


TOWN OF CLIFTON PARK TOWN BOARD MEETING

November 13, 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
November 13, 2023

<u>SOURCE</u>	<u>RESOLUTION</u>	<u>CONTACT</u>
1. Buildings & Grounds	Declare surplus items and authorize the Director of Buildings, Parks, and Recreation to sell surplus items at an upcoming online auction	P. Barrett
2. Buildings & Grounds	Award the contract for lawn care services throughout Town to Vinmar Solutions	P. Barrett
3. Buildings & Grounds	Award the contract for lawn care services for the Sherwood Forest Park District to Vinmar Solutions	P. Barrett
4. Buildings & Grounds	Authorize replacement of 2 heat exchangers in 2 different rooftop heating units at the Highway Department	P. Barrett
5. Sewer	Authorize Town Attorney to sign a release for the settlement proceeds from Selective Insurance Company for the sewer backup at 7 Orchard Park	P. Barrett
6. Safety & Security	Authorize Safety and Security Director to sign a release for the settlement proceeds from Progressive Max Insurance Company for the damaged Town speed trailer	P. Barrett
7. Town Board	Recognize Town Justice James F. Hughes for being named Magistrate of the Year by the NYS Magistrates Association	P. Barrett
8. Building & Development	Authorize the hiring of Tim Brousseau as Building Inspector	P. Barrett
9. Planning	Accept the quote from MJ Engineering for engineering services needed to apply for federal funding under the Transportation Alternative and Congestion Mitigation program for the Sitterly Road Intersection Improvement and Pedestrian Infrastructure Project	P. Barrett

RESOLUTION
#1

Resolution No. ___ of 2023, a resolution authorizing the sale of equipment declared surplus by the Town Board and authorizing Departments to sell the surplus equipment at public auction.

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

WHEREAS, Daniel Clemens, Director of Buildings, Parks, & Recreation has identified vehicles/equipment per the attached Schedule A, as surplus property, and

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

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



Town of Clifton Park

Buildings & Grounds

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

SCHEDULE A

2006 Chevrolet 1500	VIN:2GCEK19V561284985	Buildings & Grounds
2007 Chevrolet 2500HD	VIN: 1GCHK24U07E115684	Buildings & Grounds
Toro push mower 20199	SN: 314010896	Sewer Department
Snapper push mower HWPS26700BV	SN: 2000263108	Sewer Department
2016 Dodge Caravan	VIN:2C4RDGCG7GR218160	Senior Van
1988 Toro Greensmaster 3000 with Broyhill greens brush	SN:0435081881	Golf Course

Cynthia, Zlogar

From: Town of Clifton Park Official Website <cliftonpark@hdgwebhost.com>
Sent: Monday, October 30, 2023 11:29 AM
To: Cynthia, Zlogar; Tom McCarthy; Phil Barrett; Jean, Spiegel; Mark Heggen; Darlene, Allen; Lynda Walowit; Anthony Morelli; Christopher, O'Hara; Agatha, Reid; John Scavo
Subject: New Resolution Request #535

A new resolution request has been submitted. The details of this resolution request are included below.

Department: Buildings & Grounds

Your Name: Daniel Clemens

Your Email: dclemens@cliftonpark.org

Sponsor: P. Barrett

Meeting Date: 11/13/2023

Alternate Date: 11/20/2023

Budget Number: N/A

Budget Description: N/A

Amount: N/A

Brief Description: Declare trucks and equipment per Schedule A as surplus to sell on an online auction.

Add Supporting Docs:

[c8a71a5675833dd2_surplus_equipment_schedule_A_10.30.23.docx.pdf](#)

Additional Comments/Details: various departments on the list attached.

Agree to Terms: Agree

RESOLUTION

2

Resolution No. ____ of 2023, a resolution awarding the bid for Town-wide lawn care services.

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

WHEREAS, sealed bids were received and opened on October 26, 2023 for lawn care services for various areas throughout the Town; and

WHEREAS, Vinmar Solutions was the lowest responsive bidder for lawn care services; and

WHEREAS, the Town Board, acting as Commissioners of the Park Districts, accepts the bid of Vinmar Solutions for the Park Districts per the attached Schedule A; now therefore be it

RESOLVED, that the Town Board hereby authorizes Daniel Clemens, Director of Buildings, Parks and Recreation, to accept the bid of Vinmar Solutions for lawn care services for the various Park Districts and town-wide parks, total cost not to exceed \$34,592 annually, for a term of 5 years through 12/31/28, with the option to extend for an additional 3 years upon mutual consent, and be it further

RESOLVED, that the 2024 contract amounts are to be paid from the following accounts as budgeted, and be it further

Clifton Common A-07112-00024	\$9748	Town Hall (includes B&G) A-01620-24/A-07110-24	\$560
Town Center Park A-07250-00024	\$5040	Barney Rd Golf Course A-07190-00024	\$1200
Veterans Park A-07024-00024	\$2000	Parkside Trails-Soccer Fields A-07026-00024	\$4072
Barney Rd Pool A-07150-00045	\$464	Locust Lane Pool A-07152-00045	\$464
Spirit Park A-07030-00024	\$272	Wyncrest Dev. SP11-07140-00024	\$1432
Addison SP12-07148-00024	\$264	Meadow Estates SP12-07142-00024	\$264
Parklane SP0-07120-00024	\$992	Exit 8, 9 & 10 signs A-08510-00024	\$1000
Settler's Hill SP13-07146-00024	\$660	Country Knolls Pool A-07151-00045	\$464
Longkill I SP57123-24 (includes Heidi's Path, Martin Jewett Park, Burning Bush	\$5696		

RESOLVED, that the subsequent years in the contract that the budget is sufficient to cover these expenditures.

TOWN OF CLIFTON PARK
COUNTY OF SARATOGA
STATE OF NEW YORK

NOTICE TO BID
LAWN CARE SERVICES

The Town of Clifton Park is seeking sealed bids for lawn care services at various town-owned locations. Bid specifications are available on cliftonpark.org-Department-Town Clerk-Bulletin Board or by emailing Town Clerk Teresa Brobston at tbrobston@cliftonpark.org or for pick-up at the Town Clerk's Office, Town of Clifton Park, One Town Hall Plaza, Clifton Park, NY 12065. Questions should be directed to Dan Clemens, Director of Buildings, Parks and Recreation at dclemens@cliftonpark.org or 518-371-6651 ext. 248. Sealed bids must be received in the Town Clerk's office at the above address no later than 2:00 p.m. on October 26, 2023, at which time bids will be publicly opened and read. The Town of Clifton Park reserves the right to reject any or all bids.

Teresa Brobston
Clifton Park Town Clerk



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 sealed bids from qualified entities for lawn care services located throughout Clifton Park, NY, 12065.

The agreement shall be for (5) years, beginning January 1, 2024, and ending December 31, 2028, with the option to extend upon mutual agreement for an additional (3) years.

Scope of work is as follows but not limited to:

All locations shall have four (4) granular fertilizer only applications per year.

1st: Between April 11th and 30th

2nd: Between June 6th and 26th

3rd: Between August 8th and 28th

4th: Between October 10th and 30th

See attached location and pricing sheets.

Dispose of all waste properly.

Bid documents are available at cliftonpark.org - departments – town clerks office - bulletin board or by emailing Town Clerk Teresa Brobston at tbrobston@cliftonpark.org or available for pick-up in the Town Clerk's Office. If necessary, Addendums will be posted on the Town website, same location.

Please use attached bid form

Sealed bids must be received at the Town Clerk's Office at One Town Hall Plaza, Clifton Park, NY, 12065, by 2:00 PM on Thursday October 26, 2023, at which time bids will be opened. Please identify your bid as "Town Fertilizing Bid".

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.

The Town requires the contractor to supply all MSDS for all products used.

The contractor will follow all NY State DEC rules and regulations.

The contractor is responsible for timely applications and for coordinating the scheduling with the Buildings & Grounds department.

All fertilization shall be administered at least 8-feet from any open body of water/ wetland with a drop spreader. The applicator shall be aware of the weather forecast and not apply the fertilizers prior to any heavy rain event.

The contractor is required to do a soil analysis for each location every spring. Results of these samples will be reviewed with the Towns B&G department and fertilizing program determined for the season.

The contractor is required to report any conditions which require additional treatment or corrective measures. For example: grubs, ticks, disease, invasive weeds. Any additional work and costs must be approved by the Town prior to any application.

Inside fenced pool areas can have *NO* applications between Memorial Day and Labor Day of each year.

The contractor must guarantee their work in respect to lawn color, lawn density, and employee error.

The 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 of 5% of the bid price. This bid document is available at www.cliftonpark.org under the government tab. Select request for bid & proposals from drop down menu.

For information contact Dan Clemens, Director of Buildings, Parks, and Recreation at dclemens@cliftonpark.org 518-371-6651 ext. 248.

FERTILIZING LOCATIONS

<u>LOCATION</u>	<u>ADDRESS</u>	<u>APPRX. SIZE</u>
Clifton Park Town Hall	1 Town Hall Plaza	20,000 SF
Buildings & Grounds Shop	2 Town Hall Plaza	unknown
Clifton Common	Vischer Ferry Road	50 acres
Town Center Park	499 Moe Road	unknown
Spirit Park	510 Clifton Park Center	unknown
Wyncrest Development	Redfield Park	unknown
Meadow Estates	Heather Dr	unknown
Addison Estates	Addison Way	unknown
Settlers Hill	Wallflower & Aster	unknown
Park Lane Estates	Gloucester St.	unknown
Barney Road Golf Course	1 S. Barney Road	9-hole executive
Barney Road Pool	1 Barney Road	25,000 SF
Locust Lane Pool	5 Locust Lane	25,000 SF
Veterans Memorial Park	697 MacElroy Road	10 acres
Country Knolls Pool	9 Burning Bush Blvd.	unknown
Longkill Park	60 Longkill Road	unknown
Heidi's Path Entrance	Heidis Path & Hubbs Rd.	unknown
Parkside Trail soccer fields	Parkside Trail	unknown
Town Entrance Signs	Exits 8, 9, & 10	unknown

NOTE: Bidder should examine and measure each location, these are only approximate listed, if at all. Details of exact areas can be reviewed upon request.



Town of Clifton Park

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BID FORM

Date: _____

Company Name: _____

Bid Name: _____

LOCATION	Price per application	Annual cost
Clifton Park Town Hall		
B&G Shop		
Clifton Common		
Town Center Park		
Spirit Park		
Wyncrest		
Meadow Estates		
Addison Estates		

Settlers Hill		
Park Lane Estates		
Barney Road Golf Course		
Barney Road Pool		
Locust Lane Pool		
Veterans Memorial Park		
Country Knolls Pool		
Longkill Park		

Heidis Path		
Parkside Trail Fields		

Exit 8 sign		
Exit 9 sign		
Exit 10 sign		

LUMP SUM TOTAL PER YEAR: _____

Name/Title: _____

Signature: _____



Town of Clifton Park

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BID FORM

Date: 10/20/2023

Company Name: VINMAR SOLUTIONS LLC

Bid Name: TOWN FERTILIZING BID

LOCATION	Price per application	Annual cost
Clifton Park Town Hall	\$ 80.00	\$ 320.00
B&G Shop	\$ 60.00	\$ 240.00
Clifton Common	\$ 2437.00	\$ 9748.00
Town Center Park	\$ 1260.00	\$ 5040.00
Spirit Park	\$ 68.00	\$ 272.00
Wyncrest	\$ 358.00	\$ 1432.00
Meadow Estates	\$ 66.00	\$ 264.00
Addison Estates	\$ 66.00	\$ 264.00

4560

Settlers Hill	\$ 165.00	\$ 660.00
Park Lane Estates	\$ 248.00	\$ 992.00
* Barney Road Golf Course	\$ 1200.00	\$ 1200.00
Barney Road Pool	\$ 116.00	\$ 464.00
Locust Lane Pool	\$ 116.00	\$ 464.00
Veterans Memorial Park	\$ 500.00	\$ 2000.00
Country Knolls Pool	\$ 116.00	\$ 464.00
Longkill Park	\$ 1324.00	\$ 5296.00

*

5096

Heidis Path	\$ 100.00	\$ 400.00
Parkside Trail Fields	\$ 1018.00	\$ 4072.00

Exit 8 sign	\$ 70.00	\$ 280.00	} \$1000
Exit 9 sign	\$ 90.00	\$ 360.00	
Exit 10 sign	\$ 90.00	\$ 360.00	

LUMP SUM TOTAL PER YEAR: \$ 34,592.00

Name/Title: Mark Pector / OWNER-PARTNER

Signature: Mark Pector

* PRICE BASED ON 20 ACRES OF FERTILIZATION ON ROUGH ONE TIME PER SEASON BASED ON CONVERSATION WITH COURSE MANAGER.



Town of Clifton Park

Buildings & Grounds

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BID FORM

Date: October 26th 2023

Company Name: Grasshopper Gardens

Bid Name: Town Fertilization Bid

LOCATION	Price per application	Annual cost
Clifton Park Town Hall	\$333/\$552 (Grub)	\$1,551/\$50 soil test
B&G Shop	\$153/\$237 (Grub)	\$696/\$50 soil test
Clifton Common	\$8,745/\$12273 (Grub)	\$38,508/\$50 soil test
Town Center Park	\$901/\$1546 (Grub)	\$4,249/\$50 soil test
Spirit Park	\$80/\$116 (Grub)	\$356/\$50 soil test
Wyncrest	\$653/\$1112 (Grub)	\$3,071/\$50 soil test
Meadow Estates	\$297/\$489 (Grub)	\$1,380/\$50 soil test
Addison Estates	\$425/\$713 (Grub)	\$1,988/\$50 soil test

Settlers Hill	\$357/\$594 (Grub)	\$1,665/\$50 soil test
Park Lane Estates	\$713/\$1,217 (Grub)	\$3,356/\$50 soil test
Barney Road Golf Course	\$2,225/\$3,863 (Grub)	\$10,538/\$50 soil test
Barney Road Pool	\$133/\$202 (Grub)	\$601/\$50 soil test
Locust Lane Pool	\$133/\$202 (Grub)	\$601/\$50 soil test
Veterans Memorial Park	\$3,221/\$4,782 (Grub)	\$14,445/\$50 soil test
Country Knolls Pool	\$201/\$321 (Grub)	\$924/\$50 soil test
Longkill Park	\$1,441/\$2,491 (Grub)	\$6,814/\$50 soil test

Heidis Path	\$50/\$68 (Grub)	\$218/\$50 soil test
Parkside Trail Fields	\$1373/\$2,372 (Grub)	\$6,491/\$50 soil test

Exit 8 sign	\$50/\$60 (Grub)	\$210/\$50 soil test
Exit 9 sign	\$70/\$100 (Grub)	\$310/\$50 soil test
Exit 10 sign	\$129/\$195 (Grub)	\$582/\$50 soil test

LUMP SUM TOTAL PER YEAR: \$99,604

Name/Title: SKYler Hartnagle/Landscape Estimator

Signature: 

Cynthia, Zlogar

From: Town of Clifton Park Official Website <cliftonpark@hdgwebhost.com>
Sent: Monday, October 30, 2023 11:37 AM
To: Cynthia, Zlogar; Tom McCarthy; Phil Barrett; Jean, Spiegel; Mark Heggen; Darlene, Allen; Lynda Walowit; Anthony Morelli; Christopher, O'Hara; Agatha, Reid; John Scavo
Subject: New Resolution Request #536

A new resolution request has been submitted. The details of this resolution request are included below.

Department: Buildings & Grounds

Your Name: Daniel Clemens

Your Email: dclemens@cliftonpark.org

Sponsor: P. Barrett

Meeting Date: 11/13/2023

Alternate Date: 11/20/2023

Budget Number: Variuos

Budget Description: various

Amount: Total \$34,592 per year

Brief Description: Hire Vinmar Solutions for town wide lawn care services for a 5 year term with option to extend an additional 3 years for granular fertilizer applications 4 times per year in multiple locations throughout town.

Add Supporting Docs:

[bf715d07397a0bfd Town lawn care services resolution packet 10.27.23.pdf](#)

Additional Comments/Details: sealed bids were opened October 26th at 2pm.

Areas are listed in the attached packet.

I can write a schedule with budget information if you want me to.

Agree to Terms: Agree

RESOLUTION

#3

Resolution No. _____ of 2023, a resolution awarding a contract for lawn care services for the Sherwood Forest Park District which includes the subdivisions of Sherwood Forest, Emerson, Sterling Heights, Vistas, Vista West, Falcon Ridge, Edgewood Estates and Brooke Court.

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

WHEREAS, quotes were received by the Town Board, as Commissioners of the Sherwood Forest Park District, for landscape work for the District, and

WHEREAS, the lowest conforming quote for the work to be done which includes lawn fertilization treatment of park areas, median and entrances to Sherwood Forest Park District, was submitted by Vinmar Solutions, Ballston Spa, NY, in an amount not to exceed \$2,146 per year; now, therefore, be it

RESOLVED, that the Town Board as Commissioners of the Sherwood Forest Park District, hereby awards the contract to Vinmar Solutions, for lawn care fertilization treatments at the Sherwood Forest Park District, at a cost not to exceed \$2,146, to be charged from SP8-7125-24 (Sherwood Forest Park District-Maintenance) in the 2024 budget and that subsequent years are included in those budgets, and be it further

RESOLVED, that the term of the agreement is 5 years, through 12/31/2028, with the option to extend upon mutual consent for an additional 3 years.

**LAWN CARE SERVICE SHERWOOD FOREST PARK
DISTRICT BID 10/26/2023 @ 2:15 PM**

COMPANY NAME	LUMP SUM TOTAL PER YEAR
VINMAR SOLUTIONS	\$2,146
GRASSHOPPER GARDENS	\$4,618 w/o cul-de-sac's

Dan Clemens

From: David Dittmer <david.b.dittmer@gmail.com>
Sent: Monday, October 30, 2023 7:46 AM
To: Dan Clemens
Cc: Robert Voelker; Lauri Dittmer; Regan, Tromblee
Subject: Re: bid results

Thanks, Dan. Sad. I can only imagine what it would have been if we had continued with the previous treatment plan. Please move forward with signing the VINMAR deal. Thanks, Dave

BTW - Any update on our playground work?

On Mon, 30 Oct 2023 at 07:38, Dan Clemens <DClemens@cliftonpark.org> wrote:

It seems reasonable to me. Grasshopper was more than double the cost. We did not spec any treatments like yours town wide for comparison.

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

From: David Dittmer <david.b.dittmer@gmail.com>
Sent: Monday, October 30, 2023 7:36 AM
To: Dan Clemens <DClemens@cliftonpark.org>
Cc: Robert Voelker <SLRFVoelker@aol.com>; Lauri Dittmer <dittmerinn@gmail.com>
Subject: Fwd: bid results

Dan, Thanks. That is a lot more for less treatments. Is this reasonable and comparable to other cost trends for treatments this year? Dave

----- Forwarded message -----

From: Dan Clemens <DClemens@cliftonpark.org>
Date: Fri, 27 Oct 2023 at 06:49
Subject: bid results

To: Dave Dittmer <david.b.dittmer@gmail.com>
Cc: Regan, Tromblee <rtromblee@cliftonpark.org>

Dave,

Attached are the bid results for lawn care services. Please advise if you would like me to prepare a resolution request.

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

TOWN OF CLIFTON PARK
COUNTY OF SARATOGA
STATE OF NEW YORK

NOTICE TO BID
LAWN CARE SERVICES

The Town of Clifton Park is seeking sealed bids for lawn care services throughout the Sherwood Forest Park District. Bid specifications are available on cliftonpark.org-Department-Town Clerk-Bulletin Board or by emailing Town Clerk Teresa Brobston at tbrobston@cliftonpark.org or for pick-up at the Town Clerk's Office, Town of Clifton Park, One Town Hall Plaza, Clifton Park, NY 12065. Questions should be directed to Dan Clemens, Director of Buildings, Parks and Recreation at dclemens@cliftonpark.org or 518-371-6651 ext. 248. Sealed bids must be received in the Town Clerk's office at the above address no later than 2:15 p.m. on October 26, 2023, at which time bids will be publicly opened and read. The Town of Clifton Park reserves the right to reject any or all bids.

Teresa Brobston
Clifton Park Town Clerk



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 sealed bids from qualified entities for lawn care services located throughout the Sherwood Forest Park District, Clifton Park, NY, 12065.

The agreement shall be for (5) years, beginning January 1, 2024, and ending December 31, 2028. with the option to extend upon mutual agreement for an additional (3) years.

Scope of work is as follows but not limited to:

See attached specifications and dates.

Dispose of all waste properly.

Bid documents are available at cliftonpark.org - departments – town clerks office - bulletin board or by emailing Town Clerk Teresa Brobston at tbrobston@cliftonpark.org or available for pick-up in the Town Clerk's Office. If necessary, Addendums will be posted on the Town website, same location.

Sealed bids must be received at the Town Clerk's Office at One Town Hall Plaza, Clifton Park, NY, 12065, by 2:15 PM on Thursday October 26, 2023, at which time bids will be opened. Please identify your bid as "Sherwood Forest Lawn Care Bid".

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.

The Town requires the contractor to supply all MSDS for all products used.

The contractor will follow all NY State DEC rules and regulations.

The contractor is responsible for timely applications and for coordinating the scheduling with the Buildings & Grounds department.

All applications shall be administered at least 8-feet from any open body of water/ wetland with a drop spreader. The applicator shall be aware of the weather forecast and not apply the fertilizers prior to any heavy rain event.

The contractor must guarantee their work in respect to lawn color, lawn density, and employee error.

The 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 of 5% of the bid price. This bid document is available at www.cliftonpark.org under the government tab. Select request for bid & proposals from drop down menu.

For information contact Dan Clemens, Director of Buildings, Parks, and Recreation at dclemens@cliftonpark.org 518-371-6651 ext. 248.

**TOWN OF CLIFTON PARK
BUILDINGS AND GROUNDS
October 10, 2023**

CHEMICAL TREATMENTS FOR THE SHERWOOD FOREST PARK DISTRICT, which includes the subdivisions of Sherwood Forest, Emerson, Sterling Heights, Vistas, Vista West, Falcon Ridge, Edgewood Estates and Brooke Ct.:

If there are any questions or a walk-through is desired, contact David Dittmer at 518-817-1743.

Some changes have been made to the previous specification for 2017-2023. The contractor is responsible for being aware of those changes.

Please provide separate quotes for the following:

A. APPLICATION OF Spot Weed Treatment on the mulch beds under two (2) large crab apple trees, on the mulch beds under 7 Bradford pear trees in median on Nottingham Way S., on the mulch beds under three (3) maple trees on the south shoulder (just east of entrance sign) of Nottingham Way S. and on the mulch bed behind the Sherwood Forest entrance sign on the south side of Nottingham Way. (To be done about June 15, July 31, and September 15)

B. APPLICATION OF Spot Weed Treatment in the two (2) mulch beds at the east entrance to Sterling Heights at Sterling Heights Drive and Rt 146, and in the mulch areas surrounding the 6 Bradford pear trees on the east side of Sterling Heights Dr, just north of the entrance area. (To be done about June 15, July 31, and September 15)

C. HORTICULTURE TREATMENT AS FOLLOWS: Spraying (for both insect and disease) of 2 large crab apple trees on the median of Nottingham Way. There should be two (2) applications.

D. TREATMENT OF TURF in the median of Nottingham Way S to Canterbury Rd, as well as areas of turf at the entrance of Sherwood Forest at Nottingham Way S and Rt 146A: 1) in front of stone walls on both north and south sides of entrance and 2) on south side of entrance along the shoulder (about 6 feet from edge of pavement) for a distance of about 100 feet east of stone walls. (There should be 1 fertilizer application in the fall. Also there should be one (1) crabgrass application in the early spring and Spot Weed Treatment (To be done about June 15,, July 31, and September 15)

E. TREATMENT OF TURF AT STERLING HEIGHTS DRIVE- EAST ENTRANCE AS FOLLOWS: On the west side, the area between the Rt. 146 road

surface and the front, sides, and rear of the mulch bed. On the east side, the area between Rt. 146 and the front, side, and rear of the mulch bed and then approximately 50 feet east along Rt. 146 to the adjacent property line... Then continue north along the grassy strip.

on the east side of Sterling Heights Dr. (about 500 feet) to the property line of the first residence. And approximately 200 feet of Town Property on the East Side of Sterling Height Drive beside the East Cul-de-sac.

(There should be 1 fertilizer application in the fall. Also, there should be one (1) crabgrass application in the early spring and Spot Weed Treatment (To be done about June 15, July 31, and September15)

F. TREATMENT OF TURF AT THE MARLBORO DRIVE

ENTRANCE TO SHERWOOD FOREST. This will be on the NORTH SIDE ONLY (the one with the entrance sign) to include the area currently mowed (10 feet south of power pole (NM231) on Rt. 146A) and continues to approximately 20 feet east of the guard rail on Marlboro Drive. (There should be 1 fertilizer application in the fall. Also there should be one (1) crabgrass application in the early spring and Spot Weed Treatment (To be done about June 15,, July 31, and September15)

G. TREATMENT OF TURF AT THE STRATFORD DRIVE

ENTRANCE TO SHERWOOD FOREST. This will be on the NORTH SIDE ONLY (the side with the entrance sign) - to include the area from the power pole (NM225) on Rt146A to the corner to 50 feet east of the fire plug on Stratford, forward from the entrance sign to the road. (There should be 1 fertilizer application in the fall. Also there should be one (1) crabgrass application in the early spring and Spot Weed Treatment (To be done about June 15, July 31, and September15)

H. TREATMENT AT THE KINNS ROAD/NOTTINGHAM WAY NORTH

ENTRANCE TO SHERWOOD FOREST. (West side of Nottingham Way North only - the one with the sign) - to include the area bounded by 2 fire plugs-one on Nottingham N. and the other on Kinns Road and forward from the stone planter and sign. (There should be 1 fertilizer application in the fall. Also there should be one (1) crabgrass application in the early spring and Spot Weed Treatment (To be done about June 15, July 31, and September15)

I. TREATMENT AT THE DAWSON LANE ENTRANCE TO THE

EMERSON DEVELOPMENT. - to include area in front of the entrance sign from property line of adjacent lot on Dawson Lane to approximately 50 feet north from corner on Rt. 146A. On the south side of Dawson Lane, the area is approximately 6 feet wide parallel to the road from the intersection with Rt. 146A to the property line with Lot #1. (There should be 1 fertilizer application in the fall. Also there should be one (1) crabgrass application in the early spring and Spot Weed Treatment (To be done about June 15,, July 31, and September15)

J. I. TREATMENT AT THE Vistas West ENTRANCE TO THE DEVELOPMENT. - to include area in front of the entrance on Tanner Road and Vista Ct. to include area from property line of adjacent lot on Vista Ct. to approximately 100 feet south from corner along Tanner Road. On the North side of same corner, the area is approximately 50 feet along Tanner Road from the intersection of Vista Ct. And then to the East of this Intersection along Vista Ct. to the property line of the first residence. (There should be 1 fertilizer application in the fall. Also, there should be one (1) crabgrass application in the early spring and Spot Weed Treatment (To be done about June 15, July 31, and September15)

K. Cul-de-Sacs in all developments. The cul-de-sacs are adopted by residents, to be determined each Beautification Day in late April/early May. Treatments for these areas will be determined individually. The adoptee will be given three options.

1. (There should be 3 weed/ fertilizer applications - in the early spring, late spring or early summer, and the fall. Also, there should be one (1) crabgrass application in the early spring and one (1) grub control application.)

2. (There should be 1 fertilizer application in the fall. Also there should be one (1) crabgrass application in the early spring and Spot Weed Treatment (To be done about June 15, July 31, and September15)

3. No treatment.

Sherwood Forest Park District Beautification Day Coordinator will notify Clifton Park Buildings and Grounds NLT May 1 with the Cul-de-sac treatment choices. Clifton Park Building and Grounds will notify the contractor.

The contract can be multi- year, depending on the approval of both the Town of Clifton Park and the chemical treatment provider.

PRICE

A. APPLICATION OF Spot Treatment of Weeds AT

SHERWOOD
FOREST

B. APPLICATION OF Spot Treatment of Weeds AT

STERLING HEIGHTS

C. HORTICULURE TREATMENTS

D. TREATMENT OF TURF AT NOTTINGHAM WAY

**E. TREATMENT OF TURF AT STERLING HEIGHTS
ENTRANCE**

**F. TREATMENT OF TURF AT MARLBORO DRIVE
ENTRANCE**

**G. TREATMENT OF TURF AT STRATFORD DRIVE
ENTRANCE**

**H. TREATMENT OF TURF AT KINNS ROAD/
NOTTINGHAM WAY NORTH ENTRANCE**

**I. TREATMENT OF TURF AT DAWSON LANE
ENTRANCE**

**J. TREATMENT OF TURF at Vista West
ENTRANCE**

K. TREATMENT OF TURF of Cul-de-sacs

VinMAR

J. I. TREATMENT AT THE Vistas West ENTRANCE TO THE DEVELOPMENT. - to include area in front of the entrance on Tanner Road and Vista Ct. to include area from property line of adjacent lot on Vista Ct. to approximately 100 feet south from corner along Tanner Road. On the North side of same corner, the area is approximately 50 feet along Tanner Road from the intersection of Vista Ct. And then to the East of this Intersection along Vista Ct. to the property line of the first residence. (There should be 1 fertilizer application in the fall. Also, there should be one (1) crabgrass application in the early spring and Spot Weed Treatment (To be done about June 15, July 31, and September 15)

K. Cul-de-Sacs in all developments. The cul-de-sacs are adopted by residents, to be determined each Beautification Day in late April/early May. Treatments for these areas will be determined individually. The adoptee will be given three options.

1. (There should be 3 weed/ fertilizer applications - in the early spring, late spring or early summer, and the fall. Also, there should be one (1) crabgrass application in the early spring and one (1) grub control application.)

2. (There should be 1 fertilizer application in the fall. Also there should be one (1) crabgrass application in the early spring and Spot Weed Treatment (To be done about June 15, July 31, and September 15)

3. No treatment.

Sherwood Forest Park District Beautification Day Coordinator will notify Clifton Park Buildings and Grounds NLT May 1 with the Cul-de-sac treatment choices. Clifton Park Building and Grounds will notify the contractor.

The contract can be multi-year, depending on the approval of both the Town of Clifton Park and the chemical treatment provider.

PRICE

A. APPLICATION OF Spot Treatment
of Weeds AT
SHERWOOD
FOREST

\$ 216.00/SEASON

B. APPLICATION OF Spot Treatment
of Weeds AT
STERLING HEIGHTS

\$ 216.00/SEASON

C. HORTICULTURE TREATMENTS

\$ 110.00/SEASON

- D. TREATMENT OF TURF AT NOTTINGHAM WAY \$ 480.00/SEASON
- E. TREATMENT OF TURF AT STERLING HEIGHTS ENTRANCE \$ 380.00/SEASON
- F. TREATMENT OF TURF AT MARLBORO DRIVE ENTRANCE \$ 88.00/SEASON
- G. TREATMENT OF TURF AT STRATFORD DRIVE ENTRANCE \$ 88.00/SEASON
- H. TREATMENT OF TURF AT KINNS ROAD/ NOTTINGHAM WAY NORTH ENTRANCE \$ 88.00/SEASON
- I. TREATMENT OF TURF AT DAWSON LANE ENTRANCE \$ 120.00/SEASON
- J. TREATMENT OF TURF at Vista West ENTRANCE \$ 240.00/SEASON
- K. TREATMENT OF TURF of Cul-de-sacs \$ 120.00/SEASON
-

\$ 2,146.

Grasshopper

J. I. TREATMENT AT THE Vistas West ENTRANCE TO THE DEVELOPMENT. - to include area in front of the entrance on Tanner Road and Vista Ct. to include area from property line of adjacent lot on Vista Ct. to approximately 100 feet south from corner along Tanner Road. On the North side of same corner, the area is approximately 50 feet along Tanner Road from the intersection of Vista Ct. And then to the East of this Intersection along Vista Ct. to the property line of the first residence. (There should be 1 fertilizer application in the fall. Also, there should be one (1) crabgrass application in the early spring and Spot Weed Treatment (To be done about June 15, July 31, and September 15))

K. Cul-de-Sacs in all developments. The cul-de-sacs are adopted by residents, to be determined each Beautification Day in late April/early May. Treatments for these areas will be determined individually. The adoptee will be given three options.

1. (There should be 3 weed/ fertilizer applications - in the early spring, late spring or early summer, and the fall. Also, there should be one (1) crabgrass application in the early spring and one (1) grub control application.)

2. (There should be 1 fertilizer application in the fall. Also there should be one (1) crabgrass application in the early spring and Spot Weed Treatment (To be done about June 15, July 31, and September 15))

3. No treatment.

Sherwood Forest Park District Beautification Day Coordinator will notify Clifton Park Buildings and Grounds NLT May 1 with the Cul-de-sac treatment choices. Clifton Park Building and Grounds will notify the contractor.

The contract can be multi-year, depending on the approval of both the Town of Clifton Park and the chemical treatment provider.

PRICE total: \$4,618 (per year, excluding cul-de-sacs)

A. APPLICATION OF Spot Treatment
of Weeds AT

SHERWOOD
FOREST \$173 (per year)

B. APPLICATION OF Spot Treatment
of Weeds AT

STERLING HEIGHTS
\$255 (per year)

C. HORTICULTURE TREATMENTS

\$300 (per year)

D. TREATMENT OF TURF AT NOTTINGHAM WAY
\$2,418 (per year)

E. TREATMENT OF TURF AT STERLING HEIGHTS
ENTRANCE
\$468 (per year)

F. TREATMENT OF TURF AT MARLBORO DRIVE
ENTRANCE
\$160 (per year)

G. TREATMENT OF TURF AT STRATFORD DRIVE
ENTRANCE
\$160 (per year)

H. TREATMENT OF TURF AT KINNS ROAD/
NOTTINGHAM WAY NORTH ENTRANCE
\$160 (per year)

I. TREATMENT OF TURF AT DAWSON LANE
ENTRANCE
\$160 (per year)

J. TREATMENT OF TURF at Vista West
ENTRANCE
\$363 (per year)

K. TREATMENT OF TURF of Cul-de-sacs
\$160 or \$210 per cul-de-sac (per year)

Cynthia, Zlogar

From: Town of Clifton Park Official Website <cliftonpark@hdgwebhost.com>
Sent: Monday, October 30, 2023 11:52 AM
To: Cynthia, Zlogar; Tom McCarthy; Phil Barrett; Jean, Spiegel; Mark Heggen; Darlene, Allen; Lynda Walowit; Anthony Morelli; Christopher, O'Hara; Agatha, Reid; John Scavo
Subject: New Resolution Request #537

A new resolution request has been submitted. The details of this resolution request are included below.

Department: Buildings & Grounds
Your Name: Daniel Clemens
Your Email: dclemens@cliftonpark.org
Sponsor: P. Barrett
Meeting Date: 11/13/2023
Alternate Date: 11/20/2023
Budget Number: SP8-7125-024
Budget Description: Sherwood Forest Park District - General Maintenance
Amount: \$2,146 per year
Brief Description: Hire Vinmar Solutions for a 5 year term with option to extend for lawn care services in the Sherwood Forest Park District
Add Supporting Docs:
[783cb21fe6a95112 Sherwood Forest PD lawn care resolution packet 10.30.23.pdf](#)

Additional Comments/Details: SFPD did not want to be part of the town wide bid since they have special needs with their trees and cul-de-sac treatments.
Agree to Terms: Agree

RESOLUTION
4

Resolution No. _____ of 2023, a resolution authorizing an agreement for the replacement of 2 heat exchangers in 2 different rooftop heating units over the Highway Department offices by Postler & Jaeckle 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 2 heat exchangers for rooftop heating units at the Highway Department offices, and

WHEREAS, one quote was received on October 31, 2023, and

WHEREAS, Postler & Jaeckle Corporation, Mechanical Contractors, 9 Krey Blvd. Rensselaer, NY, submitted the sole bid for the supply and installation of the 2 heat exchangers, in the amount of \$5,346, and

WHEREAS, Mr. Clemens recommends the project be completed by Postler & Jaeckle, as sole conforming quote; now, therefore be it

RESOLVED, that the Director Buildings, Parks, and Recreation is authorized to sign an agreement for the project in an amount not to exceed \$5,346, to be paid from A-5132-200 (General Fund-Garage – Equipment).

Town of Clifton Park
Buildings & Grounds

Quote Cover Sheet

Date: October 31, 2023

Description: Replace two (2) cracked heat exchangers in rooftop
HVAC units on the highway garage

Vendor #1: Postler & Jaeckle Corp. - \$5,346.00

Vendor #2: Mazone Plumbing and Heating - declined

Vendor #3: Carrier - no reply

Vendor #4: RMB Mechanical - no reply

Vendor #5: Albany Mechanical - no reply

Vendor #6:

Comments: cracks were found during routine inspection - see photos

Decision: P&J - \$5,346.00



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 two (2) heat exchangers located on the roof of the Clifton Park Highway Garage, 639 Clifton Park Center Road, Clifton Park NY 12065.

Scope of work is as follows but not limited to:

Disconnect, remove, and dispose of old heat exchangers.

Install two (2) new Carrier Part # 48TJ660010 heat exchangers with supports, retainers, and regulators.

Replace high temperature roll out switches.

Start and test the operation of both roof top units and place into service.

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.

A minimum of prevailing wage rate as described by New York State must be paid.

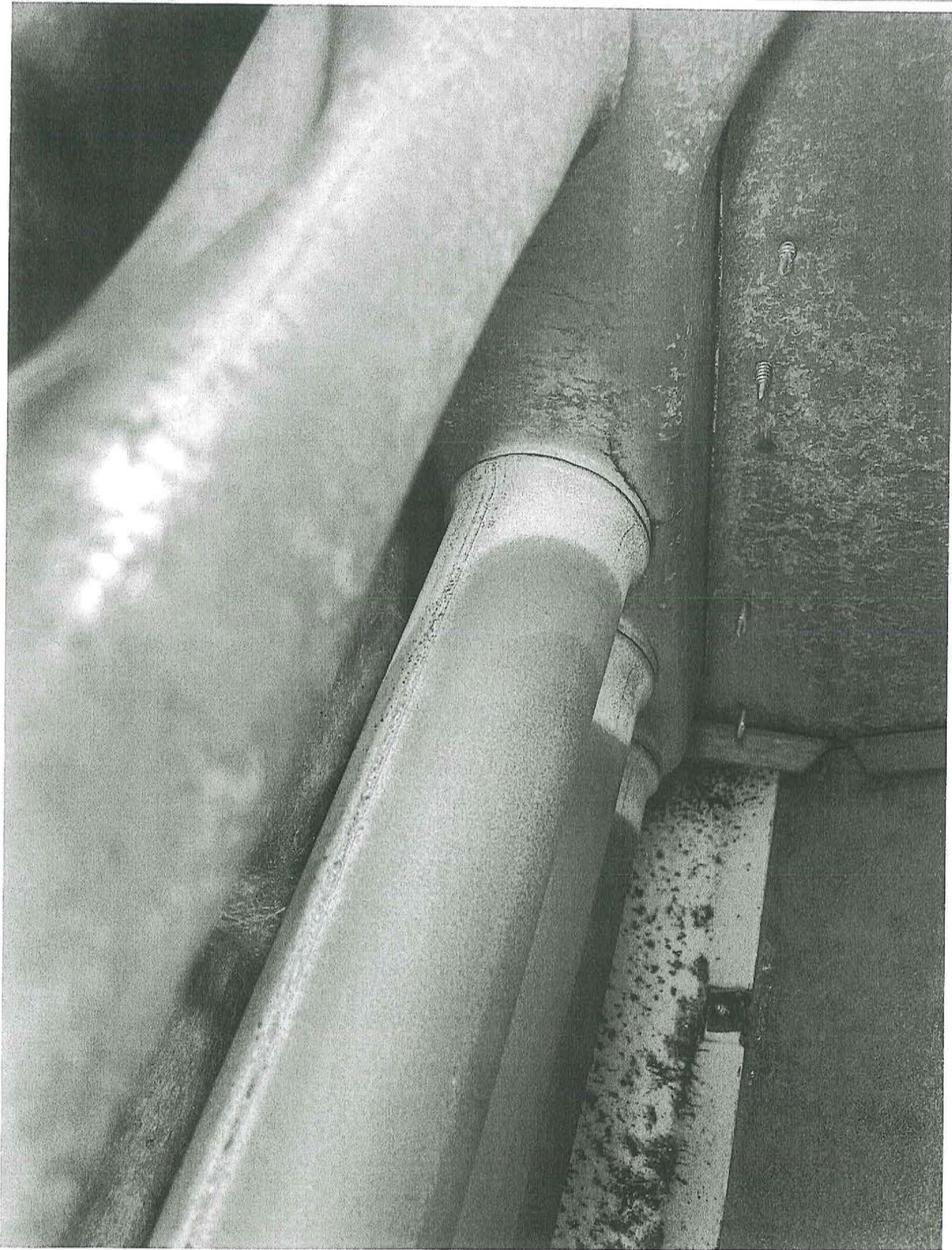
The Town of Clifton Park reserves the right to reject all quotes.

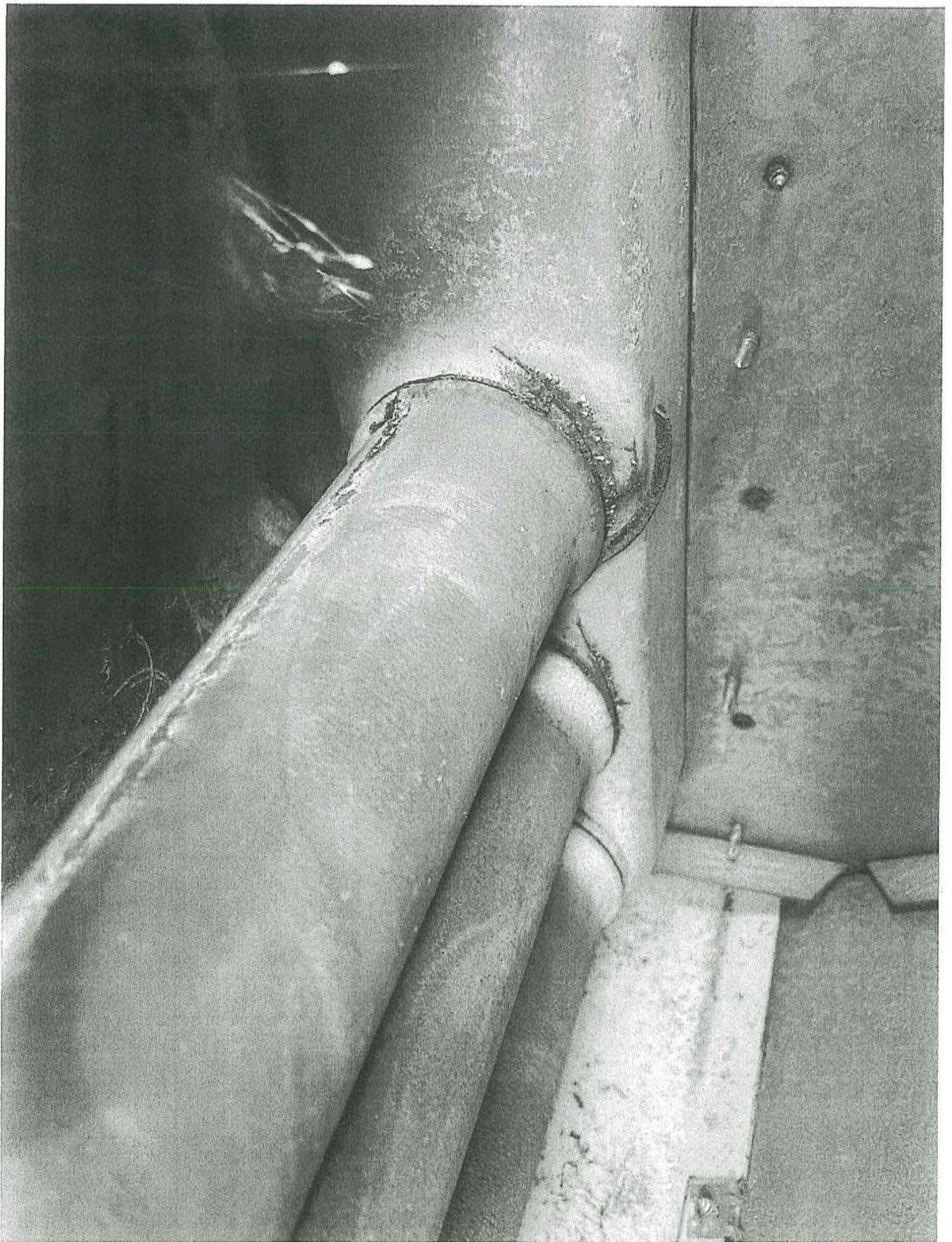
The Town of Clifton Park reserves the right to require a performance bond.

Please contact Dom Fraser at domfraser@cliftonpark.org 518-469-0905 with any questions or for an appointment to do a site visit.

Quotes are due by Tuesday October 31, 2023, at 2:00pm

SENT TO
4 COMPANIES
+ PJJ
10/19/23







October 19, 2023

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

Subject: Replace Heat Exchangers – Highway Garage

Dear: Dan Clemens

Postler & Jaeckle Corp is pleased to submit our quote to both heat exchangers for the Rooftop Units. It was discovered during a recent service call that both RTU's have cracked heat exchangers.

Included:

- **Disconnect, removal and disposal of the old heat exchangers.**
- **Install (2) new Carrier P# 48TJ660010 Heat Exchangers with supports, retainers, and regulators.**
- **Replace High Temperature Roll Out Switches.**
- **Replace the inducer assembly for (1) of the RTU's. P# 50DK406815**
- **Start and test operation of both heating systems.**
- **Place the units back into service.**

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. **Overtime/premium time.**
8. **Payment and performance bonds.**
9. **MBE/WBE Participation.**

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



QUOTED PRICE: Five Thousand Three Hundred and Forty-Six Dollars --
\$5,346.00

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 the 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

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

Dan Clemens

From: Joe Mazone <jmazone@mazoneplumbing.com>
Sent: Thursday, October 19, 2023 12:09 PM
To: Dan Clemens
Subject: RE: quote please

Not bidding

From: Dan Clemens [mailto:DClemens@cliftonpark.org]
Sent: Thursday, October 19, 2023 10:08 AM
To: Joe Mazone <jmazone@mazoneplumbing.com>
Subject: quote please

Please see attached Request For Proposal.
Please advise if you would like to provide a quote or not.

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

Cynthia, Zlogar

From: Town of Clifton Park Official Website <cliftonpark@hdgwebhost.com>
Sent: Wednesday, November 1, 2023 9:32 AM
To: Cynthia, Zlogar; Tom McCarthy; Phil Barrett; Jean, Spiegel; Mark Heggen; Darlene, Allen; Lynda Walowit; Anthony Morelli; Christopher, O'Hara; Agatha, Reid; John Scavo
Subject: New Resolution Request #538

A new resolution request has been submitted. The details of this resolution request are included below.

Department: Buildings & Grounds

Your Name: Daniel Clemens

Your Email: dclemens@cliftonpark.org

Sponsor: P.Barrett

Meeting Date: 11/13/2023

Alternate Date: 11/20/2023

Budget Number: A-5132-024

Budget Description: General Fund - Highway-garage repair

Amount: \$5,346.00

Brief Description: Replace 2 cracked heat exchangers in 2 different roof top heating units over the highway department offices.

Add Supporting Docs:

[8bc9999892a83684 heat exchangers - highway RTUs resolution packet 10.31.23.pdf](#)

Additional Comments/Details: cracks were found during routine service.

Agree to Terms: Agree

RESOLUTION

#5

Resolution No. _____ of 2023, a resolution Authorizing the acceptance of an insurance settlement in partial reimbursement for expenses related to a sewer backup at 7 Orchard Park, and related claims.

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, and Resolution No. 174 of 2023, respectively, the Town Board declared an Emergency pursuant to GML 103 (4), authorized the Comptroller's office to compensate Quick Response \$67,489.52 for the mitigation and restoration work within the Home, and directed the Town Attorney's office to pursue a claim for coverage for the incident with Selective Insurance, the Town's Liability Carrier, and

WHEREAS, Selective has offered to resolve and adjust the Town's claim in the amount of \$44,367.78, including \$16,960.61 and \$27,407.17 for restoration work, and

WHEREAS, the Town Board wishes to resolve the claims and to authorize the Supervisor to execute release documents to secure reimbursement for payments made to Quick Response to remediate damage done to the home as a result of the sewer backup; now, therefore, be it

RESOLVED, that the supervisor is authorized to sign the attached release agreement from Selective Insurance Company in the amount of \$44,367.78.

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

Resolution No. 174 of 2023, a resolution authorizing payment to Quick Response for mitigation and restoration work at 7 Orchard Park.

Introduced by Councilwoman Reid, who moved its adoption, seconded by Councilman O'Hara.

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

WHEREAS, subsequent investigation determined that the backup resulted from storm sewer work performed for 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 7 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 G7-915 (Clifton Park Sewer #1 - Assigned Fund Balance), with a transfer to G7-8111-21 (Clifton Park Sewer #1 - Sewer Contractual-Emergency Repairs).

ROLL CALL VOTE

Ayes: Councilman Morelli, Councilwoman Reid, Councilman O'Hara,
Councilwoman Walowitz, Supervisor Barrett

Noes: None

DECLARED ADOPTED

August 7, 2023

Teresa Brobston, Town Clerk

Cynthia, Zlogar

From: Tom McCarthy
Sent: Monday, October 30, 2023 11:37 AM
To: Cynthia, Zlogar
Subject: FW: POLICY RELEASE and COV LTR 22387021
Attachments: 22387021_POLICY RELEASE and COV LTR.pdf

Please carry this for 11.13. It is a resolution authorizing me to sign a release for the settlement proceeds for the sewer backup – Julie Bendick.

Please reference the res we did over the summer authorizing payment to Quick Response. (that they ignored till QR asked about the \$\$)

From: Christopher.Young@selective.com <Christopher.Young@selective.com>
Sent: Friday, October 27, 2023 2:52 PM
To: Tom McCarthy <TMcCarthy@cliftonpark.org>
Subject: POLICY RELEASE and COV LTR 22387021

Please see attached correspondence
Thank You
Christopher Young

SELECTIVE
INSURANCE®

Christopher Young
Selective Insurance Company of America
Mailing address for correspondence:
P O Box 7258
London, KY 40742
Phone: 609-689-4149
Fax: 877-233-0917
Christopher.Young@selective.com

October 27, 2023

Town Of Clifton Park
1 Town Hall Plz
Clifton Park, NY 12065-3610



Re: Insured: Town Of Clifton Park
Claimant: James & Julie Bendick
Claim #: 22387021
Date of Loss: June 30, 2022
Insurance Company: Selective Insurance Company of New York

Dear Mr. McCarthy:

As you may recall, I am a member of the Selective Claims team and am working on the claim referenced above.

Enclosed please find a Policy Release, please sign and return to me before any payment can be made.

If you have any questions or need additional information, please call me at 609-689-4149.

Sincerely,

Christopher Young
General Liability Claims Specialist- Domiciled in New Jersey

Enclosure

Claims activities are conducted by employees of Selective Insurance Company of America, either on its own behalf or as the servicing carrier for the Selective insurer affiliate which issued the policy that corresponds to the claim referenced above.



Policy Release

In consideration of the payment of \$44,367.78, I, Town Of Clifton Park, of 1 Town Hall Plaza, Clifton Park, NY, do hereby and release and forever discharge Selective Insurance Company of America, its successors, and assignees, from any and all actions, claims and demands, upon or by reason of any damages, loss or injury which heretofore have been or which hereafter may be sustained by James & Julie Bendick of 7 Orchard Park in Clifton Park, State of New York, on or about June 30, 2022 in the vicinity of 7 Orchard Park in Clifton Park, State of New York or thereabouts.



_____ Signature _____ Date

_____ Print Name

Claim # 22387021

08002022387021 002





Fold on dotted lines

A return envelope has been enclosed for your convenience. Please ensure this mailer page is folded so the return address displays properly in the window.

Selective Insurance Company of America
Christopher Young
P O Box 7258
London, KY 40742



0800202387021 003



RESOLUTION

#6

Resolution No. _____ of 2023, a resolution authorizing the Supervisor to accept an insurance settlement for damage to an digital speed display trailer.

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

WHEREAS, on June 13, 2023, a speed trailer owned by the Town and operated by the Safety Department, was damaged in a vehicular accident on Blue Barns Road, and

WHEREAS, the replacement cost of the trailer exceeds the \$10,000 limits of liability for property damage within the motorist's automobile liability policy; now, therefore, be it

RESOLVED that the Supervisor is authorized to sign the attached release for Progressive Max Insurance Company in the amount of \$10,000 to settle the Town's claims for damage to the trailer

Lou, Pasquarell

From: Heather A Womack <Heather_A_Piza@Progressive.com>
Sent: Friday, September 29, 2023 3:19 PM
To: Lou, Pasquarell
Subject: Speed Trailer Damage / Progressive Claim#: 23-5249230 / Date of Accident: 6-13-23
Attachments: TOWN OF CLIFTON PARK PD RELEASE.pdf

Good afternoon,

I am the adjuster assigned to review the property damage for the above-referenced claim. The aggregate sum of damages caused exceeds the available property limits on our policy. I have enclosed a release for the full-available property damage limits of \$10k. Please review, sign, and send back completed release.

Upon receipt of signed release, I will remit payment. Should there be specific payment instructions, please include with your response.

Sincerely,

Heather Womack
Progressive Claims
PO Box 94621
Cleveland, OH 44101-9941
440-620-2166
833-905-1739 - fax (Please include claim number in subject/attention line)
Office Hours: M-F 7am-3:30pm est

"All correspondence [including any e-mail] we receive from you may become part of your permanent claims file. If you request a reply to this e-mail, we may respond by e-mail or phone. No time-bound demands will be accepted via email. Please send via fax or certified mail to confirm receipt."

PROPERTY DAMAGE RELEASE

Claim# 23-5249230

In consideration of the sum of TEN THOUSAND AND 00/100 DOLLARS, (\$10,000.00), the receipt of which is hereby acknowledged, I/We, TOWN OF CLIFTON PARK, as owners(s) of a ONSITE 300MX SPEED TRAILER, do hereby for myself/ourselves release and forever discharge ZOE ZIMOLKA AND PROGRESSIVE MAX INSURANCE COMPANY from any and all claims, actions, causes of action, demands, damages, costs, and any compensation whatsoever, which the undersigned now has/have or which may hereafter accrue for damages to property, including any claims for loss of use, diminution in value or other personal property, arising out of an accident which occurred on or about JUNE 13, 2013, at or near EAST GLENVILLE, NY.

THE UNDERSIGNED HAS READ THE FOREGOING RELEASE AND FULLY UNDERSTANDS IT.

Print Name/Title

Signature

Date

PROGRESSIVE
P.O. BOX 31260
TAMPA, FL 33631

PROGRESSIVE
DIRECT Auto

Policy Number

Underwritten by:
Progressive Max Insurance Company

Policy Period: Feb 27, 2023 - Aug 27, 2023
Page 1 of 2

progressive.com

Online Service

Make payments, check billing activity, update
policy information or check status of a claim.

1-800-776-4737

For customer service and claims service,
24 hours a day, 7 days a week.

Auto Insurance Coverage Summary

This is your Declarations Page

Your coverage began on February 27, 2023 at the later of 12:01 a.m. or the effective time shown on your application. This policy period ends on August 27, 2023 at 12:01 a.m.

This coverage summary replaces your prior one. Your insurance policy and any policy endorsements contain a full explanation of your coverage. The policy contract is form 9611D NY (07/17).

Policy changes effective April 29, 2023

Premium change:

Supplementary Uninsured/Underinsured Motorist: (SUM)

The maximum amount payable under SUM coverage shall be the policy's SUM limits reduced and thus offset by motor vehicle bodily injury liability insurance policy or bond payments received from, or on behalf of, any negligent party involved in the accident, as specified in the SUM endorsement.

Drivers and household residents

Outline of coverage:**2021 HONDA HR-V 4 DOOR WAGON**

	Limits
Liability To Others	
Bodily Injury Liability	\$25,000 each person/\$50,000 each accident
Including Supplemental Spousal Liability	
Property Damage Liability	\$10,000 each accident
Mandatory Personal Injury Protection	\$50,000 each person
Aggregate No-Fault Benefits Available	\$50,000
Death Benefit	\$2,000
Maximum Monthly Work Loss	\$2,000
Other Reasonable & Necessary Expenses (per day)	\$25
Supplementary Uninsured/Underinsured Motorist	\$25,000 each person/\$50,000 each accident
Comprehensive	Actual Cash Value
Collision	Actual Cash Value
Subtotal policy premium	
Motor vehicle law enforcement fee	
Total 6 month policy premium and fees	

Lou, Pasquarell

From: GEICO Claims <geico@email1.geico.com>
Sent: Wednesday, October 11, 2023 3:02 PM
To: Lou, Pasquarell
Subject: Your GEICO Claim

Review your claim online anytime

[View this email in your browser](#)

GEICO

UNKNOWN UNKNOWN
Your Claim Number: 0425288230101017
Company Name: GEICO General Insurance Company



You successfully set up your claim

Thank you for reporting your claim. It's our goal to make this process as simple as possible for you.

We'll notify you with claim updates or when there are additional steps to take. You can visit us [online](#) anytime to view and manage your claim.

[TAKE ME TO MY CLAIM](#)

Sincerely,

Your GEICO Claims Team

Do not reply to this email. Information emailed in response to this message will not become part of your claim file; submit your inquiries to [contact us](#).

For California customers only:

For your protection, California law requires the following to appear on this letter: Any person who knowingly presents false or fraudulent information to obtain or amend insurance coverage or to make a claim for the payment of a loss is guilty of a crime and may be subject to fines and confinement in state prison.

This email was sent to you at the following email address: lpasquale@cliftongmk.org

Message ID: CLM-8



Government Employees Insurance Company | GEICO General Insurance Company |
GEICO Indemnity Company | GEICO Casualty Company | GEICO Advantage Insurance
Company | GEICO Choice Insurance Company | GEICO Secure Insurance Company |
GEICO County Mutual Insurance Company | Colonial County Mutual Insurance Company |
GEICO Marine Insurance Company | GEICO Texas County Mutual Insurance
One GEICO Plaza, Washington, D.C. 20076

POLICE ACCIDENT REPORT

Local Codes
2023-051950
NK4154GV0Z0M

MV-104A (6/04)

AMENDED REPORT

1	Accident Date Month: 6, Day: 13, Year: 2023 Day of Week: TUESDAY Military Time: 12:53 No. of Vehicles: 1 No. Injured: 0 No. Killed: 0 Not Investigated at Scene: <input type="checkbox"/> Left Scene: <input type="checkbox"/> Police Photos: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Accident Reconstructed: <input type="checkbox"/>	20
2	VEHICLE 1 State of Lic. NY Address (Include Number and Street) Apt. No. Zip Code 120190000 Date of Birth: / / Sex: Unlicensed: No. of Occupants: 01 Public Property Damaged: <input checked="" type="checkbox"/> Sex: Date of Birth: / / Apt. No.: Mat Code: / / State NY Zip Code 12118 Rear & Make: HOND Vehicle Type: SUBN Ins. Code: 693	21-24
3	1	22
4	1	23
5	1	24
6	1	25
7	1	26
8	1	27
9	1	28
10	1	29
11	1	30

ALL INVOLVED	8	9	10	11	12	13	14	15	16	17 BY	
	A 1	B 1	C 4	D 1	E 19	F F	-	-	-		
Officer's Rank and Signature	DEPUTY	Badge/ID No.	43605	NCIC No.	04500	Precinct/Post Troop/Zone	Station/Beat Sector	Reviewing Officer	HILDRETH, J	Date/Time Reviewed	6/16/2023 01:34
Print Name in Full	S D SPEZIALE										

Circle the diagram below that describes the accident, or draw your own diagram in space #9. Number the vehicles.

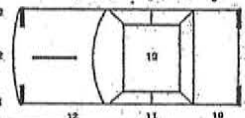
1. Rear End	3. Left Turn	4. Right Angle	5. Right Turn	7. Head On
2. Sideswipe (same direction)	6. Left Turn	8. Right Turn	9. Sideswipe (opposite direction)	

ACCIDENT DIAGRAM

See the last page of the MV-104A for the accident diagram.

9.

Cost of repairs to any one vehicle will be more than \$1000.
 Unknown/Unable to determine Yes No



Accident Description/Officer's notes
 V1 was traveling northbound on Blue Barns Road when the operator advised that she looked down for a moment. When the operator looked up, V1 was on the shoulder and proceeded to crash into a Digital Speed Trailer, causing property damage to V1 and said sign. PROPERTY DAMAGED BY VEHICLE #01- CLIFTON PARK SPEED TRAILER TOWN OF CLIFTON PARK 1 TOWN HALL PLAZA CLIFTON PARK, NY 12065

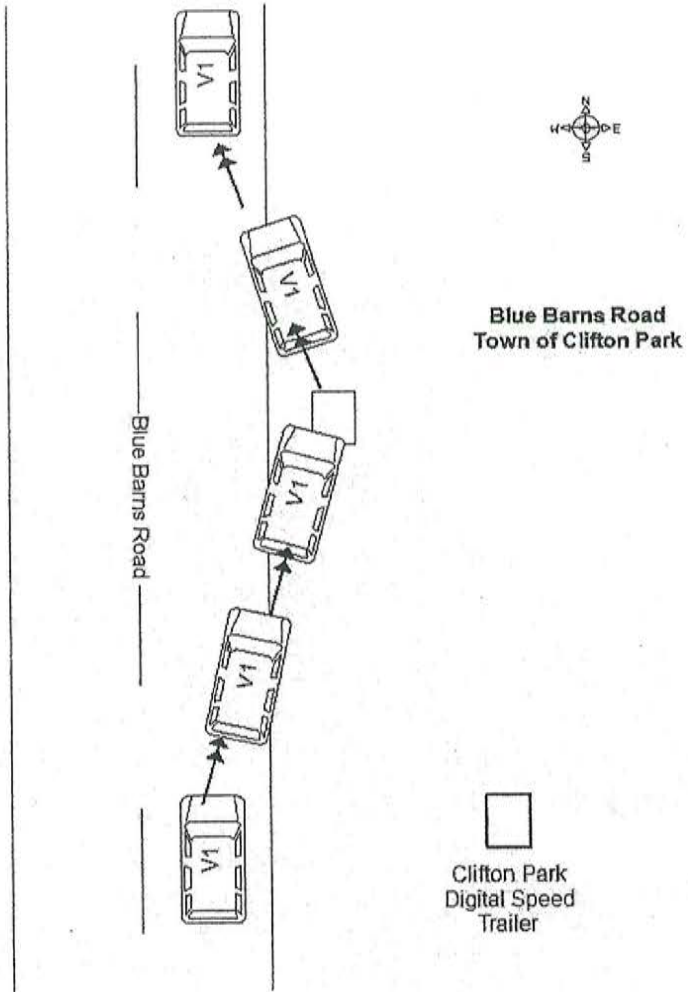
New York State Department of Motor Vehicles
POLICE ACCIDENT REPORT
MV-104A (6/04)

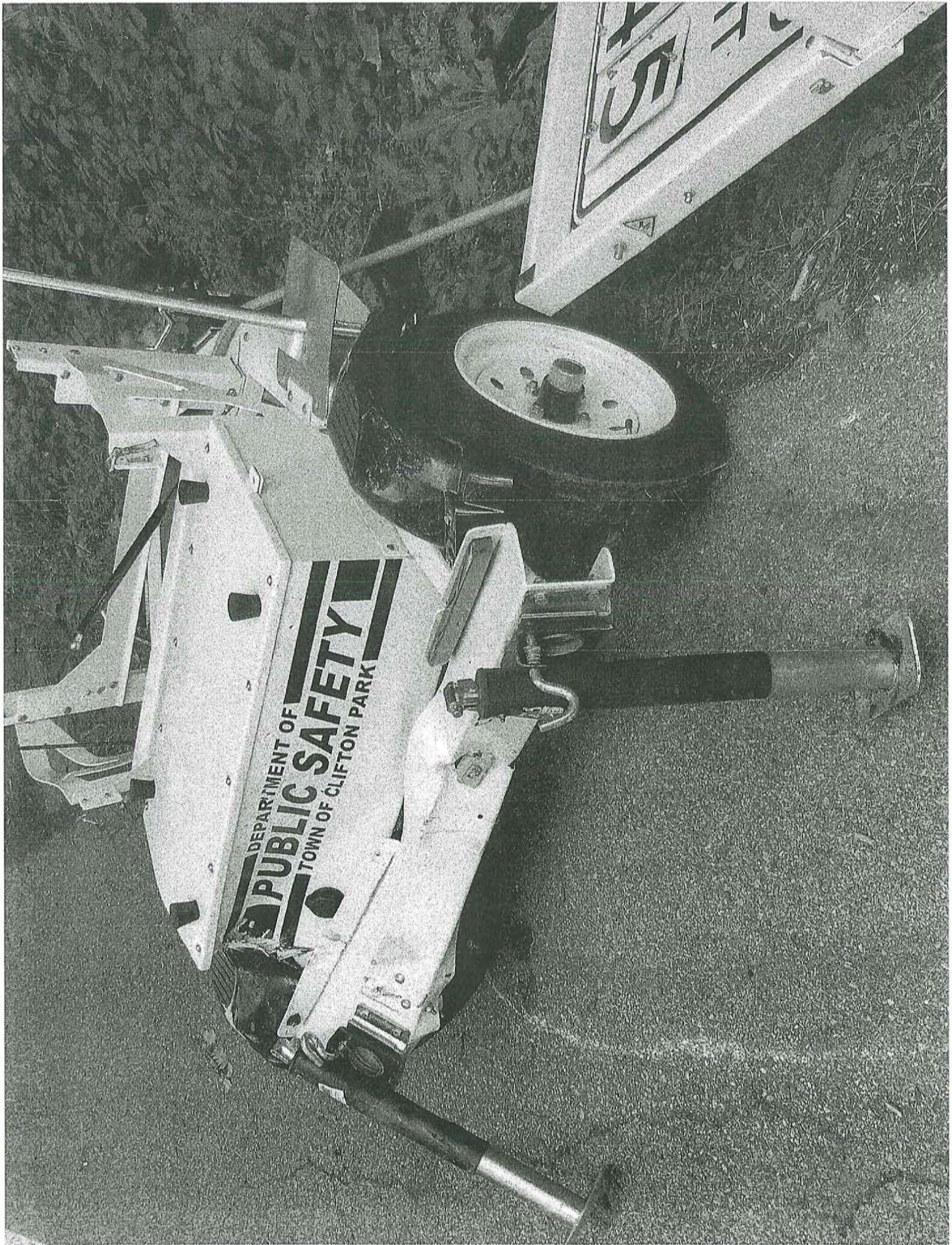
Local Codes
2023-051950
NK4154GV0Z0M

AMENDED REPORT

Accident Date			Day of Week	Military Time	No. of Vehicles	No. Injured	No. Killed	Not Investigated at Scene	<input type="checkbox"/> Left Scene	Police Photos
Month	Day	Year						Accident Reconstructed	<input type="checkbox"/>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
6	13	2023	TUESDAY	12:53	1	0	0			

Not to scale.











Lou, Pasquarell

From: Mike Martin <mike@msmpublicsafety.com>
Sent: Tuesday, July 11, 2023 7:42 AM
To: Lou, Pasquarell
Subject: current OS300MX Speed trailer / Clifton Park

Lou-

Thank you for the photos of the damaged OS300MX Speed Trailer. I have reviewed the photos carefully and I have shared them with the production team at factory regarding a repair estimate.

We have all concluded the same thing; the sum of the parts is greater than the whole. Excessive frame and chassis damage.

Jack stands, new display head (all electronics are here), left and right side frame rails, new axle, tire... New battery box and 8 new batteries all clearly need to be replaced. To ship this to you as 'parts' for repair would require 6 – 7 pallets at an average estimated cost of \$500-\$700 each; just for freight. The parts would exceed \$14,000 as parts + approx. \$3,500 + for shipping.

Then you would need to hire to have the trailer built. Certainly if there are any salvageable parts (unlikely) , there would be paint issues.

The original paint and the new painted parts may not match. It is very likely that if this unit was able to be repaired, it would need to be sandblasted, stripped of all paint and re-painted.

Even if the factory had the unit in-house, they would deem it 'totaled' and would not attempt to re-build this trailer. There is no local dealer that has the equipment and knowledge to essentially be building a new trailer.

Per Decatur production team and myself, the trailer should be considered 'totaled'. It is far cheaper to replace. Additionally, there would be no structural integrity issues nor paint issues. And full renewal of warranty.



Mike Martin
Mobile 518-441-9480 Work 1-800-488-1049
Web <http://www.msmpublicsafety.com>
Email mike@msmpublicsafety.com

National Distributors and Manufacturing Reps:



M S Martin Enterprises, Inc.
 1319 Sacandaga Road
 West Charlton, NY 12010
 800-488-1049
 info@msmpublicsafety.com



Estimate 5839

ADDRESS	SHIP TO
Director Lou Pasquarell	Director Lou Pasquarell
Town of Clifton Park	Town of Clifton Park
5 Municipal plaza	5 Municipal plaza
Clifton Park, NY 12065	Clifton Park, NY 12065
United States	United States

DATE 07/11/2023	TOTAL \$12,066.11	EXPIRATION DATE 09/30/2023
---------------------------	-----------------------------	--------------------------------------

SALES REP
MM

PRODUCT / SERVICES	QTY	RATE	AMOUNT
Onsite:Onsite 300MX; DEIW OnSite 300MX Speed Trailer with White LEDs, fully assembled. Full matrix of LEDs, 45 pre-programmed messages and graphics, English and Spanish, also client programmable	1	8,455.00	8,455.00
Solar Panel OS300 S792-605A-0 100W Solar Panel for OS300	1	683.00	683.00
EZ Stat S792-625-0 EZ Stat Traffic Data Collector; captures traffic count, date, time, and speed for traffic data reports and analyses	1	724.63	724.63
Extra Battery pair S792-632C-0 Extra pair of batteries for OS300MX, synced	1	538.00	538.00
S792-610-0 Traffic Cone Holder	1	125.64	125.64
Onsite:RED Flashing warning light Red Flashing warning light P792-39R	1	84.92	84.92
Onsite:Blue Flashing warning light Blue flashing warning light P792-39B	1	84.92	84.92
TRAINING Unlimited access to training and operations	1	0.00	0.00
Warranty two years electronics / one year frame	1	0.00	0.00

Ships via LTL carrier to 12065; per terms of GSA contract, shipping is not included in price.

SUBTOTAL	10,696.11
SHIPPING	1,370.00

TOTAL	\$12,066.11
--------------	--------------------

THANK YOU.

Authorized & Exclusive National Distributor

Lou, Pasquarell

From: Mike Martin <mike@msmpublicsafety.com>
Sent: Tuesday, July 11, 2023 7:57 AM
To: Lou, Pasquarell
Subject: Replacement quote for OS300MX Speed trailer
Attachments: Clifton Park 1ea. OS300MX replacement QT5839.pdf

Lou

Attached quote for replacement trailer at today's pricing. There currently is no contract pricing to quote as Decatur has undergone an ownership change and is currently moving to a new facility, still in San Diego. New ownership or an entity name change nullifies existing contracts. I do have a dealer that can send you a quote. Shenendahowa School District is part of the NCPA Contract.
The price on this contract is approximately \$3,000 more than the price included in attached quote.



Mike Martin
Mobile 518-441-9480 Work 1-800-488-1049
Web <http://www.msmpublicsafety.com>
Email mike@msmpublicsafety.com

National Distributors and Manufacturing Reps:



KINETIC

OF CLIFTON PARK, N.Y.

P. O. Box 5224
 Clifton Park, NY 12065
 (518) 428-8923

CUSTOMER'S ORDER NO.		PHONE		DATE	
				6/13/73	
NAME					
ADDRESS					
C.P. Roadway Transp.					
60 Pleasant St.					
CASH	C.O.D.	CHARGE	ON ACCT.	MOSE. RET'D.	PAID OUT
# 827344				\$200	00
Speedy #4					
To Ray W. C.P. Roadway					
Kinetic of Clifton Park assumes no liability for damage caused by towing or any other service performed on this vehicle.					
				TAX	5.00
SOLD BY		RECEIVED BY		TOTAL	205.00
				\$ 210.00	

PRODUCT 609

All claims and returned goods MUST be accompanied by this bill.

54267

Thank You

RESOLUTION

#7

Resolution No. ____ of 2023, a resolution recognizing Town Justice James F. Hughes for being named Magistrate of the Year by the New York State Magistrates Association.

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

WHEREAS Clifton Park Town Justice James F. Hughes has served selflessly for 67 years, starting with serving with the United States Navy at the age of 17, continuing with a distinguished career with the New York State Police as a trooper and sergeant and as Town of Clifton Park Justice for the past 42 years, and

WHEREAS Judge Hughes has also served as a City of Mechanicville Judge and Acting Family Court Judge in Washington County, and

WHEREAS Judge Hughes has shared his expertise with others as an instructor in the New York State Police Academy and for the Office of Court Administration, and

WHEREAS Judge Hughes has also served as President of the Saratoga County Magistrates and Court Clerk's Association, and

WHEREAS Judge Hughes is a shining example of what a good and fair judge should be and is the first judge from Saratoga County to receive this award, and

WHEREAS there are over 1,600 Town Judges in the State of New York, and

WHEREAS the New York State Magistrates Association has for the past 58 years recognized a judge who has gone above and beyond the call of duty, who by their actions have brought luster to the profession, and

WHEREAS Judge Hughes has been selected this year as one of two Magistrates of the Year by the New York State Magistrates Association; now, therefore, be it

RESOLVED that the Clifton Park Town Board recognizes and congratulates the Honorable James F. Hughes on receiving this award.

RESOLUTION

#8

Resolution No. _____ of 2023, a resolution appointing Tim Brousseau provisionally as a Building Inspector per civil service classification.

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

WHEREAS, an opening exists for a Building Inspector in the Department of Building & Development, and

WHEREAS, Wade Schoenborn, Director of Building & Development has interviewed Mr. Brousseau and recommends that the Board retain Mr. Brousseau as a Building Inspector, and

WHEREAS, Tim Brousseau has demonstrated the background, education, training and experience necessary for the position; now, therefore be it

RESOLVED, that Tim Brousseau is hereby provisionally appointed as Building Inspector for the Town of Clifton Park pending Civil Service Certification, effective as of December 4, 2023 at Grade 8, Step 2 \$40.33 per hour, \$73,401 annually, to be paid from A-3620-Exxx (General Fund – Building & Development – Employee), and be it further

RESOLVED, that the amount required for the remainder of the year, \$5,600, is transferred in accordance with the following attachment.

Cynthia, Zlogar

From: Town of Clifton Park Official Website <cliftonpark@hdgwebhost.com>
Sent: Monday, November 6, 2023 11:12 AM
To: Cynthia, Zlogar; Tom McCarthy; Phil Barrett; Jean, Spiegel; Mark Heggen; Darlene, Allen; Lynda Walowit; Anthony Morelli; Christopher, O'Hara; Agatha, Reid; John Scavo
Subject: New Resolution Request #540

A new resolution request has been submitted. The details of this resolution request are included below.

Department: Supervisor's Office

Your Name: Jean Spiegel

Your Email: jspiegel@cliftonpark.org

Sponsor: Phil Barrett

Meeting Date: 11/13/2023

Alternate Date: 11/13/2023

Budget Number: A-03620Exxx

Budget Description: Building Dept. employee

Amount: \$5600.00

Brief Description: Appointing Tim Brousseau provisionally as Building Inspector at Grade 8 Step 2 or \$73,401. His start date will be December 4th. Balance of salary to pay for this year will be \$5600.00

Add Supporting Docs:

Additional Comments/Details: Supporting docs of posting and application will be provided.

Transferring \$5600 from A-03620-E0796 to A-03620-Exxx

Agree to Terms: Agree

RESOLUTION
#9

Resolution No. _____ of 2023, a resolution to authorize a professional services agreement for preparing an application for Grant Funding under the New York State Department of Transportation Alternatives (TAP) and Congestion Mitigation Air Quality (CMAQ) Program.

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

WHEREAS, the Town Board wishes to seek funding for pedestrian enhancements to the Sitterly Road Intersection and Pedestrian Walkability Improvements under the federally funded TAP/CMAQ Program administered by NYS DOT, and

WHEREAS, on September 29, 2023, the Planning Department distributed a request for expressions of interest from qualified engineering and consulting firms for assistance in identifying potential projects and analyzing data and to support an effective application under the program, and

WHEREAS, pursuant to the request for expressions of interest, MJ Engineering and Land Surveying, P.C. submitted the sole conforming quote at a cost not to exceed \$16,500 and

WHEREAS, John Scavo, Director of Planning and Zoning, recommends that the quote from MJ Engineering be accepted as submitted as it demonstrates familiarity with the funding program and its qualifying criteria and because of their track record of successful engineering, design and construction support for pedestrian and bicycle mobility projects under this and similar programs; now therefore, be it

RESOLVED, that the Supervisor is authorized to sign the attached Proposal for Professional Services from MJ Engineering, to assist the Town in preparing an application for funding the Sitterly Road Intersection and Pedestrian Walkability Improvement Project under the 2023 NYSDOT TAP/ CMAQ Program, in an amount not to exceed \$16,500, to be paid with a transfer from Unassigned Fund Balance A-00914 to A-07629-00135 (General Fund- Trails Contractual-Engineering).



Town of Clifton Park

Planning Department

One Town Hall Plaza | Clifton Park, New York 12065 | (518) 371-6054

September 29, 2023

2022–2025 LDSA
NYSDOT Region 1 Consultants

Re: **Sitterly Road Intersection Improvement and Pedestrian Infrastructure Project**
Town of Clifton Park, Saratoga County, New York

Dear Region 1 LDSA Consultant:

The Town of Clifton Park is seeking funding through the upcoming round of Transportation Alternatives Program – CMAQ funding (anticipated to be announced in Fall 2023) for the Sitterly Road Intersection Improvements at Clifton Park Center Road & Pedestrian Improvements Project:

- **PIN:** TBD
- **BIN/CIN:** None
- **Road/Feature:** Sitterly Road Intersection Congestion Reduction and Traffic Flow Improvements at Sitterly Road/Clifton Park Center Road and New Pedestrian Infrastructure
- **Municipality:** Town of Clifton Park
- **Funding:** TBD

The Town of Clifton Park, as project sponsor for the project, and in accordance with the NYSDOT PLAFAP, is soliciting an Expression of Interest (EOI) from selected firms on the NYSDOT Region 1 LDSA list. The Town of Clifton Park will then make a project specific selection based upon qualifications specific to the project.

Please submit a response via e-mail to planning@cliftonpark.org by **Wednesday, October 11, 2023, at 10 a.m.** if you are interested in being considered for this project. If we receive no response, we will assume no interest. No additional project specific information is requested or will be accepted. Please note, if you respond as interested, you agree to the delivery requirements of the specific funding program.

Thank you for your time and consideration.

Sincerely,

John P. Scavo
Director of Planning

w/attachment



Town of Clifton Park

Planning Department

One Town Hall Plaza | Clifton Park, New York 12065 | (518) 371-6054

Sitterly Road Sidewalk Extension and Intersection Improvement Project: Funding Application Support, Preliminary and Final Design, Right-of-Way Acquisition, Construction Support and Construction Inspection Services for the extension of sidewalks along Sitterly Road from the Crossing Boulevard to the intersection with the access road to Stewart's Shops and intersection improvements at the intersection with Clifton Park Center Road, in the Town of Clifton Park, Saratoga County.

Notice is hereby given that Town of Clifton Park, as Project Sponsor, is seeking to retain an engineering firm to assist in providing funding application support, preliminary and final design services, right-of-way acquisition services, and construction support and inspection services for a project located in the Town of Clifton Park, Saratoga County. The project involves the extension of sidewalks along Sitterly Road from the intersection with the Crossing Boulevard to the intersection with the access road to Stewart's Shops. Intersection improvements will be included at the intersection of Sitterly Road with Clifton Park Center Road. All work will be designed to AASHTO specifications and the NYSDOT Standard Specifications (Construction and Materials). The selected consultant will assist the Town in obtaining all needed information to complete the funding application, review/determine project design concepts, and develop preliminary cost estimates for all phases of the project. Work will also include developing a project implementation schedule and any other pertinent information needed to submit the project funding.

Funding Application Support will include, but not be limited to the preparation and development of a project scope of work, proposed schedule, construction estimate including all anticipated project costs. These items shall be broken down into the various phases of the project. This effort is included to support the project submission to the NYS TAP/CMAQ grant. The Notice of Funding Opportunity for TAP/CMAQ is anticipated in Fall 2023. If funding is received, the selected firm may be utilized to perform the necessary tasks related to the project including, but not limited to, preliminary design, final design, right-of-way acquisitions, construction support and construction inspection services.

Preliminary Design will include, but not be limited to the preparation of the Design Approval Document (identifying, assessing, and selecting a feasible design alternative and any associated impacts), topographic and right-of-way survey and mapping, property deed research, evaluation of cost and environmental factors, and preparation for attendance and participation at public informational meetings and/or hearings.

Final Design will include, but not be limited to the development of plans, pavement design, preparation of right-of-way plan and acquisition maps, development, and design for public utilities, maintenance, and protection of traffic during construction, and preparation and submission of final Plans, Specifications, and Estimate (PS&E) for the project.

Construction Support will include but not be limited to providing technical support during construction relates to the design, providing support in construction bid proceedings, analysis of bids, preparation of the bid award package, and review of shop drawings if necessary.

The Town's selection committee will be utilizing the master proposals submitted from the firms selected on the 2022-2025 LDSA Region 1 list to select a consultant. The anticipated start date of the various project phases is to-be-determined. The anticipated construction cost is to-be-determined.

on Park - Planning Dept.
II Plaza
NY 12065

CED (Colliers)
18 Computer Drive East, Suite 203
Albany, NY 12205
Attn: Wayne Bonesteel, P.E.

k, NY 12065

CHA
111 Winners Circle
Albany, NY 12205
Attn: Lee Ecker, P.E.

Foit Albert
435 New Karner Rd.
Albany, NY 12205
Attn: Jack Robson, P.E.

Clifton Park - Planning Dept.
Hall Plaza
Clifton Park, NY 12065

MJ Engineering
1533 Crescent Road
Clifton Park, NY 12065
Attn: Michael Panichelli, P.E.

Clifton Park - Planning Dept.
Hall Plaza
Clifton Park, NY 12065

AECOM
40 British American Blvd.
Latham, NY 12110
Attn: Thomas Cascino, P.E.

C&S Companies
41 State Street, Suite 600
Albany, NY 12207
Attn: James Morrissey, P.E.



via email: jscavo@cliftonpark.org

October 23, 2023

Mr. John Scavo
Director of Planning
Town of Clifton Park
1 Town Hall Plaza
Clifton Park, NY 12065

RE: Sitterly Road Intersection Improvement and Sidewalk and Connectivity Project
2023 TAP/CMAQ Application
Town of Clifton Park, Saratoga County, NY
Proposal for Professional Services

Dear Mr. Scavo:

M. J. Engineering and Land Surveying, P.C. (MJ) is pleased to submit this proposal for professional services to the Town of Clifton Park for completion of the 2023 TAP/CMAQ application regarding the proposed Sitterly Road Intersection Improvement and Sidewalk and Connectivity Project.

BACKGROUND / UNDERSTANDING

The Town of Clifton Park wishes to apply for TAP/CMAQ funding to extend sidewalks along Sitterly Road from the Crossing Boulevard to the intersection with the access road to Stewart's Shops and perform intersection improvements at the intersection with Clifton Park Center Road, in the Town of Clifton Park, Saratoga County. MJ will complete the tasks identified below to prepare a complete TAP/CMAQ application. Based upon our understanding, MJ offers the following scope of work for the Town of Clifton Park's consideration.

SCOPE OF WORK

- Task 1: Data Collection and Analysis
- Task 2: Right-of-Way Assessment
- Task 3: Concept Sketches and Cost Estimate
- Task 4: Preparation and Coordination of TAP-CMAQ Application

Task 1: Data Collection and Analysis

- 1.1 Immediately after receiving the notice of award, MJ will initiate coordination and review of existing data, including traffic counts, previous analyses of traffic, utility locations, historic sites, and crash data. MJ will collect or coordinate all data necessary to complete the TAP/CMAQ application.
- 1.2 **Congestion Relief:** MJ will perform a Level-of-Service analysis at the existing signalized intersection of the Sitterly Road and Clifton Park Center Road to evaluate potential congestion relief as a result of intersection improvements.
- 1.3 **Air Quality Benefits:** Before/after air quality benefits will be analyzed the for inclusion in the TAP/CMAQ application.
- 1.4 **Historic Sites:** Initial site screenings will be performed to identify any potential historical sites within the project area.



- 1.5 **Utilities:** MJ will perform an initial review of the existing utilities to identify potential issues that may hinder project delivery.
- 1.6 **Crash Analysis:** MJ will coordinate with the Town to obtain crash data within the project area and will perform an initial review of the existing crashes to determine crash severity and if there are any safety issues within the project limits.
- 1.7 **Traffic Analysis:** MJ will review the existing traffic information provided by the Bass Pro Shops application and verify existing conditions as well as perform a traffic analysis for one (1) roundabout intersection at the intersection of Sitterly Road and Clifton Park Center Road.

Task 2: Right-of-Way Assessment

- 2.1 MJ will review any existing available right-of-way data , as well as tax map data. This information will be used to assess the potential right-of-way impacts resulting from the project.

Task 3: Concept Sketches and Cost Estimate

- 3.1 **Sidewalks:** MJ will incorporate the concept plans that were previously prepared for the Town, showing the addition of a sidewalk along Sitterly Road from the intersection of the Crossing Boulevard to Stewart's Shops driveway. Sidewalk connectivity will also be reviewed/provided along Clifton Park Center Road from the proposed Bass Pro Shops (east) to Hollandale Lane (west) of the Sitterly Road intersection.
- 3.2 **Intersection Improvements:** MJ will prepare a concept plan depicting the proposed intersection improvements. One (1) roundabout intersection will be conceptually designed and located at the intersection of Sitterly Road with Clifton Park Center Road.
- 3.3 **Cost Estimate:** MJ will analyze the proposed project concepts and provide cost estimates for scoping, design, right-of-way acquisition, construction, inspection, and contingency per the application requirements.

Task 4: Preparation and Coordination of TAP-CMAQ Application

MJ will prepare and coordinate the following information in preparation of the TAP-CMAQ application:

- Coordinate with the Town to apply for an application number on the Grants Gateway website.
- Coordinate with the Town for letters of support for the project.
- Review the TAP-CMAQ application with the Town.
- Prepare a detailed project schedule to obtain an anticipated project implementation date.
- Prepare and assist with the application submission for the project Application Pre-Review submission (due 11/28/23).
- Prepare and assist with the application submission for the project Application submission (due 01/09/24).
- Preparation of the CMAQ Technical Benefits Worksheet.
- Preparation of the Project Management Plan.
- Preparation of the NYS PE Review Letter.

TECHNICAL ASSUMPTIONS AND EXCLUSIONS

TECHNICAL ASSUMPTIONS:

1. Work requested that is not specifically included in the Scope of Work will be considered extra work.
2. Soil Investigations are not required.
3. A project topographic survey and ROW boundary survey is not included.



4. Assume zero (0) stakeholder meetings.
5. No environmental investigations will be required. Effort limited to desktop screenings, only.
6. Material testing is not included in this proposal.
7. A capacity analysis is only required to verify existing conditions and for one (1) roundabout intersection.
8. The Town of Clifton Park will either provide access to the Grants Gateway portal for MJ to upload the information or the Town will upload the information directly onto the website to submit the application.
9. The scope and fee presented in this proposal is applicable only to the TAP/CMAQ Grant Application process.

SCHEDULE

MJ is prepared to commence the above services immediately within receipt of Town of Clifton Park’s written notice to proceed. The following two (2) schedule milestones will be met:

- | | |
|---------------------------------|-------------------|
| 1. Pre-Application Submission | November 28, 2023 |
| 2. Final Application Submission | January 09, 2024 |

FEE

MJ proposes to complete the above-listed services for Lump Sum fee per task as follows:

Task	Task Description	Fee
1	Data Collection and Analysis	\$4,500
2	Right-of-Way Assessment	\$1,000
3	Concept Sketches and Cost Estimate	\$6,000
4	Preparation and Coordination of TAP-CMAQ Application	\$5,000
Total:		\$16,500

All tasks include associated reimbursable expenses. MJ will invoice the Town monthly based upon the percentage of work completed per task during the prior month. The fee assumes there are no significant changes resulting from decisions, conditions and/or events beyond MJ’s control.

SUMMARY

Thank you for the opportunity to submit this proposal and we look forward to continuing our work with the Saint Regis Mohawk Tribe. If there are any questions concerning our suggested approach and scope of services, please do not hesitate to contact Brian Cooper at (518) 371-0799 or bcooper@mjels.com.

Sincerely,

Michael D. Panichelli, P.E.
 President



AUTHORIZATION TO PROCEED

I hereby authorize M.J. Engineering and Land Surveying, P.C. to proceed with the scope of services as described above.

Signature - Authorized Representative

Printed Name

Date

Cynthia, Zlogar

From: Town of Clifton Park Official Website <cliftonpark@hdgwebhost.com>
Sent: Tuesday, November 7, 2023 11:59 AM
To: Cynthia, Zlogar; Tom McCarthy; Phil Barrett; Jean, Spiegel; Mark Heggen; Darlene, Allen; Lynda Walowit; Anthony Morelli; Christopher, O'Hara; Agatha, Reid; John Scavo
Subject: New Resolution Request #543

A new resolution request has been submitted. The details of this resolution request are included below.

Department: Planning

Your Name: Jennifer Viggiani

Your Email: jviggiani@cliftonpark.org

Sponsor: P. Barrett

Meeting Date: 11/13/2023

Alternate Date: 11/20/2023

Budget Number: TBD

Budget Description: Sitterly Rd Intersection and Sidewalk preliminary engineering work for grant funding application

Amount: \$16,500

Brief Description: Authorize federal aid engineering professional services for the 2023 TAP/CMAQ funding application for the Sitterly Road Intersection Improvement and Sidewalk and Connectivity Project. This project is to extend sidewalks along Sitterly Road from Crossing Boulevard to the intersection with Stewart's Shops/Ellis access road, and perform intersection improvements at the intersection with Clifton Park Center Road.

Add Supporting Docs:

[b3708fe0719278dc EOI Letter 9-29-23 and LDSA selection 2023 TAP-CMAQ projects.pdf](#)

[c0546b011a1dbe1c 2023619 Clifton Park TAP-CMAQ SOW FEE 2023 10 23.pdf](#)

Additional Comments/Details: The Scope of Work and Fee dated 10/23/2023 is attached. The town sent a request for expressions of interest (EOI) to six firms on the LDSA and received one response.

Agree to Terms: Agree