

City of North Tonawanda

DONNA L. BRAUN
City Clerk-Treasurer
dbraun@northtonawanda.org

Lori Swartz
Assistant City Clerk

Denise Proefrock
Assistant City Treasurer

OFFICE OF THE CITY CLERK - TREASURER
VITAL STATISTICS
CITY HALL
216 PAYNE AVENUE
NORTH TONAWANDA, N.Y. 14120

Treasurer's Office: (716) 695-8575
Clerk's Office: (716) 695-8555
Fax: (716) 695-8557

December 15, 2022

The following meetings have been scheduled for **TUESDAY, DECEMBER 20, 2022:**

**6:00PM TWO (2) PUBLIC HEARINGS – To Discuss the Accomplishments of the
Community Development Block Grant Economic Development 822ED953-20
Programs and Community Development Block Grant CARES Program
822CVSB2-21**

6:30PM Common Council Meeting in the Common Council Chambers

Respectfully submitted,



**Donna L. Braun
City Clerk-Treasurer**

**TO: Honorable Mayor & Common Council
Alderman Schmigel, DiBernardo, Lavey, Loncar, Pecoraro**

FROM: Donna L. Braun, City Clerk-Treasurer

RE: Agenda for Regular Session TUESDAY, DECEMBER 20, 2022 6:30PM

AUDIENCE PARTICIPATION – Agenda items only, not to exceed 90 minutes with each speaker limited to a five-minute maximum.

PROOF OF PUBLICATION PUBLISHED ON 12/6/2022

- 1) Legal Notice – Request for Proposals (RFP) for Qualified Surveyors to Provide Survey Data for the Zimmerman Street Waterline Replacement Project**

COMMUNICATIONS FROM CITY OFFICIALS

- | | | |
|-------------------------------------|---|--|
| <u>#1. Chelsea Spahr</u> | - | Re: City Engineer – Maternity Leave of Absence |
| <u>#2. Robert Pecoraro</u> | - | Re: Approval to Re-vote on Item #1 of the Mayor’s vetoes from December 6th, 2022 meeting |
| I. Mayor | - | Re: Temporary Appointment of Travis Sikora as City Engineer |
| V. Supt. of Water/Wastewater | - | Re: Approval of Amendment 6 to Phase II WTP Generator Project |
| VII. Accountant | - | Re: Payment of the Abstract of Claims Dated December 20, 2022 |

IX. Supt. of Public Works

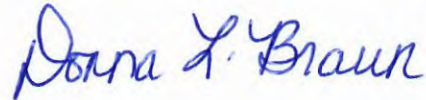
-

**Re: Approval of Change Order No. 1 and
Project Acceptance for Project 2022-09
Webster, Tremont and Manhattan Street
Mill and Repave**

XXV. Monthly Reports

.1 Clerk-Treasurer

Respectfully submitted,



**Donna L. Braun
City Clerk-Treasurer**

Janet M. Slipko, of said county, being duly sworn, deposes and says that she is now and during the whole time hereinafter mentioned was the Clerk of

NIAGARA GAZETTE

A newspaper published in the County and State aforesaid, and that the annexed printed legal # 309650 was printed and published in said paper on the following dates:

12/06/2022

Janet M. Slipko
Principal Clerk

Subscribed and sworn to before me this

12.7.22

Teresa L. McCarthy
Teresa L McCarthy 02/26/2026

Notary Public Expiration Date

TERESA L MCCARTHY
Notary Public - State of New York
No. 01MC4962698
Qualified in Niagara County
My Comm. Expires Feb. 26, 2026

RECEIVED
CITY CLERK'S OFFICE
2022 DEC 12 AM 10:26
NORTH TONAWANDA NY

Legal Notice
Request for Proposals

Sealed proposals will be received by the City of North Tonawanda in the Engineer's Office, 216 Payne Avenue, North Tonawanda, NY 14120, until Tuesday, December 20, 2022, at 4:00pm (EST) from qualified surveyors, located and authorized to do business in the State of New York, to provide survey data for the Zimmerman Street Waterline Replacement Project in the City of North Tonawanda.

The Request for Proposals (RFP) shall be available in the following formats: hard copy (paper) and electronic email (Adobe Acrobat *.PDF format) upon request by contacting Travis Sikora at (716)-695-8565 or email to: tsikora@northtonawanda.org. Each proposal shall contain the full name and address of each person or company submitting the proposal. Proposals shall be delivered NO LATER THAN Tuesday, December 20, 2022, at 4:00pm (EST) to:

Travis J. Sikora, E.I.T.
Assistant City Engineer
City of North Tonawanda
216 Payne Avenue
North Tonawanda, NY 14120

All questions shall be submitted in writing and shall be mailed, emailed or faxed to: Travis Sikora, Assistant City Engineer, 216 Payne Avenue, North Tonawanda, NY 14120, or tsikora@northtonawanda.org, or fax: (716)-695-8568.

All proposals must be received on time and in full compliance with the instructions contained in the RFP. The City of North Tonawanda reserves the right to reject any and all Proposals, and to withdraw this solicitation at any time.

N#309650 12/6/2022



**City of North Tonawanda
Department of Engineering**

City Hall, 216 Payne Avenue
North Tonawanda, NY 14120-5493
www.northtonawanda.org

Chelsea L. Spahr, P.E.

City Engineer

Phone: (716) 695-8565

Fax: (716) 695-8568

#1
DEC 20 2022

December 12, 2022

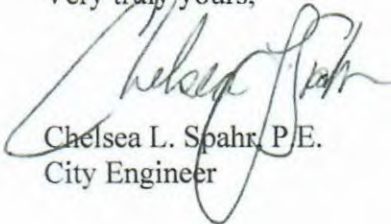
Honorable Austin J. Tylec, Mayor
City Hall
North Tonawanda, New York 14120

RE: City Engineer – Maternity Leave of Absence

Honorable Mayor Tylec:

I will be out for maternity leave for 12 weeks (60 working days) starting at the end of December. My tentative last day will be Friday, December 23, 2022 with my maternity leave starting on Tuesday, December 27, 2022. My return date in this scenario would be Tuesday, March 21, 2023. There is the potential that my maternity leave starts earlier, in which case I will submit that date to you via email. I will be filling out and submitting to you Appendix C - OPEIU Sick Leave Application once my maternity leave starts. Appendix C is attached for your reference. Please feel free to contact me if you have any further questions.

Very truly yours,



Chelsea L. Spahr, P.E.
City Engineer

CLS:cls

Cc: File
Edward Zebulske III, City Attorney
Nicholas Robinson, Asst. City Attorney
Jennifer Crest, Payroll/Personnel Specialist
Barbara Klenke, City Assessor/OPEIU President

**RECEIVED
CITY CLERK'S OFFICE**

**2022 DEC 13 AM 11:02
NORTH TONAWANDA NY**

APPENDIX C
OPEIU SICK LEAVE APPLICATION
Section 9.3.2

Employee's Name _____

Department _____

List days of absence _____

Briefly describe nature of illness _____

Is medical certificate attached? _____ yes _____ no

Application completed by (check one):

_____ Employee

_____ Employee's spouse, parent or resident adult

_____ Authorized City Officer/Employee

Signature of person filling out application:

Name of person filling out application _____
(please print)

Date application submitted _____

#2.

City of North Tonawanda
COMMON COUNCIL
CITY HALL
216 PAYNE AVENUE
NORTH TONAWANDA, N.Y. 14120
(716) 695-8555

DEC 20 2022

13 December 2022

Dear Honorable Council Members,

After reviewing the video from our last Common Council Meeting, there was a procedural fault with the vote on item 1, the mayor's veto. To receive clarification after the initial vote, I failed to request a motion to bring it back to the floor for a vote. To correct this deficiency, I am requesting to bring back to the Council a new vote on this motion. For consideration was the following:

Item #1. – Reinstate Mayor's Secretary with funds from Elected Officer's Raises

MOVED by Alderman Pecoraro SECONDED by Alderman DiBernardo
That the Common Council hereby overrides the Mayor's veto of the following items:

Veto 1 – Remove raise from Clerk	001.1410.0100	\$5,500.00
Veto 2 – Remove raise from Treasurer	001.1325.0100	\$5,500.00
Veto 3 – Remove raise from Common Council	001.1010.0100	\$20,500.00
Veto 4 – Remove Mayor's Office Raises	001.1210.0100	\$29,500.00
	Total:	\$61,000.00

Ayes: None (0)
Nays: Alderman Schmigel, DiBernardo, Lavey, Loncar, Pecoraro (5)
CARRIED.

This item will therefore be brought back to the Common Council for a corrected procedural vote on December 20, 2022.

Sincerely,



ROBERT E. PECORARO, Col, USAF (ret)
North Tonawanda Common Council President

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CITY CLERK'S OFFICE

2022 DEC 13 PM 1:57
NORTH TONAWANDA NY

Office of the Mayor

DEC 20 2022

AUSTIN J. TYLEC

December 13, 2022

North Tonawanda Common Council
City Hall
216 Payne Avenue
North Tonawanda, NY 14120

Re: Temporary Appointment of City Engineer

Dear Honorable Body,

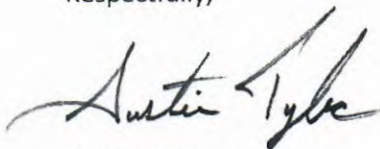
Please be advised that I am temporarily appointing Travis Sikora as The North Tonawanda City Engineer upon Chelsea Spahr's tentative maternity leave date, Tuesday December 27, 2022. The term of this temporary appointment will last no longer than 90 days (60 working days) from the day on which Mrs. Spahr takes leave.

Mr. Sikora will be taking this temporary position at Step-1 City Engineer per the OPEIU contract which is an increase of \$8,180 in pay over the 90-day period. I have conferred with the City Accountant that these funds are currently budgeted in the Engineering Department's Personal Services and do not require legislative modifications to the budget.

I have also consulted with our Attorneys, Civil Service, and The OPEIU Union that this temporary appointment falls within my office's authority considering the circumstances, and is acceptable by all parties.

Thank you for your attention to this matter.

Respectfully,



Austin Tylec
Mayor

City Hall, 216 Payne Avenue, North Tonawanda, NY 14120 · 716.695.8540
atylec@northtonawanda.org

2022 DEC 13 AM 11:02
NORTH TONAWANDA NY

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CITY CLERK'S OFFICE



CITY OF NORTH TONAWANDA WATER WORKS

830 RIVER ROAD
NORTH TONAWANDA, NEW YORK 14120

Phone: (716) 695-8560, ext. #6411

Fax: (716) 389-3351

E-mail: JKoepsell@northtonawanda.org



DEC 20 2022

Jason W. Koepsell
Superintendent

December 15, 2022

Honorable Mayor Austin Tylec and Common Council
216 Payne Ave. – City Hall
North Tonawanda, NY 14120

2022 DEC 15 AM 9:08
NORTH TONAWANDA NY

RE: Phase II WTP Generator Project Amendment 6

RECEIVED
CITY CLERK'S OFFICE

Honorable Body:

On December 15, 2022, after review of the proposed amendment, we have decided to move forward with the phase II generator proposal from Nussbaumer & Clarke Engineering. These services will be funded under the grant, bonding, and EFC loan, already in place for the Water Treatment Plant Generator Project.

Based upon the performance and experience of Nussbaumer & Clarke Engineering, I recommend that Nussbaumer & Clarke Engineering, be awarded these professional services to perform the scope of work described on a lump sum basis not to exceed 175,611.00.

Please contact me if you have any question or concerns regarding this service proposal. Thank you for your time and consideration of my request.

Very truly yours,

Jason W. Koepsell

Jason W. Koepsell, Superintendent
Water / Wastewater

September 15, 2021 – Original
December 14, 2022 – Revised and Final



Mr. Jason Koepsell
Superintendent
City of North Tonawanda
Water & Wastewater Departments
830 River Road
North Tonawanda, NY 14120

Re: Agreement for Engineering Services – WTP Standby Generator Replacement
Proposed Amendment No. 6 – Phase II Engineering Services
File No. 17P1-0024-0.6

Dear Mr. Koepsell:

Nussbaumer & Clarke, Inc. (Nussbaumer) respectfully submits this revised proposed Amendment (No. 6) to our Agreement for Engineering Services in connection with the Water Treatment Plant (WTP) Standby Generator Replacement project. The proposed amendment is for the design, bidding, construction administration, construction inspection, and record drawings for Phase II of EFC Project 18437. The scope of work for Phase II is included within total project cost of the WIIA Grant awarded by EFC. The bulk of EFC Project 18437 was completed under Phase I; however, additional electrical infrastructure improvements are necessary to ensure reliability in all aspects of the plant power system. This would include replacing the existing incoming electrical services and high-voltage equipment. The design will include modern equipment and features such as utility metering, microprocessor-based protection relays, remote racking (where possible), solidly grounded power systems, and OSHA compliant lockout/tagout functionality. A required battery back-up system shall provide control power to high voltage switchgear in the event of utility failure. The improvements are intended to improve system resiliency and functionality as existing equipment is past the end of its useful life and failing due to its age. These critical improvements will also minimize downtime in the event of power failure, improve personnel safety, and system security during operation and maintenance.

SCOPE OF WORK

Phase II Construction Scope of Work will consist of:

- Two electrical 5kV services.
- Utility metering.
- High-Voltage Equipment (AKA Switchgear) with relay protection.
- Back-up Battery system for control power for the switchgear.
- Connection to Phase I transformers.
- Demolition of existing services and associated switchgear.
- Overhead door to old switchgear room (Future Storage room).

Task 1 Design:

- 1.1 Kick-off Meeting: One (1) meeting with appropriate North Tonawanda (City) personnel to review project and quantify objectives and milestones. Verify final scope of work.



- 1.2 Field measurements, power quality metering, and pre-design photos for proposed electrical gear and electrical interconnection to supplement existing data. A preliminary power study (SKM) will be performed.
- 1.3 Schedule Development. An estimated schedule to determine approximate length of design, bidding, and construction phases. To be coordinated with the completion of Phase I construction and other future projects at the WTP.
- 1.4 Design coordination with National Grid.
- 1.5 Determination and coordination of necessary additional testing.
- 1.6 50% Design Drawings:
 - Cover Sheet.
 - General Location Map and Drawing List.
 - Structural Demolition, Proposed, and Detail Plans.
 - Electrical Site Demolition and Proposed Plans.
 - Electrical Building Demolition and Proposed Plans.
 - Electrical Detail Plans.
 - Electrical Demolition and Proposed Single Line Diagrams.
 - Electrical AC Elementary and DC Elementary Diagrams.
 - Electrical Equipment Floor Plans showing layout of all proposed equipment.
 - Electrical Conduit and Wire Plans showing routing of all power and control circuits.
 - Design Power System Studies including short-circuit, protective device coordination, and preliminary arc flash hazard analysis.
- 1.7 50% Design Specifications.
- 1.8 50% Design Estimate of Probable Construction Cost.
- 1.9 50% Design Review Meeting: One (1) meeting with appropriate City personnel to review 50% design drawings, specifications, and cost estimate.
- 1.10 95% Design Drawings.
- 1.11 95% Design Specifications.
- 1.12 95% Design Estimate of Probable Construction Cost.
- 1.13 95% Design Review Meeting: One (1) meeting with appropriate City personnel to review 95% design drawings, specifications, cost estimate and plan for bidding.
- 1.14 Prepare final construction bid documents based on 95% review meeting comments.
- 1.15 Coordination with NYSEFC.
- 1.16 Coordination with NYSDOH and NCDOH for approval of plans and specs.

Task 2 Bidding:

- 2.1 Furnish up to fifteen (15) sets of construction documents for bidding purposes.
- 2.2 Provide Notice to Bidders for City publication of the project.
- 2.3 Solicit perspective interested parties for bidding the project.
- 2.4 Conduct pre-bid meeting, prepare agenda and minutes.
- 2.5 Answer RFI's and prepare addenda and sketches as needed.
- 2.6 Conduct bid opening, prepare agenda and minutes.
- 2.7 Review bids and provide recommendation to the City for awarding construction contract(s).

Task 3 Construction Administration:

- 3.1 Prepare agenda, attend, and document minutes from preconstruction meeting.
- 3.2 Review submittals and shop drawings.



- 3.3 Review contractors request for payment applications.
- 3.4 Respond to contractors' questions, RFI's, issues, etc.
- 3.5 Review contractors' change requests and prepare change orders as needed.
- 3.6 Conduct periodic construction progress meetings, six (6) total, and document minutes.
- 3.7 Assist the City with agency coordination with NYSEFC and NYSDOH. Assistance with the administration of the WIIA Grant related to GC and EC reports and payment processing.
- 3.8 Commissioning assistance and coordination.
- 3.9 Prepare protective relay field engineering settings for use by contractor.
- 3.10 Perform final inspection to confirm installation is per design documents.
- 3.11 Project closeout including a final PE stamped signed certificate of completed works.

Task 4 Construction Observation:

- 4.1 Resident field construction observer during construction activities to document daily contractor activities and act as Owner's representative for day-to-day project coordination.
 - Three (3) months of full-time inspection is anticipated throughout the estimated 5-month construction period.
- 4.2 Review and verify contractor payment requests for work completed.

Task 5 Record Drawings And Arc Flash Study:

- 5.1 Prepare as-built record drawings from contractor mark-ups and construction observations.
- 5.2 Provide Record Drawings in AutoCAD of all completed work and furnish one (1) 34x22 plotted paper copy set and one (1) electronic copy of the AutoCAD drawings emailed to the City.
- 5.3 Perform short circuit, coordination, and arc flash hazard analysis based on as installed conditions and update existing labels as needed. Includes equipment installed in Phase I and Phase II. Field data collection (i.e., cable lengths) will be by contractor.

COMPENSATION AND PAYMENT:

Nussbaumer requests the contract amounts be adjusted as follows for the services described above:

Design	\$ 62,478.00	Lump Sum
Bidding	\$ 5,091.00	Lump Sum
Construction Administration	\$ 19,882.00	Hourly (<i>Estimated</i>)
Construction Observation	\$ 60,320.00	Hourly (<i>Estimated</i>)
Record Drawings and Arc Flash Study	\$ 27,840.00	Lump Sum
Total	\$175,611.00	

Approval of this Amendment No. 6 revises Nussbaumer's Contract total from \$520,000.00 to \$695,611.00.

Costs shall be billed monthly based on the engineer's estimate of work performed (Lump Sum), or number of hours worked (Hourly), as determined by Nussbaumer. Amounts billed are due and payable upon receipt of the invoice. Refer to attached table for 2023 hourly billing rates, which are subject to change on January 1, 2024.

Nussbaumer appreciates the opportunity to submit this proposal and looks forward to continuing to work with the City on this project. Please contact me at your convenience with any questions you may have.

Mr. Jason Koepsell
City of North Tonawanda
December 14, 2022 – Revised and Final



Upon acceptance of our proposal, please sign both the original and the enclosed copy where indicated below and return the copy to our office. The original is for your file. This will then serve as our Agreement and Notice to Proceed.

Sincerely,

NUSSBAUMER & CLARKE, INC.

Michael T. Marino, P.E.
Chief Executive Officer

Attachments:

- Att. 1 – 2023 Hourly Rate Table
- Att. 2 – Schedule
- Att. 3 – Fee Schedule Breakdown
- Att. 4 – Construction Cost Estimate (prepared 09/2021)

c: Chelsea Spahr, P.E., City Engineer (w/attach.)
File – 01 (w/attach.)

Accepted by: **CITY OF NORTH TONAWANDA**

Signature: _____ Title: _____

Printed Name: _____ Date: _____



CORPORATE OFFICE
 3556 Lake Shore Road
 Suite 500
 Buffalo, NY 14219-1494
 Phone: (716) 827-8000
 Fax: (716) 826-7958

BRANCH OFFICES
 Lockport
 North Tonawanda
 East Aurora

ATTACHMENT 1

2023 HOURLY RATE SCHEDULE

Job Title	Hourly Rate
Principal Engineer / Principal Surveyor	\$235.00
Sr. Associate	\$172.00
Associate	\$157.00
Project Manager	\$150.00
Sr. Project Engineer	\$145.00
Project Engineer / Project Architect	\$128.00
Engineer 2	\$110.00
Engineer 1	\$96.00
Sr. CADD Designer	\$137.00
CADD Designer	\$113.00
CADD Technician	\$100.00
Engineering Technician	\$85.00
Municipal Infrastructure Specialist	\$100.00
Water Distribution Specialist 1	\$96.00
Water Distribution Specialist 2	\$69.00
Project Surveyor	\$132.00
Survey Technician 3	\$106.00
Survey Technician 2	\$90.00
Survey Technician 1	\$80.00
1 Person Survey Crew	\$160.00
1 Person Survey Crew (Prevailing Wage)	\$210.00
2 Person Survey Crew	\$185.00
2 Person Survey Crew (Prevailing Wage)	\$300.00
Construction Services Manager	\$150.00
Construction Administrator	\$110.00
Sr. Construction Observer	\$116.00
Construction Observer	\$98.00
Grant Writer	\$85.00
Administrative Assistant	\$76.00
Testimony/Court Attendance (above rate for Job Classification - 4 Hour Minimum Charge)	

Fixed Costs

Mileage	at Current Federal Rate
Expenses such as Tolls, Copies, Printing	at Cost
Subconsultant or Third Party Expense	at Cost plus 10%

Rates are subject to increase January 1st of each calendar year.



Schedule – WTP Standby Generator Replacement
 Proposed Amendment No. 6 – Phase II Engineering Services
 File No. 17P1-0024-0.6

ATTACHMENT 2

TASK	DURATION	TIMEFRAME
1 – Design	8 Months	1/3/2023 – 9/1/2023
2 – Bidding (Advertisement through Construction Contract Award)	2 Months	9/1/2023 – 11/1/2023
3 – Construction Administration	2 Months 4 Months 5 Months	11/1/2023 – 1/1/2024, Submittal Review 1/1/2024 – 5/1/2024, Delivery/Lead Time 5/1/2024 – 10/1/2024, Construction
4 – Construction Observation *3 months of work, 5 month duration	5 Months	5/1/2024 – 10/1/2024
5 – Record Drawings/ Arc Flash Study	3 Month	10/1/2024 – 1/1/2025

ATTACHMENT 3

NCI JOB NUMBER: CUSTOMER: PROJECT ESTIMATOR:	17P1-0024-0.6 (Rev. 12/2022) City of North Tonawanda M.J.R.	MTM	CMA	JEZ	IR	MJR	DOT	DIC	CSW	TASK HOURS	DIRECT LABOR DOLLARS	BILLABLE DOLLARS	TRAVEL/ SUPPLY EXPENSES	TASK SUBTOTAL
		Principal Engineer/ Principal Surveyor	Sr. Associate	Sr. Project Engineer	Project Engineer/ Project Architect	Engineer 2	Engineer 1	Sr. Construction Observer	Administrative Assistant					
Task 0 - Proposal														
Task 1 - Design														
1.1 Kick-off Meeting		3				3				0	\$ -	\$ -	\$ -	\$ -
1.2 Field Measurements and Pre-design photos				8		3				9	\$ 480.05	\$ 1,470.00		\$ 1,470.00
1.2a Power Meeting				12		3	4			15	\$ 624.73	\$ 1,874.00		\$ 1,874.00
1.2b Preliminary Power Study (SKM)		2		34		2				38	\$ 1,873.58	\$ 5,620.00		\$ 5,620.00
1.3 Schedule Development				16		2				4	\$ 170.02	\$ 510.00		\$ 510.00
1.4 Design coordination with National Grid.				2		2				16	\$ 773.44	\$ 2,320.00		\$ 2,320.00
1.5 Determination and Coordination of Necessary Additional Testing				2		2				2	\$ 96.68	\$ 290.00		\$ 290.00
1.6 50% Design Drawings		2	3	48		8	28			105	\$ 4,473.10	\$ 13,418.00		\$ 13,418.00
1.7 50% Design Specifications		1	3	20		8	16	4		52	\$ 2,246.56	\$ 6,739.00		\$ 6,739.00
1.8 50% Design Estimate of Probable Construction Cost		0.5	1	4		1	8			16.5	\$ 661.88	\$ 1,985.50		\$ 1,985.50
1.9 50% Design Review Meeting		2	2	24		3	36			6	\$ 255.03	\$ 765.00		\$ 765.00
1.10 95% Design Drawings		1	2	40		8	4			72	\$ 2,924.88	\$ 8,774.00		\$ 8,774.00
1.11 95% Design Specifications		0.5	1	8		4	4			17.5	\$ 781.91	\$ 2,345.50		\$ 2,345.50
1.12 95% Design Estimate of Probable Construction Cost				3		3				6	\$ 255.03	\$ 765.00		\$ 765.00
1.13 95% Design Review Meeting		4		4		4	12			24	\$ 825.36	\$ 2,476.00		\$ 2,476.00
1.14a Final Construction Documents		4		4		4				4	\$ 313.36	\$ 940.00		\$ 940.00
1.14b Principal Review		0.5		8		8				8.5	\$ 332.53	\$ 997.50		\$ 997.50
1.15 Coordination with NYSEFC		0.5		8		8				8.5	\$ 332.53	\$ 997.50		\$ 997.50
1.16 Coordination with NYSDOH and NCDOH										0	\$ -	\$ -		\$ -
Task 1 - TOTALS ==>														
		17	12	231	37	74	92	0	16	479	\$ 20,828.05	\$ 62,478.00	\$ -	\$ 62,478.00
Task 2 - Bidding														
2.1 Preparation of Bid Documents (Up to 15 Sets)						2	4			8	\$ 252.00	\$ 756.00		\$ 756.00
2.2 Notice to Bidders				1		1				1	\$ 36.67	\$ 110.00		\$ 110.00
2.3 Solicit Prospective Bidders				1		1				1	\$ 48.34	\$ 145.00		\$ 145.00
2.4a Prepare pre-bid meeting Agenda				1		1				2	\$ 85.01	\$ 255.00		\$ 255.00
2.4b Conduct Pre-bid meeting		0.5		3		3				6.5	\$ 294.20	\$ 882.50		\$ 882.50
2.4c Prepare pre-bid meeting minutes				1		1				1	\$ 36.67	\$ 110.00		\$ 110.00
2.5 Answer RFIs, prepare addenda and sketches as needed.				4		4				8	\$ 340.04	\$ 1,020.00		\$ 1,020.00
2.6a Prepare bid opening Agenda				3		3				1	\$ 36.67	\$ 110.00		\$ 110.00
2.6b Conduct bid opening		0.5		3		3				6.5	\$ 294.20	\$ 882.50		\$ 882.50
2.6c Prepare bid opening meeting minutes				1		1				1	\$ 36.67	\$ 110.00		\$ 110.00
2.7 Review bids and provide recommendation		1		1		3				5	\$ 236.69	\$ 710.00		\$ 710.00
Task 2 - TOTALS ==>														
		2	0	13	0	20	4	0	2	41	\$ 1,697.16	\$ 5,091.00	\$ -	\$ 5,091.00

ATTACHMENT 3

NGI JOB NUMBER: CUSTOMER: PROJECT ESTIMATOR:	17P1-0024-0.6 (Rev. 12/2022) City of North Tonawanda MJR	CMA		JEZ		IR		MJR		DOT		DLC		CSW		TASK HOURS SUBTOTAL	DIRECT LABOR DOLLARS	BILLABLE DOLLARS	TRAVEL/ SUPPLY EXPENSES	TASK SUBTOTAL																																																																																																									
		Principal Engineer/ Principal Surveyor	Sr. Associate	Sr. Project Engineer	Project Engineer/ Project Architect	Engineer 2	Engineer 1	Sr. Construction Observer	Administrative Assistant																																																																																																																				
Task 3 - Construction Administration																																																																																																																													
3.1a	Prepare pre-construction meeting agenda															0	\$	\$	\$	\$																																																																																																									
3.1b	Conduct pre-construction meeting															1	\$ 36.67	\$ 110.00	\$	\$ 110.00																																																																																																									
3.1c	Prepare pre-construction meeting minutes															6	\$ 255.03	\$ 765.00	\$	\$ 765.00																																																																																																									
3.2	Review submittals and shop drawings.															12	\$ 533.40	\$ 1,600.00	\$	\$ 1,600.00																																																																																																									
3.3	Process Payment Applications (Assume 2)															4	\$ 146.88	\$ 440.00	\$	\$ 440.00																																																																																																									
3.4	Respond to contractor RTI's and prepare sketches as required															8	\$ 340.04	\$ 1,020.00	\$	\$ 1,020.00																																																																																																									
3.5	Process Change Orders as required															2	\$ 73.34	\$ 220.00	\$	\$ 220.00																																																																																																									
3.6a	Prepare agendas for Bi-weekly construction progress meetings															6	\$ 220.02	\$ 660.00	\$	\$ 660.00																																																																																																									
3.6b	Conduct Bi-weekly construction progress meetings (Assume 6)															38	\$ 1,693.52	\$ 4,810.00	\$	\$ 4,810.00																																																																																																									
3.6c	Prepare and distribute minutes for Bi-weekly construction progress meetings															6	\$ 220.02	\$ 660.00	\$	\$ 660.00																																																																																																									
3.7	Agency/ Grant Coordination															8	\$ 293.36	\$ 880.00	\$	\$ 880.00																																																																																																									
3.8	Commissioning assistance and coordination															2	\$ 96.68	\$ 290.00	\$	\$ 290.00																																																																																																									
3.9	Relay Program Files Witness Testing															24	\$ 1,160.16	\$ 3,480.00	\$	\$ 3,480.00																																																																																																									
3.10	Final inspection															6	\$ 255.03	\$ 765.00	\$	\$ 765.00																																																																																																									
3.11	Project Closeout															16	\$ 730.72	\$ 2,192.00	\$	\$ 2,192.00																																																																																																									
	Miscellaneous time															8	\$ 626.72	\$ 1,880.00	\$	\$ 1,880.00																																																																																																									
	Task 3 - TOTALS ==>															148	\$ 6,628.06	\$ 19,882.00	\$	\$ 19,882.00																																																																																																									
Task 4 - Construction Observation																																																																																																																													
	Construction Observer (Full-time, assumed 3 months)															520	\$ 20,108.40	\$ 60,320.00	\$	\$ 60,320.00																																																																																																									
	Task 4 - TOTALS ==>															520	\$ 20,108.40	\$ 60,320.00	\$	\$ 60,320.00																																																																																																									
Task 5 - Record Drawings																																																																																																																													
	As-Built CAD Drawings															32	\$ 1,546.88	\$ 4,640.00	\$	\$ 4,640.00																																																																																																									
	Arc Flash Study/ Plant Coordination															160	\$ 7,734.40	\$ 23,200.00	\$	\$ 23,200.00																																																																																																									
	Task 5 - TOTALS ==>															192	\$ 9,281.28	\$ 27,840.00	\$	\$ 27,840.00																																																																																																									
	TOTALS ==>															1380	\$ 56,542.95	\$ 175,611.00	\$	\$ 175,611.00																																																																																																									
<table border="0" style="width:100%"> <tr> <td>HOURLY BILLING RATE \$</td> <td>235.00</td> <td>\$</td> <td>172.00</td> <td>\$</td> <td>145.00</td> <td>\$</td> <td>128.00</td> <td>\$</td> <td>110.00</td> <td>\$</td> <td>95.00</td> <td>\$</td> <td>116.00</td> <td>\$</td> <td>76.00</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>PROJECT BILLABLE DOLLARS** \$</td> <td>7,285.00</td> <td>\$</td> <td>2,064.00</td> <td>\$</td> <td>72,210.00</td> <td>\$</td> <td>4,736.00</td> <td>\$</td> <td>18,260.00</td> <td>\$</td> <td>9,216.00</td> <td>\$</td> <td>60,320.00</td> <td>\$</td> <td>1,520.00</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>TOTAL BILLABLE DOLLARS \$</td> <td>7,285.00</td> <td>\$</td> <td>2,064.00</td> <td>\$</td> <td>72,210.00</td> <td>\$</td> <td>4,736.00</td> <td>\$</td> <td>18,260.00</td> <td>\$</td> <td>9,216.00</td> <td>\$</td> <td>60,320.00</td> <td>\$</td> <td>1,520.00</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>TOTAL EXPENSES</td> <td></td> <td>\$</td> <td></td> <td>\$</td> <td></td> <td>\$</td> <td></td> <td>\$</td> <td></td> <td>\$</td> <td></td> <td>\$</td> <td></td> <td>\$</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>TOTAL COST</td> <td></td> <td>\$</td> <td></td> <td>\$</td> <td></td> <td>\$</td> <td></td> <td>\$</td> <td></td> <td>\$</td> <td></td> <td>\$</td> <td></td> <td>\$</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>																					HOURLY BILLING RATE \$	235.00	\$	172.00	\$	145.00	\$	128.00	\$	110.00	\$	95.00	\$	116.00	\$	76.00						PROJECT BILLABLE DOLLARS** \$	7,285.00	\$	2,064.00	\$	72,210.00	\$	4,736.00	\$	18,260.00	\$	9,216.00	\$	60,320.00	\$	1,520.00						TOTAL BILLABLE DOLLARS \$	7,285.00	\$	2,064.00	\$	72,210.00	\$	4,736.00	\$	18,260.00	\$	9,216.00	\$	60,320.00	\$	1,520.00						TOTAL EXPENSES		\$		\$		\$		\$		\$		\$		\$							TOTAL COST		\$		\$		\$		\$		\$		\$		\$						
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** REMAINING TASKS																																																																																																																													

ESTIMATE OF CONSTRUCTION COST
PREPARED SEPTEMBER 2021
NORTH TONAWANDA WTP PHASE II
ATTACHMENT 4

DESCRIPTION	UNIT	QTY	MATERIAL	LABOR	SUBTOTAL
Electrical Demolition					
<i>Existing Primary Switchgear</i>	L.S.	1	\$ -	\$ 1,500.00	\$ 1,500.00
<i>Existing Battery Rack Removal</i>	L.S.	1	\$ -	\$ 600.00	\$ 600.00
<i>Existing Battery Disposal</i>	L.S.	1	\$ -	\$ -	\$ -
<i>Existing Primary Service Risers</i>	L.S.	1	\$ -	\$ 750.00	\$ 750.00
<i>Remove misc. Conduit and Wiring</i>	L.S.	1	\$ -	\$ 600.00	\$ 600.00
<i>Remove Existing Primary feeders</i>	L.S.	1	\$ -	\$ 1,200.00	\$ 1,200.00
<i>Remove Existing Primary feeders & Conduit to transformers</i>	L.S.	1	\$ -	\$ 1,800.00	\$ 1,800.00
Structural Demolition					
<i>Remove old housekeeping pad</i>	C.Y.	1.9	\$ -	\$ 500.00	\$ 972.22
<i>Remove top of old Foundation (-3'-0")</i>	C.Y.	36.0	\$ -	\$ 500.00	\$ 18,000.00
<i>Remove concrete floor (6")</i>	C.Y.	6.5	\$ -	\$ 500.00	\$ 3,250.00
<i>Remove stone fill (6")</i>	C.Y.	8.5	\$ -	\$ 100.00	\$ 850.00
<i>Remove Existing Double Door & Frame</i>	L.S.	1	\$ -	\$ 300.00	\$ 300.00
<i>Remove Existing 3' Interior Door & Frame</i>	L.S.	1	\$ -	\$ 300.00	\$ 300.00
<i>Remove Existing 3' Exterior Door & Frame</i>	L.S.	1	\$ -	\$ 300.00	\$ 300.00
Structural Proposed					
<i>Repair floor (old housekeeping pad)</i>	C.Y.	1.9	\$ -	\$ 900.00	\$ 1,750.00
<i>Stone Backfill (old foundation) (-2'-0")</i>	C.Y.	24.0	\$ -	\$ 900.00	\$ 21,600.00
<i>Stone Backfill under slab (6")</i>	C.Y.	12.5	\$ -	\$ 250.00	\$ 3,125.00
<i>New Floor Slab</i>	C.Y.	21.0	\$ -	\$ 1,000.00	\$ 21,000.00
<i>New House Keeping Pad</i>	C.Y.	2.3	\$ -	\$ 1,000.00	\$ 2,333.33
<i>New Wall/sound insulation -Infill Double Door (18" wall)</i>	L.S.	1	\$ -	\$ 500.00	\$ 500.00
<i>Proposed 3' Interior Door w/ window & Frame</i>	L.S.	1	\$ -	\$ 2,500.00	\$ 2,500.00
<i>Proposed 3' Exterior Door w/ window & Frame</i>	L.S.	1	\$ -	\$ 3,500.00	\$ 3,500.00
<i>6' chain link fence (removeable)</i>	L.F.	20	\$ -	\$ 100.00	\$ 2,000.00
<i>5' double gate</i>	L.S.	1	\$ -	\$ 800.00	\$ 800.00
<i>3' man gate</i>	L.S.	1	\$ -	\$ 600.00	\$ 600.00
<i>2 (20'x 1')Blacktop Stone sub base</i>	C.Y.	1	\$ -	\$ 250.00	\$ 250.00
<i>2 (20'x 1')Blacktop base, 4"</i>	T.	1	\$ -	\$ 300.00	\$ 300.00
<i>2 (20'x 1')Blacktop topper, 2"</i>	T.	1	\$ -	\$ 300.00	\$ 300.00

ESTIMATE OF CONSTRUCTION COST
PREPARED SEPTEMBER 2021
NORTH TONAWANDA WTP PHASE II
ATTACHMENT 4

DESCRIPTION	UNIT	QTY	MATERIAL	LABOR	SUBTOTAL
Cable & Conduit					
<i>P101a & P102a risers 4" Galvanized Rigid Conduit</i>	L.F.	40	\$ 37.60	\$ 23.50	\$ 2,444.00
<i>P101a,b & P102a,b 4" PVC Sched 80 Conduit</i>	L.F.	200	\$ 22.98	\$ 29.00	\$ 10,396.00
<i>P101a & P102a MV105, 5kV, 3C-#1/0 Armor Cable</i>	L.F.	240	\$ 5.13	\$ 5.80	\$ 2,623.20
<i>#6 Bare Copper Ground Wire</i>	L.F.	100	\$ 0.82	\$ 0.47	\$ 129.00
<i>Ground Rods 3/4" x 10' Copper Clad</i>	EA.	3	\$ 75.59	\$ 106.00	\$ 544.77
<i>4" Galvanized Rigid Conduit elbow</i>	EA.	8	\$ 298.88	\$ 116.00	\$ 3,319.04
<i>P103a,b & P104a,b 4" PVC Sched 80 Conduit</i>	L.F.	80	\$ 22.98	\$ 29.00	\$ 4,158.40
<i>P103a & P104a MV105, 5kV, 3C-#1/0 Armor Cable</i>	L.F.	300	\$ 5.13	\$ 5.80	\$ 3,279.00
<i>4" PVC Sched 80 Conduit elbow</i>	EA.	4	\$ 309.36	\$ 46.50	\$ 1,423.44
<i>4" Galvanized Rigid Conduit elbow</i>	EA.	4	\$ 298.88	\$ 116.00	\$ 1,659.52
<i>#4/0 Bare Copper Ground loop Wire</i>	L.F.	180	\$ 8.07	\$ 163.00	\$ 30,792.60
<i>Ground Rods 3/4" x 10' Copper Clad</i>	EA.	8	\$ 75.59	\$ 106.00	\$ 1,452.72
<i>#4/0 Bare Copper Ground Equipment Wire</i>	L.F.	110	\$ 8.07	\$ 163.00	\$ 18,817.70
<i>Grounding Test Wells</i>	EA.	2	\$ 25.00	\$ 150.00	\$ 350.00
<i>Cadwelds</i>	EA.	34	\$ 188.60	\$ 58.00	\$ 8,384.40
Electrical Equipment					
<i>Utility Company Receiving Switchgear</i>	EA.	1	\$ 150,000.00	\$ 50,000.00	\$ 200,000.00
<i>Dist. Panel 48V</i>	EA.	1	\$ 780.00	\$ 400.00	\$ 1,180.00
<i>Battery Rack 48V DC</i>	EA.	10	\$ 75.59	\$ 106.00	\$ 1,815.90
<i>Battery Charger</i>	EA.	1	\$ 75.59	\$ 106.00	\$ 181.59
Misc. Construction					
<i>Trenching & Backfill</i>	L.F.	300	\$ 5.20	\$ 7.50	\$ 3,810.00
<i>Conduit/Wire Modification</i>	L.S.	1	\$ 2,500.00	\$ 1,250.00	\$ 3,750.00
<i>Core Drill</i>	EA.	4	\$ -	\$ 175.00	\$ 700.00
National Grid Allowance	L.S.	1		\$ 20,000.00	\$ 20,000.00
SUBTOTAL		0			\$ 412,191.84
MOBILIZATION & BOND	4%	0			\$ 16,487.67
CONTINGENCY	10%	0			\$ 41,219.18
OVERHEAD & PROFIT	15%	0			\$ 61,828.78
TOTAL		0			\$ 532,000.00

JEFFREY ZELLNER
CITY ACCOUNTANT

JENNIFER CRESS
PAYROLL PERSONNEL SPECIALIST

SHERI GAMPP
JUNIOR ACCOUNTANT

City of North Tonawanda

DEPARTMENT OF ACCOUNTING
CITY HALL
216 PAYNE AVENUE NORTH
TONAWANDA, N.Y. 14120

TELEPHONE: (716) 695-8545

FAX: (716) 695-8573



DEC 20 2022

December 15, 2022

Honorable Austin J. Tylec, Mayor
And Common Council
City Hall, 216 Payne Avenue
North Tonawanda, NY 14120

Dear Honorable Body:

In accordance with Article V, Division 1, Section 5.002 and 5.003 of the City Charter, an Abstract Sheet, comprised of a Warrant of Claims, has been submitted by this office for your review and approval.

Accordingly, please authorize for payment, the current Warrant of Claims for Common Council audit, dated December 20, 2022, and further authorize the Mayor and City Clerk-Treasurer to respectively sign and countersign said Warrant.

Regards,



JEFFREY ZELLNER
CITY ACCOUNTANT

RECEIVED
CITY CLERK'S OFFICE

2022 DEC 15 PM2:24
NORTH TONAWANDA NY

IX

City of North Tonawanda, New York
DEPARTMENT OF PUBLIC WORKS
758 Erie Avenue, North Tonawanda, New York 14120
(716) 695-8585

DEC 20 2022

December 13, 2022

Honorable Austin J. Tylec, Mayor
and Common Council Members
City Hall
216 Payne Avenue
North Tonawanda, New York 14120

**Re: Project 2022-09: Webster, Tremont and Manhattan Street Mill and Repave
Approval of Change Order No. 1 and Final Project Acceptance**

Dear Honorable Body:

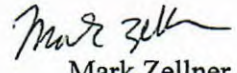
Approval of Change Order No. 1, balancing the project and addressing overages, and final acceptance of Webster, Tremont and Manhattan Street Mill and Repave Project is hereby requested. The change order is an addition change order. Attached is the change order showing the additions and deductions at the end of the project.

Accordingly, I respectfully request that the Common Council approve the addition Change Order No. 1 for Webster, Tremont and Manhattan Street Mill and Repave Project in the amount of \$6,462.10 with Milherst Construction, Inc., 10025 County Road, Clarence Center, NY 14032; increasing the contract amount from \$282,550.00; to the final contract amount of \$289,012.10; authorizing the Mayor to sign said change order. Further, that the Common Council accept this project as complete and approve the final payment subject to review by the City Attorney.

CITY CLERK'S OFFICE
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NORTH TONAWANDA NY
2022 DEC 14 AM 8:17

Very truly yours,



Mark Zellner
Superintendent of Public Works

MZ:tjs

Cc: file
Edward Zebulski, City Attorney
Chelsea L. Spahr, P.E., City Engineer
Jeffery Zellner, City Accountant
Jim Collins Jr., Milherst Construction



City of North Tonawanda
Department of Engineering
 City Hall, 216 Payne Avenue
 North Tonawanda, NY 14120-5493
 www.northtonawanda.org

Chelsea L. Spahr, P.E.
 City Engineer
 Phone: (716) 695-8565
 Fax: (716) 695-8568

CHANGE ORDER NO. 1

DATE: December 12, 2022

TO: Jim Collins Jr.
 Milherst Construction, Inc.
 10025 County Road
 Clarence Center, NY 14032

PROJECT NO: 2022-09 Webster, Tremont and Manhattan
Street Mill and Repave

ADDITION: \$6,462.10

DEDUCTION: _____

UNDER YOUR CONTRACT 09/20/2022 with the City of North Tonawanda,

You are hereby requested to comply with the following contract modifications:

Additional Milling (1,946 SY) =	\$5,838
Additional Top Course HMA (79.54 TONS) =	\$13,124.10
Deduction of Diluted Tack Coat (450 GAL) =	\$2,250
Additional Porous Strip (65% over) =	\$9,750
Field Change Payment Used =	(\$20,000)
TOTAL =	\$6,462.10

The sum of \$6,462.10 is hereby **added** to the contract.

<u>Original Contract</u>	<u>C. O. No.</u>	<u>Addition</u>	<u>Deduction</u>	<u>Contract to Date</u>
\$282,550.00	1	\$6,462.10		\$289,012.10
ACCEPTED BY	<u>[Signature]</u> (Contractor)	DATE	<u>12/13/22</u>	
RECOMMENDED BY	_____	DATE	_____	
APPROVED BY	_____	DATE	_____	
	(Owner)			
COMMON COUNCIL RESOLUTION DATE _____				

City of North Tonawanda

XXV: /

DONNA L. BRAUN
City Clerk-Treasurer
dbraun@northtonawanda.org

Lori Swartz
Assistant City Clerk

Denise Proefrock
Assistant City Treasurer

OFFICE OF THE CITY CLERK - TREASURER
VITAL STATISTICS
CITY HALL
216 PAYNE AVENUE
NORTH TONAWANDA, N.Y. 14120

Treasurer's Office: (716) 695-8575
Clerk's Office: (716) 695-8555
Fax: (716) 695-8557

12/8/2022

RECEIVED
CITY CLERK'S OFFICE

2022 DEC 9 PM 3:32
NORTH TONAWANDA NY

Honorable Mayor & Common Council
216 Payne Avenue
North Tonawanda, NY 14120

Dear Sirs:

DEC 20 2022

The status of the City of North Tonawanda accounts is reflected by this cash statement for the month of November 2022.

General Fund

Balance Fwd - Checking	1,683,412.50
Balance Fwd - Money Market	2,002,667.83
Investments	5,000,000.00
Receipts for the month	1,354,254.39
Warrants Drawn	(2,944,625.68)
	<hr/>
	\$7,095,709.04

Sewer Fund

Balance Fwd - Checking	63,343.72
Balance Fwd - Money Market	9,767.33
Investments	0.00
Receipts for the month	370,527.90
Warrants Drawn	(418,577.80)
	<hr/>
	\$25,061.15

Water Fund

Balance Fwd - Checking	941,958.11
Balance Fwd - Money Market	1,239,148.98
Investments	0.00
Receipts for the month	258,587.91
Warrants Drawn	(244,009.66)
	<hr/>
	\$2,195,685.34

Trust & Agency Fund

Balance Fwd - Checking	242,169.45
Receipts for the month	29,576.52
Warrants Drawn	(25,104.92)
	<hr/>
	\$246,641.05

Capital Construction Fund

Balance Fwd - Checking	2,257,550.57
Balance Fwd - Money Market	5,016,200.56
Receipts for the month	493,232.70
Warrants Drawn	(283,806.22)
	<hr/>
	\$7,483,177.61

Community Development Fund

Balance Fwd - Checking	1,836,650.87
Receipts for the month	0.00
Warrants Drawn	(96,989.88)
	<hr/>
	\$1,739,660.99

Rental Assistance Fund

Balance Fwd - Checking	0.00
Receipts for the month	249,112.00
Warrants Drawn	(249,112.00)
	<hr/>
	\$0.00

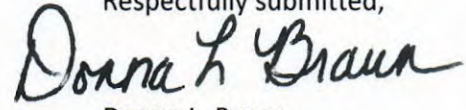
Housing Rehabilitation Fund

Balance Fwd	1,476.60
Receipts for the month	0.19
Warrants Drawn	0.00
	<hr/>
	\$1,476.79

Home Rehabilitation Fund

Balance Fwd	40,683.56
Receipts for the month	0.00
Warrants Drawn	0.00
	<hr/>
	\$40,683.56

Respectfully submitted,



Donna L. Braun
City Clerk-Treasurer