

1. 9:30 A.M. Board Of Managers Meeting

Agenda:

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1. Approve a contract w/CHA for Vliet Street Sewer Separation project for \$198,750.00
2. Approve a quote from InterVid for cameras at DPW garage for \$10,532.00
3. License agreement w/Black Watch Soccer Club for use of Lansing Park for \$6,000 to city

Documents:

[DPWCAMERAS.PDF](#)  
[FACILITYUSE-LANSINGPARK.PDF](#)  
[VLIETST.PDF](#)

## Yando, Lori

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**From:** Primeau, Amanda  
**Sent:** Tuesday, March 9, 2021 12:24 PM  
**To:** Yando, Lori  
**Cc:** Durocher, Michael J.  
**Subject:** FW: Cohoes DPW quote  
**Attachments:** Cohoes DPW system.pdf

Lori,

Can you add this to the next BOM meeting.

Thanks,  
Amanda

**Amanda Primeau**  
**Executive Assistant to the Mayor**  
**City of Cohoes**  
97 Mohawk Street  
Cohoes, NY 12047  
(518) 233-2122 (P)  
(518) 233-2159 (F)  
<http://www.ci.cohoes.ny.us>

**From:** DiCocco, John  
**Sent:** Tuesday, March 9, 2021 11:55 AM  
**To:** Primeau, Amanda <[aprimeau@ci.cohoes.ny.us](mailto:aprimeau@ci.cohoes.ny.us)>  
**Subject:** FW: Cohoes DPW quote

Here is the quote

**John DiCocco**

**Network Administrator**  
**City of Cohoes**  
97 Mohawk Street  
Cohoes, NY 12047  
[518-233-2158](tel:518-233-2158)  
[518-233-2155](tel:518-233-2155) - Fax  
[jdicocco@ci.cohoes.ny.us](mailto:jdicocco@ci.cohoes.ny.us)  
<http://www.ci.cohoes.ny.us>

**From:** Jenn Pastore [<mailto:jpastore@intervid.com>]  
**Sent:** Tuesday, March 09, 2021 9:28 AM

To: DiCocco, John <[jdicocco@ci.cohoes.ny.us](mailto:jdicocco@ci.cohoes.ny.us)>

Subject: Re: Cohoes DPW quote

Hi John,

I needed to update the part number for the NVR as I missed the "ITV" at the beginning. Everything else is the same.

I've attached a revised copy.

Thank you,

Jennifer Pastore  
Intervid Inc  
25 Corporate Circle, Suite 112  
Albany, NY 12203  
office 518-867-3090  
cell 518-788-1858

On Tue, Mar 9, 2021 at 9:00 AM Jenn Pastore <[jpastore@intervid.com](mailto:jpastore@intervid.com)> wrote:

Hi John,

Attached is the quote for the DPW system. Please let me know if you have any questions.

Thank you,

Jennifer Pastore  
Intervid Inc  
25 Corporate Circle, Suite 112  
Albany, NY 12203  
office 518-867-3090  
cell 518-788-1858



INCORPORATED  
Sophisticated Security and Surveillance Systems

March 9, 2021

*InterVid Proposal # 20211769  
NYS Contract # 68812*

John DiCocco  
Cohoes DPW  
97 Mohawk Street  
Cohoes, NY 12047

Re: DPW System

Dear John,

Thank you for considering InterVid as a solution provider for your digital video surveillance and management needs.

Enclosed is a bill of materials and scope of work to install four new cameras and one NVR for DPW. If you wish to proceed with this work please sign and send back to the contact details listed below.

**Cost:**

<b>Total Price</b>	<b>\$ 10, 532.20</b>
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Proposal submitted by,

Proposal accepted by,

Intervid Inc.

Cohoes DPW

Jennifer Pastore  
Sr. Account Manager  
Intervid Inc.  
Mailto: [jpastore@intervid.com](mailto:jpastore@intervid.com)  
Cell # 518-788-1858

Signature \_\_\_\_\_ Date \_\_\_\_\_

Purchase Order Number \_\_\_\_\_

**Scope of Work:**

Intervid will provide and install the following equipment:

- (4) Ultra-compact, indoor fixed mini dome with dust- and vandal-resistant casing with fixed lens.
- (4) IP camera license for camera
- (1) 1.5U Rackmount Industrial Grade Server, Intel i7 Processor, 16GB RAM, 8TB Storage (2x 4TB HDD), Ubuntu Operating System. Does not have redundant power supply.

**Pricing**

<i>Equipment</i>	<i>Qty</i>	<i>NY State Contract Price</i>	<i>Extended Price</i>
0804-001 - camera	4	\$255.55	\$1,022.20
ITV-LIC-CAM - license	4	\$350.00	\$1,400.00
ITV-DSS-WRK	1	\$4,200.00	\$4,200.00
Labor - Technician/Installer at \$115/hr. x 32 Hours	34	\$ 115.00	\$3,910.00
<b>Price</b>			<b>\$ 10,532.20</b>

**General Proposal Notes**

1. This proposal is valid for 30 days.
2. This proposal and all of its contents are the proprietary property of InterVid. The information enclosed may not be shared with anybody other than Cohoes DPW personnel without the explicit written consent of InterVid Inc.
3. By their signatures below, Intervid and the Customer are agreeing to be bound by the terms and conditions of this proposal and the Customer expressly agrees that the terms and conditions attached hereto are incorporated herein.
4. The attached Terms & Conditions have been read and agreed to by all parties upon acceptance of this proposal.
9. Sales tax and freight charges not included. Applicable sales tax and freight will be added at time of invoicing. Tax ID number must be provided in order to verify any tax exempt status

REQUEST FOR AGENDA ITEM  
Legislative Request / BOM Request

Legislative Request \_\_\_\_\_ BOM Request

Date 3/17/21

Department RECREATION

Contact Person DAN WITKO

PERPOSE FOR REQUEST:

Adoption of Resolution: \_\_\_\_\_

Adoption of Local Law: \_\_\_\_\_

Adoption of Ordinance: \_\_\_\_\_

Budget Amendment: \_\_\_\_\_

Bond Approval: \_\_\_\_\_

Contract Authorization:

Other (Briefly Explain) \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Budget Amendment (State the following)

Increase Account/Line No. \_\_\_\_\_

Decrease Account /Line No. \_\_\_\_\_

Source of Funds \_\_\_\_\_

CONTRACT AUTHORIZATION

Purchase Equipment/Supplies: \_\_\_\_\_

Lease Equipment/Supplies: \_\_\_\_\_

Professional Services: \_\_\_\_\_

Education/Training: \_\_\_\_\_

Settlement of Claim: \_\_\_\_\_

Grants:

New \_\_\_\_\_

Renewal \_\_\_\_\_

Submission Dead Line \_\_\_\_\_

Fiscal Impact in Dollars or Percentage

Federal \_\_\_\_\_


State \_\_\_\_\_

City of Cohoes

All back -up material has been submitted

Explanation: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Use space or add typed attachment.

Submitted by: DANIEL HYKCO   
o

date 3/17/21

LICENSE AGREEMENT  
BETWEEN  
CITY OF COHOES  
AND  
BLACK WATCH SOCCER CLUB

This License Agreement, made as of March \_\_, 2021 by and between the City of Cohoes, with a principal place of business at 97 Mohawk Street, Cohoes, NY 12047 (hereinafter "City") and Black Watch Soccer Club, with a mailing address of \_\_\_\_\_ (hereinafter "Soccer Club").

WHEREAS, City is the owner of certain soccer fields at Lansing Park in Cohoes, NY and the Soccer Club operates a soccer program; and

WHEREAS, the Soccer Club desires to use the soccer fields at Lansing Park; and

WHEREAS, the City is agreeable to allowing the Soccer Club to use the soccer fields at Lansing Park ("Soccer Fields") subject to the terms of this agreement.

NOW, THEREFORE, in consideration of the covenants and agreements herein contained, the parties do hereby agree as follows:

1. The City hereby grants the Soccer Club a license to use the Soccer Fields beginning April 1, 2021 through April 30, 2021 from 5:30 pm to 9:30 pm, Monday through Friday.
2. The Soccer Club shall use the Soccer Fields for soccer practice only. No other use is permitted.
3. The Soccer Club shall pay to the City the sum of \$6000.00 for the use of the Soccer Fields as set forth above. The Soccer Club shall be responsible for lining the soccer fields. The Soccer Club shall keep the Soccer Fields free and clear of all trash and debris. The City shall cut the grass on the Soccer Fields and provide appropriate lighting.
4. The City and the Soccer Club agree to discuss renewal of this license for an additional 30 day period.
5. The Soccer Club shall maintain, through the term of this license, the following insurance coverages:

Bodily Injury and Property Damage Limit	\$1,000,000 each occurrence
Products/Completed Operations Limit	\$1,000,000 aggregate
Personal Injury & Advertising Injury Limit	\$1,000,000 each person
General Aggregate	\$2,000,000 per project



The City shall be named on the insurance certificate as "Additional Insured" on a Primary, Non-Contributing Basis.

6. The Soccer Club shall not be permitted to use the Soccer Fields until the \$6000.00 referenced in paragraph 3 and the insurance certificate referenced in paragraph 5 is received by the City.

7. The Soccer Club shall comply with all rules and regulations as promulgated by the City from time to time.

8. The Soccer Club shall defend, indemnify and save harmless the City, its elected officials, employees and agents, from and against all claims, damages, losses and expenses including but not limited to claims for bodily injury and reasonable attorney's fees, arising out of, or in consequence of, the Soccer Clubs use of the Soccer Fields and this license.

9. The parties agree that this lease shall constitute the only agreement between them relative to the Soccer Fields and that no oral statements shall have any force or effect. The Soccer Club is fully aware of the conditions of the Soccer Fields and is not relying on any representations or agreements that the Soccer Fields are fit for use by the Soccer Club.

10. This agreement shall not be modified, except by writing, subscribed by both parties.

IN WITNESS WHEREOF, the parties have hereto duly executed this lease on the day and year set forth below.

CITY OF COHOES

Dated: \_\_\_\_\_, 2021

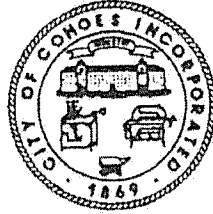
By: \_\_\_\_\_

BLACK WATCH SOCCER CLUB

Dated: \_\_\_\_\_, 2021

By: \_\_\_\_\_

Human Services Department  
97 Mohawk Street  
Cohoes, New York  
12047-2897



Dan Hytko  
Human Service Director & Bureau Director  
Phone: (518) 233-2116  
Fax: (518) 237-0072  
E-mail: [dhytko@ci.cohoes.ny.us](mailto:dhytko@ci.cohoes.ny.us)

## City of Cohoes Use of Facilities Application

Date of application: 3/1/21  
Name of Organization or Individual: Black Watch Soccer Club  
Mailing Address: 4 Fitz Blvd, Albany NY 12205  
Telephone: Day 518-869-3986 Evening 518-858-3508 E-mail: LJasenki@gmail.com  
Name of contact person (if different than above): Steve Freeman  
Telephone: Day 518-869-3986 Evening 518-461-9050 E-mail: sifreeman5@gmail.com  
Day(s) and date(s) requested: M-F 5:30pm-9:30pm April 5<sup>th</sup> - April 30<sup>th</sup>  
Additional Time in discussion for MAY. M-F 5:30-9:30 May 3 - May 27

- Usage will be approved in 90 day use periods. If usage request start and end dates expands more than 90 days, you will need to submit another application 45 days prior to usage start date for the remainder of the usage request.

Usage start time: 5:30 pm. Usage end time: 9:30 pm.  
Please include time for any necessary set-up and clean-up.

- Facilities use hours are from 9am-9pm.
- For lit facilities June 30-September 1 usage can be extended to 10:45pm, with approval from the Human Services Director and the Board of Managers.

Purpose of Use: Soccer Training

Total Participants Expected: Adults: — Children: 100 per night

Residents (Number): 3 Non-Residents (Number): 97

- Rental fees are waived for any groups that are a minimum of 51% Cohoes residents. In order to qualify a roster of participants including each participant's address must be attached to this application. Without a roster non-resident rental fees will apply. Applies to leagues and groups using fields denoted by asterisk.

**Location(s) Requested**

- |  |  |
|--|--|
| <input type="checkbox"/> Lansing's Park Picnic Area  | <input type="checkbox"/> Alexander Street Park Basketball Courts*    |
| <input checked="" type="checkbox"/> Lansing's Park Soccer Field*   | <input type="checkbox"/> George Street Park Gazebo                   |
| <input checked="" type="checkbox"/> Lansing's Park Soccer Field*   | <input type="checkbox"/> George Street Park Softball Field*          |
| <input type="checkbox"/> Lansing's Park Softball Field*  | <input type="checkbox"/> George Street Park (general use)            |
| <input type="checkbox"/> Craner Park Softball Field*   | <input type="checkbox"/> Heartt Ave Park Basketball Courts*          |
| <input type="checkbox"/> Craner Park (general use)   | <input type="checkbox"/> Heartt Ave Park (general use)               |
| <input type="checkbox"/> Berkley Park Tennis Courts*   | <input type="checkbox"/> Greenbrier Park Basketball Courts*          |
| <input type="checkbox"/> Berkley Park Basketball Courts*   | <input type="checkbox"/> Greenbrier Park Tennis Courts*              |
| <input type="checkbox"/> Berkley Park (general use)  | <input type="checkbox"/> Green Briar Park (general use)              |
| <input type="checkbox"/> Canal Square Bandstand  | <input type="checkbox"/> Van Schaick Island Tennis Courts*           |
| <input type="checkbox"/> Canal Square (General use)  | <input type="checkbox"/> Van Schaick Island Basketball Courts*       |
| <input type="checkbox"/> Delaware Ave Bike Trail   | <input type="checkbox"/> Van Schaick Island Gazebo                   |
| <input type="checkbox"/> Heritage Trail  | <input type="checkbox"/> Van Schaick Island Park/ Pond (general use) |
| <input type="checkbox"/> Westend Park Center Monument  | <input type="checkbox"/> Westend Park (back by play structure)       |
| <input type="checkbox"/> Westend Park Front Monument   | <input type="checkbox"/> Westend Park (general use)                  |
| <input type="checkbox"/> Silliman Park   | <input type="checkbox"/> Power Canal Park                            |
| <input type="checkbox"/> Sunset Park Basketball Courts*  | <input type="checkbox"/> Sunset Park (general use)                   |
| <input type="checkbox"/> Other City owned location. Please provide location description and nearest cross streets: _____ |  |

**Use fees are \$20 per hour, per location.**

**Service (s) Requested:**

Field Lights: (Only available at the Lansing Field locations)

Are you charging fees for any aspect of your activity? Yes \_\_\_ No

Fee amount and description: \_\_\_\_\_

Will food or beverage be sold or offered for free? Yes \_\_\_ No  (If yes, you likely need an Inspection by Albany County Department of Health)

Will goods, products, wares, or services be sold? Yes \_\_\_ No  (If yes, you will need to obtain a temporary or Special Events Vendors License)

Description of goods, products, wares, or services to be sold \_\_\_\_\_

## AGREEMENTS

The undersigned is over 21 years of age and has read this form and attached regulations and agrees to comply with them. He/she agrees to be responsible to the municipality for the use and care of the facilities. He/she, on behalf of (name of organization or person): Black Watch Soccer Club does hereby covenant and agree to defend, indemnify and hold harmless the City of Cohoes from and against any and all liability, loss, damages, claims, or actions (including costs and attorneys fees) for bodily injury and/or property damage, to the extent permissible by law, arising out of or in connection with the actual or proposed use of City of Cohoes property, facilities and/or services by said organization or person named herein.

The use of all City facilities, including but not limited to Parks, shall be subject to the approval and rules of the City of Cohoes Board of Managers and/or Common Council as the case may be, and administered by the Human Services Director.

1. Organizations wishing to use municipal facilities shall first apply to the Human Services Director on the prescribed form. The Director shall submit the form to the Board of Managers, which has final authority on approval. Fields/ parks/ facilities may not be used until application is approved by the Board of Managers. All applications, schedules, team rosters and required insurance must be received 45 days prior to usage date(s).
2. In the event of inclement weather, the Director has the final authority on whether facilities are usable.
3. Intoxicants shall not be brought onto municipal facilities at any time.
4. All posted rules must be adhered to.
5. Profanity, objectionable language, disorderly acts or illegal activities of any kind are absolutely prohibited, and those violating this prohibition will be ejected from the premises
6. Any damage to municipal facilities shall be promptly repaired at the user's expense. No exceptions. If maintenance personnel are not available, make sure all doors are locked and lights are turned out when leaving.
7. Permits may be revoked at any time.
8. Any organization with youth under 18 years of age requires the presence of adequate adult supervision at all times.
9. The fee for use is payable to the City of Cohoes and must be paid 2 weeks prior to use.
10. The appropriate authority must be contacted in the event of an emergency.  
Emergency: Call 911                      Other: Call DPW Garage 518-237-4704  
In the event of an accident that is not an emergency, please notify the custodian on duty, or call the Human Services Director the morning of the next business day.
11. Users must provide the following insurance prior to using facilities.
12. Usage is only approved for the date and times listed on the application. Reapply no later than 45 days prior to usage date for additional usage. Any changes to the usage application require a new application and approval from the Board of Managers.
13. Note that City of Cohoes functions take precedent. In the event of an inadvertent scheduling conflict the City of Cohoes sponsored function is granted primary use of the fields.
14. The City of Cohoes requires the organizations/ individuals using the facilities to remove all trash and debris left by the organization/ individuals. If the organization/ individuals move any benches, goals or other equipment, it must be returned to its original location prior to departure. If location is not left clean and in good repairs a \$25 per hour minimum clean-up fee will be assessed and must be paid prior to next usage date.

**FAILURE TO ADHERE TO THE TERMS OF THIS APPLICATION USE WILL RESULT IN  
REVOCATION OF YOUR PERMIT.**

## INSURANCE REQUIREMENTS

### Commercial Users:

- A. The user hereby agrees to effectuate the naming of the City of Cohoes as an unrestricted additional insured "ON A PRIMARY NON-CONTRIBUTORY BASIS" on the user's policy.
- B. The policy naming the City of Cohoes as an additional insured shall:
- be an insurance policy from an A.M. Best rated "secured" New York State licensed insurer;
  - state that the organization's coverage shall be primary coverage for the City of Cohoes, its officers, employees, and volunteers; and
  - additional insured status shall be provided with ISO endorsement CG 2026 or its equivalent.
- C. The user agrees to indemnify the City of Cohoes for any applicable deductibles.
- D. Required Insurance:
- Commercial General Liability Insurance
  - \$1,000,000 per occurrence/ \$2,000,000 aggregate.
  - a Certificate of Workers' Compensation, Form C105.2, or its equivalent, and a Certificate of Disability Insurance, Form DB-120, shall be provided.
- E. User acknowledges that failure to obtain such insurance on behalf of the City of Cohoes constitutes a material breach of contract and subjects it to liability for damages, indemnification and all other legal remedies available to the City of Cohoes. The user is to provide the City of Cohoes with a certificate of insurance, evidencing the above requirements have been met. The failure of the City of Cohoes to object to the contents of the certificate or the absence of it shall not be deemed a waiver of any and all rights held by the City of Cohoes.

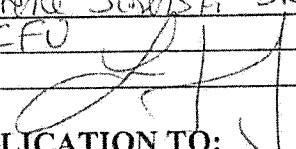
### Individuals:

#### Homeowners Insurance:

Section Two - Liability: \$100,000 limit of liability. Policy shall not exclude the off-premises activities of the insured.

I Lawrence Sosenski, representing Black Water Soccer Club organization have read and understand the terms and conditions of use.

#### Organization's Representative

Name: Lawrence Sosenski, Jr  
Title: CFU  
Signature: 

Telephone Number: 518 858-3508  
E-mail: LSosenski@gmail.com  
Date: 3/9/21

#### RETURN APPLICATION TO:

Dan Hytko, Human Services Director, City of Cohoes, City Hall, 97 Mohawk Street, Cohoes, NY 12047.  
Telephone: 233-2116 E-mail [dhytko@ci.cohoes.ny.us](mailto:dhytko@ci.cohoes.ny.us)

## City of Cohoes Facility Rental Agreement

Organization: Black Watch Soccer Club, Inc.

Type of Activity: Soccer Training

Representative Name: Steve Freeman

Mailing Address: 4 Fritz Blvd., Albany NY 12205

Email : [sjfreeman5@gmail.com](mailto:sjfreeman5@gmail.com) Phone: (518) 461-9050

Alternate Contact: Larry Jasenski

Email: [LJasenski@gmail.com](mailto:LJasenski@gmail.com) Phone: (518) 858-3508

### Reservation Information:

April 5 – April 30th from 5:30 – 9:30 Monday thru Friday @ \$75 per Hour to include lights

Total Contract \$6,000

Contact: Dan Hytko

## Yando, Lori

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**From:** Nathan, Garry  
**Sent:** Thursday, March 4, 2021 7:57 AM  
**To:** Yando, Lori; Kremer, Brian; Primeau, Amanda  
**Cc:** Durocher, Michael J.; Seman-Graves, Joseph  
**Subject:** BOM-Council agenda Vliet St AE design contract  
**Attachments:** A-E BOM-Council Request Vliet St Design.pdf

Hi Lori and Amanda, can you please add this item to both agendas?

Thanks

**Garry F. Nathan, P.E.**

**City Engineer**  
**City of Cohoes**  
97 Mohawk Street  
Cohoes, NY 12047  
518-233-2131  
518-233-2162 - Fax  
[gnathan@ci.cohoes.ny.us](mailto:gnathan@ci.cohoes.ny.us)  
<http://www.ci.cohoes.ny.us>

REQUEST FOR AGENDA ITEM  
Legislative Request / BOM Request

Legislative Request  BOM Request

Date 03-04-21

Department Engineering

Contact Person Garry Nathan

PERPOSE FOR REQUEST:

Adoption of Resolution:

Adoption of Local Law:

Adoption of Ordinance:

Budget Amendment:

Bond Approval:

Contract Authorization:

Other (Briefly Explain) A-E contract for the next Vliet Street Sewer Sepatation Project that is a NYSDEC Consent Order under the LTCP.

Budget Amendment (State the following)

Increase Account/Line No.

Decrease Account /Line No.

Source of Funds

CONTRACT AUTHORIZATION

Purchase Equipment/Supplies:

Lease Equipment/Supplies:

Professional Services:

Education/Training:

Settlement of Claim:

Grants:

New

Renewal

Submission Dead Line



Fiscal Impact in Dollars or Percentage

Federal \_\_\_\_\_

State \_\_\_\_\_

City of Cohoes \_\_\$198,750 upfront \$5500 after reimbursement\_\_

All back -up material has been submitted \_\_x\_\_

Explanation: \_As this is a LTCP project with plans and specs. due to NYSDEC by 10-15-2021 the cost to Cohoes upfront will be the \$198,750.00, after the other pool communities pay their share the final cost will be \$5500. The Above contract does not include engineering during construction or inspection. Another contract will be done for these services \_\_\_\_\_ once \_\_\_\_\_ the \_\_\_\_\_ design \_\_\_\_\_ is finalized. \_\_\_\_\_

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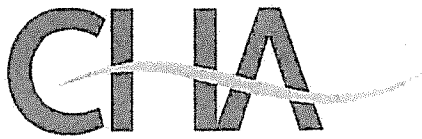
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Use space or add typed attachment.

Submitted by: \_\_\_\_\_ Garry Nathan \_\_\_\_\_  date \_\_\_\_\_ 03/04/2021 \_\_\_\_\_



March 4, 2021

Hon. William T. Keeler, Mayor  
City of Cohoes  
City Hall  
97 Mohawk Street  
Cohoes, NY 12047

ATTN: Mr. Gary Nathan, P.E.

RE: PROPOSAL FOR THE PROFESSIONAL SERVICES ASSOCIATED WITH THE CITY OF COHOES  
MOHAWK-HUDSON BIKE TRAIL GREEN INFRASTRUCTURE CORRIDOR PROJECT; CHA  
PROPOSAL NO. X-61657

Dear Mayor Keeler:

CHA Consulting, Inc. (CHA) is pleased to submit this proposal to provide the City of Cohoes (City) with professional services associated with the above-mentioned project. The Project is a required element of the Albany Pool CSO Long-Term Control Plan (LTCP) which several pool communities finance through the Clean Water State Revolving Fund (CWSRF), as administered through the New York State Environmental Facilities Corporation (EFC). As such, it is understood that the executed engineering agreement will include the provisions required in the "Non-Construction Bid Packet" and will require the submittal of approvable MWBE and SDVOB Workplans and EEO Utilization Plan.

The scope of this proposal shall be to provide the City with approvable design plans, specifications, and bidding materials for the Project, in accordance with the Preliminary Engineering Report. Our proposed scope of services, professional fee, and project schedule are included below.

#### PROJECT UNDERSTANDING

The Mohawk-Hudson Bike Trail Green Infrastructure Corridor Project will reduce the volume of runoff that is contributed to the combined sewer system, from the Middle Vliet Street watershed, by conveying typical stormwater flows to a dedicated stormwater outfall downstream of the City's Johnston Avenue Regulator (permitted CSO No. 012/014). The Project will effectively result in the reduction of stormwater flows and infiltration to the combined sewer system thereby reducing the frequency and intensity of CSO events; and proposed green infrastructure practices will provide for further storage, infiltration, evapotranspiration, and treatment of stormwater flows.

The proposed improvements will be installed within the limits of State-owned parcels associated with the Mohawk-Hudson Bike Trail as well as adjacent City-owned properties, between Diane Court and Johnston Avenue. The Project will require both temporary construction and permanent easements be obtained from

the NYS Office of Parks, Recreation & Historic Preservation (Office of Parks). Preliminary concepts have been shared with the NYS Office of Parks and a Letter of Support for the Project has been provided to the City of Cohoes. The preferred concept proposes to install a series of green infrastructure elements to both separate stormwater flows from the City's combined sewer system and improve drainage along the bike trail. Specifically, the Project would include installation of the various green infrastructure elements and improved conveyance pipes; as well as potential viewing platforms, benches/seating and educational signage to increase public awareness for the Project and the associated benefits of green infrastructure practices.

The project is intended to enhance the recreational experience along this section of the bike trail for community members and regional users through the incorporation of cost-effective social and environmental elements – creating a safer, enhanced transportation corridor within the City.

## SCOPE OF SERVICES

### Task 1 – Project Management, Coordination and Meetings

The project will be started with an official kick-off meeting. The purpose of this meeting is to review the project parameters, CSO LTCP requirements, the Consultant's technical scope, and any concerns or issues the City needs addressed. Over the course of this project, CHA shall maintain close coordination and communication with the City. Under this task, CHA will perform all project management and administration of the contract, including the establishment of subcontracts and processing of project invoices. In addition, CHA will continue to coordinate the Project with the NYS Office of Parks in order to secure the necessary work permit for the Project; establish the temporary construction and permanent easements along the bike trail; and to further discuss potential funding support for the bike trail improvements.

### Task 2 – Surveying Services

CHA will subcontract all work associated with the survey and development of the base mapping to a NYS certified Minority/Women-owned Business Enterprise (MWBE) or Service-disabled Veteran-owned Business (SDVOB). In order to satisfy requirements for the CWSRF program, CHA will research and solicit cost proposals from state certified MWBE and SDVOB firms for performance of the following:

- Conduct a field survey to locate existing evidence relating to any written records to the actual property and to locate all visible planimetric and topographic features within the Project limits.
- Prepare a Topographic Base Map of the survey showing the existing property lines, and all visible planimetric and topographic features.
- Underground utilities will be shown from Dig Safe mark out, record plans and field observation.
- Property and R.O.W. lines will be shown from tax maps provided by client in AutoCAD format.
- Preparation of maps and descriptions for easements needed from the NYS Office of Parks.

#### Technical Assumptions:

- Client to collect and provide any available site information and record plans for the Project area including topographic surveys, boundary surveys, construction as-builts, and previous site design plans and details.
- The Subconsultant shall conduct all surveys and provide digital terrain data required for design.

- The horizontal datum shall be the New York State Plane Coordinate System (NAD83).
- The vertical datum shall be NAVD 88.
- Albany County Prevailing Wage Rates will be paid for field time.
- Reasonable efforts will be made to research public records for information pertaining to the location of property lines.

### Task 3 - Permitting Services

The preferred alternative for the Project involves the construction of interconnected created wetland areas and vegetated swales. These green infrastructure elements will convey stormwater from the Middle Vliet Street Watershed, and local bike trail areas, to an existing dedicated stormwater outfall beginning at Johnston Avenue. Per Part 617.5(c)(3) of Chapter 2, Section B of The SEQR Handbook, 4<sup>th</sup> Edition, 2020, a project can be deemed a Type II Action and under SEQR regulations do not require any further SEQR review if they involve the “retrofit of an existing structure and its appurtenant areas to incorporate green infrastructure”.

Furthermore, per part 617.5(c)(35) a project can be deemed a Type II Action if it is required pursuant to “civil or criminal proceedings, whether administrative or judicial, including a particular course of action specifically required pursuant to a judgement or order, or the exercise of prosecutorial discretion”. The proposed project is a required element of the City’s CSO LTCP and proposes green infrastructure practices along the existing bike trail and the appurtenant areas to meet the goals and objectives of the Project and Order on Consent. As such, CHA has determined that the Project will be deemed a Type II Action under the SEQR regulations and therefore will not require any further SEQR review. The City will need to document these findings in a resolution in order to secure the final regulatory acceptance of the Project.

Pending the final selection of the preferred option and definition of the project elements, the area of potential effect (APE) will be defined and a cultural resource study, or Phase IA Literature Search and Archaeological Sensitivity Assessment will be performed to identify any potential impacts or issues which could influence the design and/or construction activities. CHA will subcontract with Landmark Archaeology, Inc. (a certified NYS WBE) to perform this work adhering to the guidelines recommended by the Historic Preservation Field Services Bureau; OPRHP/SHPO (recommendation in director’s letter of September 20, 1995) for cultural resource management projects and the revised guidelines issued on May 5, 2005 (John Bonafide, Historic Preservation Field Services Bureau). It shall also comply with the New York State Historic Preservation Act (including associated guidance) and the requirements of New York State Historic Preservation Office. All cultural resource survey work shall be performed by or under the supervision of a person or persons meeting appropriate professional qualifications standards, as set forth in the Secretary of the Interior’s Professional Qualification Standards 48 CFR Part 44738.9.

The proposed improvements will be installed within the limits of State-owned parcels associated with the Mohawk-Hudson Bike Trail as well as adjacent City-owned properties, between Diane Court and Johnston Avenue. The Project will require temporary construction and permanent easements, along with a work permit, be obtained from the NYS Office of Parks. Preliminary concepts have been coordinated with the NYS Office of Parks and a Letter of Support for the Project has been provided to the City of Cohoes.

Based on a desktop assessment using the NYS DEC Environmental Resource Mapper, the anticipated Project corridor does not contain wetlands identified in the National Wetlands Inventory or State Regulated Freshwater Wetlands. Furthermore, the Project is not anticipated to impact rare plants or animals, or significant natural communities. During the design phase, additional field work will be performed to

provide further verification that the Project will not impact any undocumented wetlands or conditions along the bike trail and/or impacted City properties.

#### Task 4 - Engineering Services

##### Preparation of Construction Plans, Specifications & Estimates

Drawings and specifications shall include all necessary documentation to approve, bid, procure, construct, and properly test materials and components of the proposed improvements in accordance with current local, state, and federal codes, standards and regulations. Submissions shall be made to the City at the preliminary design level (60%); final design review stage (90%) and final bidding documents (100%); with each submission including a construction cost estimate. Improvements shall be prepared in plan and profile format, with profiles indicating the approximate locations of existing and proposed utilities in order to resolve potential conflicts.

The City of Cohoes is seeking grant funds through the Green Innovation Grant Program (GIGP), as administered by the NYS EFC. Should the additional funding be awarded to the City, it is the intent of the City of Cohoes to implement the improvements associated with the creation of the enhanced green corridor, as documented in the PER, which will maximize the reduction of the combined overflows and provide for additional treatment of stormwater discharges. However, should the additional funding not be available, the City of Cohoes intends to advance the design for the Vegetated Swale Option which can be executed within the current project budget of \$1.9 million.

A list of anticipated drawings is as follows:

- \* G-001 Title Sheet
- \* G-002 General Notes and Legend
- \* C-001 Overall Corridor Plan Index Sheet
- \* C-002 Existing Conditions Plans - Sheet 1
- \* C-003 Existing Conditions Plans - Sheet 2
- \* C-004 Existing Conditions Plans - Sheet 3
- \* C-005 Existing Conditions Plans - Sheet 4
- \* C-006 Existing Conditions Plans - Sheet 5
- \* C-007 Demolition Plan - Sheet 1
- \* C-008 Demolition Plan - Sheet 2
- \* C-101 Layout & Landscaping Plan - Sheet 1
- \* C-102 Layout & Landscaping Plan - Sheet 2
- \* C-103 Layout & Landscaping Plan - Sheet 3
- \* C-104 Layout & Landscaping Plan - Sheet 4
- \* C-105 Layout & Landscaping Plan - Sheet 5
- \* C-201 Grading & Drainage Plan - Sheet 1
- \* C-202 Grading & Drainage Plan - Sheet 2
- \* C-203 Grading & Drainage Plan - Sheet 3
- \* C-204 Grading & Drainage Plan - Sheet 4
- \* C-205 Grading & Drainage Plan - Sheet 5
- \* C-301 Erosion & Sediment Control Plan - Sheet 1

- C-302 Erosion & Sediment Control Plan - Sheet 2
- C-501 Detailed Planting Schedule for the Constructed Wetlands - Sheet 1
- C-502 Detailed Planting Schedule for the Constructed Wetlands - Sheet 2
- C-503 Detailed Planting Schedule for the Constructed Wetlands - Sheet 3
- C-601 Site Details - Sheet 1
- C-602 Site Details - Sheet 2
- C-603 Erosion & Sediment Control Details - Sheet 1
- C-604 Erosion & Sediment Control Details - Sheet 2
- C-605 Site Landscaping Notes & Details - Sheet 1
- C-606 Site Landscaping Notes & Details - Sheet 2
- C-801 Bike Trail Detour Plan
- C-802 Bike Trail Detour Details

#### Stormwater Pollution Prevention Plan (SWPPP)

The Project involves the construction of green infrastructure elements to reduce CSO's and improve drainage conditions along the bike trail and its surrounding open areas. The proposed project will disturb more than one (1) acre of area along the Mohawk-Hudson Bike Trail. The proposed improvements are not required in response to a new development or redevelopment project; and furthermore, the proposed project elements do not increase the contributing impervious area. Improvements will be designed in accordance with applicable standards documented in the NYS Stormwater Management Design Manual. Erosion and sediment control plans and details will be prepared for control of stormwater runoff associated with the construction activities. A Stormwater Pollution Prevention Plan (SWPPP) will be developed as part of the design for the project and submitted to the City of Cohoes for compliance under the City's MS4 Program requirements.

#### Bid Phase Services

CHA proposes to assist the City with the bidding of the project by offering the following services:

- Assist the City by preparing instructions to bidders and bid advertisements for the City to publish, in accordance with General Municipal Law.
- Provide twenty (20) digital sets of contract documents (plans and specifications) for distribution to prospective bidders, or coordinate submission of the bidding documents in accordance with standard City practices (i.e., submittal to digital bidding service platform, BidNet).
- Prepare addenda to the contract documents, as required, to clarify bidder questions.
- Assist the City with the receipt of bids, evaluation of bids, and award of the contract to the lowest responsible bidder.

#### Financing and Regulatory Coordination Activities

As mentioned above, the Project will be financed by several of the Albany Pool Communities through the CWSRF. Under this task, CHA shall provide the necessary services for processing of the contracts and financial reporting as required by the EFC. Furthermore, this task includes coordination efforts involved with the submittal and review of the design drawings and specifications, as well as responding to and/or addressing comments from the reviewing agencies.

## PROFESSIONAL FEE & EXPENSES

CHA proposes to be compensated for the scope of services defined above on a lump sum basis in accordance with the breakdown presented in the Table below, including expenses and Subcontractor costs. CHA will not exceed this estimated amount without prior written authorization from the City of Cohoes.

Task Description	Cost
Task 1 – Project Management, Coordination & Meetings	\$10,000
Task 2 – Surveying Services	\$35,000
Task 3 - Permitting Services:	
Archaeologic Phase 1A Assessment	\$10,000
Environmental & Ecology Field Assessment	\$2,500
NYS Office of Parks Permit	\$2,500
Task 4 - Engineering Services:	
Preparation of Construction Plans, Specifications & Estimates	\$112,750
Stormwater Pollution Prevention Plan	\$15,000
Bid Phase Services	\$7,500
Financing & Regulatory Coordination Activities	\$3,500
<b>Total Professional Fees</b>	<b>\$198,750</b>

## PROJECT SCHEDULE

CHA is prepared to begin work on this project immediately upon receipt of a notice to proceed, with field investigations scheduled as soon as possible based on the spring thaw or meltdown of the snowpack throughout the study area. We understand that the final plans, specifications and bid package will need to be completed and submitted to the regulatory agencies in accordance with the CSO LTCP milestone date of October 15, 2021. Furthermore, it is understood that the City intends to solicit bids from Perspective Bidders in the first quarter of 2022; with an expected Award of Contract and issuance of a Notice to Proceed by April 1, 2022.

If the proposal is acceptable, please provide CHA notification in order for us to expedite this work. Please do not hesitate to contact me at (518) 453-3910 or [mmiller@chacompanies.com](mailto:mmiller@chacompanies.com) if you have any questions. Thank you for considering CHA for your engineering services, and we look forward to working with you and your staff on this project.

Very truly yours,



Michael F. Miller, P.E.  
Vice President

MFM/mfm

