdf

COMPTROLLER APPROVAL or Comments:

ATTORNEY APPROVAL or Comments:

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. Morelli, D. Bull, etc.): **P.Barrett**

Requested Meeting Date: **08-07-2023**

Alternate Date **8/21**

Brief Description: **Hire Postler & Jaekle Corp. to remove and install a new fan coil unit at town hall, assessors office for \$6,033.00**

Budget #: **A-1620-200**

Budget Description: **General Fund - Town Hall Operations - Equipment**

\$ Amount: **\$6,033.00**

Procurement Policy, please describe. **hire contractor**

Additional Comments/Details: **this is part of the heating and air conditioning system. One unit was replaced in that office in the spring. It is the oldest section of town hall and all the FCU's are getting very rusty.**

RESOLUTION
#7

Resolution No. _____ of 2023, a resolution authorizing Change Order #1 to the existing contract with Commercial Paving Company, LLC for the Village Green, Stony Creek #1 Park District sports courts improvement project.

Introduced by _____ who moved its adoption, seconded by _____.

WHEREAS, by Resolution No. 115 of 2023, the Town Board awarded a bid to Commercial Paving Company, LLC for the paving project at the sports courts of Village Green, Stony Creek #1 Park District, and

WHEREAS, Dan Clemens, the Director of Buildings, Parks, and Recreation, has submitted a request for additional funding due to a need for sub-base paving work that was discovered after the project started, and

WHEREAS, Mr. Clemens recommends accepting Change Order #1 to cover the additional cost for the sub-base paving work; now, therefore be it

RESOLVED, that Mr. Clemens is authorized to accept Change Order #1 from Commercial Paving Company, LLC, in an amount not to exceed \$3,200, for the additional sub-base paving work required for the sports courts improvement project at Village Green, Stony Creek #1 Park District, and be it further

RESOLVED, that the comptroller is authorized to transfer \$ 3,200 from SP9-7115-200 (Stony Creek 1 Park District – Park Contractual – Equipment) to SP9-07136-00200 (Stony Creek 1 Park District – Village Green – Equipment).

Resolution No. 115 of 2023, a resolution awarding the paving contract for the improvements to the sports courts at Village Green, Stony Creek #1 Park District, pursuant to competitive bid.

Introduced by Councilwoman Walowit, who moved its adoption, seconded by Councilman Morelli.

WHEREAS, by Resolution No. 61 of 2023, the Town Board authorized the retention of Environmental Design Partnership (EDP), to design the development plan and to prepare bid documents for the improvements to the sports courts in the Stony Creek #1 Park District, and

WHEREAS, on behalf of the Town Board, EDP published bid specifications and solicited sealed bids for the paving of the project pursuant to General Municipal Law 103, and

WHEREAS, after a bid opening on April 24, 2023, EDP performed a bid analysis and recommended that the paving contract be awarded to Commercial Paving Company, LLC, as low bidder, not to exceed \$65,900; now, therefore be it

RESOLVED, that the Town Board accepts the recommendation of the project design engineer EDP, and hereby awards the paving contract for the improvements to the sports courts at Village Green, Stony Creek #1 Park District, pursuant to General Municipal Law 103, at a cost not to exceed \$65,900; and be it further

RESOLVED, that the Comptroller is authorized to transfer funds from SP-00914 (Assigned Fund Balance) to SP9-07136-00200 (Stony Creek 1 PD-Village Green-Equipment) to pay for the project.

ROLL CALL VOTE

Ayes: Councilman Morelli, Councilwoman Reid,
Councilwoman Walowit, Supervisor Barrett

Noes: None

Absent: Councilman O'Hara

DECLARED ADOPTED

May 8, 2023

Teresa Brobston, Town Clerk



ASPHALT PAVING CHANGE REQUEST
CPC JOB # 23-017

DATE: 7/10/2023
PROJECT: Village Green Park Court
PREPARED FOR: Town of Clifton Park
c/o John Lyon, EDP

Change Order Request 01 – Binder Section

Pursuant to your request Commercial Paving Company, LLC is pleased to provide the following changes for asphalt paving at the above referenced project.

COR 01

ADD FOR BINDER SECTIONS

We find 3 locations (totaling +/- 600 SF) to receive the following:

- We shall saw-cut and excavate existing deteriorated asphalt pavement and dispose of off site
- Boxout and fine grade existing subbase at locations to receive new binder course
- Furnish and install 2" Type 3 Binder

ADD to Contract... \$3,200.00

Please review and advise on the issuance of a change order.

Sincerely,

Commercial Paving Company, LLC

CHANGE ORDER NO.: 001

Owner: Town of Clifton Park
 Engineer: Environmental Design Partnership, LLP
 Contractor: Commercial Paving Co., LLC
 Project: Village Green Park
 Contract Name: Village Green Park

Owner's Project No.:
 Engineer's Project No.:
 Contractor's Project No.:

Date Issued: 7/11/2023

Effective Date of Change Order:
 7/11/2023

The Contract is modified as follows upon execution of this Change Order:

Description:

Areas with insufficient pavement after milling operations requiring box out and installation of binder course.

Change In Contract Price	Change In Contract Times [State Contract Times as either a specific date or a number of days]
Original Contract Price: \$ 65,900.00	Original Contract Times: Substantial Completion: July 31, 2023 Ready for final payment: August 15, 2023
Increase this Change Order: \$ 3,200.00	No change in time on this Change Order: Substantial Completion: July 31, 2023 Ready for final payment: August 15, 2023
Contract Price Incorporating this Change Order: \$ 69,100.00	Contract Times with all approved Change Orders: Substantial Completion: July 31, 2023 Ready for final payment: August 15, 2023

Recommended by Engineer (if required)	Signature
By: <u>John Lyon, RLA</u>	
Title: <u>Project Manager</u>	
Date: <u>7/11/2023</u>	
Authorized by Owner	
By: <u>KARLE BOLEN</u>	
Title: <u>MANAGER</u>	
Date: <u>07/12/2023</u>	
Authorized by Contractor	
By: _____	_____
Title: _____	_____
Date: _____	_____

Cynthia, Zlogar

From: noreply
Sent: Monday, July 24, 2023 1:10 PM
To: Cynthia, Zlogar; Dan Clemens
Cc: Jean, Spiegel; Phil Barrett; Mark Heggen; Tom McCarthy; Lynda Walowit; Anthony Morelli; Agatha, Reid; Christopher, O'Hara
Subject: Resolution Request for TB Meeting: 08-07-2023 or August 21st Buildings & Grounds
Attachments: 64beb061a4769-Village Green change order #1 7.24.23.pdf

COMPTROLLER APPROVAL or Comments:

ATTORNEY APPROVAL or Comments:

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. Morelli, D. Bull, etc.): **P.Barrett**

Requested Meeting Date: **08-07-2023**

Alternate Date **August 21st**

Brief Description: **Change order #1 for \$3,200.00 at Village Green courts project**

Budget #: **SP9-7136-200**
Budget Description: **Stoney Creek 1 PD - Village Green - Equipment**
\$ Amount: **3,200.00**

Procurement Policy, please describe. **change order**
Additional Comments/Details: **once the old tennis court was milled down, there were a few areas that did not have a sufficient sub-base to work with. Could not tell what existed underneath until the job was started**

RESOLUTION
8

Resolution No. _____ of 2023, a resolution authorizing the purchase of a Fisher 7.5 ft EZ-V-Snow Plow for a Town Ford F-150 truck from Dejana Truck and Utility Equipment, and the transfer of the current V-Snow Plow on this F-150 truck to a Town Chevy Colorado truck, with both V- Plows to be installed by Dejana Truck & Utility Equipment for use by the Buildings & Grounds Department.

Introduced by _____, who moved its adoption, seconded by _____.

WHEREAS, Dan Clemens, Director of Buildings, Parks & Recreation, has requested authority to purchase a new V-Snow Plow for use by the Buildings & Grounds Department, and

WHEREAS, the new Plow will allow for a more efficient configuration with the Department's existing vehicles, and

WHEREAS, Mr. Clemens recommends that the Fisher 7.5 ft EZ-V Plow be purchased and installed by Dejana Truck and Utility Equipment, 490 Pulaski Road, Kings Park, NY, as the lowest conforming quote, at a cost not to exceed \$5,870, and that Dejana Truck and Utility Equipment also remove the current smaller V-Snow Plow on the F-150 truck and install it on the Town's Chevy Colorado truck, at a cost not to exceed \$805; now, therefore, be it

RESOLVED, that the Town Board hereby authorizes the purchase of one (1) Fisher 7.5 ft EZ-V-Snow Plow for a Town Ford F-150 truck from Dejana Truck and Utility Equipment, and the removal and transfer of the current V-Snow-Plow on this F-150 truck to a Town Chevy Colorado truck, with both V-Plows to be installed by Dejana Truck and Utility Equipment, as described in the attached documents, at a total cost not to exceed \$6,675, to be paid from A-07110-00229 (General Fund – Buildings & Grounds – Small Equipment), with an additional transfer of \$1,675 from A-07110-0024, (General Fund – Building & Grounds – General Maintenance) to A-07110-00029.

Town of Clifton Park
Buildings & Grounds

Quote Cover Sheet

Date: July 27, 2023

Description: Supply and install (1) Fisher 7.5 ft. EZ-V snowplow
on Ford F-150 (Kieran's Truck)
Supply and install plow frameplates on Chevy Colorado
Install wiring harness on Chevy Colorado

Vendor #1: Dejana Truck and Utility Equipment - \$6,675.00

Vendor #2: T&T Sales, Inc. - \$8,430.00

Vendor #3: Nate's Snowplow Service & Repair - declined

Vendor #4:

Vendor #5:

Vendor #6:

Comments: The plow that is on Kieran's F-150 is too small.
Fisher now makes a V-plow for 1/2 ton trucks
The Ford Ranger we have been using on the trails is in poor shape.
Installing this plow on the Colorado will turn that into our trail truck.

Decision: Dejana - \$6,675.00

DEJANA

Truck and Utility Equipment

QUOTE



New York, New England, Mid Atlantic
 & Greater Philadelphia
 490 Pulaski Rd Kings Park, NY 11754
 Phone(631)544-9000 Fax(631)544-3501
 WWW.DEJANA.COM

QUOTE #	TBR000400
DATE	7/26/2023

BILL TO: TOWN OF CLIFTON PARK
 ONE TOWN HALL PLAZA
 CLIFTON PARK NY 12065

 Phone: 518 371 6651
 Fax: 518 371 1136
 Email:

SHIP TO: TOWN OF CLIFTON PARK
 ONE TOWN HALL PLAZA
 CLIFTON PARK NY 12065

 Phone: 518 371 6651
 Fax: 518 371 1136

SALESPERSON	REFERENCE	P.O. REQUIRED	QUOTE VALID UNTIL
TIM BROE		No	8/25/2023

QTY	PART NUMBER	DESCRIPTION	UNIT PRICE	TOTAL PRICE
1		SUPPLY AND INSTALL A FISHER 7.5' EZ- V MILD STEEL ELECTRIC HYDRAULIC SNOWPLOW HAND HELD CONTROLLER BLADE SHOES NOT INCLUDED F150 SUPER CAB 6.5' BED 5.4 V8 2009-10 DELIVERY SUBJECT TO AVAILABILITY		
1		NIGHTHAWK HEADLIGHT KIT, HALOGEN, STANDARD WITH PLOW		
1		MUNICIPAL PRICING USED		
1		CUSTOMER PICKUP AT OUR LOCATION		

SUBTOTAL	\$5,870.00
DISCOUNT	\$0.00
SALES TAX	\$0.00
TOTAL	\$5,870.00

Suggested Items:

QTY	DESCRIPTION	UNIT PRICE	TOTAL PRICE	CIRCLE "YES" TO ADD
				Yes

- ◆ IF YOU WANT ANY OF THE SUGGESTED ITEMS CIRCLE YES FOR THAT ITEM
- ◆ SURCHARGES AND/OR REQUOTE MAY BE REQUIRED WHEN CHASSIS IS SERIALIZED OR SCHEDULED.

Customer must fill out the information below before the order can be processed...

Quote #TBR000400

Accepted by:		Date:		PO#:	
--------------	--	-------	--	------	--

- ◆ PLEASE SIGN AND INCLUDE PO IF REQUIRED AND EMAIL TO DEJANASALES@DEJANA.COM
- ◆ OR FAX BACK TO 631-544-3501
- ◆ Labor and installation are included in all pricing.
- ◆ Quoted price does not include any applicable taxes.
- ◆ Terms are Due Upon Receipt unless prior credit arrangements are made at the time of order.
- ◆ Please note if chassis is furnished, it is as a convenience and terms are Net Due on Receipt of Chassis
- ◆ A deposit may be required for orders with non-stock bodies
- ◆ To our valued customers with an account: invoice amount is for cash, check or ach payment. An additional 2% processing fee will be applied to credit card payments.

Due to unforeseen increases in lead times by all suppliers on custom bodies and equipment, dealers should calculate 180 days of floor plan expense (from receipt of chassis) into their cost calculations.

Notes:

DEJANA

Truck and Utility Equipment



QUOTE

New York, New England, Mid Atlantic
 & Greater Philadelphia
 490 Pulaski Rd Kings Park, NY 11754
 Phone(631)544-9000 Fax(631)544-3501
 WWW.DEJANA.COM

QUOTE #	TBR000401
DATE	7/26/2023

BILL TO: TOWN OF CLIFTON PARK

SHIP TO: TOWN OF CLIFTON PARK

ONE TOWN HALL PLAZA
 CLIFTON PARK NY 12065

ONE TOWN HALL PLAZA
 CLIFTON PARK NY 12065

Phone: 518 371 6651
 Fax: 518 371 1136
 Email:

Phone: 518 371 6651
 Fax: 518 371 1136

SALESPERSON	REFERENCE	P.O. REQUIRED	QUOTE VALID UNTIL
TIM BROE		No	8/25/2023

MAKE:	CHEVY	MODEL:	COLORADO	YEAR:	2012	SRW/DRW:	SRW
CAB TO AXLE:		WHEELBASE:		VIN:			
STOCK/ORDER NUMBER:		TOTAL WEIGHT (LBS) OF ALL QUOTED ITEMS: 0					

QTY	DESCRIPTION	UNIT PRICE	TOTAL PRICE
1	DEJANA TO INSTALL CUSOTMER SUPPLIED 2 WIRE TRUCK SIDE.		
1	DEJANA TO SUPPLY AND INSTALL 2012 CHEVY COLORADO HS FRAMEPLATES.		
1	CUSTOMER PICKUP AT OUR LOCATION		

SUBTOTAL	\$805.00
DISCOUNT	\$0.00
SALES TAX	\$0.00
TOTAL	\$805.00

Suggested Items:

QTY	DESCRIPTION	UNIT PRICE	TOTAL PRICE	CIRCLE "YES" TO ADD
				Yes

- ◆ IF YOU WANT ANY OF THE SUGGESTED ITEMS CIRCLE YES FOR THAT ITEM
- ◆ SURCHARGES AND/OR REQUOTE MAY BE REQUIRED WHEN CHASSIS IS SERIALIZED OR SCHEDULED.

Customer must fill out the information below before the order can be processed...

Quote # **TBR000401**

Accepted by:	Date:	PO#:
Please Fill In All Truck Information		
Dejana Pool Chassis <input type="checkbox"/>	Dealer Chassis <input type="checkbox"/>	Dealer Drop Ship Chassis <input type="checkbox"/>
Make _____	Model _____	Color _____
Stock # _____	Factory Order # _____	VIN _____
Year _____	Ready for Pickup (if dealer chassis) Yes <input type="checkbox"/>	No <input type="checkbox"/>

IF DEALER CHASSIS, PLEASE ATTACH DORA/SPEC SHEET OR FACTORY INVOICE.

FORD CHASSIS WITH A DIESEL ENGINE AND A 26.5 GALLON MIDSHIP TANK MAY REQUIRE BODY MODIFICATIONS AT ADDITIONAL COST

- ◆ PLEASE SIGN AND INCLUDE PO IF REQUIRED AND EMAIL TO DEJANASALES@DEJANA.COM
- ◆ OR FAX BACK TO 631-544-3501
- ◆ Labor and installation are included in all pricing.
- ◆ Quoted price does not include any applicable taxes.
- ◆ Terms are Due Upon Receipt unless prior credit arrangements are made at the time of order.
- ◆ Please note if chassis is furnished, it is as a convenience and terms are Net Due on Receipt of Chassis
- ◆ A deposit may be required for orders with non-stock bodies
- ◆ To our valued customers with an account: invoice amount is for cash, check or ach payment. An additional 2% processing fee will be applied to credit card payments.

Due to unforeseen increases in lead times by all suppliers on custom bodies and equipment, dealers should calculate 180 days of floor plan expense (from receipt of chassis) into their cost calculations.

Notes:

T & T SALES, INC.

411 Old Niskayuna Road
Latham, NY 12110

Phone # 518-785-5591 Fax # 518-785-5485

7/26/2023

TOWN OF CLIFTON PARK BLDG GROUNDS
1 TOWN HALL PLAZA
CLIFTON PARK, NY 12065

DEAR KIERAN:

WE ARE PLEASED TO SUBMIT A QUOTE ON THE FOLLOWING EQUIPMENT:

FURNISH AND INSTALL:

FISHER 7'6" EZ-V M/S SNOW PLOW
HAND HELD CONTROLLER
HALOGEN PLOW LIGHTS
PRICE.....\$ 6,478.00

NOTE: FOR CASH AND CARRY PRICE DEDUCT \$200.00

31543-2 MOUNT KIT
PRICE.....\$ 436.00

29048 LIGHT HARNESS KIT
PRICE.....\$ 316.00

ESTIMATED 8 HOURS @ \$150.00 PER HOUR TO INSTALL HS SNOW PLOW ON COLORADO
PRICE.....\$ 1,200.00

IF YOU HAVE ANY ADDITIONAL QUESTIONS, PLEASE FEEL FREE TO GIVE ME A CALL. THANK YOU FOR THE OPPORTUNITY TO QUOTE YOU ON THIS EQUIPMENT.

RESPECTFULLY,
T & T SALES, INC.

BY: DANNY RADTKE

PRICES ABOVE DO NOT INCLUDE ANY APPLICABLE STATE OR FEDERAL TAXES. ALL SPECIAL ORDERS REQUIRE A NON-REFUNDABLE DEPOSIT. BY GIVING YOUR APPROVAL YOU ARE AGREEING TO THESE TERMS.

CUSTOMER SIGNATURE:

DATE:

DUE TO RAPID PRICE INCREASES FROM OUR VENDORS THIS QUOTE IS SUBJECT TO CHANGE AT ANY TIME.

EMAIL: sales@tntbodyking.com

Cynthia, Zlogar

From: noreply
Sent: Thursday, July 27, 2023 12:32 PM
To: Cynthia, Zlogar; Dan Clemens
Cc: Jean, Spiegel; Phil Barrett; Mark Heggen; Tom McCarthy; Lynda Walowit; Anthony Morelli; Agatha, Reid; Christopher, O'Hara
Subject: Resolution Request for TB Meeting: 08-07-2023 or August 21st Buildings & Grounds
Attachments: 64c29be48c0a7-plow swap F-150 and Colorado res packet 7.27.23.pdf

COMPTROLLER APPROVAL or Comments:

ATTORNEY APPROVAL or Comments:

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. Morelli, D. Bull, etc.): **P.Barrett**

Requested Meeting Date: **08-07-2023**

Alternate Date **August 21st**

Brief Description: **Purchase and install V-plow on F-150. Install plow wiring and hardware for Colorado.**

Budget #: **A-7629-200 and A-7110-200**

Budget Description: **General Fund-Trails-Equipment and General Fund-Buildings & Grounds-Equipt & Building**

\$ Amount: **\$3,000.00 and \$3,675.00**

Procurement Policy, please describe. **Purchase and install**

Additional Comments/Details: **We want to put a new V-plow on our F-150 then put the straight and small plow currently on F-150 on Chevy Colorado**

RESOLUTION

#9

Resolution No. _____ of 2023, a resolution awarding the contract for the replacement of a section of roof on the Town Highway Garage building.

Introduced by _____, who moved its adoption, seconded by _____.

WHEREAS, sealed bids for the Highway Garage roof replacement were opened on July 19th, 2023, and

WHEREAS, James A. Edgar Co., Inc (James A. Edgar) of Scotia, NY, submitted the lowest conforming quote of \$112,980, and

WHEREAS, MJ Engineering has reviewed the submitted quotes and has determined that James A. Edgar is qualified to do the work for which they submitted a quote, and finds the price to be reasonable and justified for the work involved, and therefore recommends awarding the contract to James A. Edgar; now, therefore be it

RESOLVED, that the Town Board hereby awards the contract for the replacement of a section of the Town Highway Garage roof to James A. Edgar as per the attached documents, in an amount not to exceed \$112,980; and be it further

RESOLVED, that the Comptroller is authorized to transfer \$112,980 from A-00914 (General Fund – Unassigned Fund Balance) to A-05132-00200 (General Fund – Highway Garage – Equipment).



Engineering and
Land Surveying, P.C.

1533 Crescent Road
Clifton Park, NY 12065
Phone: 518.371.0799
mjelspc@mjels.com
mjels.com

July 21, 2023

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

**Re: Highway Garage Roof Replacement
Recommendation of Award
MJ Project No. 965.18**

Dear Mr. Clemens:

Bids for the Highway Garage Roof Replacement project were received by the Town of Clifton Park (Town) on July 19, 2023. A summary of the bid results is provided below:

Bid Results: Highway Garage Roof Replacement	
Contractor	Total Bid Amount
James A. Edgar Co., Inc	\$112,980.00
Titan Roofing	\$117,000.00
VAD Contractors	\$139,800.00
S & L Roofing & Sheetmetal, Inc.	\$140,900.00
LLP Construction	\$200,728.00

Based on the bid results, James A. Edgar Co, Inc. (James A. Edgar), located in Scotia, NY, is the apparent low bidder for the Highway Garage Roof Replacement project. MJ Engineering and Land Surveying, P.C. (MJ) has reviewed James A. Edgar's bid in detail to assess the validity of their bid prices, experience, and references. James A. Edgar is comfortable with their bid price, the scope of work required, and the anticipated schedule for this project. James A. Edgar also confirmed receipt of Addendums 1 and 2. James A. Edgar's project references show that they are experienced in the type of work required to be performed for this project.

MJ recommends that the Town award the Contract for the Highway Garage Roof Replacement project to James A. Edgar for the Total Contract Bid in the amount of \$112,980.00.





Highway Garage Roof Replacement
July 21, 2023
Page 2 of 2

Should you have any questions or concerns, please do not hesitate to contact me at (518) 371-0799.

Sincerely,

A handwritten signature in cursive script, appearing to read 'C. M. Dooley'.

Christopher M. Dooley, P.E.
Vice President of Operations

Cynthia, Zlogar

From: noreply
Sent: Friday, July 28, 2023 9:11 AM
To: Cynthia, Zlogar; Dan Clemens
Cc: Jean, Spiegel; Phil Barrett; Mark Heggen; Tom McCarthy; Lynda Walowit; Anthony Morelli; Agatha, Reid; Christopher, O'Hara
Subject: Resolution Request for TB Meeting: 08-07-2023 or August 21st Buildings & Grounds
Attachments: 64c3be58aac82-Highway roof section replacement res packet 7.27.23.pdf

COMPTROLLER APPROVAL or Comments:

ATTORNEY APPROVAL or Comments:

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. Morelli, D. Bull, etc.): **P.Barrett**

Requested Meeting Date: **08-07-2023**

Alternate Date **August 21st**

Brief Description: **Hire James A. Edgar Co., Inc. to replace a section of roof on the highway garage**

Budget #: **A-5132-024**

Budget Description: **Highway Garage - Garage Repair**

\$ Amount: **\$112,980.00**

Procurement Policy, please describe. **hire contractor**

Additional Comments/Details: **Not sure on budget line and if it will need a transfer.**

RESOLUTION
10

Resolution No. _____ of 2023, a resolution authorizing two Art Specialists at the Town Camps to switch camp positions and hours.

Introduced by _____, who moved its adoption, seconded by _____.

WHEREAS, two Art Specialists within the Town's Summer Camps wish to switch job positions and hours, and

WHEREAS, Mike Woerner, Director of Parks and Recreation, has recommended that Art Specialist Andrew Sweet be authorized to move from the Full Day camp to the Locust Lane Half Day camp, and Art Specialist Breanna Brass be authorized to move from the Locust Lane Half Day Camp to the Full Day camp, now, therefore, be it

RESOLVED, that Andrew Sweet shall move to the Art Specialist position at the Locust Lane Half Day camp, and Breanna Brass shall move to the Art Specialist position at the Full Day camp, both to be paid as noted on the attached Schedule A, retroactively to July 24, 2023.

SCHEDULE A

Andrew Sweet, Art specialist -FROM Full day \$750/week; step 3 [A-7320-E900]

TO: Locust Lane Art specialist \$375/week A-7310-E9000

Breanna Bass, art specialist FROM ½ day \$358/week step 1 [A-7310-E900]

TO: Full day , art specialist \$715/week A-7320-E900

Switching positions starting on July 24.2023

Cynthia, Zlogar

From: noreply
Sent: Tuesday, July 18, 2023 3:50 PM
To: Cynthia, Zlogar; Michael, Woerner
Cc: Jean, Spiegel; Phil Barrett; Mark Heggen; Tom McCarthy; Lynda Walowit; Anthony Morelli; Agatha, Reid; Christopher, O'Hara
Subject: Resolution Request for TB Meeting: 08-07-2023 or PARKS & RECREATION
Attachments: 64b6eccac63e0-art specialist swap.docx

COMPROLLER APPROVAL or Comments:

ATTORNEY APPROVAL or Comments:

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

Department: **PARKS & RECREATION**
Your email: **mwoerner@cliftonpark.org**

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

Requested Meeting Date: **08-07-2023**

Alternate Date

Brief Description: **swapping Art specialists. Full day going to 1/2 day and 1/2 day going to full day**

Budget #: **A-7310/7310-E900**

Budget Description: **swapping art specialists as of 7/24/2023**

\$ Amount:

Procurement Policy, please describe. **staff swapping postions retro to 7/24/2023**

Additional Comments/Details:

RESOLUTION
11

Resolution No. _____ of 2023, a resolution authorizing the Parks and Recreation Department to include a 5k road race in the event schedule for the 2023 Clifton Park Farm Fest weekend.

Introduced by _____, who moved its adoption, seconded by _____.

WHEREAS, the Parks and Recreation Department would like to host a 5k road race on Sunday, September, 17, 2023, as part of the 2023 Farm Fest weekend; and

WHEREAS, Mike Woerner, Director of Parks and Recreation, recommends that the Town Board authorize the addition of a 5k road race to the 2023 Farm Fest weekend schedule, and the use of Town roadways for the race, and

WHEREAS, Mr. Woerner estimates a cost of \$7,500 for the 5k road race event, and

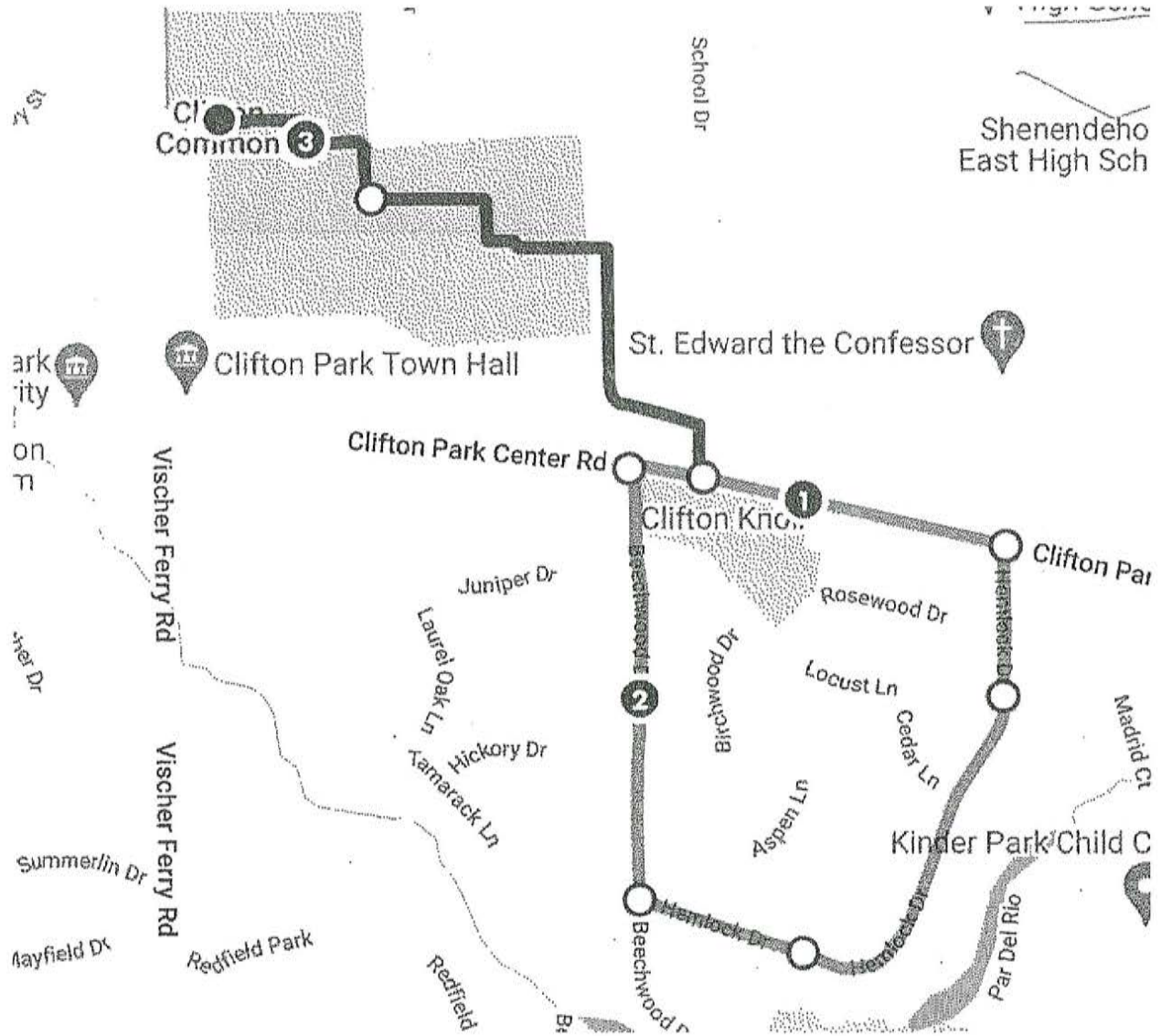
WHEREAS, fees will be collected from participants who register to run the race, and two race sponsorships have been secured, and the funds from these fees and sponsorships are expected to offset the cost of the race, and

WHEREAS, the 5K road race will follow the route as detailed on the attached Schedule A; now, therefore, be it

RESOLVED, that authorization is given to include a 5k road race as part of the 2023 Farm Fest weekend, and to use Town roadways for the event, on Sunday, September 17, 2023, beginning at 9:00 A.M, and be it further

RESOLVED, that the Comptroller is authorized to transfer \$7,500 from A-00914, Unreserved Fund Balance to A-07550-00054, (General Fund- Celebrations-Farm Festival) to fund the cost of the race, and all fees collected from race participants and race sponsorships will be used to offset this cost.

SCHEDULE A



Cynthia, Zlogar

From: noreply
Sent: Thursday, July 27, 2023 11:03 AM
To: Cynthia, Zlogar; Michael, Woerner
Cc: Jean, Spiegel; Phil Barrett; Mark Heggen; Tom McCarthy; Lynda Walowit; Anthony Morelli; Agatha, Reid; Christopher, O'Hara
Subject: Resolution Request for TB Meeting: 08-07-2023 or soonest we can get PARKS & RECREATION

COMPTROLLER APPROVAL or Comments:

ATTORNEY APPROVAL or Comments:

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

Department: **PARKS & RECREATION**
Your email: **mwoerner@cliftonpark.org**

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

Requested Meeting Date: **08-07-2023**

Alternate Date **soonest we can get**

Brief Description: **transfer \$7500 from general funds to Farm Fest to hold a 5K. we expect to receive these funds back**

Budget #: **A -8762-015 to A-7550-054**
Budget Description: **transfer from general fund to farm fest fund**
\$ Amount: **7500**
Procurement Policy, please describe. **transfer \$\$ for 5k we expect to recieve all if not most back**
Additional Comments/Details:

Cynthia, Zlogar

From: Mark Heggen
Sent: Thursday, July 27, 2023 11:49 AM
To: Cynthia, Zlogar; Michael, Woerner
Cc: Jean, Spiegel; Phil Barrett; Tom McCarthy; Lynda Walowit; Anthony Morelli; Agatha, Reid; Christopher, O'Hara
Subject: RE: Resolution Request for TB Meeting: 08-07-2023 or soonest we can get PARKS & RECREATION

Funds should come from Unreserved Fund Balance, A-00914 with a transfer to A-07550-00054 (General Fund – Celebrations – Farm Festival)

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

From: noreply <noreply@cliftonpark.org>
Sent: Thursday, July 27, 2023 11:03 AM
To: Cynthia, Zlogar <CZlogar@cliftonpark.org>; Michael, Woerner <MWoerner@cliftonpark.org>
Cc: Jean, Spiegel <JSpiegel@cliftonpark.org>; Phil Barrett <PBarrett@cliftonpark.org>; Mark Heggen <mheggen@cliftonpark.org>; Tom McCarthy <TMcCarthy@cliftonpark.org>; Lynda Walowit <LWalowit@cliftonpark.org>; Anthony Morelli <AMorelli@cliftonpark.org>; Agatha, Reid <areid@cliftonpark.org>; Christopher, O'Hara <COhara@cliftonpark.org>
Subject: Resolution Request for TB Meeting: 08-07-2023 or soonest we can get PARKS & RECREATION

COMPTROLLER APPROVAL or Comments:

ATTORNEY APPROVAL or Comments:

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

Department: **PARKS & RECREATION**
Your email: mwoerner@cliftonpark.org

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

Requested Meeting Date: **08-07-2023**

Alternate Date soonest we can get

Brief Description: **transfer \$7500 from general funds to Farm Fest to hold a 5K. we expect to receive these funds back**

Budget #: **A -8762-015 to A-7550-054**

Budget Description: **transfer from general fund to farm fest fund**

\$ Amount: **7500**

Procurement Policy, please describe. **transfer \$\$ for 5k we expect to receive all if not most back**

Additional Comments/Details:

RESOLUTION
12

RESOLUTION NO. _____ OF 2023, A RESOLUTION TO IMPROVE TRAFFIC SAFETY BY REDUCING THE SPEED LIMIT AND POSTING SPEED LIMIT SIGNS AND ADVANCE WARNING SIGNS ON A PORTION OF MOE ROAD IN THE VICINITY OF THE SHENENDEHOWA SCHOOL DISTRICT CURB CUTS

WHEREAS, the Town Board has expressed concerns regarding traffic safety including pedestrian and cyclist use along a portion of Moe Road from the Route 146 Intersection to the Clifton Park Center Road Intersection, and

WHEREAS, members of the Board have noted the frequency of accidents within the segment of Moe Road in the vicinity of the Shenendehowa School District's two curb cuts, and

WHEREAS, currently the road is posted with a design speed limit of 40 mph in the vicinity of the subject area, and

WHEREAS, as a result, the Town Board authorized Creighton Manning Engineering (CME) to conduct a traffic analysis to evaluate the speed limit for that portion of Moe Road based on objective data such as existing roadway geometry, land use characteristics, built-environment and accident data, and

WHEREAS, the Board received the Traffic Engineering Evaluation on July 13, 2023, and wishes to authorize the suggested speed and signage modifications to Moe Road as recommended by CME, and

WHEREAS, Section §1622 of the Vehicle and Traffic law as amended, authorizes the Town to adjust the speed limits on their jurisdictional roads as appropriate, within certain limits, and

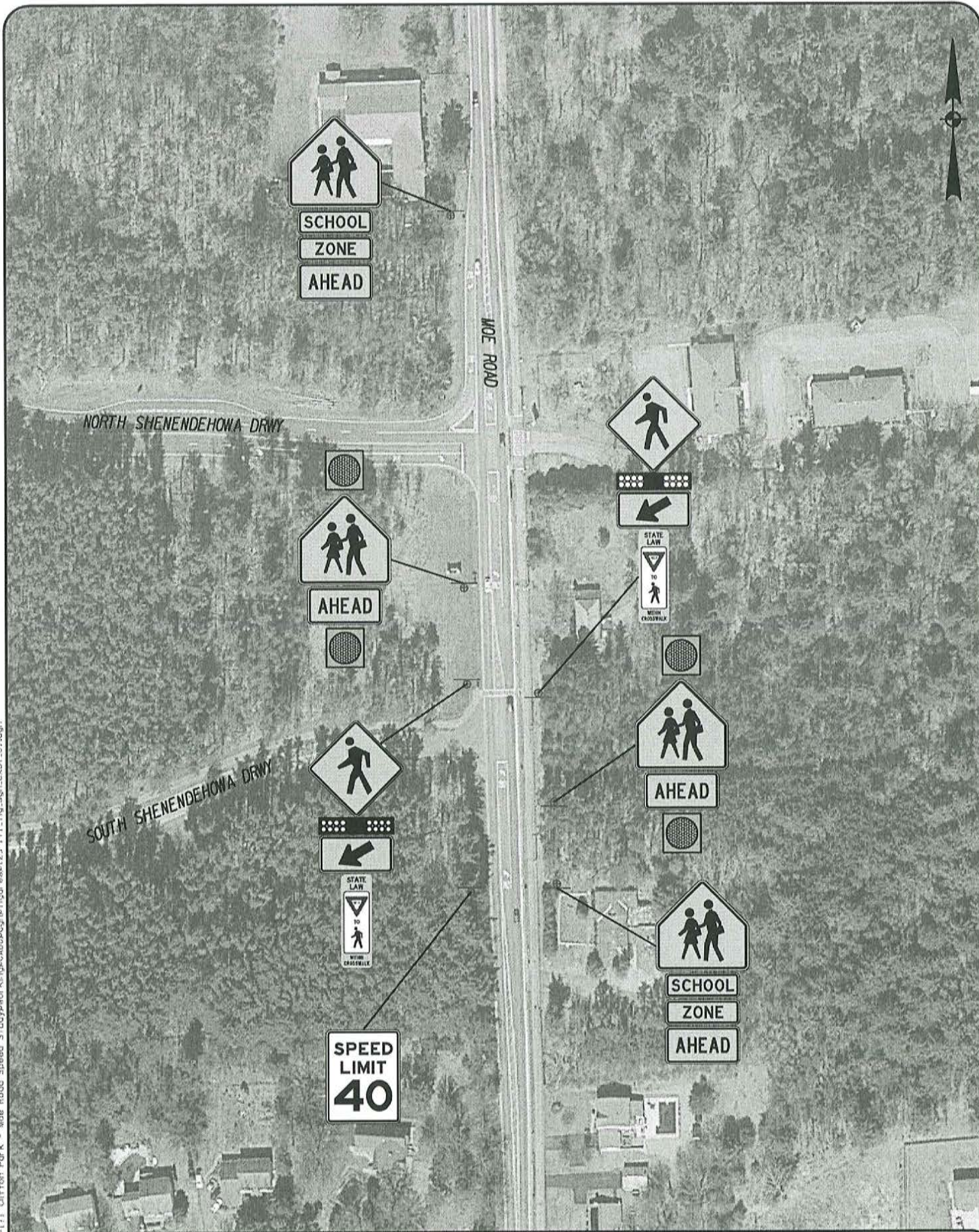
NOW, THEREFORE, BE IT RESOLVED that the posted speed limit on Moe Road shall be reduced to 35-mph from 40-mph between Route 146 and Clifton Park Center Road; and be it further

RESOLVED that the existing school zone sign assembly provided on Moe Road should be updated to reflect the latest guidelines presented in the MUTCD and NYS Supplement, which would include a "SCHOOL" sign (S1-1) and supplemental "AHEAD" plaque (W16-9P); and be it further

RESOLVED, that a speed limit be set to 25-mph for the school zone; and be it further

RESOLVED that a "Speed Limit" sign (R2-1) should be installed with a "School" plaque (S4-3P) mounted above it and a time plaque (NYR7-4P) mounted below it indicating that the school speed limit is in effect between 7:00 a.m. and 6:00 p.m.; and be it further

RESOLVED that the Town Highway Superintendent is authorized to install the aforementioned proposed signage per MUTCD, the current NYS Supplement, and the attached "Proposed School Signage" prepared by Creighton Manning Engineering and dated July 2023.

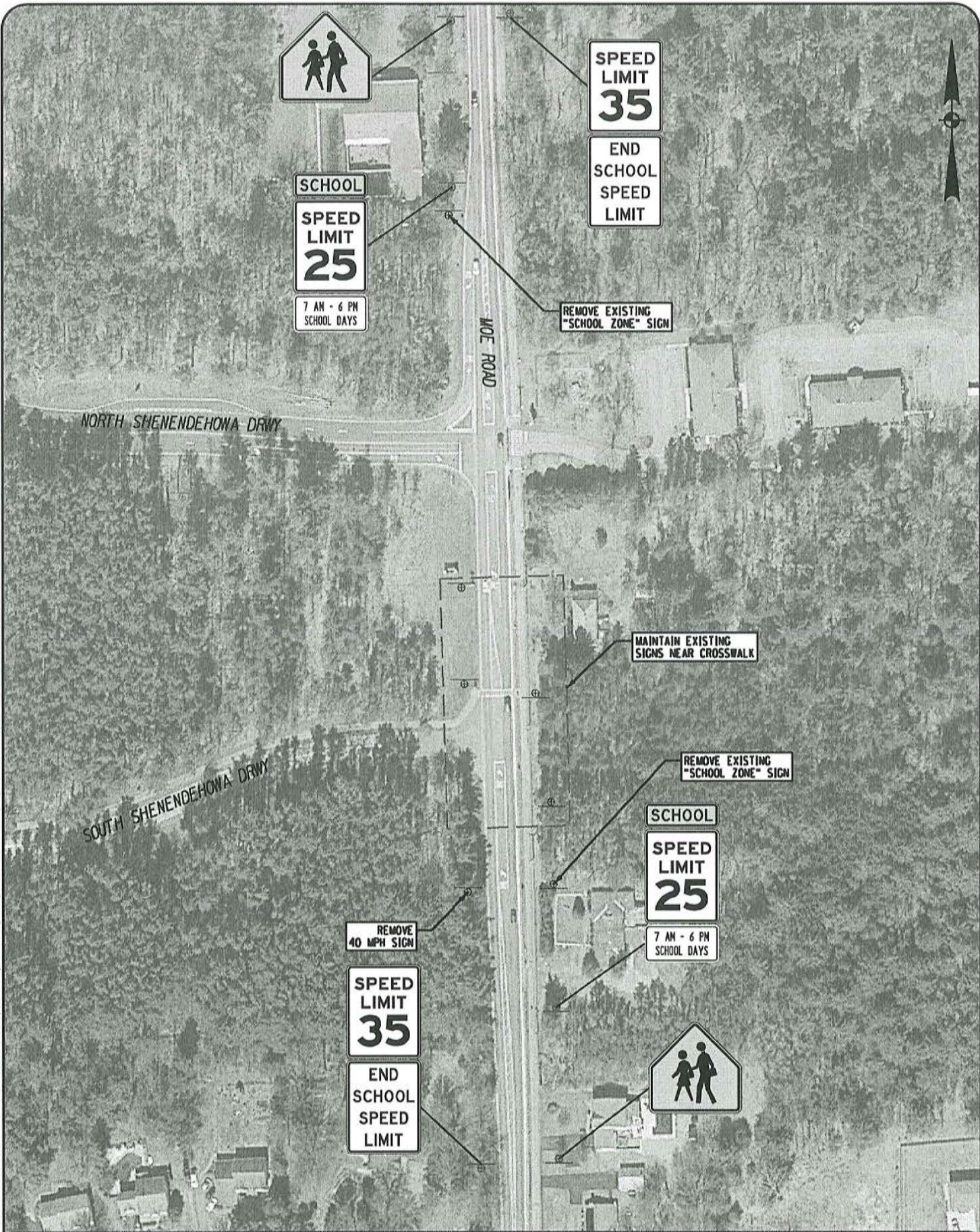


NspProjectse02023p123-171 Clifton Park - Moe Road Speed Study\Working\CADD\Sign\figurees0123-171_fig_sgn_exst_01.dgn

EXISTING SCHOOL SIGNAGE
MOE ROAD SPEED STUDY CLIFTON PARK, NY

 Creighton Manning		
PROJECT: 123-171	DATE: 07/2023	FIGURE: 2

\\s:\projects\2023\171-171 Clifton Park - Use Road Speed Study\kirk\img\CAD\figs\figs\171-171-fig_sgn_prop_01.dgn



PROPOSED SCHOOL SIGNAGE

MOE ROAD SPEED STUDY
CLIFTON PARK, NY



TECHNICAL MEMORANDUM



Date: July 13, 2023

To: John Scavo

From: Mark Sargent, P.E., Kenneth Wersted, PE, PTOE, Mark Nadolny

CC:

Project: Moe Road Assessment

Re: Speed Limit Reduction Memo

ENGINEERS
PLANNERS
SURVEYORS

This memorandum summarizes the results of a traffic engineering evaluation for the speed limit on Moe Road in the Town of Clifton Park, Saratoga County, New York. Specifically, it summarizes the existing roadway geometry and characteristics on Moe Road, speeds and characteristics of adjacent roadways, as well as the methodologies and results of the speed analyses used to evaluate the proposed speed limit reduction for Moe Road.

1. Introduction and Project Description

The primary purpose of this project is to evaluate the proposed speed limit reduction for Moe Road between the signalized NY Route 146 and Clifton Park Center Road intersections. The current speed limit on Moe Road is 40-mph.

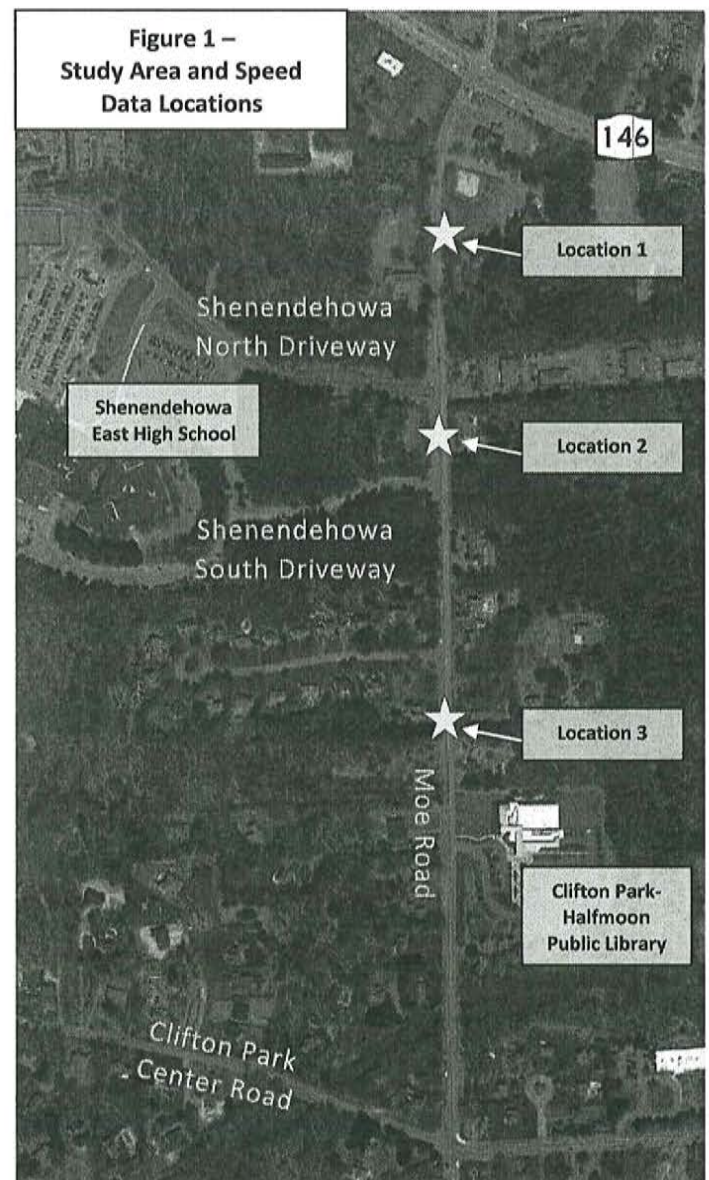
In 2021, Assembly Bill A1007A was introduced which would amend the *Vehicle and Traffic* (VAT) law to allow towns and villages to reduce speed limits to 25-mph. The previous law allowed a minimum of 30-mph with some exceptions for school zones and certain specified cities. The bill was subsequently passed and Chapter 71, Title 8, Article 39, Section (§) 1622 of the VAT law was amended (Attachment A).

The Town of Clifton Park is considering a reduction in the speed limit based on resident feedback, input from Shenendehowa Central Schools, and the Clifton Park Planning Department. The general belief is that existing vehicular speeds are unsafe for motorists and residents due to pedestrian/bicycle usage in the area, school bus activity, and numerous residential, commercial, and institutional driveways. The goal of this study is to determine the appropriateness of a speed limit reduction for Moe Road.

2. Study Area (Figure 1)

Existing Conditions

Moe Road is classified as an urban major collector with travel lane widths that vary from 10½ to 11-foot wide in each direction with a two to six-foot wide shoulder on the west side of the road between NY Route 146 and Clifton Park Center Road. A six-foot wide multi-use path is provided on the east side of Moe Road and is separated from the roadway



MEMORANDUM

Moe Road Speed Study

July 13, 2023

by a two-foot wide maintenance strip and an approximate two-foot wide gutter curb. Moe Road travels in a north-south direction from NY Route 146 to Crescent Road and on-street parking is prohibited. The posted speed limit is 40-mph and land uses along this section of the roadway generally consist of residential homes, commercial uses, the *Clifton Park-Halfmoon Public Library*, and the *Shenendehowa East High School*. A “School Zone” has been designated with signing at the two driveways associated with *Shenendehowa East High School*; however, a posted school speed limit is not provided in this area. Table 1 summarizes the number of curb cuts on Moe Road between NY Route 146 and Clifton Park Center Road.

Table 1 – Moe Road Curb Cut Summary (NY Route 146 to Clifton Park Center Road)

Curb Cut Type	West Side	East Side	Total
Road	3	0	3
Residential Home Driveway	14	7	21
Commercial Driveway	1	3	4
Institutional/Recreational/Public Use Driveway	2	5	7
Total	20	15	35

A marked crosswalk with pedestrian crossing signing and a Rectangular Rapid Flashing Beacon (RRFB) is provided on the north leg of the South Shenendehowa Driveway on Moe Road (see Photo #1). Access to the *Clifton Park Town Center Park* is provided just south of the RRFB on Moe Road. Table 2 summarizes the pedestrians observed during the traffic counts conducted on Tuesday, April 25, 2023 for the morning and afternoon peak periods at the North and South Shenendehowa Driveway intersections on Moe Road. It is noted that no bicyclists were observed during the total three-hour morning peak period and that three bicyclists were observed during the total four-hour afternoon peak period.



**Photo #1 –
Marked Crosswalk (with RRFBs)
North of the South Shenendehowa Driveway**

Table 2 – Pedestrian Activity Summary

Peak Period	Moe Road/North Shenendehowa Driveway					Moe Road/South Shenendehowa Driveway				
	West Leg	East Leg	North Leg	South Leg	Total	West Leg	East Leg	North Leg	South Leg	Total
AM Peak Period										
6:00 to 7:00 a.m.	0	7	1	0	8	1	6	2	0	9
7:00 to 8:00 a.m.	0	0	0	0	0	1	4	10	0	15
8:00 to 9:00 a.m.	0	4	0	0	4	0	4	1	0	5
PM Peak Hour										
2:00 to 3:00 p.m.	0	11	0	0	11	3	11	64	0	78
3:00 to 4:00 p.m.	0	4	0	0	4	6	5	51	0	62
4:00 to 5:00 p.m.	0	4	0	2	6	0	3	6	0	9
5:00 to 6:00 p.m.	1	2	1	0	5	0	4	4	1	9

The observations indicate that over 100 students/pedestrians use the marked crosswalk on the north leg of the South Shenendehowa Driveway to cross Moe Road in order to access the *Clifton Park Town Center Park* between 2:00 and 4:00 p.m. after school is dismissed.

Data Collection

To evaluate the conditions on Moe Road, speed data was collected at three locations, listed below and shown on Figure 1:

MEMORANDUM

Moe Road Speed Study

July 13, 2023

Location 1: Approximately 565-feet south of NY Route 146

Location 2: Approximately 200-feet south of School Drive

Location 3: Approximately 1,300-feet north of Clifton Park Center Road

Traffic volume and speed data was collected from April 24, 2023 to April 28, 2023 using automatic traffic recorders (ATRs). Table 3 summarizes the results of each data collection point. The detailed data reports are included under Attachment B.

Table 3 – Moe Road Observation Summary

Location	Speeds (mph)			Volume (vpd)
	85 th %	50 th % (median)	Pace (10 mph)	ADT
Location 1	44	39	34-44	8,600
Location 2	42	34	33-43	8,300
Location 3	42	37	32-42	8,100

1- The highest speed in which 85% and 50% of drivers were observed driving at.

2-The 10-mph pace is the range of speeds that include most drivers, typically about 70% of the observations

3-ADT is the average daily traffic volume, reported as the average of the weekdays observed

Motor Vehicle Collision Analysis

Crash data was requested from NYSDOT to quantify the number of crashes and identify any crash patterns or concentrations on the segment of Moe Road between NY Route 146 and Clifton Park Center Road. The CLEAR system provided data from January 1, 2017 through December 31, 2022 (six years). Table 4 summarizes the predominant crash types for this segment of Moe Road.

Table 4 – Accident Type and Severity

Segments and Intersections	Collision Severity			Collision Type											
	Property Damage	Injury	Fatality	Rear-End	Head On	Sideswipe/Overtaking	Left Turn	Right Turn	Right Angle	Animal	Motorcycle	Bicyclist	Fixed Object	Pedestrian	Total
<i>Moe Road – from NY Route 146 to N. Shenendehowa Drwy</i>	4	1	0	2	0	0	0	0	2	1	0	0	0	0	5
Moe Road at North Shenendehowa Driveway	18	5	0	6	1	1	4	2	7	0	1	0	1	0	23
<i>Moe Road – from N. Shenendehowa Drwy to S. Shenendehowa Drwy</i>	1	0	0	1	0	0	0	0	0	0	0	0	0	0	1
Moe Road at South Shenendehowa Driveway	3	3	0	2	0	0	0	0	2	0	0	0	0	2	6
<i>Moe Road – from S. Shenendehowa Drwy to Tracey Ct</i>	2	0	0	1	0	1	0	0	0	0	0	0	0	0	2
Moe Road at Tracey Court	2	1	0	3	0	0	0	0	0	0	0	0	0	0	3
<i>Moe Road – from Tracey Ct to Clifton Park Center Rd</i>	11	0	0	9	0	0	0	0	1	0	0	1	0	0	11
Total	41	10	0	24	1	2	4	2	12	1	1	1	1	2	51

There was a total of 51 crashes on the segment of Moe Road between NY Route 146 and Clifton Park Center Road which is an average of one crash every six weeks, with 32 of these occurring at the three intersections on this segment. There were 41 crashes that resulted in property damage only (PDO) and 10 crashes that resulted in an injury. There were no fatal crashes. The predominant collision types were rear-end and right-angle crashes. Predominant apparent contributing factors for these collisions include following too closely, failure to yield right of way, and driver inattention. The following summary is provided for each location:

- Moe Road – from NY Route 146 to North Shenendehowa Driveway – The two right angle collisions occurred at two of the commercial driveways on this segment and were the result of a failure to yield the

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July 13, 2023

right-of-way. The two rear-end collisions occurred due to following too closely. There was also one collision with a deer.

- Moe Road/North Shenendehowa Driveway – There were various left-turn, right-turn, and right angle crashes at this intersection that were generally the result of a failure to yield the right-of-way. In addition, the six rear-end collisions were due to following too closely or driver inattention. The motorcycle crash occurred when the driver tried to avoid an uninvolved vehicle and overturned the motorcycle. The collision with a fixed object was due to slippery pavement while the head-on collision occurred when a motorist made a left-turn onto the school driveway and failed to yield the right-of-way to an oncoming vehicle.
- Moe Road – from North Shenendehowa Driveway to South Shenendehowa Driveway – The rear-end collision occurred when a vehicle stopped for a pedestrian in the crosswalk and was struck from behind due to driver inattention.
- Moe Road/South Shenendehowa Driveway – The two rear-end crashes that occurred at this intersection were the result of slippery pavement and following too closely. The two right angle collisions occurred due to an improper right-turn movement and from a left-turn movement exiting the side street. The two pedestrian crashes resulted in injuries; however, neither occurred at the marked crosswalk and were due to pedestrian error/confusion. One of the pedestrians deliberately ran into traffic from the school and struck the vehicle on purpose while the other ran into traffic from the opposite side of the school.
- Moe Road – from South Shenendehowa Driveway to Tracey Court – The rear-end collision occurred due to following too closely while the overtaking crash was the result of improper lane use.
- Moe Road/Tracey Court – All three rear-end collisions that occurred at this intersection were the result of driver inattention and following too closely.
- Moe Road – from Tracey Court to Clifton Park Center Road – The nine rear-end collisions on this segment of Moe Road generally occurred due to following too closely. The remaining two crashes occurred at the *Clifton Park-Halfmoon Public Library* driveway. The right angle crash was the result of a failure to yield the right-of-way. The other collision at this driveway occurred when a vehicle making a right-turn onto Moe Road failed to yield the right-of-way to a bicyclist traveling southbound on the multi-use path.

A crash analysis was performed in accordance with the *NYS DOT Highway Design Manual Chapter 5* based on the six-year crash history that was reviewed. The crash rate based on the number of accidents per million vehicle miles traveled (acc/mvm) on this $\frac{3}{4}$ mile segment of Moe Road is 4.04 acc/mvm if intersection crashes are included in the assessment. This is above the statewide crash rate for a similar facility which is 2.61 acc/mvm (segments and intersections); however, it is noted that the segment crash rate drops to 1.47 acc/mvm if intersection crashes are removed from the assessment which is below the statewide crash rate of 2.1 acc/mvm (segments only) for a similar facility of this condition. This suggests that the high number of crashes reported at the two Shenendehowa School Driveway intersections on Moe Road impact the overall crash rate comparison.

3. Moe Road Speed Limit Assessment

An assessment of the existing speed limit and the proposed recommendations for Moe Road are provided based on a review of the data collection and existing conditions on Moe Road. New York State uses the *2009 Manual on Uniform Traffic Control Devices for Streets and Highways*, published by the Federal Highway Administration (FHWA), herein referred to as the MUTCD. Certain state specific modifications to the Federal MUTCD are published in the *New York State Supplement to the Manual on Uniform Traffic Control Devices for Streets and Highways*, published by the New York State Department of Transportation (NYSDOT), herein referred to as the NYS Supplement. It is noted that the methodologies and supplemental information for the reduction of a posted speed limit is provided in the MUTCD and NYS Supplement which are included under Attachment C. The following methods have been reviewed to determine if the posted speed limit on Moe Road (40-mph) is appropriate for the existing character of the road.

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85th Percentile Speed

All of the referenced publications and guidance include some combination of data and engineering judgement. Using the 85th percentile methodology, a 40 to 45-mph posted speed limit would be suggested on Moe Road.

USLIMITS2

USLIMITS2 is a FHWA web based tool for setting appropriate speed limits that are credible, consistent, and enforceable, and is one of NYSDOT's recommended practices for establishing speed limits documented in TSMI 17-05. The USLIMITS2 evaluation was run with the characteristics of Moe Road for the segment between NY Route 146 and Clifton Park Center Road resulting in a suggested 35-mph speed limit. Table 6 summarizes the criterion and results, and the detailed reports are included under Attachment D.

Table 6 – USLIMITS2 Criterion and Results

Location	85 th /50 th -% Speed (mph)	# Of Driveways (approx.)	ADT (vpd)	On-Street Parking and Use	Pedestrian and Bike Activity	Recommended Speed Limit (mph)
Moe Road	43 / 37	35	8,300	None	High	35

Model for Setting Credible Speed Limits

Using the "Model for Setting Credible Speed Limits in Urban Areas" method, Moe Road was evaluated against eight criteria. It is noted that TSMI 17-05 also allows NYSDOT to consider this method for reducing a posted speed limit. An overall score of 115 points was determined for this facility, suggesting a 35-mph speed limit as shown on Table 5.

Table 5 – Scoring Criteria and Findings

Parameters	Thresholds	Score
Number of Lanes	1	50
	2 or 3	25 ←
	4 or more	0
Width of the lateral visual clearance	<180 ft	40
	180 to 330 ft	20 ←
	>330 ft	0
Length of homogeneous zone	<820 ft	40
	820 to 1,640 ft	20 ←
	>1,640 ft	0
Type of surroundings	Urban	30
	Mostly urban	15
	Transitional	0 ←
Number of institutional access points	None	0
	1 or 2	15
	3 or more	25 ←
Percentage of street with active on-street parking	<10%	0 ←
	10 to 30%	15
	>30%	25
Pavement width available	<20 ft	10
	20 to 39 ft	5 ←
	>39 ft	0
Number of commercial buildings	None	0
	1 to 4	20 ←
	4 or more	40
Cumulative Score	Credible Speed Limit	
>170 points	25 mph	
120 to 170 points	31 mph	
80 to 120 points	37 mph	
30 to 80 points	43 mph	
Moe Road Score – 115 points	37 mph → 35 mph	

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Based on the above methodology, a posted 35-mph speed limit is suggested for this segment of Moe Road.

4. Moe Road School Speed Limit Assessment

A review of the existing "School Zone" signing on Moe Road was also conducted to compare the existing signs to the guidelines presented in the MUTCD and NYS Supplement.

The NYS Supplement for Section 7B.09 of the MUTCD indicates that New York State Law does not define "School Zone" other than in conjunction with "Drug Free School Zones". It is recommended that the existing signage be modified to be consistent with current MUTCD guidelines. The existing signage shown in Photo #2 should be modified to reflect a "School Area" with the "SCHOOL" sign (S1-1) and supplemental "AHEAD" plaque (W16-9P). As noted in the NYS Supplement, the reduced speed limit zone should begin at a point either 200-feet upstream from the crosswalk, or 300-feet upstream from the school property line, whichever is encountered first as traffic approaches the school.

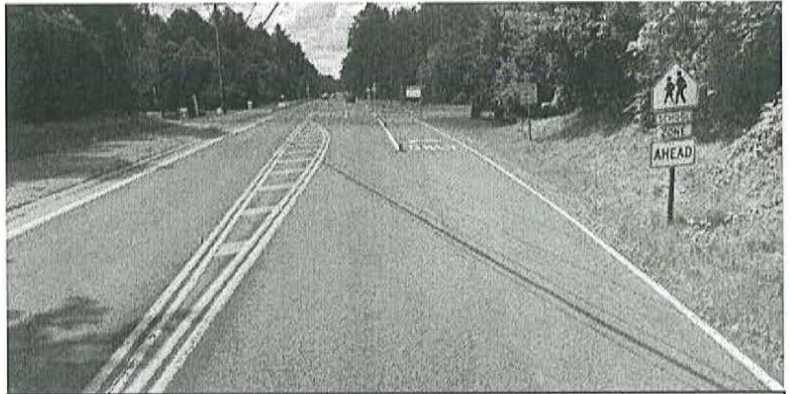


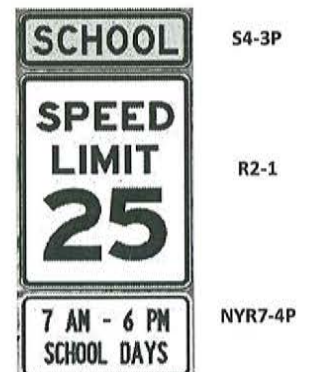
Photo #2 –
Marked Crosswalk (with RRFBs) North of the South Shenendehowa Driveway



It is noted that a "School Speed Limit Assembly" can be established by an engineering study and should be considered in this area due to the high number of school aged pedestrians, school bus activity, and the crash history experienced at the school driveways on Moe Road. The NYS Supplement indicates that a "School Speed Limit" can be established if the following conditions are met:

- A. The facility is a school; and
- B. Some of the children walk or bicycle to or from the facility; or the facility and related facilities (e.g., classrooms, cafeteria, gymnasium, playground, athletic fields, parking lots) are separated by a highway and require the children to cross the highway on foot to access the facilities; and
- C. The facility and the jurisdiction responsible for the highway provide written documentation of their support for a school speed limit.

Based on these conditions, Items A and B are currently met and it is anticipated that the school district would support a separate school speed limit in the vicinity of their driveways. It is recommended that the Town obtain written documentation from the school district supporting the school speed limit, and the school speed limit be set 10-mph below the proposed posted speed limit on Moe Road; therefore the "School Speed Limit" would be set at 25-mph if the posted speed limit on Moe Road is reduced to 35-mph based on the previous recommendation. In addition, a "Speed Limit" sign (R2-1) should be installed with a "School" plaque (S4-3P) mounted above it and a time plaque (NYR7-4P) mounted below it indicating that the school speed limit is in effect between 7:00 a.m. and 6:00 p.m., or adjusted as needed to fit periods of routine school activity. Photo 2 shows the existing signs on Moe Road associated with the "School Area" and the proposed signage (image right) that would be required to establish a "School Speed Limit" on Moe Road which conform to the guidelines summarized under Attachment E.



5. Conclusions/Recommendations:

The amended §1622 of the Vehicle and Traffic law allows the Town to lower the speed limit on their jurisdictional roads to as low as 25-mph. Presently, Moe Road has a posted 40-mph speed limit. This evaluation was conducted

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Moe Road Speed Study

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by a New York State licensed Professional Engineer (PE) and nationally registered Professional Traffic Operations Engineer (PTOE), in compliance with the amended §1622 vehicle and traffic law. The appropriateness of lowering the posted speed limit to 35-mph was evaluated by collecting existing speed, volume, and roadside setting characteristics and comparing that data to industry standard methodologies.

The results of these methods show that the posted speed limit on Moe Road can be reduced to 35-mph from 40-mph between Route 146 and Clifton Park Center Road. Based on our assessment of the area, it is our professional opinion that a 35-mph speed limit is appropriate for Moe Road based on several factors. These factors include the results of the above methodologies, and the suggested speed limit is within the observed 10-mph pace. In addition, traffic on Moe Road is largely composed of residents and local commuters. For these reasons, a 35-mph posted speed limit on Moe Road is reasonable.

In addition, a supplemental review of the existing "School Zone" on Moe Road indicates that the existing school zone sign assembly provided on Moe Road should be updated to reflect the latest guidelines presented in the MUTCD and NYS Supplement, which would include a "SCHOOL" sign (S1-1) and supplemental "AHEAD" plaque (W16-9P). It is also recommended that a school speed limit be set 10-mph below the proposed posted speed limit on Moe Road; therefore the "School Speed Limit" would be set at 25-mph. In addition, a "Speed Limit" sign (R2-1) should be installed with a "School" plaque (S4-3P) mounted above it and a time plaque (NYR7-4P) mounted below it indicating that the school speed limit is in effect between 7:00 a.m. and 6:00 p.m. or as appropriate for school activities. The signage required for the establishment of a "School Speed Limit" should be installed as per the MUTCD.

N:\Projects\2023\123-171 Clifton Park - Moe Road Speed Study\Working\Traffic\Reports\20230713_Moe Rd Speed Study Memo Draft_123171.docx

Attachment A

Vehicle and Traffic §1643

Background

In 2021, Assembly Bill A1007A was introduced which would amend the *Vehicle and Traffic* (VAT) law to allow cities and villages to reduce speed limits to 25 mph. The previous law allowed a minimum of 30-mph with some exceptions for school zones and certain specified cities. The bill was subsequently passed and Chapter 71, Title 8, Article 39, Section (§) 1643 of the VAT law was amended. Said amendment includes the following excerpt:

“No speed limits shall be established pursuant to the provisions of this section except in accordance with the engineering considerations and factors for speed limits set forth in the manual and specifications for a uniform system of traffic control devices maintained by the commissioner of transportation pursuant to section sixteen hundred eighty of this title, as such manual and specifications may be amended from time to time, certified by a licensed professional engineer who specializes in traffic operations.”

Consistent with the above statement, this evaluation has been prepared by a licensed NYS Professional Engineer (PE) and nationally registered Professional Traffic Operations Engineer (PTOE).

Attachment B

Data Collection Reports

Attachment C

Speed Methodologies

Methodologies

New York State uses the *2009 Manual on Uniform Traffic Control Devices for Streets and Highways*, published by the Federal Highway Administration (FHWA), herein referred to as the MUTCD. Certain state specific modifications to the Federal MUTCD are published in the *New York State Supplement to the Manual on Uniform Traffic Control Devices for Streets and Highways*, published by the New York State Department of Transportation (NYSDOT), herein referred to as the NYS Supplement. NYS follows §1680 of the VAT using these two documents.

As it relates to speed limits, the MUTCD and as modified by the NYS Supplement states:

“Standard:

After an engineering study has been made in accordance with established traffic engineering practices, a Speed Limit sign shall display the limit established by law, ordinance, regulation, or as adopted by the authorized agency. The speed limits shown shall be in multiples of 5 MPH.”

“Support:

Area Speed Limit – An area speed limit is one which applies to all highways within a specified area, except those specifically excluded. The area may be an entire municipality, or only a portion thereof. The defined area may also be the grounds of a school, hospital, or other institution.”

“Option:

Other factors that may be considered when establishing or re-evaluating speed limits are the following:

- A. Road characteristics, shoulder condition, grade, alignment, and sight distance;
- B. The pace;
- C. Roadside development and environment;
- D. Parking practices and pedestrian activity; and
- E. Reported crash experience for at least a 12-month period.”

Although the MUTCD/NYS Supplement calls for an engineering study to establish speed limits, it does not detail the specific practices; therefore, additional resources were reviewed for such.

TSMI 17-05

The NYSDOT *Traffic Safety and Mobility Instruction (TSMI) 17-05 (8/2017)*, summarizes the Departments policy on establishing speed limits, although it pre-dates the VAT amendment. It recommends determining speed limits using:

- a. 85th percentile speed via radar
- b. Conduct a floating vehicle speed check
- c. Using USLIMITS2, an FHWA web-based tool

This TSMI set policy for how NYSDOT is to complete speed limit studies over the roads covered by their jurisdiction, or on county and town roads as requested by those respective county superintendents and town boards.

85th-Percentile Speed

The concept of the 85th-percentile speed is that drivers will generally drive at a speed they feel comfortable with based on the surrounding roadway environment and surface conditions, regardless of the posted speed limit - with some caveats. A narrow road with limited visibility and varied uses (pedestrians, bikes, on-street parking, etc.) will influence a driver to drive slower, just as a wide road with limited access and clear views will make a driver more comfortable driving faster, all assuming the speed limit is reasonably posted. When the posted speed limit varies significantly from the natural free-flow speed, there will be more variability of speed; some drivers will drive closer to the speed limit (fearing a speeding ticket), while others will drive comfortably above the speed limit. This speed variation can have an impact on safety as faster drivers encounter slower drivers. The concept of setting the speed limit to the nearest increment of the 85th percentile speed encompasses a more uniform flow of traffic to minimize the speed differential.

USLIMITS2

This is a web-based tool based on research through by the National Cooperative Highway Research Program (NCHRP) and considers major factors used by practitioners using engineering judgement in determining an appropriate speed limit, including operating speeds, daily traffic, roadway characteristics, development, parking, and pedestrian and bicycle activity.

A Model for Setting Credible Speed Limits in Urban Areas

The TSMI notes that there is a nationwide trend to reduce the reliance on the 85th-percentile speed in urban areas with operating speeds of less than 40-mph. An alternative methodology is offered based on an article published in the Institute of Transportation Engineers Journal titled "*A Model for Setting Credible Speed Limits in Urban Areas.*"¹

Methods and Practices for Setting Speed Limits

This informational report was published by FHWA² describing four primary practices and methodologies used in establishing speed limits: engineering approach, expert systems, optimization, and injury minimization. This report provides a broad overview of different speed limit setting methods but makes no specific policy recommendations or suggestions.

Managing Speed

This publication is from the Transportation Research Board, Special Report 254, published in 1998. Their research found that setting speed limits by road classification and geographic area was widely used. Although the decision process for legislating speed limits for different classifications of roads may include input from traffic engineers, law enforcement, and the public among others, there is always a trade off with respect to safety, travel time, and feasibility of enforcement. A speed limit set too high may minimize travel time but at the cost of safety to vulnerable road users in the context of a residential area. Likewise, setting a limit too low on a rural through-road traveled mostly by commuters may improve safety, but would be contrary to driver expectation leading to low compliance and higher demand for enforcement. In the end, there is no single "right" speed limit, but should meet the requirements of enforceability and acceptance by the community at large.

¹ ITE Journal, January 2013, by Linda Bellalite, PH. D

² Report No. FHWA-SA-12-004, April 2012, by Forbes, Gardner, McGee, Srinivasan

Attachment D

USLIMITS2 Results

Attachment D

School Speed Limit Guidelines

Background

Section 7B.15 of the MUTCD which have been augmented by the NYS Supplement with the following “Standards and Guidelines”:

“Standard:

(00A) A New York School Speed Limit assembly (see Figure 7B-101) shall be used to indicate the speed limit where a reduced school speed limit zone has been established based upon an engineering study or where a reduced school speed limit is specified for such areas by statute. The New York School Speed Limit assembly shall be placed at or as near as practical to the point where the reduced school speed limit zone begins.”

“Support:

(00D) The New York State Vehicle and Traffic Law (Sections 1620(a), 1622, 1630, 1643, 1662-a, 1180(c)) specifies the maximum length of a school speed limit zone and the locations where school speed limits may be established, the times when the limits are allowed to be in effect, and the manner in which the speed limits must be posted. A school is considered to be every place of academic, vocational or religious services or instruction for persons under the age of 21 years, except places of higher education. It shall include every child care center, every institution for the care or training of the mentally or physically handicapped; and every day camp. (17 NYCRR 720.1(s))”

“Standard:

(00E) If a reduced school speed limit zone has been established, a School (S1-1) sign (see Figure 7B-1) shall be installed in advance (see Table NY2C-4 for advance placement guidelines) of the first School Speed Limit sign assembly that is encountered in each direction as traffic approaches the reduced school speed limit zone (see Figure 7B-102).

(00F) In order for a school speed limit to be established, all of the following conditions shall be met:

- A. The facility is a school; and
- B. Some of the children walk or bicycle to or from the facility; or the facility and related facilities (e.g., classrooms, cafeteria, gymnasium, playground, athletic fields, parking lots) are separated by a highway and require the children to cross the highway on foot to access the facilities; and
- C. The facility and the jurisdiction responsible for the highway provide written documentation of their support for a school speed limit.”

“Guidance:

(00G) Where a school speed limit is established and if students must cross a highway at a school, the following conditions should be met:

- A. The school speed limit zone contains a marked crosswalk; and
- B. The crosswalk is supervised by an adult crossing guard; and

C. There is no nearby traffic control signal, pedestrian overpass or underpass, or bridge suitable for pedestrian use within the designated school speed zone.

(00H) The numerical value of a school speed limit should be approximately 10-mph below the normally prevailing 85th percentile speed on the highway, or at approximately the actual 85th percentile speed within the zone during school crossing periods.”

“Standard

(00I) In accordance with the New York State Vehicle and Traffic Law, school speed limits shall not be set below 15-mph.

(00J) The maximum length of a school speed limit zone, as established in the New York State Vehicle and Traffic Law, shall not be greater than 1,320-feet (0.25 mile) on a highway passing a school building, entrance or exit of a school abutting on the highway.”

“Guidance:

(00K) The reduced speed limit zone should begin at a point either 200-feet upstream from the crosswalk, or 300-feet upstream from the school property line, whichever is encountered first as traffic approaches the school. The minimum length of a school speed limit zone should be 400-feet.”

Cynthia, Zlogar

From: noreply
Sent: Friday, July 21, 2023 3:56 PM
To: Cynthia, Zlogar; John Scavo
Cc: Jean, Spiegel; Phil Barrett; Mark Heggen; Tom McCarthy; Lynda Walowit; Anthony Morelli; Agatha, Reid; Christopher, O'Hara
Subject: Resolution Request for TB Meeting: 08-07-2023 or August 21, 2023 but would possibly effect improvement in place prior to school starting Planning Department
Attachments: 64bae2ccc5e71-20230713_Moe Rd Speed Study Memo Draft_123171.docx; 64bae2ccc93b8-123-171_Sign Figures_20230705.pdf

COMPTROLLER APPROVAL or Comments:

ATTORNEY APPROVAL or Comments:

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

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

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

Requested Meeting Date: **08-07-2023**

Alternate Date **August 21, 2023 but would possibly effect improvement in place prior to school starting**

Brief Description: **Authorize Highway Superintendent to make safety and traffic improvements to a portion of Moe Road by the Shen Campus as recommended by CME**

Budget #: **A-3310-215**

Budget Description: **Traffic/Safety/Signs**

\$ Amount: **\$1,000 Estimated Value**

Procurement Policy, please describe. **None required**

Additional Comments/Details: **Copy of the draft resolution should be sent to the Shenendehowa School District as a Courtesy.**